

**ST. JOSEPH'S COLLEGE OF ARTS AND SCIENCE**

**(AUTONOMOUS)**

**CUDDALORE – 607 001**

**The Annual Quality Assurance Report (AQAR) of the IQAC  
for the year 2017 - 2018**

Submitted to



**National Assessment and Accreditation Council**

An Autonomous Institution of the University Grants Commission

**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्**

**विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान**

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

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

(June 1, 2017 to May 31, 2018)

## Part – A

### I. Details of the Institution

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

Mobile

**+91 - 94433 61929**

IQAC e-mail address

**iqacsjc@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/2018/12/AQAR-2017-18.pdf>**

#### 1.6 Accreditation Details

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

1.7 Date of Establishment of  
IQAC

**15-10-2003**

1.8 AQAR for the year

**2017-2018**

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

i. AQAR 2016-2017 submitted to NAAC on 17/05/2018

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)	<input type="text" value="NIL"/>								

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

**THIRUVALLUVAR 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

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

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

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

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

- **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**
- **Organizing industry interaction meeting**

## 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
Strengthening Institution - Industry interaction	Institution - Industry interaction meeting for Chemistry organized
Strengthening research - Conducting workshops for Project writing / External funding	Intramural Research Funding Scheme introduced Staff Development programme on Project writing / External funding were organized
Conducting more Staff Development Programmes	Staff Development programme on Project writing / External funding were organized
Streamlining village adoption program	VSL-Village Service Learning Programme developed
Upgrading lab facilities in science departments	Additional instruments purchased for Laboratories

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body

Provide the details of the action taken

Suggestions from the college council and Management have been incorporated

## 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	5	-	5	-
PG	11	-	11	-
UG	12	1	13	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	1	-	1	-
Certificate	1	-	1	-
Others (M.Phil.)	9	-	9	-
<b>Total</b>	<b>39</b>	<b>1</b>	<b>40</b>	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	35
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)



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

<b>Subject</b>	<b>Salient aspects</b>
BBA – CA	The following core subjects were introduced in the III Semester - Production Management and Financial accounting . Business Law was introduced as skill based paper. The following core subjects were introduced in the IV Semester – Marketing, Import and Export management and Cost and Management accounting
BBM	Common question paper pattern for all subjects. Allotment of hours should be even for all the five units. In Semester-V for the paper “Income tax law and practice” weightage for theory and problems has to be mentioned. 60% problems and 40% theory has to be mentioned at the end of the syllabus.
Computer Applications	To incorporate CBCS more number of Elective subjects were included in V semester and VI Semester for UG (BCA). M.Sc. (I.T) syllabus was completely revamped to meet the current industry needs.
Biochemistry	New curriculum / syllabus were introduced. New papers were introduced in III year and II PG: Biotechnology & Genetic engineering, Environmental toxicology & herbal medicine, Pharmaceutical Biochemistry & bioinformatics ,Biostatistics & clinical research, Food technology, Inheritance & Developmental Biology.
Chemistry	Syllabus of three subjects were revised. Schemes of a few papers were also revised to have uniformity.
Commerce	Employability Skills – AOES301S – Unit II brought into V Unit. Cost accounting—CM511Q-Unit V brought into II Unit. Management Accounting- CM616T-Unit III heading change Entrepreneurial Development-CM617Q- Unit V updated Customs, Excise and Goods and Service tax – ECM619A-Indirect Taxation paper removed and New paper introduced B.C.A. - Financial Accounting –ACCA401- Units Rearranged and updated
Economics	Revised Indian Economy Syllabus (AEBM303 & AECM403S) for B.COM & BBM (BankManagement) Included Financial Institutions, Current agriculture Crisis, and Development aspects
Physics	M.Sc. Course Template and the corresponding Syllabus has been modified.
Statistics	Mathematical Statistics I paper title has been changed to Allied Statistics I Mathematical Statistics II paper title has been changed to Allied Statistics II Mathematical Statistics (Practical) paper title has been changed to Allied Statistics Practical
Tamil	UG II B.A Tamil Syllabus Introduced
Zoology	Syllabus was framed for I B.Sc Zoology course

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

Department of Business Administration has been introduced

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	176	174	2	-	-

2.2 No. of permanent faculty with Ph.D.

42

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
17	-	2	-	-	-	-	-	19	-

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	91	92	6
Presented	64	72	Nil
Resource Persons	3	10	1

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

NPTEL courses as add on courses as well as additional teaching learning material  
 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

158

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

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

176	176	176
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2.10 Average percentage of attendance of students

95.2%
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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	215	24.7	61.2	14.1	-	79.1
B.Sc., Physics	102	31.6	57.9	10.5	-	74.5
B.Sc., Chemistry	101	23.3	56.7	20.0	-	59.4
B.Sc., Biochemistry	101	5.9	58.8	35.3	-	50.5
B.Sc., Microbiology	95	9.8	41.2	49.0	-	53.7
B.Sc., Computer Science	182	7.1	65.4	27.6	-	69.8
B.C.A	181	22.7	47.7	10.2	-	70.7
B.A., English	239	2.0	27.7	52.0	19.6	61.9
B. A., History	47	-	14.3	71.4	14.3	14.9
B. Com., Commerce	263	2.4	27.7	57.8	12.0	31.6
B. Com., Bank Management	116	2.1	10.4	64.6	25.0	41.4
M.Sc., Mathematics	39	59.4	40.6	-	-	82.1
M.Sc., Physics	20	43.8	56.3	-	-	80.0
M.Sc., Chemistry	24	22.2	77.8	-	-	37.5
M.Sc., Biochemistry	21	33.3	66.7	-	-	71.4
M.Sc., Microbiology	20	20.0	80.0	-	-	100.0
M.Sc., Computer Science	25	86.4	13.6	-	-	88.0
M. Sc., Info Tech	4	75.0	25.0	-	-	100.0
M.A., English	37	2.9	61.8	35.3	-	91.9
M. Com., Commerce	26	-	100.0	-	-	46.2
M. S. W	10	-	100.0	-	-	80.0

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

- Feedback on teachers and Curriculum were obtained from students
- Internal Academic Auditing was conducted

2.13 Initiatives undertaken towards faculty development

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

Intramural Research Project scheme was introduced for the Department  
Staff Development Programme on Project Proposal Writing

#### 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	6	-	-	2
Outlay in Rs. Lakhs	0.5	-	-	0.2

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	106	29	-
Non-Peer Review Journals	-	-	-
e-Journals	3	-	-
Conference proceedings	14	3	-

#### 3.5 Details on Impact factor of publications:

Range 0.03 - 5.605    Average 2.2    h-index 1 - 18    Nos. in SCOPUS 28

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	2017-18	College	Rs. 55,000	Rs. 55,000
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	Rs. 55,000	Rs. 55,000

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution	Level	International	National	State	University	College
	Number	4	14	3	-	8
	Sponsoring agencies	Internal	Internal	Internal	-	Internal

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
3	-	-	-	-	-	3

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

- Creating awareness on Environmental Pollution
- Traffic awareness
- Voters awareness
- Flood relief work



- Awareness Programme on Health and Hygiene.
- Coaching classes on Spoken English for School Children
- Cleaning Campaign
- Charity work for the under privileged and special children
- Computer Literacy Programme in villages
- Awareness Programme on Child Abuse
- 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	-	-	61
Laboratories	10	-	-	10
Seminar Halls	3	2	-	5
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	9	3	Internal	12
Value of the equipment purchased during the year (Rs. in Lakhs)	35.87	18.5	Internal	54.4
Others (Minor Equipments, Air Conditioners, Furniture)	-	7.00 Lakhs	Internal	-

#### 4.2 Computerization of administration and library

Administration and Library of the college are already computerized.

Upgradation of systems was carried out

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	29873	59,28,886	1531	4,62,123	31404	63,91,009
Reference Books	909	-				
e-Books	739	-	72	-	811	-
Journals	68	79,206	11	1,35,199	79	2,14,405
e-Journals	317	-				
Digital Database	Delnet Inflibnet	23,000 10,840	-	5,900	-	39,740
CD & Video	136	-	26	-	162	-
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	231	180	10	-	-	18	12	9
Added	4	-	-	-	-	-	2	2
Total	235	180	10	-	-	18	14	11

#### 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.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	5.4
ii) Campus Infrastructure and facilities	17.5
iii) Equipments	3.2
iv) Others	1.9
<b>Total :</b>	<b>28.0</b>

## 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
5335	494	15	58

(b) No. of students outside the state

616

(c) No. of international students

Nil

Men	No	%	Women	No	%
	2583	43.8		3319	56.2

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
150	882	16	4810	87	5858	141	834	12	4915	91	5902

Demand ratio

2:1

Dropout %

7.5%

#### 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

810

### 5.5 No. of students qualified in these examinations

NET	<input type="text" value="-"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="32"/>

### 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 organized Job fair in association with Government organizations

The cell also organized campus interviews, off-campus interviews, workshops and seminars related to placement.

No. of students benefitted

### 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
7	667	107	440

### 5.8 Details of gender sensitization programmes

Gender Champions programme was initiated

### 5.9 Students Activities

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

State/ University level  National level  International

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

#### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	640	Rs. 26,26,425
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:

- Purchase of additional library books.
- Additional instruments in the lab
- Improvement in library services

## 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, Management Information System is available

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

##### 6.3.1 Curriculum Development

Curriculum Development Committee analysed the curriculum and suggested modifications

##### 6.3.2 Teaching and Learning

Students were encouraged to undergo NPTEL programmes

##### 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

Research Development Cell carries out research promoting activities among the staff and the students.

Seminars, workshops and invited lectures are organized regularly.

Information regarding workshops, conferences and call for on project proposals are made known to the staff.

Intramural funding scheme for the Departments is introduced.

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

A Library Advisory Committee monitors and offers suggestions for the effective functioning of the library.

Latest books are purchased to meet the needs of revised syllabus.

Technological up-gradation is ensured in ICT and laboratory instruments.

Planning and Evaluation Committee offers suggestions for adding additional facilities and necessary modifications in the infrastructure.

#### 6.3.6 Human Resource Management

Training programmes for the students were conducted

Staff Development programmes were also conducted on various topics

#### 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

Institution - Industry interaction meeting for the Chemistry was organized

#### 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

457.57 lakhs

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	No	-	Yes	IQAC
Administrative	No	-	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?

Double Valuation for PG courses is introduced

Refunding of Revaluation fees if the difference in marks are high

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 students of various departments came to the institution and gave lectures

Alumni students provided details regarding placement

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

Parent – Teachers meet was organised twice

Suggestions and feedback from the parents were forwarded to the faculties and Departments

#### 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

Green audit was conducted

Tree plantation was carried

Vermi-composting was carried out

## 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.

Institution - Industry interaction meeting for the Chemistry was organized

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

<b>Strengthening Institution - Industry interaction</b>	<ul style="list-style-type: none"><li>• Institution - Industry interaction meeting has been conducted for the Chemistry department</li></ul>
<b>Strengthening research - Conducting workshops for Project writing / External funding</b>	<ul style="list-style-type: none"><li>• Two staff Development Programmes have been conducted on the topic Project writing / External funding</li></ul>
<b>Streamlining village adoption program</b>	<ul style="list-style-type: none"><li>• Village Service Learning Programme has been formally introduced in place of extension programme</li></ul>
<b>Conducting more Staff Development Programmes</b>	<ul style="list-style-type: none"><li>• Two staff Development Programmes have been conducted</li></ul>
<b>Upgrading lab facilities in science departments</b>	<ul style="list-style-type: none"><li>• New research lab for Chemistry</li></ul>

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

Institution - Industry Interaction meeting for Chemistry was organized  
Intramural Research Funding scheme introduced

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?



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

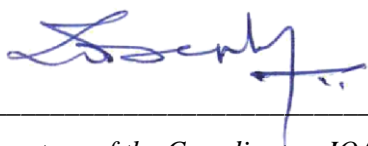
Infrastructure facilities have been enhanced.

More fund allotted for research

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

- Preparation for Autonomous Extension
- To conduct Academic and Administrative Audits
- To start more Diploma courses
- To conduct more International Seminars
- To prepare video lectures for teaching

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Signature of the Coordinator, IQAC

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Signature of the Chairperson, IQAC