ADITANAR COLLEGE OF ARTS AND SCIENCE
VIRAPANDIANPATNAM TIRUCHENDUR

Annual Quality Assurance Report (AQAR)
2014 - 2015

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

> Aditanar College of Arts and Science

1.2 Address Line 1

> 2/88, Virapandianpatnam

Address Line 2

> Tiruchendur, Thoothukudi District

City/Town

> Tiruchendur

State

> Tamil Nadu

Pin Code

> 628 216

Institution e-mail address

> aditanarcollege@yahoo.co.in

Contact Nos.

> 04639-242232

Name of the Head of the Institution:

> Dr.V.Gopalakrishnan

Tel. No. with STD Code:

> 04639 – 245247

Mobile:

> 9443872527

Name of the IQAC Co-ordinator:

> Dr.M.Velrajan

Mobile:

9487325459

IQAC e-mail address:

aditanarcollege@yahoo.co.in

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

TNCOGN 10204

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)

EC(SC)/05/RAR/080 dated 03.03.2015

1.5 Website address:

www.aditanarcollege.in

Web-link of the AQAR:

www.aditanarcollege.in/AQAR2014-15.doc

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	1st Cycle	'B+'	74.45	2002	12.11.2002 to 11.01.2007
2	2nd Cycle	'A'	3.28	2009	15.06.2009 to 14.06.2014
3	3rd Cycle	'A'	3.01	2015	03.03.2015 to 02.03.2020

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   09/08/2006

1.8 AQAR for the year *(for example 2010-11)* | 2014 - 2015 |

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

Nil

(This is the first year AQAR after the latest Assessment and Accreditation by NAAC)

1.10 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 [ ]

1.11 Type of Faculty/Programme

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

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

Others (Specify) | . |

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

Manonmaniam Sundaranar University, Tirunelveli

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

Autonomy by State/Central Govt. / University

No

University with Potential for Excellence

No

UGC-CPE

No

DST Star Scheme

No

UGC-CE

No

UGC-Special Assistance Programme

No

DST-FIST

No

UGC-Innovative PG programmes

No

Any other (*Specify*)

UGC-COP Programmes

No

2. IQAC Composition and Activities

2.1 No. of Teachers

18

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

2

2.4 No. of Management representatives

2

2.5 No. of Alumni

1

2. 6 No. of any other stakeholder and

   community representatives

1

2.7 No. of Employers/ Industrialists

Nil

2.8 No. of other External Experts

1

2.9 Total No. of members

27

2.10 No. of IQAC meetings held   4

2.11 No. of meetings with various stakeholders: No.   3   Faculty   1

       Non-Teaching Staff Students   1   Alumni   1   Others   0

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. 4   International -   National -   State -   Institution Level 4

   (ii) Themes

i.	Workshop on Quality Enhancement through Developing Reading Skills – 07.07.2014
ii.	Soft Skills - 22.09.2014
iii.	Workshop on Resume Writing, Interview Skills and Time Management – 09.10.2014.
iv.	Programme on Quality Enhancement – 26.03.2015

2.14 Significant Activities and contributions made by IQAC

- IQAC organized Adfest 2015
- IQAC organized a community extension programme for the Disadvantaged children of the Anbu Illams of Chidambaram Mankairkarasi and Arulmigu Subramaniya Swamy Devasthanam.
- IQAC and Women's Study Centre organized a one day Seminar on "Prevention of Violence against Women" on 09.10.2014.

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
1. Workshop on Quality Enhancement – in July 2014 2. Yoga for the students – in August 2014 3. Soft Skills for the students – in September 2014 4. Seminar on Prevention of Violence against Women – in October 2014 5. Community extension pogramme in December 2014 6. Science Exhibition – in January 2015 7. Faculty Development Programme – in February 2015 8. Workshop on Teaching the Technology involved in the Home Appliances – in March 2015.	1. Workshop on Quality Enhancement Through Developing Reading Skills was conducted on 07.07.2014 2. A programme on Soft Skills was conducted on 22.09.2014. 3. Seminar on "Prevention of Violence against Women" was conducted on 09.10.2014. 4. Community extension programme was conducted on 31.01.2015 5. Programme on Quality Enhancement was conducted on 26.03.2015

* Attached the Academic Calendar of the year as Annexure. - I

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

Management ☑   Syndicate ☐   Any other body ☐

Provide the details of the action taken

It was approved by the Management.

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.	4		4	
PG	5		2	
UG	10		1	
PG Diploma				
Advanced Diploma				
Diploma	2			1
Certificate	4			1
Others / M.Phil.	6			
Total	31		7	2

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS
     (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	20
Trimester	
Annual	6

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

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

An analysis of the feedback is provided as Annexure - II

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

> No

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

> –

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
66	33	33	-	-

2.2 No. of permanent faculty with Ph.D.

39

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
-	4	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

6		-		17

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	5	25	5
Presented papers	5	24	1
Resource Persons	-	7	4

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

Innovative teaching is ensured through approaches like the usage of websites, power point presentations, internet facility and language laboratory. Group discussions, seminars, quiz, peer group interactions monitored by the teacher, intelligent students teaching certain chapters to the rest of the class, and Debates are some of our student-centric approaches to experiential learning.

Efforts taken by the institutions

The following efforts have been taken by the institution to adopt new and innovative approaches:

- Availability of eight LCD projectors
- Internet connection to all the departments and library.
- Well equipped language laboratory
- Smart class room

2.7 Total No. of actual teaching days

during this academic year

| 180 |

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

Bar coding Answer Booklet was introduced by the Manonmaniam Sundaranar University in April 2014 Examinations. We have implemented it in our College.

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

| 16 | | 3 |

2.10 Average percentage of attendance of students

| 78.3% |

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Total No. of Pass	Division				
			Distinction %	I %	II %	III %	Pass %
B.A. Economics	51	27	-	37%	63%	-	52.94%
B.A. English	30	21	-	24%	67%	9%	70%
BBA	38	27	-	26%	70%	4%	71.05%
B.Com.	60	36	-	25%	67%	8%	60%
B.Com., (C.A.)	37	22	-	100%	-	-	59.45%
B.Sc. Maths	30	16	25%	44%	31%	-	53.33%
B.Sc. Physics	23	12	33%	67%	-	-	52.17%
B.Sc. Chemistry	34	22	27%	73%	-	-	64.70%
B.Sc. Zoology	22	11	27%	73%	-	-	50%
B.Sc. Computer Science	22	18	6%	94%	-	-	81.81%
M.A. Economics	24	24	-	87%	13%	-	100%
M.A. English	25	23	-	100%	-	-	92%
M.Sc. Mathematics	22	17	59%	41%	-	-	72.27%
M.Sc. Chemistry	22	11	18%	82%	-	-	50%
M.Sc. Zoology	17	14	21%	79%	-	-	82.35%

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

IQAC constantly obsenced how students are being handled by the teachers. Whenever IQAC found certain methods adopted by the teachers to be conventional and obsolete like dictating notes and pure lecture method, IQAC informally and personally suggested to the teachers conceded how their teaching should be made more student centric. IQAC also constantly reminded the teachers how technology can be used in the classroom for effective teaching.

 2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	1
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	1
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	Nil

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	9	6	-	4
Technical Staff	6	4	-	6

Criterion – III

3. Research, Consultancy and Extension

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

> Following are the initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution:
>
> 1. IQAC through the Research Committee (who are also members of the IQAC) downloaded the project application forms from the UGC website, made multiple copies of them and distributed them to the research oriented young teachers.
> 2. IQAC guided the research oriented young teachers to identify the topic for the project and saw to that these teachers applied to the UGC for the project.
> 3. The senior IQAC members constantly interacted with those teachers doing Ph.D., motivated them and indirectly pressurised them to complete their Ph.D.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	3	Nil	Nil
Outlay in Rs. Lakhs	19,54,600	29,78,000		

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	4	-	-
Outlay in Rs. Lakhs	-	3,90,000/-	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	57	2	-
Non-Peer Review Journals	-	-	-
e-Journals	1	-	-
Conference proceedings	-	15	-

3.5 Details on Impact factor of publications:

Range   3.355   Average   1.388   h-index   2   Nos. in SCOPUS   5

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) * (1)	2 years	UGC	Rs.3,00,000	
Total				

UGC has selected Dr.C.Velayutham, Associate Professor of Computer Science for the UGC Research Award for a period of two years.

| 1 |

3.7 No. of books published   i) With ISBN No. | 7 | 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 | Nil |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	1	3	2	-
Sponsoring agencies	-	UGC Rs.1,25,000/-	Management	Management	-

3.12 No. of faculty served as experts, chairpersons or resource persons [19]

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	Nil
	Granted	
International	Applied	Nil
	Granted	
Commercialised	Applied	Nil
	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
9	3	4	2	-	-	-

3.18 No. of faculty from the Institution
who are Ph. D. Guides   [23]
and students registered under them   [127]

3.19 No. of Ph.D. awarded by faculty from the Institution   [4]

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

JRF [-]   SRF [-]   Project Fellows [3]   Any other [-]

3.21 No. of students Participated in NSS events:

University level [376]   State level [1]

National level [2]   International level [-]

3.22 No. of students participated in NCC events:

University level	30	State level	36
National level	15	International level	-

3.23 No. of Awards won in NSS:

University level	6	State level	1
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	2		
NCC	2	NSS	18	Any other	-

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

- Our students brought 40 children of Chidambaram Mankairkarasi Anbu Illam and the Anbu Illam of Subramaniya Swamy Devasthanam to our college and kept them engaged one full day on 31.01.2015. The destitute children of the Anbu Illams were taught the basics of computer and spoken English by our students. They were taken around the whole campus and all the laboratories. 45 students of our College and six staff members participated in this programme.

- II M.A. English Literature students brought 20 children of Anbu Illam, Tiruchendur on 28.03.2015 to our College and conducted a Quiz Programme and Dumb Charade for them. Prizes were given away to the winners. A cultural programme was also organized.

    In both the occasions the children were given tea, variety of biscuits, gifts by the staff and students and sumptuous dinner served by our students.

- On 30.03.2015, 25 students of our College belonging to NSS Unit :48, Youth Red Cross and Sivanthi Community Radio went to St.Lucas Leprosy Hospital, Peikulam and distributed plantains , fruits, biscuits, towels, bed sheets, plastic pots, soap boxes and mugs to the leprosy patients. They were accompanied by the respective officers of the above organizations.

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	86.16 acres	-	-	86.16 acres
Class rooms	34	-	-	34
Laboratories	7	-	-	7
Seminar Halls	1	-	-	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	7	-	-	7
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

> Library is fully automated with the help of the Library Software 'RovanLMS'. The services like the charging, discharging and searching of books are done with the help of computers. For students use, one computer has been kept in the Stack room for reference with OPAC (Online Public Access Catalogue).
> TC, Pay bill, scholarship, IT, student admissions are all computerized.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	58,558	64,71,237	399	68,748	59,195	65,39,985
Reference Books	-	-	-	-	-	-
e-Books	-	-	-	-	-	-
Journals	58	90,365	-	-	58	90,365
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	122	2	All Departments and Library	-	-	1	12	-
Added	2	-	-	-	-	-	-	-
Total	124	2	All Departments and Library	-	-	1	12	-

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

We have internet connectivity in almost all the departments and library.

Students are encouraged to make use of the internet facilities and to learn through Open Study Resources.
        All the Post Graduates, M.Phil. students, research scholars and members of the staff can access the e-Journals from UGC   N-LIST programme and use the Internet facility in the library during the working hours of all working days, free of cost.

4.6 Amount spent on maintenance in lakhs :

i)   ICT

| 7,23,727 |

ii) Campus Infrastructure and facilities

| 16,68,541 |

iii) Equipments

| 27,050 |

iv) Others

| 76,640 |

Total :

| 24,95,958 |

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC, through the Director of Coaching Classes (who is also an IQAC member), conducted one programme in order to enable the students to get employment through competitive examinations. IQAC, through the advisors of the respective classes, enhanced awareness about support services.

5.2 Efforts made by the institution for tracking the progression

The institution tracked the progression of student support services through Staff Council Meetings, HOD's meetings and Advisors meetings. Further, the Principal's direct interaction with the Secretaries and Joint Secretaries of Association gave him enough feedback to suggest remedial measures.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1212	223	4	53

(b) No. of students outside the state

| Nil |

(c) No. of international students

| Nil |

Men

No	%
1278	85.9

Women

No	%
210	14.1

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
23	277	1	1197	5	1498	25	272	0	1191	9	1488

Demand ratio 594:1171   Dropout 0.03%

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

1. Conducted Coaching classes for Quantitative Aptitude and Reasoning for Competitive Examinations from 02.02.2015 to 08.02.2015.

2. Conducted coaching classes for Paper I of NET Examination for the I & II year M.A. English Literature students from 09.02.2014 to 20.02.2014.

3. Conducted coaching classes for paper II & III of NET Examination for the II M.A. English Literature students from 30.06.2014 to 27.08.2014

4. MBA entrance coaching for CAT and TANCET Examinations for 30 students from 25.09.2014 to 20.04.2015

No. of students beneficiaries   59 + 37 + 30 + 30 = 156

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

The following programmes were conducted by the Career Guidance and the Placement Cell:

1	20.09.2014 (F.N.)	Developing Reading Skills	42
2	20.09.2014 (A.N.)	Spoken English	10

No. of students benefitted   52

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	130	51	22

5.8 Details of gender sensitization programmes

1. One day seminar on "Prevention of Violence against Women" on 09.10.2014.

2. Workshop on "Health with Organic Living – An Awareness" on 12.03.2015.

5.9 Students Activities

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

State/ University level [46]   National level [1]   International level [-]

  No. of students participated in cultural events

State/ University level [158]   National level [6]   International level [-]

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

Sports : State/ University level [7]   National level [1]   International level [-]

Cultural: State/ University level [21]   National level [2]   International level [-]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		1,56,323
Financial support from government	731	21,85,731/-
Financial support from other sources	10	52,000/-
Number of students who received International/ National recognitions	1	7000/-

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 | 3 |

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

"Social Change through Economic Progress and Economic Progress through educating the youth of the rural area"

Mission

"To provide quality higher education aimed at enhancing the required Knowledge and Skills and instilling the desired values in the minds of students enabling them to be enterprising and becoming worthy citizens of our country".

6.2 Does the Institution has a management Information System

1. Administrative Procedures including Finance :

MIS applied to

- a)   Salary Bill – submitted every month in ECS format to the Treasury
- b)   Arrear Bill
- c)   EL Surrender
- d)   Pension Procedures
- e)   ACPF, SPF closure
- f)   Fee Collection
- g)   Income Tax Procedures
- h)   Issuance of TC (Transfer Certificate)
- i)   Issuance of Scholarship (Online Procedure)

2. Student Admission

MIS applied to admission of students through the preparation of the Rank list

3. Student Record

MIS applied to

a. Student Records

b. Preparation of Nominal Roll

4. Evaluation and Examination Procedures

MIS applied to

a. Preparation of Internal Cycle Test question papers

b. The details of students' appearance in University Semester Examination

5. Research Administration

MIS applied to

a. Details of Research Scholars working in our Research Centres

b. Guides & Co- guides in our college

c. Major and Minor Project details

6. Others

MIS applied to

a. Communication from the college to the University RJD's Office, Government of Tamilnadu and all other external agencies.

b. All the communications within the college.

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

6.3.1 Curriculum Development

Department meetings are conducted at the end of every semester and the following action plans are discussed and derived for the effective implementation of the curriculum of the following semester:

1. Optional papers, Non-Major Elective papers for the following semester will be finalized.

2. Subject allotment for the Teachers will be finalized.

3. Lesson plans are chalked out in such a way that the syllabus is covered in three phases. At the end of each phase an internal assessment test will be conducted and assignments are also given to assess the in-depth knowledge of the student.

4. One day Orientation program is conducted at the beginning of every year for co - curricular activities such as NCC, NSS, and Sports for the first year students. The students are given option to select any one of the co – curricular activities.

5. Senior teachers guide the juniors for effectively handling the subjects allotted to them.

6. If there is a necessity to conduct training programmes to deal with the change in the curriculum, senior faculty of our college take up that responsibility.

7. Any training programme conducted by the university regarding curriculum is attended by our faculty. Some of our teachers are members of the Curriculum Development Cell of our University.

The management encourages the faculty to attend seminars and conferences to enrich their knowledge in the respective field. The management also provides funds to every department to conduct seminars/ workshops and guest lectures. The faculty and students get benefitted by this. The management provides sufficient infrastructural facility and funds for the effective delivery of curriculum.

Further, six of our teachers in addition to the already existing 16 teachers, are serving as Members of Board of studies as detailed below:

S. No.	Name and designation	University position	Year
1.	Dr. K. Thanikasalam, Associate Professor, Department of English,	Member, Board of studies in English (UG & PG), Sri Parasakthi College for Women (Autonomous),Courtallam.	27.10.2014 to 26.10.2016
2.	Dr. V. Gopalakrishnan Principal,	Convenor, Ad hoc Board of Studies in Retailing (Commerce), M.S. University, Tirunelveli.	2014 – 2015
3.	Dr. A. Soundra Rajan Associate Professor, Department of Commerce	Member, Ad hoc Board of Studies in Retailing (Commerce), M.S. University, Tirunelveli.	2014 – 2015
4.	Dr. C. Sekar Associate Professor, Department of Mathematics,	Member, Board of Studies, Sri Saraswathi Thyagaraja College, Pollachi .	2014 – 2016
5.	Dr.D.S.Mahendran, Associate Professor of Computer Science,	Member, M.Phil. Computer Science, Board of Studies, Alagappa University, Karaikudi	2015-2017
6.	Dr.A.Asokkumar, Associate Professor of Mathematics	Member, UG Board of studies, SRNM College, Sattur	2014-2016

	Our Faculty as Question Paper Setters		
S. No	Name of the Faculty	Position	University / College
1	Dr.S.Narayanarajan, Associate Professor and Head, Department of Business Administration	Chairman, Question Paper Setter Boards in BBA, PGDBM, PGDPM & IR	Alagappa University, Karaikudi
2	Dr.S.Narayanarajan, Associate Professor and Head, Department of Business Administration	Question Paper setter in BBA	St.Xavier's College (Autonomous), Palayamkottai
3	Dr.S.Narayanarajan, Associate Professor and Head, Department of Business Administration	Question Paper setter in BBA	Thiagarajar College (Autonomous), Madurai
4	Dr.S.Narayanarajan, Associate Professor and Head, Department of Business Administration	Chairman, Question Paper Setter Board in BBA & BBM	Rathnavel Subramaniam College of Arts and Science, (Autonomous), Coimbatore
5	Mrs.G.Vasuki, Assistant Professor of Physics	Question Paper setter in Physics	Holy Cross College (Autonomous), Nagercoil
6	Dr.S.Narayanarajan, Associate Professor and Head, Department of Business Administration	Question Paper setter in BBA	S.Vellaichamy Nadar College, Madurai

6.3.2 Teaching and Learning

Interactive learning

Interactive learning is effected through 'Peer group interaction', Question Answer sessions, problem solving, quiz, interaction with senior students to get study materials and clarify doubts, and interaction with faculty formally and informally outside the classroom. Further, interactive learning is made possible through arranging plethora of Guest Lecturers. Number of Guest Lectures arranged during this year are given below:

1. Department of Business Administration   - 8
2. Department of Economics   - 6
3. Department of Mathematics   - 3
4. Department of P.G. Chemistry   - 3
5. Department of English   - 3
6. Department of Computer Science   - 3
7. Department of U.G. Chemistry   - 2

                                    Total   28

Collaborative learning

Collaborative learning is effected through Group discussion, Case study, Debate, Association activities in all the departments, Group project in the final semester for all the UG courses, field and industrial visit, NSS (4 Units), NCC (Army and Navy), Youth Red Cross, Road safety patrol, Fine arts club, Drama club (Tamil and English), Music club, Folk arts club, Community Radio (Sivanthi FM), Citizen consumer club, Science Forum, Industrial visits and Educational Tours. Details of the programmes to promote collaborative learning are given below:

Women's Study Centre

Women's Study Centre and IQAC of our College organised a One Day Seminar on "Prevention of Violence against Women" on 09.10.2014. Mrs.P.Suganthi, M.A. B.Ed., Social Worker and General Secretary of AIDWA, Chennai and Dr.C.Vetrivel, Tiruchendur were the resource persons.

Value Education

To inculcate human values, the following value education classes were conducted by the Value Education Forum for the students of our College from 09.00 a.m to 09.45 a.m. in the morning.

S.No	Date	Topic	Guest Speaker
1	07.08.2014	Inaugural Function	Mr.S.Sathiyamurthi, Associate Professor
2	21.08.2014	Thoughts	Dr.V.Malaisoodum Perumal, Associate Professor of Economics
3	28.08.2014	Work Ethics	Mr.T.Paulpandian, Associate Professor of English
4	04.09.2014	A Healthy Mind in a Healthy Body	Dr.D.Jim Reeves Silent Night, Director of Physical Education (S.G.)
5	11.09.2014	Wonderful Human Relationship	Mrs.V.Shanthi, Associate Professor of English
6	25.09.2014	Motivation and Simple Practice to Develop Skills	Dr.A.Asokkumar, Associate Professor of Mathematics
7	29.01.2015	Life is like the mind	Mr.T.Xavier Beski Arockiaraj, Associate Professor of English
8	05.02.2015	Meet Challenges in Human Life	Dr.C.Velayutham, Associate Professor of Computer Science
9	12.02.2015	How to succeed in Life	Dr.S.Narayanarajan, Associate Professor and Head, Department of Business Administration
10	09.02.2015	Our Future	Dr.K.Kathireson, Assistant Professor of Tamil
11	27.03.2015	Valedictory	Dr.M.Velrajan, Associate Professor and Head, Department of Mathematics

Science Forum

A Programme on "Evolution" was conducted by the Science Forum on 09.12.2014. Dr.C.Vetrivel,M.B.,B.S., D.C.H., Saraswathy Nursing Home, Tiruchendur was the resource person.

Science Popularization Programme

S.No	Programme	Date	No. of Schools visited
1	Computer Awareness	18.02.2015 and 20.02.2015	3
2	Physics Awareness	09.02.2015 and 10.02.2015	4

General Knowledge Cell

General Knowledge Cell is functioning effectively in our college to develop the general awareness of our first generation and educationally backward students. Every year we conduct an IAS model test for our students. The first three Toppers of the IAS Model Test will represent our college in the Inter- Collegiate General Knowledge Contest. Further every year we conduct Inter Collegiate General Knowledge Contest for Kamarajar Memorial Rolling Cup and Inter- school General Knowledge Contest for T.P.Meenakshi Sundaranar Memorial Rolling cup. The details are given below:

IAS model test was conducted in our college for the interested students on 3-2-2015. 384 students participated.

S.No	Name	Class	Prize
1	R.Hilbha	I M.Sc (Maths)	I
2	Petchimuthu.S	III B.Sc (Maths)	II
3	L.Selva Raja	III B.Sc (Maths)	II

The above students represented our college in the Inter Collegiate General Knowledge Test.

Inter Collegiate General Knowledge Contest for Kamarajar Memorial Rolling cup was held in our college on 16-2-2015. Eleven colleges participated. Aditanar College of Arts and Science, Tiruchendur won the rolling cup.

S.No	Name	Class	College	Prize
1	R.Chithra	III B.Sc (Maths)	Govindammal Aditanar College for Women, Tiruchendur	I
2	R.Hilbha	I M.Sc (Maths)	Aditanar College of Arts and Science, Tiruchendur	II
3	L.Selva Raja	III B.Sc (Maths)	Aditanar College of Arts and Science, Tiruchendur	III

Inter-School General Knowledge Contest for T.P.Meenakshi Sundaranar Memorial Rolling cup was held in our college on 18-2-2015. Six schools participated. Kanchi Sri Sankara Academy Matric Higher Secondary School, West Tiruchendur, won the rolling cup.

S.No	Name	Class	School	Prize
1	R.Rohini	X	Kamalavathi Higher Secondary School, Sahupuram	I
2	V.S.Vasanth Nathan	XII	Anitha Kumaran Matric Higher Secondary School, Thandupathu	II
3	B.Aakash	XII	Anitha Kumaran Matric Higher Secondary School, Thandupathu	III

Independent learning

Independent learning is effected through Assignments in every subject for all courses, seminars in every subject for all PG courses, individual project work for all the PG courses, practical work done in the Laboratories for all science subjects and Mathematics and acquisition of Language skills in the English Language lab, Campus News, manuscript magazines from the Writers Forum (Tamil and English), college magazine, and Youth festivals and literary competitions inside and outside the college. Further students are encouraged to participate and present papers in conferences and workshops organized by our college and by other institutions. Home exercises are given to the students especially for problem oriented subjects. Students are encouraged to make use of the internet facilities and to learn through open study resources.

Library & Cultural Programmes conducted in our College

- ADFEST – 2015 – 28.01.2015 to 30.01.2015 - 23 events were conducted
- Cultural Programme was conducted on 18.12.2014 during the NAAC Peer Team visit - 15 events were conducted
- College Day cultural Programme on 03.03.2015 – 10 events were conducted
- Cultural Programme during the Women's Day Celebration conducted on 12.03.2015. - 10 events were conducted
- "50th A.D.Shroff Memorial Elocution Competition for College Students" was conducted to our students by the Economics Department in collaboration with the Forum of Free Enterprise, Mumbai on 24.09.2014
- An Intra Class Competition on Technical Knowledge, Debugging and Software marketing was conducted to B.Sc. Computer Science Students
- 'Daily Thanthi' and 'Hello FM' organised a Singing Completion in the Campus on 16.01.2015. Many students participated.
- 164 students of our College participated in Literary and Cultural Programmes conducted outside our College.

6.3.3 Examination and Evaluation

Every semester, three cycle tests are conducted to evaluate the performance of students. The Co-ordinator for internal tests submits a schedule for submission of question papers, test dates, and submission of internal marks to the Staff-council and gets it approved. The scheme of valuation is suggested to the teachers by the respective question setters. In addition, model tests are also conducted. In CBCS, the assignments are given well in advance. The final examination is conducted by the university. The evaluation procedures are made known to the students by giving the pattern of question papers, distribution of marks and scheme of valuation.

In our college almost all the teachers are involved in the valuation of the university examination papers. Hence they are aware of the scheme of valuation of the university and are able to communicate the details clearly to the students.

New teachers are made aware of the evaluation process by the senior faculty.

6.3.4 Research and Development

Our college has a research committee with Dr. T.Balu, Associate Professor of Physics as the Convener and Dr. P. Selvarajan, Associate Professor of Physics, as the Secretary and all the recognized research guides of our college as the members. The main activity of the committee is to promote research activities. Application forms for applying to various funding agencies for minor/major research projects are downloaded and circulated to all the staff members. By the motivation and encouragement given by the research committee over a period of time, so far we have got four Major research projects, and four minor research projects.

Awards received by the Faculty Members / Research Fellow

S. No	Name of the Faculty /Research Fellow	Name of the Seminar / Conference / Workshop / Symposium etc.	Title of the Paper	Awards / Prize
1	Mr.R.Rajkumar, Assistant Professor of Chemistry	International Conference on "Material and Drug Chemistry" (MDC-14) organised by the PG & Research Department of Chemistry, Sarah Tucker College, Turunelveli	Preparation and Characterization of Polyrrole / CACO3 Composite and its application as anticorrosive coating on anticorrosive as anticorrosive coating on mild steel	III Poster
2	Ms.K.Jeya Prasanna Devi, Assistant Professor of Chemistry	National Conference on Modern Trends in Chemical Science, Organized by the Department of Chemistry, VHNSN College (Autonomous), Viruthunagar	Photocatalytic degradation of various dyes using medicinal plant mediated silver and silver doped metal oxide nanocomposites using sunlight and UV-light	I Oral
3	Ms.N.Kohila, Assistant Professor of Chemistry	National Conference on Modern Trends in Chemical Science, Organized by the Department of Chemistry, VHNSN College (Autonomous), Viruthunagar	Synthesis, Physio Chemical Characterization and Ion Exchange Studies of new hybrid organic inorganic nanocomposite cation exchanger Poly-O-toluidinie Bi (III) Phophotungstate	II Oral
4	Ms.D.Shanthi, Research Fellow in Physics	"International Conference on Advances in New Materials" conducted by Department of Inorganic Chemistry, University of Madras	Growth, mechanical and impedance studies of beta-alanine single crystals	Best Poster Presentation Award

5	Ms.D.Shanthi, Research Fellow in Physics	"UGC National Conference on Recent Trends in Physics" conducted by MDT Hindu College	Nucleation Kinetics, Growth Optical Constants and Luminescence Studies of BAP Single Crystals	I Poster Presentation
6	Ms.D.Shanthi, Research Fellow in Physics	State Level Seminar on "Recent Trends in Material Science" conducted by SA College, Tirunelveli	Synthesis, Growth FTIR and Optical Studies of L-Alanine Alaminum Picrate (LAAP) Single Crystals"	Best Presentation Award
7	Ms.R.Jothimani, Research Fellow in Physics	UGC National Seminar on "Recent Trends in Crystal Growth and Nano-Materials"	Growth Optical and Impedance Analysis of L-Alanine Alaninium Nitrate Single Crystals	Best Paper Award

International Recognition

Dr.P.Selvarajan, Associate Professor of Physics, in recognition of the contributions made to the quality of the Journal "Materials Research Bulletin" was given a certificate for "Outstanding Research Contribution in Reviewing"

State Level Recognition

Dr.C.Siva Murugan, Assistant Professor of Economics, was presented the "Young Economist Award" by the Association of Economists of Tamil Nadu.

Our Faculty as Journal Reviewer
• Dr.P.Subramaniam, Associate Professor and Head, Department of Chemistry and Research Centre served

as a Journal Reviewer for two manuscripts in the following two International Journals.

1. American Chemical Science Journal and

2. African Journal of Biotechnology

    • He also served as a Reviewer for the eBook Abstract Review [Title : Generalized Approach to Electrolytic Systems (GATES)]

6.3.5 Library, ICT and physical infrastructure / instrumentation

For efficient administration and functioning of the library, a library committee is constituted, which functions as an Advisory Committee. The committee comprises of seven teachers and nine students. It meets once in a year and puts forward suggestions for efficient functioning of the library. The committee suggests library automation and extension of infrastructure. It also suggests service improvement in the library. Student members of the committee give feedback. The general function is reviewed. The committee gives important suggestions to the Principal. Management provides funds for ICT and developing physical infrastructure.

6.3.6 Human Resource Management

Qualified and competent teaching and non-teaching staff members are recruited. The institution also creates conducive atmosphere for higher studies of the staff members. It constantly motivates the faculty members to do research activities.

6.3.7 Faculty and Staff recruitment

The teachers are appointed for the aided courses on merit basis as per the norms fixed by the UGC and State Government. The roster system as prescribed by the State Government is strictly followed. A selection committee, as given below, is constituted as per the UGC norms.   Those vacancies which are not filled up by the Government are filled up by the Management, as the management does not want the students to suffer.

6.3.8 Industry Interaction / Collaboration

The institution permits industries to conduct campus interviews in the college. It also encourages the students to attend the off campus interviews conducted by the industries. Students are permitted to go for industrial visits.

The Management and the Principals encourage the teachers to go for collaboration with industries.

6.3.9 Admission of Students

Our college adopts open counselling system for admitting new entrants. An applicant can opt for a maximum of five courses in a single application. After receiving the filled in application forms for all courses, a rank list for each course is prepared after scrutiny. While receiving the application forms, candidates are provided with written information about the date and time of counselling for admission. Those candidates who have sent their applications by post are informed of the counselling details by post. Counselling is conducted for two days viz., the first day for the science discipline and the second day for the arts discipline.

A Committee headed by the Principal, concerned department head, and other staff members will invite the candidates as per their rank and government reservation policy. Candidates, if selected for more than one course, can opt for the course of their preference. The selected students will be issued admission card on the spot by the Principal. This procedure is followed till all the applications/candidates are exhausted.

6.4 Welfare schemes for

Teaching	Staff quarters available
Non teaching	Staff quarters available
Students	Part time employment in each Department and Sivanthi Community Radio

6.5 Total corpus fund generated   -

6.6 Whether annual financial audit has been done   Yes [✓]   No [   ]   (internal)

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		No	

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?

N/A

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

N/A

6.11 Activities and support from the Alumni Association

- The teachers who have been awarded Ph.D. were felicitated in the Alumini Association meeting held on 15.08.2014.

- Competitions for School children were conducted from 11.08.2015 to 13.08.2015.

6.12 Activities and support from the Parent – Teacher Association

> Parent Teacher Association has supported the club activities of our College and donated a Bureau worth Rs.8,500/-. Further Parent Teachers Association donated Rs.2,820/- towards Registration fees for the Computer Science students to participate competitions. This year Parent Teachers Association has totally donated in various Rs.21,828/- for various activities.

6.13 Development programmes for support staff

> Nil

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

> The objectives of eco club are planning and management of natural resources such as land and water. 'Biodiversity conservation' and 'campus sanitation management' are the priorities of this club and the students are made aware of and participate in these activities. Staff and students are advised to turn the tap off and drain the waste water properly inside the campus. The management of this institution regularly cleans the litter of the campus and is recycled. The students and staff vehicles are properly parked in the parking area (shed) to avoid the nuisance of pet fouling which is hazardous to general health and hygiene. Solid Waste Management is handled through Vermi Culture.

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.

> - II M.A. English Literature students brought 20 children of Anbu Illam, Tiruchendur on 28.03.2015 to our College and conducted a Quiz Programme and Dumb Charade for them. Prizes were given away to the winners. A cultural programme was also organized. The children were given tea, variety of biscuits, gifts by the students and sumptuous dinner served by our students.

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

> 1. Workshop on Quality Enhancement Through Developing Reading Skills was conducted on 07.07.2014
>
> 2. A programme on Soft Skills was conducted on 22.09.2014.
>
> 3. Seminar on "Prevention of Violence against Women" was conducted on 09.10.2014.
>
> 4. Community extension programme was conducted on 31.01.2015
>
> 5. Programme on Quality Enhancement was conducted on 26.03.2015

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

The NAAC Peer Team which visited our College for the third cycle of Re-accreditation on 18.12.2014 have identified the following as the Best practices of our College.

1. Co-operative Stores and its activities

2. Inculcating Research aptitude among the students.

Co-operative Stores and its activities :

Our co-operative Store was started way back on 29.07.1976. It is functioning very effectively guided and controlled by the Co-operative society of the Government of Tamil Nadu. It has a Governing Board comprising of seven Board of Directors, five from the Teaching and non-teaching Staff and two students. Our Co-operative Store makes available to the students all the stationeries that they require. They also give loans to the teaching and non-teaching staff at comparatively low rate of Interest. On 15.11.2014, the Co-operative Store of our College was awarded a shield for its effective functioning in the function of the Co-operative Societies of Thoothukudi. The "Best Co-operative Store Award" was given away by the Honourable Minister Mr.S.P.Shanmuganathan and the District Collector Mr.M.Ravikumar

Inculcating Research Aptitude among the students:

We have four Research Centers in our College in English, Mathematics, Economics and Chemistry. This enables the students to become research oriented motivating them to present papers in Seminars and Conferences conducted by other Institutions. Some of them even get the Best Paper Award for their presentations in the academic year 2014-2015. Details of the students who participated or presented papers in Seminars are given below.

S.No	Level	No. of Students		Awards Received
		Participated	Presented Papers	
1	International	16	4	1
2	National	25	5	2
3	State	25	6	2
Total		66	15	5

7.4 Contribution to environmental awareness / protection

> Many Tree Saplings were sown on 15.08.2014 by the NSS Volunteers

7.5 Whether environmental audit was conducted?   Yes ☑ No ☐

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

The NAAC Peer Team visited our College for the Third Cycle of Re-accreditation during 18th to 20th December 2014. We have been Re-accredited with an 'A' Grade with a CGPA of 3.01 on a four point scale. Given below is the SWOT Analysis of the NAAC Peer Team.

Institutional Strength

1. Able and philanthropist Management
2. Well qualified faculty
3. infrastructural sound and peaceful campus
4. Student supporting environment
5. Good research output

Institutional Weakness

1. Limited choice of subjects
2. By and large talk and chalk method of teaching
3. Lack of English language competency among the students
4. Inadequate library infrastructure
5. Low pass percentage at UG Level

Institutional Opportunities

1. To move towards a variety of modern teaching methods.
2. To open new UG and PG courses.
3. To consolidate collaborations with industry and research institutes
4. To become a hub for consultancy to the rural neighborhood
5. To attain autonomous status for the College

Institutional Challenges

1. Motivating students for higher studies
2. Improving communication skills of the students
3. Improving the overall results of the College
4. Coming-up of several self-financing institutions in the surrounding region

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

1. Additional courses viz; B.Com. and B.Sc. (Computer Science) will be introduced in the next academic year 2015-2016 subject to the approval of the Manonmaniam Sundaranar University.

2. More number of seminars and workshops will be conducted.

3. Faculty members will be motivated to apply for more Major and Minor Research projects

Name   Dr. M.Velrajan   *Name Dr.V.Goplakrishnan*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____ *** _____

ANNEXURE: I

ACADEMIC CALENDAR 2014-2015

1. Reopening 18th June 2014

2. I Internal – Second week of August 2014

3. II Internal – Third week of September 2014

4. III Internal – fourth week of October 2014

5. Last working Day – 30.10.2014

6. Re-opening for even Semester – 05.12.2014

7. I Internal – third week of January 2015

8. II Internal – Fourth week of February 2015

9. III Internal – First week of April 2015

10. Last working Day – 23rd April 2015.

ANNEXURE: II

ADITANAR COLLEGE OF ARTS AND SCIENCE
VIRAPANDIANPATNAM, TIRUCHENDUR

STUDENTS FEEDBACK ANALYSIS(2014-2015)

       The feedback collected from 399 students of final year UG and PG as a response to the questionnaire given to them with fifteen different categories to be classified under five point scale is highly satisfactory. The feedback is exemplary in the following eight areas viz. Usefulness of teaching materials, Usefulness of study groups in further learning, Fairness of evaluations (Internal assessment), Interaction with faculty, Interaction with administration, Extra-Curricular activities, Advisory system and Personal relationship with department. Computer facility, Library facility and Hostel facility are the areas which are to be improved and necessary action is to be taken to address these issues. The distinguishing features of the feedback are advisory system, fairness of evaluation (internal assessment) and interaction with faculty members. The feedback is highly remarkable in these three areas.