



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		ADITANAR COLLEGE OF ARTS AND SCIENCE
Name of the head of the Institution		Dr. D. S. MAHENDRAN
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		+914639242232
Mobile no.		9025740430
Registered Email		aditanarcollege@yahoo.co.in
Alternate Email		aditanarcollege@aei.edu.in
Address		2/88, Virapandianpatnam
City/Town		Tiruchendur
State/UT		Tamil Nadu
Pincode		628216
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. T. Balu
Phone no/Alternate Phone no.	914639242232
Mobile no.	8667551584
Registered Email	aditanarcollege@yahoo.co.in
Alternate Email	chithrasamy15@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://www.aditanarcollege.com/wp-content/uploads/2020/08/AQAR-2017-18.pdf">https://www.aditanarcollege.com/wp-content/uploads/2020/08/AQAR-2017-18.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://www.aditanarcollege.com/wp-content/uploads/2021/05/Calender-2018-19.pdf">https://www.aditanarcollege.com/wp-content/uploads/2021/05/Calender-2018-19.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	74.45	2002	12-Nov-2002	11-Jan-2007
2	A	3.28	2009	15-Jun-2009	14-Jun-2014
3	A	3.01	2015	03-Mar-2015	02-Mar-2020

### 6. Date of Establishment of IQAC

09-Aug-2006

### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Community Extension Program	30-Jul-2018 1	24
Feedback Analysis	11-Mar-2019 1	650
Workshop on Unleash the Magic in You	11-Dec-2008 1	50
ADFEST	31-Dec-2018 12	546
SVEEP for EVM / VVPAT Awareness Program	25-Oct-2018 1	200
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr.D.Jim Reeves Silent Night	Mini Project	UGC	2017 730	45000
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

9

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

ADFEST - to explore the talents and develop the histrionic skills of the students.

Workshop on Unleash the Magic in You -An Entert(r)aining Personality Development Programme

Visited Karunalaya, a home for disabled children - A Community Extension Programme

Tiruchendur Constituency Election- Comprehensive plan on SVEEP for EVM/VVPAT Awareness programme

Feed back Analysis

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
To motivate the teachers to apply for Major and Minor Research Projects.	Organised Workshop on Soft Skill Development on 06.07.2018
To arrange workshop on LMS for faculty members	Organised Science Popularization Programme for School Children on 28.02.2019, 01.03.2019 and 08.03.2019
To conduct ADFEST for students	Organised Workshop on LMS for Faculty Members from 26-02-2019 to 12-04-2019
To organize a programme on Challenges in NAAC	Conducted Youth Festival "ADFEST" from 31.12.2018 to 11.01.2019
To organize program on Google apps	Organised Workshop on Challenges in NAAC in the New Scenario on 09.01.2019
To conduct a programme on Personality Development	Organised Workshop on Google Apps on 13.12.2018
To organize workshop on Communication Skills	Organised Workshop on Unleash the Magic in You on 11.12.2018 (Personality Development Programme)
To arrange Community Extension Programme	Organised Workshop on Group Discussion and Interview Techniques on 07.12.2018
To organize seminar on Role of Students in Quality Enhancement in Higher Education	Visited Karunalaya, an orphanage for Disabled Children on 30.07.2018
To organize workshop on Soft Skills Development	Organised International Seminar on Role of Students in Enhancement in Higher Education on 11.07.2018
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Staff Council	15-Oct-2019

<p><b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b></p>	<p>No</p>
<p><b>16. Whether institutional data submitted to AISHE:</b></p>	<p>Yes</p>
<p>Year of Submission</p>	<p>2018</p>
<p>Date of Submission</p>	<p>17-Dec-2018</p>
<p><b>17. Does the Institution have Management Information System ?</b></p>	<p>Yes</p>
<p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p>	<p>Library is automated with the help of library software 'Rovan LMS version 5.0'. Internet services and UGC - INFLIBNET eresources are provided to members of the staff and PG students during the working hours of the library. Online application for admission through ERP is partially implemented and the Merit List of the students is computerized. Online assignments and tests are posted through LMS and evaluated, thus displaying the assessment results online. Students Attendance maintained through LMS software. Students study materials for each courses uploaded by corresponding faculty members of the department. College events are uploaded in the LMS to display to the institutions under Aditanar Educational Institution (AEI). And also events displayed through our college website. Marks of the internal exams of the students are entered in the University Portal. University Exam fees is paid by the students to the Manonmaniam Sundaranar University through the online web portal. Hall tickets for the university exams is downloaded by the students from the university portal. But for those students who find it difficult to download the hall ticket, the college helps them download it through the 'Exam Pro' software in the college. 'Tally' software is used to maintain for all heads of accounts in the college office. The process to implement ERP in purchase, inventory, salary and budget is underway. Salary of the faculty and staff is prepared and transferred directly to the Office</p>

of the Regional Joint Director of Collegiate Education. Salary is credited in the bank account of the individual not only for the aided staff but also for the SF Staff. Affiliation Fee for Research Centre, University Recognition Fee, World University Service Fee, Youth Red Cross Fee are paid to the Manonmaniam Sundaranar University through online. FDP salary is made through PFMS (Public Fund Maintenance Service). Educational assistance to the students of BC, MBC and Minorities are dispersed through EScholarship of Govt of TamilNadu web portal.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Aditanar College of Arts and Science is an aided college affiliated to Manonmaniam Sundaranar University, Tirunelveli. As the curriculum and syllabus is designed by the University academic bodies we do not have a significant role in it except for the fact that some of our senior teachers will be members of the Board of Studies of the University. Our Institution ensures for effective delivery and documentation of the curriculum to achieve the educational, social and cultural objectives. The process involves a number of specific decisions taken at the Staff Council and Department Committees to determine workload, allocation of work, preparation of Time Table and recruitment. What we actually do is to carry out effectively the curriculum and syllabus designed by the university through periodical department meetings, HODs meeting, advisor's meeting and staff council meetings. In addition to this, HODs and senior teachers help the junior teachers in case the junior teachers require any external assistance to deal with their new curriculum and syllabus. Further, by attending orientation programmes and refresher courses at periodical intervals teachers update their knowledge which helps them in the effective delivery of the curriculum. Moreover, teachers participate in seminars, workshops and conferences wherein they interact with subject experts, researchers and eminent professors which keeps them updated and help them in the effective delivery of the curriculum. In addition to this, with the help of the funds given by the institution / management each department organizes and conducts seminars, workshops and guest lectures on current topics enabling the teachers to interact with the renowned resource persons and participants thereby making the process of curriculum delivery effective. Most importantly, all the academic activities in the college get documented in the respective forums. All the co-curricular and extra-curricular activities of the college are monitored by the respective office bearers or Professor-in-charge and all these activities are also properly documented. For example: 1. The Department wise 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: 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 programme is conducted at the beginning of every year for the 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. 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. 6. Any training programme conducted by the university regarding curriculum is attended by our faculty.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	Nil	Nil	Nil	Nil	Nil

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	ECONOMICS	18/06/2018
BA	English	18/06/2018
BSc	Physics	18/06/2018
BSc	Chemistry	18/06/2018
BSc	Mathematics	18/06/2018
BSc	Zoology	18/06/2018
BSc	Computer Science	18/06/2018
BBA	Business Administration	18/06/2018
BCom	Commerce	18/06/2018
MA	English	18/06/2018
MA	Economics	18/06/2018
MSc	Mathematics	18/06/2018
MSc	Chemistry	18/06/2018
MSc	Zoology	18/06/2018
MPhil	English	18/06/2018
MPhil	Economics	18/06/2018
MPhil	Mathematics	18/06/2018
MPhil	Chemistry	18/06/2018
MPhil	Zoology	18/06/2018

### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	60	78

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Skill development and Human Values	05/07/2018	31
Secret of success	12/07/2018	32
Personality development	19/07/2018	32
Health awareness	02/08/2018	39
Development of Human Psychology	09/08/2018	29
Internet and employment opportunities	16/08/2018	25
Importance of education	30/08/2018	19
Indefatigability alone leads to success	20/09/2018	22
The next step in your career	11/10/2018	21
Secret of happiness	13/12/2018	10
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MPhil	Economics	2
MPhil	Mathematics	15
MPhil	English	7
MPhil	Zoology	3
MPhil	Chemistry	2
MA	English	25
MSc	Mathematics	26
MSc	Chemistry	12
BCom	Commerce	64
BBA	Business Administration	37
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## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No



Alumni	Yes
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

#### Feedback Obtained

The college has several formal mechanism to obtain feedback from different stake holders. Data collected from various stakeholders will be analyzed by the assigned faculty and the scores to be submitted to the head of the institution for compilation of data. Students feedback analysis 95 of the students are satisfied with the academic content of this institution. The institution follows the syllabus prescribed by the Manonmaniam Sundaranar University. 95 of the students felt happy with the teaching materials used by the faculty of this institution. Assessment of performance is an integral part of the teaching and learning process. IQAC of the institution every year conducts ADFEST inter-departmental cultural activities to bring out the talents of the students. Students Welfare Committee encourages the students to develop their histrionic skills. 90 of the students said that they interact freely with their faculty members. Everyday students are allowed to meet the Principal from 12.45pm to 1 pm and 4 pm to 4.15 pm. 82 of students are satisfied with the library facility. Our library contains a number of books, journals, magazines, newspapers and books for competitive examinations. 72 of the students are satisfied with the computer facilities in the institution. The Heads of the Departments ensure the smooth and effective functioning of their respective departments. Academic counseling is given to the students. Parental care is given to the students by the department under the advisory system. An analysis of the feedback from Faculty 97 of the faculty agree that the magnanimous management gives complete freedom to them to work independently and creatively. Nearly 88.54 of the faculty confirm that they are moving towards a variety of modern teaching methods. 96.87 of the faculty opine that the college has a committed faculty, dedicated to the cause of education and welfare of students, which reflects in the increasing rate of pass percentage and students strength. 91.67 of faculty agree that they balance teaching with research. Research culture has been fostered inside the campus and faculty members are encouraged to write research projects and to publish articles in UGC approved journals. 79.16 of the faculty are satisfied with the availability of sound infrastructural facilities. 85.42 of the faculty accept that it is very difficult to train the first generation rural learners to develop their soft skills. Our college is located in a socially and economically backward area. Alumni 97 of the alumni are satisfied with the admission procedure. 97 of the alumni are happy with the fee structure of the institution. Since it is a Govt. Aided college, the institution follows the fee structure fixed by the Government. 98 of the alumni are satisfied with the faculty. Highly qualified and experienced faculty work with devotion and dedication for the welfare of the students. 88 of alumni support the activities done by alumni association. 88 of the alumni feel that the caliber of the students increases tremendously after passing out of this college. 87 alumni feel that their experience in college is relevant to real life applications.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	Economics	30	36	30
BSc	Computer	24	133	23

	Science			
BSc	Zoology	28	37	28
BSc	Chemistry	40	63	39
BSc	Physics	32	62	29
BSc	Mathematics	40	72	36
BCom	Commerce	64	294	64
BBA	Business Administration	44	50	42
BA	English	32	101	32
BA	Economics	64	93	64
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## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	508	161	51	9	37

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
97	58	1	7	5	1

[View File of ICT Tools and resources](#)

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### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Advisory System In this material world, with Liberalization, Privatization and Globalization as the economic “mantra”, life has become very competitive and only the fittest can survive. In this scenario, our students with a rural and poor background are economically, educationally and socially backward. Most of them are first generation learners. Hence they need to be guided, moulded and nurtured little by little with Himalayan patience. In our economical and sociological context, our teachers cannot be merely guides or torchbearers. They have to be a mother, a father, a brother, a sister, a psychoanalyst and a Guru guiding them in every moment of their life. It is in this context that our College introduced a scientific Advisory System in 1970 which we ourselves feel proud of. Objectives of the Practice : - To improve the knowledge of students and make them academically sound - To make them employable and seek self-employment - To have an all-round development - To inculcate personal, social, moral and spiritual values. The Practice : Students are given nineteen orientation programmes from the first semester to the sixth semester. In the first semester, five orientation programmes are given at periodical intervals. In the second semester, another six orientation programmes are given. By now, the students would have understood everything about the college and what is expected of them. In the second year, four orientation programmes are given, two each in the third and fourth semesters. In the third year, four orientation programmes are given two each in the fifth and sixth semesters. Impact of the Practice : Our experience tells us that our students have been immensely influenced by the advisory system. For some of the students a good advisor is like a demi-god and almost a member of the family. For three years they have virtually lived with their advisor whom they really love and never forget in their life. The Advisory system has produced wonderful citizens

not only with academic intelligence but also with emotional intelligence. The Advisory System not only influences the students but also the Advisors. The serious and sincere advisors become wonderful teachers with social commitment. This is reflected in their contribution to the "MUTA Scholarship Fund." They donate willingly, voluntarily and silently. Likewise, the students contribute to the society in a big way through Blood Donation. Since 1970 many students have donated blood, thanks to the Advisory System.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1769	97	1:18

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
74	51	3	4	47

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr.K.Kathiraesan	Assistant Professor	Best N.S.S Program officer
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## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	1104	VI	21/05/2019	12/06/2019
BA	1105	VI	21/05/2019	12/06/2019
BBA	1201	VI	21/05/2019	12/06/2019
BCom	1301	VI	20/05/2019	10/06/2019
BSc	1517	VI	22/05/2019	15/06/2019
BSc	1522	VI	20/05/2019	15/06/2019
BSc	1504	VI	20/05/2019	15/06/2019
BSc	1527	VI	20/05/2019	15/06/2019
BSc	1506	VI	20/05/2019	15/06/2019
MA	2101	VI	08/05/2019	28/05/2019
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### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Continuous Internal Assessment (CIA) system implemented by the university is followed in our college. The CIA is done in Regular Intervals (UG/PG). The CIA comprises of three one hour tests for the weightage of 20 marks for each theory paper and five marks for assignment. The practical examinations for both

UG and PG will be conducted on Continuous Assessment and 25 marks will be equally distributed to all practicals (i.e. number of practicals prescribed as per syllabus) and two tests for 25 marks will be conducted. Average of the two tests will be taken. A single practical will be given for 50 marks at the end semester and the same will be selected by students on lot basis in the second phase for final assessment. The question pattern (for CIA) is adopted from university external examinations. The Split of Question paper is as follows:  
 The examination committee is constituted with teaching and nonteaching members for smooth conducting of the internal test. The internal test schedule is prepared after conducting HODs' meeting. Section Types of Questions Max. Marks  
 Part - A Objective Type - 4 Questions 4 x 1 4 marks Part - B Small Descriptive/Problems - 2 Questions (Either or Choice) 2 x 4 8 marks Part - C Long Descriptive / Problems - 1 Question (Either or Choice) 1 x 8 8 marks Total marks 20 Marks

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college, a affiliated college of the Manonmaniam Sundaranar University, Tirunelveli, is obliged to follow all directives of the university regarding continuous internal system. Every semester, three cycle tests are conducted to evaluate the performance of students. Principal gets approval from staff council for conducting the internal exam. Approval from staff council includes exam schedule, dates for conducting internal exam, question paper submission dates from individual departments and submitting the final internal marks to the college exam coordinator. All departments follow the same pattern question setting [Part - A (4X14 Marks), Part - B (4X28 Marks) and Part - C (8X18 Marks)]. The coordinator for internal tests in each department collects the question paper form individual course teacher and submits to the coordinator for internal tests. Before two days of the commencement of internal tests, the printed copies of question papers are handed over to the internal test coordinator of each department. The schedule for internal tests / assignments is notified to the students in well in advance. The schedules announced are strictly adhered. The principal and internal test coordinator monitored the effective implementation of the exam as per schedule. The examination will be conducted simultaneously thorough out the college.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.aditanarcollege.com/wp-content/uploads/2021/08/2.6.1-Courses-Outcomes.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
1527	BSc	Zoology	22	6	27.27
1504	BSc	Chemistry	33	26	78.78
1522	BSc	Physics	26	17	65.38
1517	BSc	Mathematics	39	26	66.66
1304	BCom	Commerce (CA)	35	17	48.57

1301	BCom	Commerce (SF)	13	5	38.46
1301	BCom	Commerce	56	34	60.71
1201	BBA	Business Administration	38	36	94.73
1105	BA	English	24	14	58.33
1104	BA	Economics	45	35	77.77

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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://www.aditanarcollege.com/wp-content/uploads/2021/08/feedback44.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	UGC	0.45	0.25

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### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	Nil	Nil	Nil	Nil

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	Nil	Nil	Nil	Nil	Nil

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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded

B.Sc. Chemistry	1
B.Sc. Zoology	1
B.Sc. Physics	3
B.Sc. Mathematics	2
B.Sc. botany	1
B.B.A.	5
B.A. Tamil	1
B.A. Economics	2
B.A. English	1

### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Mathematics, Computer Science, Physics, Chemistry, Zoology, English	32	5
International	PG-Zoology, Physics, Chemistry, PG-Chemistry, English, Mathematics, Botany, Computer Science,	44	8

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### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce (Regular)	14
Computer Science (Self Financing)	7
Commerce (Self Financing)	16
Computer Science	1
PG Zoology	6
Zoology	11
PG Chemistry	13
Chemistry	3
Botany	3
Mathematics	9

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### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
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A Study of corrosion protection efficiency of silica nanoparticles acrylic coated on mild steel electrode	R. Rajkumar	Vacuum, Vol., 161, (2019) 1-4	2018	9	Aditanar College of Arts and Science	8
Effect of natural and modified cyclodextrins on the excited state proton transfer of 8-hydroxy-4-methylcoumarin	A. Antony Muthu Prabhu	Journal of Molecular Liquids, 268(2018) 911-924	2018	1	Aditanar College of Arts and Science	0
Systematic Investigations on the Effect of Divalent Metal Ions (Mg <sup>2+</sup> and Zn <sup>2+</sup> ) Substitution on Nanocrystalline Manganese Ferrites	T. Balu	Journal of Nano- and Electronic Physics, Vol.11, No.1	2019	1	Aditanar College of Arts and Science	0

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Investigations on growth and characterization of mono-urea oxalic acid crystals	T.Manju and P.Selvarajan	International Journal of Applied Engineering Research	2018	Nil	2	Aditanar College of Arts and Science, Tiruchendur

Growth and Studies of Potassium Dihydrogen Phosphate crystals doped with picric acid	T.Manju and P.Selvarajan	Asian Journal of Engineering and Applied Technology	2018	Nil	2	Aditanar College of Arts and Science, Tiruchendur
Growth and studies of L-tartaric acid crystals doped with glycine	K. Jeyapappa, C. Krishnan and P. Selvarajan	International Journal of Research and Analytical Reviews	2018	Nil	2	Aditanar College of Arts and Science, Tiruchendur
Extremally Disconnected Space in Soft Bi topological Spaces	N. Revathi and Dr. K. Bageerathi	International Journal of Advanced Scientific Research and Management	2019	Nil	1	Aditanar College of Arts and Science, Tiruchendur
A study of corrosion protection efficiency of Silica nano particles acrylic coating on mild steel electrode	R. Rajkumar, C. Vedhi	Vacuum, Vol. 161 (2019) 1 - 4	2019	Nil	10	Aditanar College of Arts and Science, Tiruchendur
<a href="#">View File</a>						

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	37	35	32	17
Presented papers	53	67	21	0
Resource persons	1	1	0	6
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### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year



Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood donation	Government Hospital, Tiruchendur, Sudaram Nallathambi Hospital, Arumuganeri, B.G Hospital, Tiruchendur, R.S.P Nursing Home, Tirunelveli, Edison Hospital, Tiruchendur, KIMS Hospital, Trivandrum, KMT Hospital, Kayalpattnam	0	109
International yoga day celebrated on 21.06.2018	NCC - ARMY WING NCC - NAVAL WING4	4	20
Disaster Management: Tsunami Mock Exercise at Periyathalai Coastal Village, Thoothukudi District on 05-09-2018.	NCC - ARMY WING1	1	5
Swatch Bharat Programme (Cleaned the College campus) on 20.09.2018	NCC - ARMY WING NCC -NAVAL WING	4	48
Task of regulating devotees crowd on (28.5. 2018) Vaikasi Visakam at Tiruchendur temple.	NSS Unit No. 44	2	100
Swatch Bharat Rally from Aditanar college campus to Railway Station, Tiruchendur. (Cleaned the Railway Station Campus) on 23.09.2018	NCC - ARMY WING NCC -NAVAL WING	3	40
Awareness Seminar on International Yoga Day on 21.06.2018	NSS Unit No. 43, 44, 45, 48	6	200
Swatch Bharat	NSS Unit No. 43,	6	200

Programme Meet at Manonmaniam Sundaranar University, Tirunelveli on 06.07.2018	44, 45, 48		
Clean India Project on 3.8.2018 Acceptance of Pledge	NSS Unit No. 43, 44, 45, 48	6	200
An Awareness Cycle Rally connection with Independence day, clean India campaign and Environmental protection On 15.08.2018	NSS Unit No. 43, 44, 45, 48	6	200

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Best NSS Unit(44) Award-2018	Best NSS Unit(44) Award-2018	Manonmaniam Sundaranar University, Tirunelveli	0
NSS Unit No. 43, 44, 45, 48	Voter Awareness Work Appreciation Ceremony, Kamaraj College On 25.1.2019.	Received Certificate of appreciation On 26.1.2019 from District Collector	0

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Institution Management	NCC - ARMY WING NCC - NAVY WING	Swachh Bharat Programme at Aditanar college, Tiruchendur. (Cleaned the College Campus)	3	80
Institution Management	NCC - ARMY WING NCC - NAVY WING	Swachh Bharat Rally from Aditanar college campus to Railway Station, Tiruchendur.	3	80

		(Cleaned the Railway Station Campus)		
Institution Management	NCC - ARMY WING	NCC DAY CELEBRATION 1.NCC cadets donated blood at Government Hospital, Thoothukudi. 2. On behalf of NCC day (Fourth Sunday of November) provided lunch for Karunalaya Atharavatr Illam at Veerelandianpatnam, Tiruchendur	2	47
Institution Management	Youth Red Cross	Blood Group Identification Cum Blood Donation Camp	7	70
Institution Management	Youth Red Cross	Blood Donation Camp	7	70
Institution Management	Youth Red Cross	Training Programme - YRC	7	70
Institution Management	Women Cell	Etiquette Pongal Festival	60	70
Institution Management	Youth Red Cross	Blood - Donation - Soul Donation	5	70
Institution Management	Youth Red Cross	Two Students attended per Day Non - Medical Service Training Programme at Govt. Hospital, Tiruchendur.	7	70
Institution Management	Youth Red Cross	Association with Eco Club - Ban Plastic Awareness Programme	7	70
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### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Summer Camp Internship Training	54	Malai Malar - Daily News paper	1

for AEI (Aditanar Educational Institution) Students			
Campus Interview	(Enclosed Students list) Selected 2 students 1.A. Suryavarunan 2. M. Muthuselvam	Tamilnadu Mercantile Bank	6
International Seminar conducted by Dept. of Economics, Aditanar College of Arts and Science, Tiruchendur	1. Dr. D. Sankaran, (Retd.) Faculty member, Pondicherry University, Puducherry, gave lecture on the topic " Recent Scenario of Public Debt". 2. Suresh, Gambella University, Gambella, Ethiopia, delivered a lecture in ' Public Debt Management Techniq	Management	1
Guest Lecture arranged by Economics Department, Aditanar College of Arts and Science, Tiruchendur	Mr. Sundar Singh Daniel, Team Leader, WIPRO Chennai shared his views on Interview Techniques. Attendees : UG Economics Students	Management	1
U.G. Economics Association Inauguration, Aditanar College of Arts and Science, Tiruchendur	Resource Person : Dr. S. Rajakumar, Associate Professor of Economics, Nazareth Margoschis College, Pillanyanmanai, Nazareth. Attendees : UG Economics Students	Management	1
P.G. Economics Association Inauguration, Aditanar College of Arts and Science, Tiruchendur	Resource Person : Dr. T. Ponravi, Chief Medical Officer, Govt. Hospital, Tiruchendur, gave a lecture on "Health is Wealth"	Management	1
Guest Lecture Arranged by Economics Department, Aditanar College of	Resource Person : Mr. Sundar Singh Daniel, Team Leader, WIPRO Chennai shared his	Management	1

Arts and Science, Tiruchendur	views about "Personality Development"		
Guest Lecture conducted by P. G Zoology Department, Aditanar College of Arts and Science, Tiruchendur	Resource Person : Dr. V. Lakshmi, Asst. Prof. of Zoology, P. M.T College, Melaeinthanalur, Tirunelveli, gave a lecture on "Hormones in relation with action and Emotion"	Management	1
Guest Lecture Arranged by Economics Department, Aditanar College of Arts and Science, Tiruchendur	Resource Person : Dr. S. Jeyaselvi, Assistant Professor, MBA Department, Amirta College of Engineering and Technology, Nagercoil, gave a lecture on the topic "Health Economics"	Management	1
Thiruvalluvar Mantram Inaguration Function Tamil Development Day arranged by Department of Tamil, Aditanar College of Arts and Science.	Dr. A. Velington Francis Prabakar, HOD of Tamil, Pope's College, Sawyerpuram acted on a recourse person of the "Thiruvalluvar Mantram Inaguration Function &Tamil Development Day"	Management	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Ph. D Research	Guide Co- Guide	Aditanar College - S. T. Hindu College, Nagercoil	10/03/2018	02/04/2018	Guide : Dr. P. Selvarajan, Associate Professor of Physics, Aditanar College Co-

					Guide : Dr. S. Perumal, Principal (Rtd.), S.T. Hindu College, Nagercoil, Candidate: Ms. S. Gracelin Juliana
Ph. D Research	Guide Co-Guide	Aditanar College - M. S. University, Tirnelveli	10/08/2018	10/07/2020	Guide : Dr. P. Selvarajan, Associate Professor of Physics, Aditanar College, Research Centre : M. S. University, Candidate: Ms.T. Manju
Ph. D Research	Guide Co-Guide	Aditanar College - Sri. Paramakalyani College, Alwarkurichi	24/01/2018	24/01/2020	Guide : Dr. P. Deepa Rani, Assistant Professor of Chemistry, Aditanar College, Co-Guide : Dr. K. Kalirajan, Associate Professor of Chemistry, Sri. Paramakalyani College, Alwarkurichi, Candidate: Mr. M. Mathusudhan
Ph. D Research	Guide Co-Guide	Aditanar College - Sri. K. G.S Arts College, Srivaikundam	16/04/2018	16/04/2020	Guide : Dr. C. Geetha, Assistant Professor of English, Sri. K. G.S Arts College, Srivaikundam, Co- Guide :

					Dr. R. Rita Yasodha, Assistant Professor of English, Aditanar College. Candidate: Ms. R. Vadivukarasi
Ph. D Research	Guide Co-Guide	Aditanar College - Rani Anna Govt. College for Women, Tirunelveli-Kamaraj College, Thoothukudi	24/12/2018	24/12/2020	Guide : Dr. S. Sarsudevi, Assistant Professor of Economics, Rani Anna Govt. College for Women, Tirunelveli, Co- Guide : Dr. C. Sivamurugan, Assistant Professor of Economics, Aditanar College, Member : Dr. A. Asok Associate Professor of Economics,
Ph. D Research	Guide Co-Guide	Aditanar College -TRC of CMFRI, Thoothukudi	29/08/2018	29/08/2020	Guide : Dr. T. Mohanraj, Assistant Professor of P. G. Zoology, Aditanar College, Member : Dr. L. Ranjith. Scientist, TRC of CMFRI, Thoothukudi , Candidate: Ms.P. Beulah Arulmani
Ph. D Research	Guide Co-Guide	Aditanar College - V. O. C. College, Thoothukudi	15/04/2018	26/03/2019	Guide : Dr. C. P. Balakrishnan, Assistant Professor of

					Botany, Aditanar College, Co- Guide : Dr. S. Chidambaram Pillai, Associate Professor of Botany, V.O.C College. Candidate: Ms. P. Jenifer
Ph. D Research	Guide Co- Guide	Aditanar College - Govindammal College, Tiruchendur.	30/08/2018	08/08/2020	Guide : Dr. D. Pasunkili Pandian, Associate Professor of Mathematics, Aditanar College. Tiruchendur, Co- Guide : Dr. M. Kalai selvi, Associate Professor of Mathematics, Govindammal College. Candidate: Ms. G. Baby Suganya.
Ph. D Research	Guide Co- Guide	Aditanar College - St. John's College, Pal ayamkottai	19/12/2018	19/12/2020	Guide : Dr. T. Balu, Associate Professor of Physics, Aditanar College. Tiruchendur Co- Guide : Dr. M Daniel Sweetlin, Associate Professor of Physics, St. John's College, Pal ayamkottai, Candidate: Ms. B. Padma
Ph. D Research	Guide Co- Guide	Aditanar College -M.	07/07/2018	14/10/2019	"Guide : Dr. R. Ezily



		S. University, Tirunelveli		Assistant Professor of Tamil, Aditanar College. Tiruchendur Co- Guide :The Head, Dept. of Tamil, M. S. University, Tirunelveli Candidate: Ms. J. Genitha Merlin "
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
CSC Computer Education	03/07/2018	To give computer Knowledge and DTP Knowledge to the students	90
Santhi Bakery	08/08/2018	To give training for making Bakery items.	100
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#### **CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**

##### **4.1 – Physical Facilities**

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
14.1	7.29

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Seminar halls with ICT facilities	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Newly Added
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing

Campus Area	Existing
No file uploaded.	

#### 4.2 – Library as a Learning Resource

##### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
ROVAN LMS	Fully	5.0	2006

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	57620	6915691	245	88112	57865	7003803
Journals	23	46509	Nill	Nill	23	46509
Others (specify)	12	21296	Nill	Nill	12	21296
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##### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Mrs. Sahaya Jeya Sutha R	Data Mining	MS Office	17/02/2019
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#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	153	82	153	0	36	11	16	100	8
Added	0	0	0	0	0	0	0	0	0
Total	153	82	153	0	36	11	16	100	8

##### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS
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##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Sivanthi Community Radio	<a href="https://www.aditanarcollege.com/wp-content/uploads/2021/09/community-radio.mp4">https://www.aditanarcollege.com/wp-content/uploads/2021/09/community-radio.mp4</a>

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
6900121	1625560	9677435	3939943

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The procedures and policies adopted by the college for maintaining and utilizing physical, academic and support facilities include, upgradation of the absolute facilities which enhance the quality of institutional life provide comfortable, economic and efficient spaces and environment for optimal output. The College has established 86.16 acres with eco friendly environment. It has adequate class room, science lab, computer lab which caters to the academic needs of students of the institution. The class rooms spread over two buildings namely main building and Silver Jubilee building with ground floor and first floor. The rooms are utilized for conducting lectures and academic activities such as Group Discussion, presentation, seminars, workshops and roll plays etc. The College has two auditoriums such as indoor auditorium and open auditorium. The indoor auditorium is established with digital and opt sound systems. CCTV is initialized in all primary locations in the campus. A solid waste management unit is developed from which a good quality manure is produced. Principal formulate a committee and appoints convener and members for stock verifications of all the laboratories, furnitures in the department, library and office at the end of the each academic year to verify stock position and to monitor the maintenance. Physical infrastructure includes the classrooms, administrative block, toilets, auditorium, and library is maintained by the office superintendent under the guidance of the Head of Institution. Garden is maintained by gardener. Sports ground is looked after by marker and Physical Director. Laboratories are taken care by the lab assistants and lab technicians. Annual maintenance contract is given for maintaining and updating all the AC, water purifier, computer and network facilities in the college. The management encourages faculty members to attend seminars and conferences to enrich their knowledge. Also the management provides funds to every department to conduct seminars/workshops and guest lectures. By this the students and the faculty get benefitted. The management provides adequate infrastructure facilities and fund for the effective delivery of curriculum. The library is opened to all the members of the College. The College Library is fully automated through ROVAN LMS 5.0. The library has more than fifty seven thousand books and thirty two Journals. In library every student is allowed to get maximum of three books at a time for reference. Books are issued by producing the bar-coded identity card. Sports infrastructure includes cricket ground (70 yard boundary line), football field, tennis court, two kabadi courts, ball badminton court, basket ball cement court, multi-purpose flood light court, athletic track (400 metre) and physical fitness centre available for students, school students, teachers and the public. Many Intercollegiate tournaments are conducted in our play grounds. Annual Athletic meet is being conducted for boys and girls every year in the standard 400 metres track. Alumni, existing students and interested outsiders are also using play grounds for development of their physical fitness, especially when they appear for recruitments in various government departments like police, army etc.

<https://www.aditanarcollege.com/wp-content/uploads/2021/06/aqar-partA-18-19.pdf>

**CRITERION V – STUDENT SUPPORT AND PROGRESSION**

## 5.1 – Student Support

### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	College Day Cash Prize, Part time honorarium to student, FM student volunteers, Travelling conveyance	131	25180
Financial Support from Other Sources			
a) National	MBC, DNC scholarship , BC scholarship , SC scholarship , Tamil medium scholarship, SC Merits scholarship , University merit scholarship	934	2764955
b) International	Nil	Nil	Nil

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### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
International yoga day	21/06/2018	200	NSS Unit 43, 44, 45, 48, Eahatma Yoga Viswa Vithiyalaya, Authoor
International yoga day	21/06/2018	34	NCC Army, NCC Naval
Soft skill development	06/07/2018	64	IQAC
Role of student in quality enhancement	11/07/2018	87	IQAC
Community extension programme	30/07/2018	40	IQAC
One day workshop on group discussion interview techniques	07/12/2018	24	IQAC
Unleash the magic in you	11/12/2018	50	IQAC
Google. Apps.	13/12/2018	34	IQAC
Language Lab	29/03/2019	625	Department of

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## 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Soft skill development	Nil	64	Nil	Nil
2018	Role of students in quality enhancement	Nil	87	Nil	Nil
2018	One day workshop on group discussions	Nil	24	Nil	Nil
2018	NET / SET coaching	27	Nil	1	1
2018	Making success your habit	Nil	70	Nil	Nil

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## 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

## 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Tamilnad Mercantile Bank Ltd	98	2	SPIC Limited, Tuticorin	Nil	1

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## 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	64	2018-19	English, BBA,	R.M.P.C.S.I.	M.B.A, M.A, M.SC,

Commerce, Economics, Chemistry, Computer Science, Zoo logy, Maths	P.S.K. Rajaratnam College of Education, Sathankulam, Dr. Sivanthi Aditanar Coll ege of Education, Tiruchendur, National Institute for the visulally handicapped regional centre, Chennai.. St. John's College, Pal ayankottai,	M. PHIL
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
SET	3
Any Other	1
Any Other	2
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
AD FEST	Institution level	546
ADLIT FEST - 2019	Intercollegiate level	130
BIO COMMERCE FEST - 2019	International level	297
Inter-mural games for boys	Institution level	224
Cricket tournament	Intercollegiate level	160
Athletics met	Institution level	183
Students benefited by participating in cultural events outside the college	Inter collegiate level	157
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### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Health Hygiene Co mpetition	National	Nil	1	1710420	K. Paul Raj
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Our college strongly believes in transforming students into leaders. In order to enhance the leadership qualities of our students, they are assigned various responsibilities by representing in various academic bodies like Department, Association, Fine Arts, Sports Committee, NSS, NCC, YRC, Eco Club, Students Services, Writer's Forum, Drama Club, Numismatic Clubs etc., Student representatives participate in coordinating activities of NCC, NSS as student leaders and help in organising various programmes. Student leaders in NCC are actively involved in providing guidance, coaching and training to junior cadets and in managing the units. Students in NSS are involved in organising awareness programmes, blood donation camps, traffic management in the city and activities in adopted villages. These administrative and academic bodies motivate the students to assume larger responsibilities in their academic pursuit and enhance the organising and managing skills in an effective manner. All the clubs and administrative committees have student representation as Secretaries, Joint Secretaries and Co-ordinators. The office bearers of the various clubs and associations take up the responsibility of conducting and organising various competition and programmes along with the staff-in-charge. The new academic year began with the Orientation Programme for the new entrants conducted by the students' services and parent teachers association. The student representation of the students' services cell rewarded their active service in making the first year students to feel at home and be familiar with the college campus. The student services all along with its student representatives also arranged Orientation Programme for all the first year UG students highlighting the importance and selection of the part - V courses. The student representatives of the writers' forum organised a 'One Day Workshop on Creative Writing' and conducted various competitions like Verse Writing, Essay Writing and Short Story Writing to enhance their writing skills in English. The numismatic club's student representatives conducted a two day exhibition on coins and currencies collection to create an awareness of the antiquity of our country and culture. The members of the drama club actively organised and participated in skit and mime in the college day celebration and thereby got a platform to exhibit their hidden talents. Students are part of various teams and bands through which they display their skills, participate in various state and national level programmes representing the college. The NCC army wing student representatives of our college organised International Yoga Day, Disaster Management Exercise, Swatch Bharath Rally and involved in charity in order to inculcate traditional and social values, humanitarian concern and leadership qualities. The NCC Naval Wing student representatives attended various camps like c-training camp, SCUBA Diving Camp, Marina Republic Day Camp, Swatch Bharath and Annual Training Camp to develop their patriotic spirit and prepare them to mould a better India. The student representation of YRC and Blood Donation Club jointly organised blood donation camps to create awareness about the values of human life and nurture humanistic principles among the students. The student representatives of IQAC involved themselves with the IQAC team in conducting ADFEST, Youth Festival, extension activities, national, international seminars and workshops.



## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

570

5.4.3 – Alumni contribution during the year (in Rupees) :

57681

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings/activities organized by Alumni Association : The Alumni Association of Aditanar College of Arts and Science came into existence in the year 1969. The Association regularly conducts Annual Day Meeting (on August 15th) and at least two executive committee meetings in a year. During its Annual Day meeting, the Association honours the Retiring Staff and Staff who have completed Doctoral degree. A district level competition (quiz, elocution, etc.) is conducted every year for School students to develop their talents. ? Our college Alumni Association Organized District Level Quiz Competition to College students on 24.09.2018 and District Level Elocution competition on 26.09.2018 in our campus. The winners were honoured. ? Our college Alumni Association celebrated its 49th Annual Day on 15.08.2018 with Mr. Parthiban Inspector of Police, Thoothukudi as the Chief Guest of the function. The Association conducted competitions like Thirukkural recitation, Essay writing and elocution to the school students. The winners were awarded with cash prizes. On behalf of the Alumni Association, the faculties who received Ph. D degree during 2017-2018 were honoured along with the retired faculty members, University first rank holders and the special prize winners for the state and the national level competitions. ? The Birthday celebrations of our college Founder TamilarThanthai Si. Pa. Aditanar and the Founder, President Padmashri Dr.B. SivanthiAdityan(born on 24 September 1936) were celebrated on 27.9.2018.

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The governance of the institution is reflective of and in tune with the vision and mission of the institution. The institution pursues to function with social commitment, efficiency and conscience to train and encourage the students to be resourceful through teaching, research and various extension activities. The Institute practices decentralization and participative management in frequent consultation with the College Governing Body. The Governing Body delegates authority to the Secretary and Principal who, in turn share it with the different levels of functionaries in the college. The Staff council comprising of the Heads of Departments, the Conveners of various committees and cells along with the staff representatives on higher decision-making bodies play an essential role in shaping the institutional policies and implementing the same. All the staff members in the department are involved in various department activities to join hands with the Head of the Department to equip and mould the young minds into efficient professionals, who are being trained to meet challenges and opportunities with confidence and dignity. Along with teaching, the teachers are given responsibility to be a part of club activities such as NCC and Army Wing, NSS, Sports and Games Club, Nature Club, Red Ribbon



Club, Youth Red Cross, Road Safety Club, Fine Arts Association, Entrepreneur Cell etc. The institute has constituted different Committees for the smooth functioning of academic and administrative work of the institute. Some of these committees are the Academic Staff Council, the Examination Committee, the Admission Committee, the Library Committee. Under the Supervision of the Principal, the office administrative responsibility is distributed and monitored by the office superintendent non-teaching staff are represented in the staff council and the IQAC. Suggestions of non-teaching staff are considered while framing policies, preparing budgets or while taking important decisions. Further, teacher's union (MUTA) plays a significant role in assessing the performance of the non-teaching staff. The president and the secretary of the teachers' organization periodically meet the Principal and express their grievance and provide a list of pending issues in the office which helps the principal to assess the performance of the non-teaching staff. The Principal periodically convenes meeting of the non-teaching staff and based on the inputs the receives from the students (Everyday students are allowed to meet the Principal from 12.45 to 1.00 p.m. and 4.00 to 4.15 p.m.) and the teaching staff the gets an assessment of all the teaching and non-teaching staff. Thus, the institution and departments follow a process of participative management to bring up a positive vibe in students and in the society.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum is revised once in every three years for core papers to meet the requirement of industry standards. Autonomy is given to the teachers to suggest on revision of the syllabus. The amendments in necessary subjects are made to ensure that the students study the updated modules. Suggestions for modifications are made in subjects as per the need of the hour and recommended by the Board of studies. To facilitate exposure in other subjects, students are offered two different fields of study, the students are given an option to choose inter disciplinary subject termed as Non-major classes apart from their major discipline to develop knowledge in a different branch of his choice. Suggestions and feedback collected from various stake-holders on curricular aspects are considered while framing the syllabus to enhance the quality of education.
Admission of Students	Admission process for all the courses is fully online. Admissions are made on merit basis and the management adheres to the Government rules in the process of admissions. Management Quota is also filled on merit basis. Rank list and

	<p>the date of interview are uploaded on the website and also sent to the shortlisted student through SMS / Email. The selected list of the students is posted in the college website.</p>
<p>Industry Interaction / Collaboration</p>	<p>The College conducts various workshops, conferences and seminars wherein the resource persons are invited from various leading corporate, firms, etc. The departments are also encouraged to invite Resource persons from industries to share their expertise with the students. Projects and internships at the under graduate and post graduate level are made as a part of curriculum to gain hands-on experience. Placement cell organizes training programme for employability related skill development of the students from all departments.</p>
<p>Human Resource Management</p>	<p>Faculty development programmes, Seminars, National Conferences, workshops are organized by all the departments. Faculty members are also encouraged to attend Professional Development programmes, workshops and conferences organized by other institutions. Eminent resource persons from various fields are also invited to enrich the faculties' knowledge and to enhance their professional development.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The college has an extensive collection of books from all areas. The attendance of the staff and students entering the library is monitored using a log book. The department are provided with a desktops and LCD projector apart from smart class rooms. College has indoor and outdoor game facilities extended to students and staff. Water dispensers are provided for the all Departments. The overall functioning of the college and also all the documents is being digitalized and are scanned and reposted which enables the outsiders to view the same from the college website and facilitating the students to view their attendance, marks, other academic and extension activities from their respective login.</p>
<p>Research and Development</p>	<p>The institution motivates not only the faculty members but also the students to publish papers in UGC / Scopus / peer reviewed journals with high impact factor and present their</p>

papers in National, International conferences. The departments are encouraged to conduct National / International Conferences and Seminars so that the student's community and teaching fraternity gets benefitted. The faculty members are motivated to supervise M.Phil. Ph.D. Research Scholars and to do collaborative research to promote quality in research work.

**Examination and Evaluation**

Since the College is a Constituent of the University, examination and evaluation are held as per the rules regulations of the University and the College strictly adheres to them. The College ensures academic standards and transparency by informing the stakeholders about the norms and directives received from the University. Students learning is assessed through continuous internal assessment tests and End semester examination are conducted to evaluate the overall learning of the student. Apart from tests, the students are appraised based on the class activities like student seminar, group discussions, role-play, quiz, debates and assignments.

**Teaching and Learning**

Audio Visual approach is followed as an effective teaching methodology. Along with chalk and board method, ICT method of teaching is also used to make the student involve in learning. Teachers are given training by the authorized technicians to handle online classes. Field tours and Industrial visits are being organized by most of the departments to impart real time experience to the students. The learning skills of the student are enhanced by providing opportunities to participate in seminars, conferences, workshops and various competitions. Students are also trained in conducting various programmes. Special emphasis is laid on slow learners and one to one interaction is conducted regularly to improve their learning process. To enhance the quality of the learning process power point presentation and LMS are used effectively in the classroom. Workshop on "Google Apps" and 'LMS' are conducted for students and teachers to promote the use of technology in the classroom. To promote self-learning, independent learning or

distance learning students are asked to present papers in class room seminars, involve in group discussion and debates. Post graduate students are given opportunities to teach undergraduate students so that PG students develop their communication skills and also build their confidence. Students and teachers are encouraged to develop their various skill and to update their knowledge through various courses including online courses like SWAYAM and NPTEL.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>Enterprise Resource Planning (ERP), Management Integrated System (MIS) and Learning Management system (LMS) enables the process of dissemination of information in a transparent manner. This helps in planning the events as per the standard operating procedures of the institution which minimises the human intervention. LMS being in use, reports can easily be retrieved as and when required. Social Media Updates are made by Social Media Champion on a regular basis in YouTube, College website and Facebook.</p>
<p>Administration</p>	<p>AISHE Data is being updated on MHRD Portal. ERP attendance for students has been substituted for manual attendance. Official circulars are shared with the Heads of the department in the online college group. CCTVs (surveillance cameras) have been installed at strategic places on campus and are constantly monitored by the Principal and the office team. The institution is also moving towards a paperless environment. The students are able to view their attendance and marks through their student login. In addition to this the students can submit their feedback in google forms created by the institution. Both the students and faculty members make extensive use of social media like WhatsApp, Facebook, Twitter, Instagram and e-mails for social communication. Faculty members also make use of Google forms to conduct exams and quizzes and test the students' understanding of the subjects.</p>
<p>Finance and Accounts</p>	<p>The college uses ICT for transparency in finance and accounts. The</p>

transactions are properly recorded at the end of each year. The administrative office ensures appropriate bills are submitted for all events conducted by the various departments. All the account books are properly maintained as per the auditing procedure. Both Internal audit and external audit are conducted at proper intervals.

Student Admission and Support

The admission process in the college is digitized. The college's process of online admission is also very transparent. The application form, the process of applying and the eligibility criteria for the courses are displayed on the college website. Help desks are in place to assist the students in filling online applications. The students submit their application forms online. They are then selected based purely on merit and as per the reservation policy framed by the Government. The lists of selected students are displayed on the college website. In addition, the students are also informed through messages, e-mails, and personal phone calls. They pay their fees through net banking. Once admitted, the students are provided with a college login ID which helps them view their attendance and marks when required. The parents are kept updated about both the day to day attendance and absentees among the students.

Examination

The college is fully equipped with ICT tools which play a vital role in the conduct of the examination. The office of the Co-ordinator of Examination is very secure and acts as a pillar of support for the conduct of examinations. The external examiners send the question papers in a confidential manner. These papers are then strictly scrutinized by both the respective heads of the department and the external experts. The exam dates are generated digitally and are available to the students before the examination. The exams are conducted with strict Invigilation and monitored through CCTVs by both the Principal and the Exam Co-ordinator. The Valuation is done by external experts. The marks are directly uploaded online by the office of the Examinations Coordinator. The results are then communicated to the

**6.3 – Faculty Empowerment Strategies**

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr. K. Thanikasalam	NAAC Development Programme	Sri Parasakthi College for Women, Coutralam	2160
2018	Dr. S. Sethuramalingam	NAAC Development Programme	V.O.CHIDAMBARAM COLLEGE	750
2018	Dr. C. Velayutham	NAAC Development Programme	V.O.CHIDAMBARAM COLLEGE	750

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	ONE DAY WORKSHOP ON TEACHING MANAGEMENT SYSTEM (At tendance, Question Bank and e- Books)	NA	13/02/2018	13/02/2018	24	Nil
2018	ONE DAY NATIONAL LEVEL WORKSHOP ON ICT ENABLED LEARNING	NA	23/02/2018	23/02/2018	23	Nil
2019	ONE DAY WORKSHOP ON CHALLENGES IN NACC IN THE NEW SCENARIO	NA	09/01/2019	09/01/2019	43	Nil

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FACULTY DEVELOPMENT PROGRAMME	1	11/02/2018	11/02/2019	Nil

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>The institution has effective welfare measure for teaching faculties. Digital Faculty Development Programme is coordinated to the teaching faculties to adapt new digital teaching methodology. RO water plant has been installed for the whole college. Spacious departments and Separate recreation rooms are available for women staff members with all necessary facilities. Salaries are dispersed on time and staff grievances are immediately addressed. Separate Staff rest room for men and women throughout the campus. As per the university and State government rules, all the allowances are given to all the employees as per their entitlement without any delay. For attending workshops / conferences / seminars, the teachers are provided academic leaves with the financial support. The college</p>	<p>The institution has effective welfare measure for non-teaching faculties. RO water plant has been installed for the whole college. Separate recreation room has been provided for women non-teaching staff members with all necessary facilities. Salaries are dispersed on time and their grievances are immediately addressed. Separate rest room for men and women throughout the campus. As per the university and State government rules, all the allowances are given to all the employees as per their entitlement without any delay. For attending workshops / conferences / seminars, they are provided academic leaves with the financial support. The college honours its outstanding non-teaching staff for their hard-work and sincerity through various categories of awards and scholarships. Sports</p>	<p>The College has been offering coaching facilities for students to appear in various competitive examinations. The Placement cell offers coaching classes to prepare students for various entrance tests. Scholarships is provided for poor and meritorious students. Subsidized food is provided at the college canteen. Students are encouraged and exposures are provided in event management. Students are motivated and facilitated with real-time entrepreneurship. The college has a Fee Concession Committee, an Internal Complaint Committee, an Anti-Ragging Committee and a Student Grievance redressal Cell to cater to the needs of the students. Advisory system is followed where in, students meet their Advisors on a frequent basis to sort out any problem they are facing. This helps in identifying</p>



honours its outstanding staff for their hard-work and sincerity through various categories of awards and scholarships. Sports facilities are provided to the staff and their family. They are free to use the college sports grounds after college hours. Training on innovative teaching is provided through approaches like the usage of websites, power point presentations, internet facility and language laboratory.

facilities are provided to them and their family. They are free to use the college sports grounds after college hours.

and mentoring personal and academic issues. To have first-hand experience in the respective subject and to get adequate exposure to the recent trends in the fields the students were taken to industrial visits and education tours. In order to develop the histrionic skills of the students IQAC motivated students to participate in various club activities like value education, karate, photography, yoga and various competition like debates, essay writing and verse writing.

#### 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college has the mechanism of both internal and external audits for all the financial activities carried out in the Institution every Year. The Accounts department maintains financial accounts daily and prepares all financial statements and submits them to all statutory bodies like JD Office, UGC and State Government as and when required. The college has both Internal and External audit system. The Principal constitutes an Internal Audit Committee with few members. The audit is conducted on a Sampling basis to check the correctness of the financial transactions and statement affairs of the Institution. The Committee verifies Cashbook, Bank accounts, Ledgers, Bills, Vouchers, and statement of cash position and cash flow physically and conducts sample check on the heads of various accounts, balance dates, and postings. An annual external audit is conducted, and the reports are submitted to the management. The Finance Committee ratifies these reports. Audit of funds received from Government and Non-Government research funding agencies Consultancy is duly done as per the guidelines of the funding agencies as and when required.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil
No file uploaded.		

6.4.3 – Total corpus fund generated

0
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#### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority



Academic	No	Nil	No	Nil
Administrative	Yes	Audit Firm, Nagercoil	Yes	Aditanar educational institution

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parents are an active part of the Aditanar College campus life. The parents of the new entrants are invited for interaction with the Principal and the Administration on Orientation Days for College and Hostel. This has been appreciated by the Parents and has created a bond between the parents and the institution. They are also the active part of College day, Sports day and Graduation day. Every semester parents- teachers meeting is conducted and the meeting dates are scheduled in advance and informed through students for the benefit of parents. During this meeting, parents meet the Advisors and Head of the Departments and the subject teachers to know the progress of their ward. They also give their feedback and grievances if any. Parent's feedback plays an integral role in the growth and development of our College. Principal is accessible to the Parents for any discussion and feedback. Annual informal meetings are scheduled whenever necessary, to identify the issues related to students and thus improving the regularity and performance of students.

6.5.3 – Development programmes for support staff (at least three)

i) Sports events for support staff are conducted as a part of Annual Sports Day Events. ii) Training is given to the administrative staff on operating the administrative modules. iii) Technical Staff is encouraged to attend Training for Technical Development under University Scheme and Programs.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

i) Training has been organised to strengthen ICT based teaching learning process. ii) Faculty members frequently conduct Online remedial coaching for slow learners. iii) Awareness program has been organised for students on Open Learning with special emphasis on SWAYAM and MOOC (iv) Career opportunity and employability enhancement skill training workshops are organized for students through Placement Cell.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	A one day workshop on soft skills development	06/07/2018	06/07/2018	Nil	64
2018	One day international seminar on role of students in quality	11/07/2018	11/07/2018	Nil	87

	enhancement in higher education				
2018	A one day workshop on "group discussion and interview techniques"	07/12/2018	07/12/2018	Nil	24
2018	A one day workshop on "Unleash the magic in you" (An enter training personality Development Programme)	11/12/2018	11/12/2018	Nil	43
2018	A one day workshop on "Google Apps"	13/12/2018	13/12/2018	Nil	34
2019	One day workshop on "Challenges in NAAC in the new scenario"	09/01/2019	09/01/2019	Nil	43
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Model Jewel Making	13/02/2019	13/02/2019	49	0
Competitions	08/02/2019	12/02/2019	30	34
Women Empowerment	08/03/2019	08/03/2019	40	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

Our college has been taking initiatives to reduce the consumption of electricity by increased usage of LED bulbs. The classrooms are also well ventilated. The college management has arranged for bicycles as a mode of transport within the campus so as to reduce the emission of carbon particles. The carbon emission has been reduced considerably and the power consumption has

also been reducing gradually. 'Switch off the lights and fans' stickers are pasted below the switch boards of class rooms and halls to ensure energy saving across the campus. 'Close the Tap' stickers are pasted in the required places as a method of water conservation.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Scribes for examination	Yes	5
Ramp/Rails	Yes	3
Rest Rooms	Yes	2
Special skill development for differently abled students	Yes	1
Any other similar facility	Yes	1

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	05/09/2018	1	Disaster Management	Tsunami Mock Exercise at Periyathalai Coastal Village, Thoothukudi	5

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#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Calendar with book of instructions	01/07/2018	The students are given orientation to enable them adhere to the College Policies and Administration set up. Fee Payment Schedule, Examination Schedule, Academic Calendar with Day Orders, rules to be followed in the examination hall and Dress Code to be followed are also mentioned. Even the new students are self-disciplined in following

and practicing admin policies and academic exercises.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Skill development and Human Values	05/07/2018	05/07/2018	31
<a href="#">View File</a>			

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

a) Bicycles b) Public Transport c) Plastic-free campus d) Green landscaping with trees and plants e) Water conservation The Institution has a vast plantation area. Regular tree plantation activities are conducted at the campus. The existing trees are well maintained by the waterman. Students and staff are encouraged to use public transport to reach the campus to encourage the use of bicycles within the campus. Efforts have been taken to lessen the use of plastic inside the campus adhering to 'Ban Plastic' motto. Steps have been taken to replace the plastic cups and plates with stainless steel tumblers and plates wherever possible. There are two Water Purifier plants in the campus at two different places to meet the needs of the staff and students. In addition to this, the water man fills the stainless steel vessels available in each floor with purified water. The institution stresses the use of stainless steel products to lessen and gradually avoid the usage of plastic made products. These water bodies and the distribution system are cleaned and maintained through regular service periodically. Students are insisted to close water taps when not in use through stickers to prevent wastage. Programmes organized ? 12.10.2018 - Ban Plastic - Awareness Created through Competitions for college students. ? 21.12.2018 - Saplings plantation - Motivating Students community for getting awareness on eco-system. ? 22.2.2019 - Organic fertilizer farming - Collection and recycling of organic waste around the college campus.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

Institutional Best Practices Describe at least two institutional best practices

1. The Practice The Institution has adopted a hierarchical approach in which, the advisory system plays a vital role. Mentoring seeks to offer support, guidance, encouragement and assistance to mentees while they endeavour to navigate through difficulties, face challenges and tackle problems. The relationship between the mentor and mentee solely depends on trust and care. It necessitates the investment of time, energy and effort so that, through concerted initiatives, the desired attributes are developed in the mentee. Towards this end, the mentor establishes an environment of open interaction and is readily accessible, interested, informal and friendly, while maintaining a professional approach. The mentor remains a good listener and encourages the expression of views other than his/her own. The mentor understands the difficulties of the mentee and serves as a positive role model, career guide and an honest advisor. The mentor also refers issues beyond his/her competence to the appropriate experts. College students are at a stage in life wherein they face lots of problems like academic issues, relationships, health-related issues, stress, financial issues, employment concerns etc. There are certain issues that could not be resolved by their parents, friends, peers, educational attainment and their own past experiences. The mentor helps them to overcome stress and solve those issues. They help them deal with these pressures. Also, due to varied reasons, students often do not confide their problems to anyone. These bottled-up problems can lead to emotional imbalance, disheartenment and

frustration. It is necessary to effectively channelize the potent energy of the youth through means that ensure creativity. This can be attained through the process of mentoring whereby the students are provided with academic and emotional support especially during their pursuit of higher education. Through their encouragement and guidance, mentors play an important role in nurturing the students' aspirations, preparing them for future challenges, building confidence in them, motivating them to undertake challenges and fostering their all-round growth. The following are brief highlights of the mentoring programme that is in practice: 1. Each faculty member is assigned with the task of mentoring around 20-30 of his/her own students. 2. A special time-slot with a designated classroom is allocated to each mentor for a formal monthly interaction with his/her mentees to address the grievances of the students. 3. During the formal interactions, advisors/mentors discuss issues like campus discipline, dress code, punctuality, attendance, examination preparation, non-tolerance of ragging, the undesirability of adopting unfair means at examinations etc. 4. Issues like sexual harassment at workplace, role and availability of counselors in the campus, suicidal tendencies, cybercrime, confidence-building activities etc are also discussed. The students are counseled about road safety, healthy lifestyles, cleanliness, Swachh Bharat Campaign, conservation of water and energy resources, choice of careers, etc. They are also informed about the various facilities and scholarships available.

4. Besides the formal monthly meeting, mentees are encouraged to regularly interact with their mentors and discuss any issues. Mentors keep track of the academic performance of the mentees and provide the necessary assistance/guidance in the event of poor grades. Buddy groups are often formed within the mentee-group in order to help the academically-weak students. 5. Advisors maintain a confidential data sheet containing the details of their students which helps in the continuous mentoring activities. 6. The overall programme is monitored by a committee comprising one coordinator and two faculty members from each stream. The committee assigns the mentees to each mentor and, also, prepares/suggests inputs for each formal session keeping in mind students' needs and relevant current issues. 7. At the end of each academic year, students are required to provide their feedback on the various topics discussed during the formal interactions. Their suggestions are used to improve and render additional services. Evidence of success 1. Campus discipline has improved tremendously. Incidences of ragging and sexual harassment has been eliminated from the campus. 2. Students' dressing sense has changed. 3. Student behaviour, self-esteem and confidence have progressed. 4. There has been marked improvement in academic grades and a higher number of students have enrolled themselves for higher studies. 5. Health consciousness of students has improved considerably. The eating habits have changed and they have started following healthy food habits. 6. They have almost adopted to reduced use of plastic products while dining. 7. Stronger relationships have been forged among students/peers, faculty and parents. 8. The percentage of attendance for the formal monthly sessions and the students' positive feedback/suggestions regarding the programme are themselves, the most potent indicators of its progress. 9. Through concerted efforts of the mentors, the campus is almost litter-free. Garbage bins, placed at strategic spots, are used by students/mentees as per directions leading, also, to dry and wet waste segregation. 10. Students are mostly turning off lights and fans and closing taps when not in use. Problems encountered and Resources required: Though dependent on a large number of factors for its success, the programme has, by and large, attained its objectives. But, admittedly, it functions under the constraints listed below: 1. Since the formal monthly sessions are conducted simultaneously for the mentees stream-wise, it is difficult, on account of space constraints, to allocate a separate classroom to each mentor. 2. Mentoring is a specialized effort. Requisite training needs to be imparted to the faculty in order to further increase their effectiveness. 3. Given their

busy schedules and pre-occupation with academic and administrative activities, our faculty sometimes find it difficult to devote adequate additional time to their mentees. 4. Given the large student strength, it is difficult to entertain requests for allocation of a specific faculty member as a mentor. The success of the mentoring programme at our Institution can be mainly attributed to the altruistic inclinations of our faculty members. This leads them to take a keen interest in guiding and assisting their mentees outside, and beyond, the normal classroom setting. The opportunities for informal interaction, additional attention, motivation and support, afforded under the aegis of the programme, have also ensured the enthusiastic participation by the mentees. Besides, the proactive monitoring by the implementation committee has played a significant role in its consistent success. 2. Value Education Programme Objectives: The Institution has introduced add-on programmes to enhance the quality of human kind through the students. It regularly conducts value-based educational sessions. The Institution regards such sessions to be an indispensable component of its curriculum. In a view to transform the personality of the individuals the institution takes steps through thrusting good characteristics into them. Value-based educational sessions are included in this regard. In fact, the Institution considers such sessions to be an indispensable component of its curriculum. The inculcation of human, social and moral values is given utmost importance. The character building of the students is the top priority of the institution. The institution aims at developing well-balanced, socially-responsible and well-rounded individuals make the society more democratic and cohesive. The empowerment of students to motivate them towards achievement of personal fulfilment and success in life and at work is a compulsory task followed by the institution. The promotion of respect for the dignity of the individuals irrespective of their caste, creed and gender is emphasized throughout the campus. The inculcation of values like love, empathy, caring, sharing and compassion leading to harmonious and the humane relationships are spread among the students. Value education is a tool to bring about the adjustment that needs to be made in order to form well-rounded individuals. It is imperative, therefore, for value education to be included as an intrinsic component of the curriculum. This necessity arises from the fact education is the main agency for individual transformation and social change. Inputs provided by an Institution, therefore, have a bearing in ensuring strong foundations for society. A sound value education programme would be beneficial to students in comprehending and imbibing values to guide daily lives and thereby ensuring their holistic growth and assisting them in meeting the challenges of contemporary society. Such sessions should be treated as 'empowering tools' rather than media for the dissemination of theoretical concepts. Though the installation of value systems is primarily a parental and familial responsibility our institution has always strived to impart value education to its students. A well-defined curriculum has been drawn up for the sessions through a conscious, well thought out and deliberate process. The Resource Persons are carefully chosen, for their expertise, from external sources and, sometimes, from amongst the faculty too. During the sessions, the emphasis is laid on aspects of positive living and humane behavioural traits. The programme also has sessions on addictive habits, manners and etiquette, stress and anger management, gender equality, problems of adolescence, nation-building, good governance, forgiveness, integrity and humility. Evidence of success 1. Parents and students have always appreciated the efforts of the Institution in conducting the Value Education sessions. The high levels of attendance for the sessions are evidences of the importance attached by the student community towards this endeavour. 2. Positive changes in the discipline, behaviour and attitudes of students have been

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link



<https://www.aditanarcollege.com/wp-content/uploads/2021/09/Criteria-7-best-practices.pdf>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Institutional Distinctiveness To translate the goals into reality, the Cells, Clubs and Associations have launched several outreach initiatives to build the spirit of empathy and social concern. Efforts are made to equip students with the necessary soft skills that enhance their overall development and personality. The institution takes initiative to promote national integrity and to appreciate the unification of cultural and religious identities of India. The institution has framed several clubs. National Cadet Corps (NCC) -Army and Naval Wing, National Service Scheme (NSS) - 4 Aided units and 1 self-financing unit, Youth Red Cross, Campus News-Students Publication, Value Education Forum, General Knowledge Cell, Adventure Club, Blood Donors Club, Fine Arts club, Chess Club, Drama Club - Tamil and English, Music Club, Photography Club, Philately Club, Weight Lifting Club, Yoga Club, Folk Arts Club, Gardening Club, Career Guidance and Counseling Cell, Numismatic Club, Magazine Club, Karate Club, Information Service, Audio Visual Club, Writers' Forum - Tamil and English, Eco Club, Health Club, Student Services, Library Committee, Entrepreneurship, Project, Research and Publication Committee, Citizen Consumer Club, Thiruvalluvar Mantram, English Literary Association, Economics Association, Physics Association, Chemistry Association, Zoology Association, Botany Association, Mathematics Association, Business Administration Association, Commerce Association, Computer Science Association, Commerce (Computer Application) Association, Gandhian Thought Association. These clubs organize various programmes to promote social values among the students. Events like Ganesh Chaturthi, Saraswati Pooja, Pongal Celebration, Food Festival, ADFEST, Cooking Competitions, guest lectures on special commemorative days and various programmes related to women Empowerment are held in the campus. To translate the goals into reality, the Cells, Clubs and Associations have launched several outreach initiatives in order to build a spirit of empathy and social concern. All-our efforts are made to equip students with the necessary soft skills that enhance their overall development and personality. The College has a thriving and lively campus ambience which emanate, inter alia, from the extra and co-curricular initiatives. Long before 'value education' became buzzwords in the domain of higher education, the institution has been conducting its regular and well-planned Value Education sessions based on age-appropriate and socially- relevant topics. In recent times, this endeavour has been supplemented by a robust mentor- mentee programme.

Provide the weblink of the institution

<https://www.aditanarcollege.com/wp-content/uploads/2021/09/Criteria-7-Institutional-Distinctiveness.pdf>

### 8.Future Plans of Actions for Next Academic Year

The UG, PG and Research programmes in the main campus have been improved. Initiative has been taken to renovate the auditorium with well-built facilities. The members of faculty are encouraged to publish articles in UGC referred list of journals to enhance the staff profile. NSS units help the visually and physically challenged students in arranging for Scribe. The Institution is planning to enhance the E- Learning Environment based on the recent technological advancement. The provision of free WiFi across the campus is under progress. The teachers also demonstrate hard topics through e-Resources. The students are encouraged to submit their assignments through mail which helps in the reduction of paper waste. The soft copies are tested using plagiarism tools. Quizzes are

frequently conducted as a part of Continuous Internal Assessment online. This concept facilitates the effective participation of the students even off from the campus. Provisions are made to publish the scores immediately to enable the students to know their progress. IAS Model Exams are to be conducted in a broad to create awareness and to motivate them to attend the Competitive Examinations. Certificate Course have been planned to enable the students to do parallel courses along with the graduation programme. The mission of the college is to train the underprivileged for global requirements. Build more coloration with Bodies/Organizations in Government/ Private sector. Introduce online/offline. Add on certificate courses. Develop entrepreneurship programs. Futher strength and consolidate the working of career enhancement classes. Organize pre placement talks and internship programs. Weigh possibilities of supplementing swagam Mooc and implementing it organize Job fair in the campus. Eco-System Create awareness about environment and waste disposal among the students and faculty members organize more community outreach program. Motivate the departments and NSS units to adopt healthy rural area.