

# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

**THE MADURAI DIRAVIYAM THAYUMANAVAR HINDU  
COLLEGE**

THE MADURAI DIRAVIYAM THAYUMANAVAR HINDU COLLEGE, PETTAI.

627010

[www.mdthinducollege.org](http://www.mdthinducollege.org)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**(Draft)**

# **1. EXECUTIVE SUMMARY**

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## **1.1 INTRODUCTION**

The Madurai Diraviyam Thayumanavar Hindu College is one of the very few colleges that have completed a long legendary 125 years of fruitful service in catering quality education. It had its origin as an Anglo-Vernacular School in the year 1859. It shifted to its own premises in 1865. Its first Principal was Prof.P.Sundaram Pillai who authored the famous Tamil classical work 'Manonmaniam' and the present Manonmaniam Sundaranar University to which the college has been affiliated, has been named after him. In 1924, it became a First Grade College affiliated to University of Madras. In 1958 it shifted to its present premises of about 83 acres at Pettai in the outskirts of Tirunelveli. In 1966, the college was affiliated to the Madurai Kamaraj University, when the University of Madras was bifurcated. In 1971, the first ever postgraduate course in Tamil was inaugurated in this college in the former Tirunelveli District which comprises the present Thoothukudi District also. The Institution has a long list of prestigious alumni.

In 1990, the college was affiliated to the present Manonmaniam Sundaranar University. Now there are 15 undergraduate and 5 postgraduate courses. Also Five post graduate departments have been upgraded into Research Centres. The college excels in cocurricular and extra curricular activities. The college has been assessed and accredited by NAAC twice with the grades B++ and B respectively. Now the institution has improved by implementing all suggestions and recommendations made by NAAC Peer team members.

### **Vision**

To shape the young learners to aim at success through perfection.

### **Mission**

To promote academic excellence in higher education

To promote communal harmony

To make the students meet the global standards of life

To promote research temperament

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

1. A great legacy and high reputation.
2. Well established institution offering quality education.
3. Well qualified faculty and adequate infrastructure.
4. Introduction of more job oriented PG courses, especially in Sciences.

5. Admission for Subaltren and minority students.
6. Decentralized and transparent administration.

### **Institutional Weakness**

1. Financial crises.
2. Very poor academic standard of incoming students
3. Inability to improve curriculum as controlled by the affiliating university
4. Faculty vacancy positions as a Govt. aided college

### **Institutional Opportunity**

1. Development of ICT as major learning resource.
2. Supportive alumni and local community.
3. Management's influence on the local community and the political leadership.

### **Institutional Challenge**

1. Enhancement in the life style of the leaners.
2. Less flexibility of learners to accept changes in any system.
3. Conducting variety of entertaining and educating functions that promote the leadership quality of leaners.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The Mission, Vision and Objectives of the Institution have been elaborated. To develop implementation of the curriculum, various action plans and strategies have been explained. The innovative teaching practices have been discussed in detail. The Institution's collaboration with the other research bodies and industrial sectors in and around our district (through MoU's) have been listed. Faculty who are the chairpersons/members in various Boards of Studies (BOS) in the affiliating university is elaborated. The skill based electives prescribed by the University that are adopted by the college have been given. Certificate Courses and Extension activities are also offered by the college.

### **Teaching-learning and Evaluation**

The college attracts the aspirants around the locality who want to enrol for undergraduate and post graduate programmes of study. Screening and selection of the candidates are accomplished under the directives of the University. The dedicated faculty supplement traditional teaching-learning modules with the latest development in pedagogical practices. This is a sincere team of enthusiastic scholars and researchers who are famous in their own areas of specialization. Many of them have several acclaimed publications. They are encouraged by the college to keep themselves abreast of recent trends by participating in seminars/conferences. Assessment of the students is done at regular intervals at the college as per the schedule proposed by the Staff Council. The teachers promote the idea of participatory learning, and encourage group discussions and paper presentations at intercollegiate/ state/national/international level. Internal Assessment is given utmost importance in the college and is used as an opportunity to enable the students to test their own understanding of the discipline. Slow learners and students with special needs are provided with extra care through remedial classes and interactions with the concerned teachers outside the classroom. The assessment system of the college is transparent and records are made known to the students through displays in the notice boards. The students' feedbacks are also taken very seriously and any challenge they meet is addressed at the earliest.

### **Research, Innovations and Extension**

The college has strengthened its research activities by adopting various strategies. The Departments of Tamil, Mathematics, Physics, Economics and Commerce are recognized research centres affiliated to Manonmaniam Sundaranar University. The college runs a multi-disciplinary bi-annual journal (Online & Print) "HINDCO" to promote research activities. Adequate number of research journals and books are available. Students are motivated to make use of the library resources, internet, and laboratory and publish research papers in seminars. Twenty one of our faculty are recognized research guides.

The Institution renders support to attract the researchers of eminence to visit the campus and interact with the teachers and students. The science Departments are DST-FIST sponsored. IQAC facilitates the faculty members to get funds from UGC and DST to pursue major and minor research projects. Students access books, journals, magazines and reference books through Internet. Free Wi-Fi facility is available. Four Departments of the college have MoU/Collaboration with University/ College. The college has industrial collaboration with Kudankulam Nuclear Power Plant.

The Department of Physics offers consultancy service by instructing how to purify water using TDS meter. The Department of Youth Welfare generates funds by their performances outside the college. Faculty are involved in number of extension activities not only inside the campus but also in the neighboring institutes. The college has promoted extension activities through various forums such as NSS, YRC, Department of Youth Welfare, HARP and LEAD *etc.*

### **Infrastructure and Learning Resources**

The present campus spans an area of about 85 acres. It provides an excellent infrastructure and other learning facilities that inculcate effective teaching and learning. All the five research departments have a common room for their research scholars with adequate furniture/facilities. There are spacious and feasible class rooms, research centres, library, ICT, Indoor stadium (funded by UGC & Management) and sports facilities.

Separate sheds for parking two-wheelers have been constructed for the staff and students. A new provision for IQAC has been established which includes a Co-ordinator room, an office room and an air-

conditioned meeting hall. Facilities like Health centre and Napkin destroyers are provided. The other added facilities are renovated Auditorium, Girls and Lady Staff waiting/rest rooms, Seminar halls, Laboratories, Rest rooms and Canteen. Secretary ALS Meeting Hall and Puthumai Piththan Seminar Hall have been fully renovated with an audio visual system and air conditioned. The reverse osmosis (RO) system for drinking water is provided in all the departments.

Public address system has been installed in every block. The library is extended with a new hall, funded by Management, Faculty Association (MUTA) and Non-teaching staff Association (TANTSAC). Books, Periodicals/Journals, e-resources and Wi-Fi are facilitated to the students and staff. An efficient security-service (outsourced) safeguards the infrastructure facilities.

### **Student Support and Progression**

The Institution is supportive to the students to face the challenges of life. It provides facilities to receive various scholarships from State and Central Governments. Students receive various scholarships like Beedi Workers Scholarship, Agricultural Scholarships, and Single Girl Child Scholarships etc. It stimulates the interest of the students in National level participations. Spoken English and remedial classes are conducted every year by the Department of English for the final year undergraduate students. The college has a Placement Cell which enables the students to get a better placement for a bright career.

The Institution provides various Endowment Scholarships, Endowment Prizes and Secretary ALS Memorial Awards to the academic toppers. Parents Teachers Association and Alumni Association of the college functions with the high aim of being a supportive system. Students' progression to higher education and employment are elaborated. Students are encouraged to exhibit their creativity through the college magazine.

Many interested students received two wheeler driving license by the efforts of NSS in 2014-2015. District Election Commission nominated a student of B.Sc. Computer Science as "Ambassador" for his active role in creating an awareness to acquire "Voter Identity Card" for all eligible students during 2014-2015.

### **Governance, Leadership and Management**

The college which is run by The Educational Society, Tirunelveli has an effective and committed Management that includes members from various prestigious positions. The college has a democratic administration. The Principal being the Head of the Institution, leads the academic and administrative activities. The IQAC functions with the high aim to initiate the quality enhancement and attain excellence. The Heads of the departments look after the academic activities of their respective departments. The Staff Council plays a key role in healthy discussion and decision making. Many committees are formed to operate different tasks. All co-curricular, extra-curricular and extension programmes are led by efficient coordinators. The top management has given ample autonomy to them to execute their duties. The college promotes the participatory management system. All the stakeholders are well informed about the smooth functioning of the Institution.

### **Institutional Values and Best Practices**

The Institution is environment conscious and eco-friendly. Green audit has been conducted by experts from

various sectors, NGOs and students. CFL bulbs are used in some rooms. The college follows the best practice of switching off electrical and electronic equipment when not in use. A Bio-mass Gas plant of 5KW and solar panels are installed and the power created are used in the Principal's chamber and laboratories.

Contributions from the Management to the college are channelized through IQAC. Students are sent to the office of The District Collector every Monday to help the public in writing petitions. Hindu College Out Reach Programme (HORP) has adopted a nearby gypsy colony that functions with the prime aim of advancement of the gypsies. The girl students are rendered a self-defence course *Silambam*. ID Cards are issued to all the students. Fire extinguishers are kept in reserve in certain places. The campus has a free Wi-Fi connectivity. Members of Blood Donor's Club donate blood for the needy.

NAAC

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	The Madurai Diraviyam Thayumanavar Hindu College
Address	The Madurai Diraviyam Thayumanavar Hindu College, Pettai.
City	Tirunelveli
State	Tamil Nadu
Pin	627010
Website	<a href="http://www.mdthinducollege.org">www.mdthinducollege.org</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	S.SELVARAJ	0462-2342914	8300489054	0462-2330714	mdthinducollege@gmail.com
IQAC Coordinator	R.Johnson Victor Babu	0462-2342054	9994266503	-	jvbabu1211@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-01-1878

**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Tamil Nadu	Manonmaniam Sundarnar University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date
2f of UGC	23-06-1998
12B of UGC	23-06-1998

**Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes
If yes, has the College applied for availing the autonomous status?	No

**Recognitions**

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No



<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	The Madurai Diraviyam Thayumanavar Hindu College, Pettai.	Urban	83	16621.94

## 2.2 ACADEMIC INFORMATION

NAAC

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,Economics	36	XII std.	Tamil	74	60
UG	BA,Economics	36	XII std.	English	74	56
UG	BSc,Mathematics	36	XII std.	English	53	44
UG	BSc,Physics	36	XII std.	English	46	41
UG	BSc,Chemistry	36	XII std.	English	40	31
UG	BSc,Zoology	36	XII std.	English	40	35
UG	BSc,Computer Science	36	XII std.	English	53	39
UG	BSc,Computer Science	36	XII std.	English	48	48
UG	BSc,Physical Education Health Education And Sports	36	XII std.	English	53	53
UG	BCom,Commerce	36	XII std	English	64	64
UG	BCom,Commerce	36	XII std.	English	74	64
UG	BCom,Commerce	36	XII std.	English	64	64
UG	BCom,Commerce	36	XII std.	English	64	64
UG	BA,English	36	XII std.	English	64	64
UG	BCA,Computer Applications	36	XII std.	English	48	48
PG	MA,Econom	24	B.A.	English	23	11

	ics		Economics			
PG	MSc,Mathematics	24	B.Sc Mathematics	English	29	27
PG	MSc,Physics	24	B.Sc Physics	English	29	25
PG	MCom,Commerce	24	B.Com	English	35	31
PG	MA,Tamil	24	Any degree	Tamil	23	9
PG Diploma recognised by statutory authority including university	PG Diploma, Economics	12	.B.A.Economics	English	40	0
PG Diploma recognised by statutory authority including university	PG Diploma, Commerce	12	B.Com	English	35	27
Doctoral (Ph.D)	PhD or DPhil, Economics	36	M.Phil	English	10	4
Doctoral (Ph.D)	PhD or DPhil, Mathematics	36	M.Phil	English	40	27
Doctoral (Ph.D)	PhD or DPhil, Physics	36	M.Phil	English	28	13
Doctoral (Ph.D)	PhD or DPhil, Commerce	36	M.Phil	English	8	7
Doctoral (Ph.D)	PhD or DPhil, Tamil	36	M.Phil	Tamil	32	28
Pre Doctoral (M.Phil)	MPhil, Physics	12	M.Sc Physics	English	8	0
Pre Doctoral (M.Phil)	MPhil, Tamil	12	M.A Tamil	Tamil	15	1

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				24				57			
Recruited	0	0	0	0	23	1	0	24	23	20	0	43
Yet to Recruit	0				0				14			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				37			
Recruited	0	0	0	0	0	0	0	0	16	21	0	37
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				41
Recruited	14	1	0	15
Yet to Recruit				26
Sanctioned by the Management/Society or Other Authorized Bodies				14
Recruited	8	6	0	14
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				16
Recruited	14	0	0	14
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	18	1	0	17	16	0	52
M.Phil.	0	0	0	5	0	0	6	4	0	15
PG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	4	0	6
M.Phil.	0	0	0	0	0	0	11	14	0	25
PG	0	0	0	0	0	0	3	3	0	6

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	0	0	0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG Diploma recognised by statutory authority including university	Male	27	0	0	0	27
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	4	0	0	0	4
	Female	11	0	0	0	11
	Others	0	0	0	0	0
Diploma	Male	35	0	0	0	35
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Certificate	Male	177	0	0	0	177
	Female	190	0	0	0	190
	Others	0	0	0	0	0
Pre Doctoral (M.Phil)	Male	1	0	0	0	1
	Female	0	0	0	0	0
	Others	0	0	0	0	0
UG	Male	1400	0	0	0	1400
	Female	767	0	0	0	767
	Others	0	0	0	0	0
PG	Male	57	0	0	0	57
	Female	119	0	0	0	119
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	114	104	90	78
	Female	52	49	44	36
	Others	0	0	0	0
ST	Male	1	1	1	0
	Female	0	0	0	1
	Others	0	0	0	0
OBC	Male	291	283	290	333
	Female	222	221	222	205
	Others	0	0	0	0
General	Male	133	129	134	142
	Female	69	62	76	72
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
<b>Total</b>		<b>882</b>	<b>849</b>	<b>857</b>	<b>867</b>



### 3. Extended Profile

#### 3.1 Programme

Number of courses offered by the institution across all programs during the last five years

Response : 426

Number of self-financed Programmes offered by college

Response : 07

Number of new programmes introduced in the college during the last five years

Response : 09

#### 3.2 Student

Number of students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2441	2483	2481	2323	2090

Number of seats earmarked for reserved category as per GOI/State Govt rule year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
647	658	680	622	596

Number of outgoing / final year students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
746	801	735	683	622

Total number of outgoing / final year students

Response : 3587

#### 3.3 Academic

**Number of teachers year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
95	94	94	98	98

**Number of full time teachers year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
95	94	94	98	98

**Number of sanctioned posts year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
117	117	115	113	111

**Total experience of full-time teachers****Response : 995.75****Number of teachers recognized as guides during the last five years****Response : 29****Number of full time teachers worked in the institution during the last 5 years****Response : 479****3.4 Institution****Total number of classrooms and seminar halls****Response : 61****Total Expenditure excluding salary year wise during the last five years ( INR in Lakhs)**

2016-17	2015-16	2014-15	2013-14	2012-13
38.91	154.05	80.79	56.04	97.50

**Number of computers**

**Response : 164**

**Unit cost of education including the salary component(INR in Lakhs)**

**Response : 0.2674835**

**Unit cost of education excluding the salary component(INR in Lakhs)**

**Response : 0.0760701**



## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

##### Response:

The college is affiliated to Manonmaniam Sundaranar University. It follows the curriculum framed by its affiliating university. Twelve members of our staff are Members of different Boards of Studies (BoS) of our university. Four among them are Chairpersons who form a part of the Standing Committee on Academic Affairs (SCAA). Twelve of our Staff are also members in the Boards of Studies of other universities and autonomous colleges. These members play a vital role in framing the curriculum. Choice Based Credit System (CBCS) is followed for all courses in our college as prescribed by the University. Curriculum framed by the BoS is forwarded to College that is handed over to the Heads of the various departments. The faculty are distributed syllabus in department meetings in a democratic manner. The minutes are documented. Three internal tests, seminars, and assignments are conducted for internal evaluation as prescribed by our affiliating university. Final evaluation is done through semester examinations conducted by the university. The English department regularly prepares essay books for Part II English. Hand outs, relevant supporting texts and guidance are provided to all the learners by all the staff to the respective departments. .

An Assistant Professor of Computer Science has authored a book "Introduction to Computers" which has been included in the M.S.University Syllabi for BBA classes from 2012. The revised edition of the book "Computers Basics to Advancements" has been in the syllabi in 2016 for BBA and Computer Science (Non Major). She has also prepared a course material for the paper titled "Introduction to Computers" for BCA correspondence course in 2016-17. An Associate Professor of Tamil, prepared a course material for four papers titled "*Idaikala ilakkiyam*", "*Tholkappiyam*", "*Thamiliz Pira Thuraihal*", and "*Oppilakkiya Kolhailhal*" for M.A. Tamil correspondence course.

Twenty core programmes are conducted by the regular stream and seven by the Self-Financed stream as a part of curriculum approved by the affiliating university. Social Value Education, Environmental Studies, Non- Major courses, Effective Communication and Personality Development are offered as Part IV of our curriculum. Similarly, National Cadet Corps (NCC), National Service Scheme (NSS), Social Service League (SSL), National Integration Samithi (NIS) and Youth Red Cross (YRC) function as Part V of our curriculum. All these contribute to the CBCS as instructed by the University. Two Career Oriented Programmes (COPs) are offered in Certificate, Diploma and Advanced Diploma levels to learners for them to become entrepreneurs. In addition, value added courses on Gandhian Thought, Progressive Thought and Vivekhanadha Studies are also offered.

Students are encouraged to apply for government scholarships. Management also gives endowment prizes for motivating students. Placement cell conducts many awareness programmes and enable reputed companies visit the college for recruitment. Extra-curricular activities are periodically organized with the purposes of community services to make the learners aware of their social responsibility and for their entertainment. Free Wi-Fi connectivity is enabled for the enrichment of extensive learning and research.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 6

#### 1.1.2.1 Number of certificate/diploma programs introduced year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	02	02	02	0

File Description	Document
Details of the certificate/Diploma programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 11.14

#### 1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
17	12	13	7	4

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years

**Response:** 35.68

1.2.1.1 How many new courses are introduced within the last five years

Response: 152

**File Description****Document**

Details of the new courses introduced

[View Document](#)**1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented****Response:** 75.86

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 22

**File Description****Document**

Name of the programs in which CBCS is implemented

[View Document](#)**1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years****Response:** 2.28

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
121	89	71	0	0

**File Description****Document**

Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs

[View Document](#)

Any additional information

[View Document](#)**1.3 Curriculum Enrichment****1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum**

**Response:**

Social Value Education, Environmental Studies, Effective Communication, and Personality Development are taught as a part of the curriculum as prescribed by the affiliating university as Part IV.

As per university norms there is a flexibility in selecting Part III Skill Based Subject and Part IV Non-Major Elective Subject. The departments are offering Skill Based Subject based on the need of the hour for the development of the learners. Through Non-Major Elective, there is a chance for the learners to study other integrated subjects relevant to their core. For the professional excel, some number of students from Physics, Chemistry, Mathematics, Zoology are offering Computer Science as a Non-Major Elective and the department of Mathematics is offering the subject Mathematics for Competitive Examination.

NCC, NIS, NSS and YRC. NCC cadets are trained in such a way that their participation is essential in all celebrations both inside and outside college campus. These are taught as Part V Extension Activity of curriculum, and as per university norms, it is mandatory to the students to enroll in any one of the extension activities.. Our cadets get selected to participate in Republic Day Celebrations in the district and national level periodically.

The college runs many Certificate and Diploma Courses apart from their regular syllabus. These courses enhance the capacity of learners to be better placed with efficiency and an awareness of total societal values. The certificates they receive on completion of the courses are helpful both personally and professionally. The courses offered are Certificate, Diploma, Advance Diploma in “Import and Export Management” and Certificate, Diploma, Advance Diploma in “Import and Export Management”

To create positive thinking among students, Certificate Courses like Gandhian Thought, Vivekananda Kendra Certificate, Progressive Thoughts are being conducted. Every year students are actively enrolling in the programmes.

Staff members are assisting the students to enhance their academic, personal and social well-being through various forums in the campus like Planning Forum, Eco- Club, Career Guidance and Counselling, Students’ Guidance and Counselling, Fine-Arts Club and Women Grievances and Counselling Cell. These activities enrich the learners with sufficient disciplinary knowledge, to engage in public discussions on related issues.

Regular meetings are arranged through Department Associations and Career Guidance and Counselling Cell for the development of professional elevation of the learners. To create elevated youth, personal counselling and meetings on proper utilization of the time spent outside the classroom, drug and alcohol prevention programmes, health awareness programmes have been organized through NSS. To promote spiritual activities among students, Fine-Arts club is organizing Navarathri Pooja every year.

For girl students, a Women Grievance and Counselling Cell with one staff co-ordinator and lady staff representatives from each department is functioning. Several health programmes, social awareness programmes and women empowerment programmes are being conducted through this cell.

For physical and mental health Yoga classes are part of the NSS activity during NSS camp and other days.

**1.3.2 Number of valued added courses imparting transferable and life skills offered during the last five years****Response:** 9

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 9

**File Description****Document**

Details of the value-added courses imparting transferable and life skills

[View Document](#)**1.3.3 Percentage of students undertaking field projects / internships****Response:** 0.42

1.3.3.1 Number of students undertaking field projects or internships

Response: 10

**File Description****Document**

Institutional data in prescribed format

[View Document](#)**1.4 Feedback System****1.4.1 Structured feedback on curriculum obtained from 1) Students 2) Teachers 3) Employers 4) Alumni 5) Parents For design and review of syllabus semester wise/ year wise****A. Any 4 of the above****B. Any 3 of the above****C. Any 2 of the above****D. Any 1 of the above****Response:** D. Any 1 of the above**1.4.2 Feedback processes of the institution may be classified as follows:****A. Feedback collected, analysed and action taken and feedback available on website****B. Feedback collected, analysed and action has been taken**



**C. Feedback collected and analysed**

**D. Feedback collected**

**Response:** B. Feedback collected, analysed and action has been taken

NAAC

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 0

##### 2.1.1.1 Number of students from other states and countries year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
List of students (other states and countries)	<a href="#">View Document</a>

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 92.63

##### 2.1.2.1 Number of students admitted year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
857	849	882	895	832

##### 2.1.2.2 Number of sanctioned seats year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
943	943	943	943	887

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

**Response:** 100

2.1.3.1 Number of actual students admitted from the reserved categories year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
647	658	680	622	596

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners**

**Response:**

Admissions are strictly in accordance to the norms of the State Government. The learning capacity of the learners are measured even at the time of admission. Once the admissions are over, based on the scores of the desired and relevant discipline through their Continuous Internal Evaluation (CIE), the learners are categorized. All the teachers, as mentors to their learners play a vital role in moulding them who normally hail from rural feeding institutions.

Teachers of a particular discipline take special efforts for their advanced learners to score better marks on the basis of their potentiality. The advanced learners are motivated to score better credits and even to aim at ranks in the university level.

PG and M.Phil students are encouraged to participate in seminars and conferences conducted by different colleges and universities and even to present research papers. The advanced UG learners are encouraged to participate in the respective inter- collegiate, intra- collegiate competitions, workshops and seminars. They bring laurels to the college. They are even motivated to organise intra-department programmes so as to enhance their leadership qualities. They are guided by their teachers in a positive manner. Meritorious students are encouraged to appear for the M.C.A, M.B.A entrance examinations and apply for PG courses.

The average learners are motivated to learn better and to produce better scores by conducting special class tests after regular class hours. Their answer scripts are evaluated and returned to the average learners by which their level of learning is made transparent to them and also to their teachers.

The slow learners are identified by the mentors and they are given personal counseling at the first outset. In worse cases, if necessary, their parents are summoned and again the poor learners are advised both by the mentors and parents. Remedial classes are conducted by the subject teachers even after regular class hours. They are made to write answers for important university questions and their answer scripts are evaluated and given back. Simplified study materials and model questions are provided not only to the slow

learners and also to the alumni who are struggling with backlogs. This practice makes the learners aware of their difficulties in specific areas of learning. Thus maximum effort is taken towards the poor learners to get a minimum pass.

Remedial classes are offered to the students who have failed in Part-II English. Of the five years, classes for two years(2013-2014 &2014-2015) were organized with the help of UGC financial assistance.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 2.2.2 Student - Full time teacher ratio

**Response:** 22.68

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.2.3 Percentage of differently abled students (Divyangjan) on rolls

**Response:** 0.38

#### 2.2.3.1 Number of differently abled students on rolls

Response: 09

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
List of students(differently abled)	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

### 2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

**Response:**

Though the academic schedule of affiliating university does not permit lateral flexibility in designing the curriculum and shaping the work plan it has been decided to implement student centric learning methods, participative learning and problem solving methodologies for experimental learning. To start with, students are encouraged to participate in debates or assigned responsibilities through several socially relevant organizations run by the college and they are motivated to take follow up actions. This initiative makes the atmosphere student-centric and their mind is moulded in such a way that they are made to think that they are on par with teachers while learning.

Department of Commerce is conducting a Career Oriented Programme titled "Import and export management" to facilitate entrepreneurial skill among the students. A one day workshop on "Export Entrepreneurship" was organized on 16.09.2015. For the past two years the department has been organizing a state level workshop on "Developing Innovative Products-Exhibition cum Sale ". To create entrepreneurial skill, expert talks on Funding and Marketing of Products, Demos to prepare juices, soups and sauces were arranged. Two co ordinators of the programme train the COP students to produce innovative products on their own. The products are sold for reasonable prizes during the programme. This arrangement has created awareness among the students to do business on their own in future. The students also display the social awareness project charts and boards and short films related to agriculture, alcoholism and various themes related to social awareness directed by the COP students and screened in the Entrepreneurship skill Development Programme.

Placement cell conducts many awareness Programmes and enable reputed companies visit the college for recruitment. Extra-curricular activities are periodically organized with the purposes of community services to make the learners aware of their social responsibility and for their entertainment.

To enhance participative and experiential learning, students are trained to run 5kW biomass gasifier for generating electricity which is used in UG Physics laboratory. Such a source of energy is the first in this area and it is a routine for nearby institutions to visit to gather information and become efficient in handling such energy conversion instruments.

The students are taken to the community from the college through a special Programme "HORP". This outreach Programme (HORP) was established with the noble purpose of motivating students in community service. The HORP has adopted a nearby colony- a special village exclusively inhabited by the gypsies. The learners are periodically visiting the colony to conduct Programmes on personality development, yoga, drawing, reading skills, arts & crafts, jewel making and self-hygiene and beauty tips. Through this practice the learners get a chance to act as mentors.

Free Wi-Fi connectivity is utilized for the enrichment of extensive learning and research.

Every Monday our NSS volunteers visit the office of the District Collector and assist the illiterate public to write petitions which is a unique practice of our college. Students become aware of various problems of the society and identify solutions too. This practice enriches the learners' problem solving capacity.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

**Response:** 100

2.3.2.1 Number of teachers using ICT

Response: 104	
File Description	Document
Any additional information	<a href="#">View Document</a>
List of teachers (using ICT for teaching)	<a href="#">View Document</a>

<b>2.3.3 Ratio of students to mentor for academic and stress related issues</b>	
<b>Response: 25.1</b>	
2.3.3.1 Number of mentors	
Response: 94	
File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	<a href="#">View Document</a>

<b>2.3.4 Innovation and creativity in teaching-learning</b>	
<b>Response:</b>	
<p>Today's world has already umpteen number of challenges and severe competitions. The present learners have to be educated in such a way that they must come out learning to challenge and compete future. This process, though difficult to practice, the college attempts to aim at it by providing some strategies that may kindle the learners' innovation and creativity. There are a number of techniques that help the students to think creatively and find innovative solutions for the already existing problems and also for the future problems.</p>	
<p>Every year the department of computer science arranges a display "Compu Info Warehouse" with an aim to motivate the students' participation in various technical competitions, to prepare for PG entrance examinations and to face interviews. The following computer magazines have been displayed- PC Quest, Digit, Computer Active, Electronic printer, Electronics Maker, Electronics For You, Computer Society of India Communications Magazine, Data Quest, Open Source For You, <i>Tamil Magazines</i>, <i>Tamil Computer</i>, <i>Computer Ulagam</i>, <i>Internet Ulagam</i>, Software development books C, C++, Java, Photoshop, Flash, project development books, office automation books word, Excel, Access, Power point in Tamil, News paper cuttings about latest information , quiz questions and CD's, DVD.s.</p>	
<p>With a prime motive of making Chemistry students who come from rural and semi rural areas, Department of Chemistry encourages the students to write some useful information on notice board by the practice namely INFODAILY.CHEM. From this practice they learn the basic elements of English, vocabulary in Chemistry, general knowledge, communicative skill by group discussion.</p>	
<p>The biannual science magazine "<i>Vignana Pookkal</i>" published from the year 2009, is a classic example of nurturing creative thinking and innovative ideas of the students by the other stakeholders. The journal has contents related to the environmental issues, Scientists, New discoveries, useful websites <i>etc.</i> The points</p>	

worthy to mention are i) the footnote of the magazine contains the particular collection of information like various instruments and their uses, various electronic fund transfer systems, abbreviation and expansion, important days *etc.* ii) cover page contains the innovative drawing of our students iii) all the articles prepared exclusively by the students, and monitored by a team of teachers.

Presently, with the aid of free laptops provided by the government the learners have sufficient knowledge in the use of technology. It enables e- learning approach in which the learners are permitted to use computers to access learning materials and the teachers too use technology to help the learners.

Multimedia play a vital role in making the students creative with variety of tasks and open up new vistas in the current global scenario. Interactive sessions, case debates and class room assignments are the existing scenario apart from regular traditional teaching. Such practices churn their curiosity thereby their creativity gets enhanced.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 83.66

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

**Response:** 37.48

#### 2.4.2.1 Number of full time teachers with Ph.D. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
43	39	38	30	29

File Description	Document
Any additional information	<a href="#">View Document</a>
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>

### 2.4.3 Teaching experience of full time teachers in number of years

**Response:** 9.57

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	<a href="#">View Document</a>

### 2.4.4 Average percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

**Response:** 5.86

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
16	4	1	4	3

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

**Response:** 0

2.4.5.1 Number of full time teachers from other states year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00



File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

#### Response:

As an affiliated college there is a limited scope for making reforms in Continuous Internal Evaluation (CIE). The college adheres to the guidelines laid down by the university with reference to the evaluation reforms and makes all possible efforts to ensure the effective implementation. The attendance and internal assessment of every student is displayed on the notice board in the departments so that evaluation process is implemented on time and no delay in internal assessment records happens.

Internal Assessment is conducted thrice per semester. Assignments and seminars are assigned. Group discussions are encouraged. For every paper, 25% marks are assigned for internal assessments. Of the 25%, 20% marks are given for written tests and 5% is given for assignments. Of the three internals, two best scores are considered. The average of two best scores is added to the assignment score. Thus the internal mark is calculated out of 25%.

In case of absence for 2 internals, the concerned teacher used to conduct special tests so far for students under inevitable circumstances like medical emergency, participation in NSS special camps, and various competitions. Presently there is no provision for the conduct of special tests. Hence, average for available marks is calculated and added to the assignment score for 25%. The record of class attendance is meticulously maintained by the college office and displayed every month. Class tests are another mechanism whereby students' progress is evaluated and communicated. The stakeholders are informed about the internal assessment. This regular assessment helps the students to know their strength, to think independently and to gain confidence. It also makes them aware of their weaknesses and make them work accordingly. This adherence does not permit any reforms in CIE.

### 2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

#### Response:

As per university norms internal assessment tests are conducted thrice per semester during working days. The date of commencement of internal examination are regularly specified in the college handbook and is followed except on unavoidable circumstances. The question papers are set by the concerned staff, countersigned by the heads and forwarded to the principal for printing. The learners answer the questions and their answer scripts are duly evaluated and shown to the students for their verification. If a learner is absent for two internal tests, special care is offered by assigning a special test for which different question pattern is prepared and a special test was conducted and evaluated. Presently there is no provision for special tests as per the guidelines of our Affiliating University. Finally consolidated marks out of 25%, as in the pattern mentioned in the previous answer, are made transparent to the students by issuing the mark list

and they are asked to sign the same to ensure their internal evaluation.

For UG programmes, normally internals are conducted as one hour tests, thrice per semester. For PG programmes two hour tests are conducted. Model tests for both theory and practical is a regular practice in the Science departments. Mechanism of internal assessment is transparent and robust in terms of frequency. The question of variety in the conduct of internal assessment does not arise as the institution strictly abides by the system prescribed by the affiliating university. If directed by the university, third internal is conducted as oral tests by the department of English. Simple essays are prepared for the poor learners and distributed to all the English learners. Often assessments are done through class tests, assignments and seminars and the responsibility for these are left with the individual departments.

### **2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient**

#### **Response:**

Grievances may occur in areas of Continuous Internal Evaluation, attendance, change in fee structure and conduct of examination. The internal answer scripts are evaluated in a genuine manner and after the evaluation of the answer scripts, the concerned teacher gives back the scripts to the students. Students can immediately convey his/her grievance to the teachers. Instantly, it is taken care of by the concerned teacher who is the first person to redress grievances in the class level. Again the consolidated internal assessment marks are put up on the notice board and the students are given ample time to report their grievances at college level, if there is any. Genuine grievances are taken care of by the concerned mentor.

Students with lack of sufficient attendance represent their grievance to the class coordinator. With his help the students meet the Head of the Institution to redress the particular grievance. Such students are asked to forward their grievance in writing that is placed before the Head of the Institution for further action. Within the reasonable time the grievances are redressed positively.

Grievances related to change in fee never occurs in the college level. Grievances occur only when the university changes the fee structure. The students' representatives represent their grievances to the teachers and the Principal. The Principal forwards the grievances to the Controller of Examinations (CoE) in writing and also in person if necessary. Thus the redressal is enabled by properly representing to the affiliating university. The examination related grievances like non-availability of Register number, location of examination halls, and result – oriented grievances like applying for revaluation are properly redressed by regulated principles. The institution takes maximum care for the smooth conducive atmosphere for the learners of higher education.

### **2.5.4 The institution adheres to the academic calendar for the conduct of CIE**

**Response:**

The institution strictly adheres to the academic calendar and the conduct of CIE. It is usually conducted as per the schedule mentioned in the handbook (academic calendar). Unavoidable circumstances occur when the government or the District Collector announce local holidays, sudden demise of some very important person or unfavourable natural calamities, *etc.* At such times the institution has no choice in changing the schedule as mentioned in the academic calendar for the conduct of CIE.

In case of unavoidable circumstances the schedule mentioned in the academic handbook is revised with proper concurrence from the Staff Council of the college, convened by the Principal and documented in the Minutes Register. The changes are duly intimated to the other teachers and stakeholders through the public address system. Also a hard copy of the notice is put up in the notice board for permanent reference till the end of the examinations. The stakeholders either refer to the hard copy or follow the instructions announced in public address system.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 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 on website and communicated to teachers and students**

**Response:**

Program outcomes, program specific outcomes and course outcomes for all programs offered in the institution are explained to the freshers during the conventional orientation, motivational program and bridge course before the regular commencement of their respective programmes. This is a regular practice in the Institution for many number of years. In addition, all the outcomes of twenty nine programs and the course outcomes are uploaded in the college website that enables transparency to the internal and external stakeholders. The uploading has attracted more number of school students towards their enrollment higher education in our institution in recent years.

Every year higher secondary students from any one of nearby school visits our college science laboratories such as Physics, Chemistry, Zoology, Plant Biology & Plant Biotechnology, Computer Science., under the scheme "CONNECT" program. The program assists in the communication of Program outcomes, program specific outcomes and course outcomes for all programs to the aspiring school students who visit our institution for CONNECT program.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

#### Response:

The term Course Outcome (CO) may be new, but the process of identifying the basic concepts and skills imparted by the courses offered by different departments in the Institution are inevitable. All teachers are familiar with course objectives and course competency. Expected course outcomes for the courses offered by the affiliating university are really very similar to both of these concepts. Hence the institution finds less difficulty in bringing out the expected course outcome. Course outcomes are usually measured by the system prescribed by the affiliating university, and the institution is not in a position to assess or measure the course outcomes on its own.

The knowledge in fundamental principles of respective courses and relevant concepts in various courses and the ability to apply this knowledge to the critical analysis of new information are measured through Continuous Internal Evaluation System (CIE) that the university prescribes. Assessment of course outcomes involves the process of testing what the students are learning and how well they are learning with reference to the expected course outcome.

To achieve the maximum level of expected course outcomes, traditional teaching methodology is used by different departments. To cope up with the recent trends and advancements, ICT gadgets are also used.

Assessment/ measurement plan in every semester in an academic year is internal as well as external as per the university norms and it has a timeline candidly mentioned in the college academic calendar that is provided to all the stakeholders during the commencement of every academic year.

Evaluation of the attainment of COs is done by using students' marks, where the student marks consists of tests, assignments and projects and finally semester examinations.

Students with laxity are identified and remedial intervention is offered to willing students. To judge the students' quality in achieving the expected course outcome, external evaluation is also done by the university and the students are given credits accordingly.

Programme Specific outcomes (PSOs) are what the graduates of a specific undergraduate/postgraduate programme offered by the institution should be able to do at the time of graduation. Departments in the institution are unique with the courses they offer. There is a systematic documented process in place to assess the attainment of defined POs and the defined COs contribute to the attainment of defined POs. The typical assessment/measurement tools are end semester examinations, home assignments, project work-viva-voce and students' feedback.

Programme Outcomes (POs) must be directly related to the academic discipline of the programme.

POs are observable and measurable. It is much focussed on learning outcomes rather than curricular aspects and the programmes are designed in such a way that its outcome should be multiple for lifelong learning and single to pursue research in the programme.

### 2.6.3 Average pass percentage of Students

**Response:** 52.43

2.6.3.1 Total number of final year students who passed the university examination

Response: 1876

2.6.3.2 Total number of final year students who appeared for the examination

Response: 3578

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:**

File Description	Document
Database of all currently enrolled students	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years**

**Response:** 0

3.1.1.1 Total Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

#### File Description

#### Document

List of project and grant details

[View Document](#)

**3.1.2 Percentage of teachers recognised as research guides at present**

**Response:** 27.88

3.1.2.1 Number of teachers recognised as research guides

Response: 29

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

**3.1.3 Average number of research projects per teacher funded by government and non government agencies during the last five years**

**Response:** 0.04

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 18

File Description	Document
List of research projects and funding details	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

### 3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

#### Response:

The college houses Five Research Centres (including M.Phil in the Department of Physics) with recognized research guides pursuing active research in their respective area of expertise. The research centres provide sufficient infrastructure to the scholars registered under full time and part time schemes of research as per norms of the affiliating university. To facilitate effective research, the centres are have well-equipped laboratories, a central automated library with e-access.

A DST – FIST sponsored programme is currently run by the Department of Physics. Hence it is evident that the research centres provide an excellent eco system for innovative research and act as incubation centres for the scholars.

The special equipment such as FourierTransform InfraRed Spectrometer, UV detector, Micro Hardness were bought from the fund received from DST – FIST. The equipment such as Bomb Calorimeter, Muffle Furnace, Hot Air Oven were purchased from UGC MRP fund.They are used in the Physics laboratory, to enable effective research.

To explore renewable energy resources, the college has designed a 5KW biomass gasifier to generate electricity using a woody material *Prosopis Juliflora* which is available inside the campus. Biomass research is a dynamic research to the development, analyses and evaluation of bioenergy. Presently the physics students are trained to operate the system. Initiatives are taken to utilize the power generated by the system in future. This is one of the major incubation centres for both basic and applied research.

Library is a rich source of a collection of rare and useful reference books. New books are periodically purchased and displayed. Daily newspapers, magazines, and research journals are available in plenty for the use of its stakeholders. The library functions with an excellent infrastructure with a fairly great collection of books, computers and efficient staff. Thirty of our teachers from various disciplines are recognized research guides of the Ph.D. programme. The staff members purchase research oriented books and journals via their project fund. That is very helpful to the scholars. The computers and internet facility available in the library are used by our teachers, students, non-teaching staff. The main objective of internet facility in the library is research, hence the research scholars of the five research departments perfectly use the internet facility. They are used to download e-books for reference for secondary resource.

Valuable books, that are useful for research are purchased from Minor/Major Research Projects and are available in the main library. For easier and instant reference, books are available in the departments too.

**3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years****Response:** 0**3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

**File Description****Document**

List of workshops/seminars during the last 5 years

[View Document](#)**3.3 Research Publications and Awards****3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research****Response:** No**File Description****Document**

Institutional data in prescribed format

[View Document](#)**3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards****Response:** No**File Description****Document**

List of Awardees and Award details

[View Document](#)**3.3.3 Number of Ph.D.s awarded per teacher during the last five years****Response:** 1.86**3.3.3.1 How many Ph.Ds awarded within last five years****Response:** 54**File Description****Document**

List of PhD scholars and their details like name of the guide , title of thesis, year of award etc

[View Document](#)



**3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years****Response:** 0.15

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
6	21	20	17	9

**File Description**

List of research papers by title, author, department, name and year of publication

**Document**[View Document](#)**3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years****Response:** 0.49

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
52	77	35	39	33

**File Description**

List books and chapters in edited volumes / books published

**Document**[View Document](#)**3.4 Extension Activities****3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years****Response:**

HORP

Hindu College Outreach Programme was established with the noble purpose of motivating students in

community service. The forum has adopted a nearby gypsy colony, only of gypsies. Various enrichment programmes and classes were conducted regularly for gypsy school children by our students and staff members. Free medical camp, Blood group identification and nutrition awareness programme are also conducted periodically for the benefit of gypsy colony peoples.

N.S.S

The Operational aim of NSS is to integrate the three basic components of the programme. NSS programme provides a variety of learning experiences which must develop a sense of participation, service and achievement among the volunteers.

There are seven fruitful units of NSS in our college with 700 students enrollment every year. Ours is the only college which has 7 units in the Manonmaniam Sundaranar University jurisdiction. All the NSS units are functioning true to its sense under the effective leadership of programme officers.

In addition to the regular activities like awareness programmes, medical camps, plantations, disaster management services *etc*, our students also participate in the thrilling events like Tiger Sensus Survey organized by the Department of Forest at Kalakad - Mundanthurai, Tirunelveli and Bird sensus organized by Tree-Foundation, Pearl City Natural Society.

Our NSS activities are going well in two directions namely, social services by our students and services by the co-ordinators to the students. Among many services by the students, blood donation is the regular activity in case of emergency and donating blood to the government and private hospitals. The noteworthy services by the co-ordinators to the students are many. Two noteworthy of all, are that they help the students to get driving license and passport in the campus itself which may not be easy for them on their individual effort.

N.C.C

NCC Company of our college was started 50 years ago. The regular activities are drill, map reading, weapon training, battle craft, field craft, firing, obstacle training and trekking camp. In 2004 the mixed battalion was started for girls, and 337 girls are also joined. Every year RDC, JSC training was given for selected NCC cadets. Apart from this NCC 'B' and 'C' certificate examinations are conducted every year. Their pass percentage is 95.

Y.R.C

The Youth Red Cross is the most important constituent of its mother organization, Indian Red Cross. Youth represent a substantial part of the membership of Red Cross for its humanitarian commitment. Young volunteers can make a significant contribution to meet the needs of the most vulnerable people within their local communities through Red Cross Youth Programme.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

**Response:** 24

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	6	4	4	7

#### File Description

#### Document

Any additional information

[View Document](#)

Number of awards for extension activities in last 5 years

[View Document](#)

### 3.4.3 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years

**Response:** 77

3.4.3.1 Number of extension and outreach programs conducted in collaboration with industry,community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc.,year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
32	11	9	8	17

#### File Description

#### Document

Number of extension and outreach programs conducted with industry,community etc for the last five years

[View Document](#)

### 3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

**Response:** 90.42

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2430	2120	2270	1845	2012

**File Description****Document**

Average percentage of students participating in extension activities with Govt. or NGO etc.

[View Document](#)

**3.5 Collaboration**

**3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years**

**Response:** 5

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	0	1	0	0

**File Description****Document**

Number of Collaborative activities for research, faculty etc.

[View Document](#)

**3.5.2 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)**

**Response:** 27

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
6	6	5	5	5

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years	<a href="#">View Document</a>

NAAC

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.**

**Response:**

The present campus spans an area of about 83 acres. The College provides an excellent infrastructure and other learning facilities that inculcate effective teaching and learning. There are spacious and feasible class rooms, research centres, library, ICT, Indoor stadium (funded by UGC & Management) and sports facilities.

The existing infrastructure has the following facilities for effective teaching and learning:

1. Two air -conditioned seminar halls and one conference hall.
2. Two smart class rooms.
3. High speed Internet facility.
4. Library with INFLIBNET facility.
5. e-Learning Resource centre

#### CLASS-ROOMS

There are sufficient and separate class rooms for all the programmes. The rooms are spacious with full aeration, light and ventilation. All rooms are provided with sufficient electric lights and fans. The rooms are structured in such a way that the teachers' lectures do not disturb other classes. The Head's rooms are located in such a manner that they can easily monitor their students. Smart class rooms are air-conditioned.

#### LABORATORIES

There is a laboratory adjacent to administrative building and IQAC office. It is a multi-purpose laboratory with twenty four computers, which is mainly used by the Commerce students for Tally practicals. The same is used by the Mathematics students for C++ practicals. The Department of English functions with a perfect software, so that it is used as an English Language lab. LAN is also available.

The two Computer Science laboratories for Regular Stream and Self-Financed Stream have sufficient computers catering to the need of the syllabi and learners. The computers are with latest configuration, syllabi-oriented and updated softwares.

The Research department of Physics has two well-equipped laboratories for UG and PG. The DST-FIST lab is equipped with LAN facilitated computers.

The department of Chemistry has separate labs for major and allied courses.

The department of Zoology and allied department of Botany function with perfect, need-based laboratories. The department of Zoology has a unique museum, that is one among the best in Tamilnad.

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor) gymnasium, yoga centre etc. and cultural activities

##### Response:

##### Sports:

The College has complete facilities for sports and games and cultural activities. Apart from the regular physical education activities, the college runs a unique, job oriented course Physical Education, Health Education and Sports (P.H.S). Therefore outdoor, indoor sports facilities along with multipurpose gymnasium are present that enable all the learners of the college to peruse the equipment that are plenty for physical fitness.

The facilities available are sprawling playfield with separate courts/grounds for Basket Ball, Tennis, Kho-Kho, Volley Ball, Hand Ball, Hockey, Foot Ball and Cricket. Indoor Bask Ball, Batminton court and Table Tennis board are also available.

In addition to this separte 400 and 200 mts. mud track is available for athletic coaching. Sixteen station multigymnasium is available to maintain physical fitness. By utilizing the facilities, students have proved their mettle in different intercollegiate, zonal, university level and national level competitions.

##### Cultural Activities:

The Department of Youth Welfare functions with a high goal of elevating each student into a better citizen of future India. The department encourages the students to participate in many awareness programmes on social issues and personality development. It is very keen in bringing out the hidden talents of the students. The department offers the best platform to improve the self-confidence and a sense of responsibility of the students. One of the special features of the department is its reputed 'Cultural Team' which has won awards and prizes wherever it performs. Folk orchestra and folk dance are the specialty of our team.

The equipment available for cultural practice are *parrai, thavil, , kumbam, kavadi, salangai, kilukku, murasu, singi, kolattam* sticks, drum, western costumes, folk costume, mime costume, *oyil* clothes, audio system and two ladders.

##### A Certificate Course in *Silambam* for Girls:

Women safety is the hot topic of present India. The crime rates against women increase rapidly and the state and central governments have passed many bills for the protection of women. Self-defence mechanism is considered as the prime strategy to protect women. Keeping this in mind the Department of Youth Welfare, with the help of NSS Unit No: 36 of our college have been organizing a Certificate course

in *Silambam* for girls from the academic year 2012-13. Experts in *silambam* train the girl students. About 100 girl students learn this self – defence art and they are the beneficiaries. Also this course inculcates self – confidence among the girls and in fact, the need of the hour.

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

**Response:** 3.28

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 2

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>
any additional information	<a href="#">View Document</a>

#### 4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

**Response:** 34.43

##### 4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1.18	66.52	35.7	18.66	47.26

File Description	Document
Audited utilization statements	<a href="#">View Document</a>
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource



#### 4.2.1 Library is automated using Integrated Library Management System (ILMS)

##### Response:

The college library has a an excellent infrastructure.It has stock rooms and reading rooms.It is well-equipped and properly furnished.Sufficient computers with Internet connectivity are maintained and used by stakeholders.

OPAC (Online Public Access Catalogue)

All the books are barcoded and entered in the computers kept in the library.

The library has OPAC facility with four OPAC machines. OPAC has basic and advance search facility. Users can also identify to locate the books and journals through the OPAC.

In house remote access to e-resources is available. Library provides access to UGC-INFONET resources through N.LIST.

Participation in Resource Sharing Networks Consortia – N.LIST (UGC-INFLIBNET-INFONET)

Nature of automation - Partial

#### 4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

##### Response:

The M.D.T.Hindu College library is well known for its rare books collection of about 5000 volumes and a meagre number of complimentary books. Most of the rare books are listed in the P.Muthiah Pillai Catalogue and few hundreds are uncatalogued.

Also, this library is the store house of very old publications from 1905 to 1950, which includes books from British and Indian authors, modern writers and critics. Few of the most remarkable volumes have been listed below:

1. *Responsible Government in the Dominions*, Arthur Berridale Keith, Oxford Press, London, 1928.
2. *Survey of British commonwealth Affairs*, Problems of Economic policy 1918-1939, W.K. Hancock, Oxford Press, London, 1940.
3. *British Drama*, Allardyce Nicoll, George G.Harap & Co, Sydney, 1927.
4. *Social Welfare in India*, Jawaharlal Nehru., The Planning Commission, Government of India, 1960.
5. *Selections from Gandhi*, Nirmal Kumar Bose, Navajeevan Publishing House, Ahmedabad, 1948.
6. *The works of William Shakespeare*, Edited by Sir Henry Irving, Blackie & Sons ltd, Glaskow.
7. *The Miracle of Lourdes* - Ruth Cranston, Complete and unabridged, Popular Library, New York, 1956.
8. *Moor's Manual of Family Medicine & Hygiene for India*, X Edition, Cuthbert Allen Sprawson,

The Manger Government of India Press, New Delhi, 1936.

9. *The Pearls of Truth*, An unknown Servant, M.R.Appadurai, Madras, 1947.

10. *The French Revolution*, Hilaire Belloc, Oxford University Press, London, 1911.

#### 4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	<a href="#">View Document</a>

#### 4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

**Response:** 2.41

##### 4.2.4.1 Annual expenditure for purchase of books and journals year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
3.89005	1.44105	1.98749	2.55372	2.18549

File Description	Document
Audited statements of accounts	<a href="#">View Document</a>
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>

#### 4.2.5 Availability of remote access to e-resources of the library

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>
Details of remote access to e-resources of the library	<a href="#">View Document</a>

#### 4.2.6 Percentage per day usage of library by teachers and students

**Response:** 3.57

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 88

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

#### 4.3.1 Institution frequently updates its IT facilities including Wi-Fi

**Response:**

##### Information and Communication Technology (ICT)

In the present educational scenario the role of technology is inevitable. To cater to the need of present teachers and learners, the classrooms are provided with ICT. Audio visual aids like OHPs, LED TVs and LCDs, Smart Interactive Boards, Computers with Internet connections are available for teaching – learning process. Ten halls are equipped with LCD Projectors, Screens and audio-systems for PowerPoint presentations and for screening academic and awareness films. Secretary A.L.S Meeting Hall is facilitated with DTS Sound System, Smart Interactive Board and Video Conferencing. The teachers have been trained to facilitate the learning process, make the process real, achievable, challenging and exciting. There is a regular practice of using technology in the different departments. The ICT classes are properly documented in registers. The Power Point Slides are kept in the department computers. The whole campus is Wi-Fi enabled free of cost.

<b>4.3.2 Student - Computer ratio</b>	
<b>Response:</b> 14.38	
<b>File Description</b>	<b>Document</b>
Student - Computer ratio	<a href="#">View Document</a>

<b>4.3.3 Available bandwidth of internet connection in the Institution (Lease line)</b>	
<5 MBPS	
5-20 MBPS	
20-35 MBPS	
35-50 MBPS	
<b>Response:</b> 20-35 MBPS	
<b>File Description</b>	<b>Document</b>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

<b>4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)</b>	
<b>Response:</b> No	
<b>File Description</b>	<b>Document</b>
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

<b>4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years</b>	
<b>Response:</b> 64.24	
4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in Lakhs)	

2016-17	2015-16	2014-15	2013-14	2012-13
34.59	92.12	52.83	31.14	50.24

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>

#### **4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

##### **Response:**

##### **Laboratory:**

Laboratory equipment are maintained by Lab Assistants on a periodic basis during summer / winter vacations.

##### **Advanced Equipment:**

The Advanced and Expensive Equipment are maintained through Annual Maintenance Contract (AMC).

##### **Library:**

The library is headed by librarian for General library. He is supported by library assistants, supporting staff for Journal and Reference sections. In addition to the above staff, attenders will help the students for searching and lending of the books in the library. The Library holdings consisting of books and journals require a separate care and maintenance including binding. The stock verification is done annually as a part of regular maintenance. We have the Online Public Access Catalogue (OPAC) which is easier to find any books/ catalogue.

##### **ICT tool:**

The computers are monitored and maintained time-to-time. All computers and peripherals are checked by respective technical assistant for any problems. The software updates and ICT tool and internet related problems are resolved from the respective service providers.

##### **Computers, Software's & UPS:**

The computers are maintained in the Institution by the technical assistant. This division provides the integrated IT services like smooth running of automation, up-gradation and maintenance of automation package, college website, troubleshooting of hardware, networking equipment including internet connectivity, procurement of hardware, software.

##### **Maintenance of Infrastructure:**

The infrastructure maintenance which includes civil works, plumbing, electrical, furniture repair and others are done by Contractors.

**Classrooms, seminar hall:**

Classrooms and seminar halls are provided with sufficient sitting capacity, LCD with audio system. Periodic painting and white washing of classroom, seminar halls and labs are regular practice.

**Drinking water:**

Reverse Osmosis system are installed in each department. Overhead water tanks are cleaned by Water-man periodically.

The list of various equipment's and the companies that help to maintain the equipment are given in the additional information.

File Description	Document
Any additional information	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

**Response:** 47.03

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1038	1045	1130	1087	1216

File Description	Document
Any additional information	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 5.33

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
123	121	138	137	110

File Description	Document
Any additional information	<a href="#">View Document</a>
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	<a href="#">View Document</a>

#### 5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

**Response:** B. Any 6 of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

**Response:** 22.18

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
894	274	485	494	469

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

#### 5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during



**the last five years**

**Response: 2.28**

5.1.5.1 Number of students attending VET year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
121	89	71	0	0

File Description	Document
Details of the students benefitted by VET	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

**Response: Yes**

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

**5.2.1 Average percentage of placement of outgoing students during the last five years**

**Response: 3.33**

5.2.1.1 Number of outgoing students placed year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
23	91	0	15	0

File Description	Document
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years	<a href="#">View Document</a>

### 5.2.2 Percentage of student progression to higher education (previous graduating batch)

**Response:** 11.13

#### 5.2.2.1 Number of outgoing students progressing to higher education

Response: 83

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: NET/SLET/GATE/ GMAT/CAT, GRE/ TOFEL/ Civil Services/State government examinations)

**Response:** 0

#### 5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOFEL/Civil Services/State government examinations) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

#### 5.2.3.2 Number of students who have appeared for the exams year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	33	1	27	1

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

### 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) during the last five years.

**Response:** 4

5.3.1.1 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 wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	0	2	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

**Response:**

- Students are included as representatives in different forums like Women Cell, Fine Arts Club, and Department of Youth Welfare.
- Students are editorial board members in Students' Science biannual magazine- *Vignana Pookal* .
- Willing students are motivated to co-operate with Heads of various departments to assist in all the activities of the departments and college.
- They also organize various programmes in the campus, such as Welcome Parties for the Freshers, Farewell Parties for the outgoing students, Teachers' Day, Womens' Day, Pooja festival, *Kalai Pongal* competitions and *Samathuva Pongal Vizha*.
- District Election Commission has nominated K.Saravanan B.Sc Computer Science as "Ambassador" for his active role in creating awareness to acquire "Voter Identity Card" for all

eligible students during 2014-2015.

- S.G.Veera Lakshmanan, B.Sc. (Physics) was selected as a “Member of University level Advisory Committee” for National Service Scheme of Manonmanium Sundaranar University during 2016-17.

### 5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

**Response:** 7.4

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
10	4	7	8	8

File Description	Document
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>

## 5.4 Alumni Engagement

**5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years**

**Response:**

Alumni Association of the college functions fruitfully with a high aim of being a supportive system of the objective of the college. After a long fruitful function for several years, the different associations are merged as a single association “The MDT Hindu College Alumni Association” and it was registered on September 2015. Rs. 2 lakhs/- was donated to construct the College Compound wall; NET coaching classes were conducted during the academic year 2015-2016 in which 33 students were beneficiaries. Meritorious Alumni are given preference while filling up vacancies in Aided, Self-financed and in Management as faculty.

Alumni provides moral support to all the endeavors. Meritorious Alumni visit the Departments and motivate the students through Career Guidance Programmes as Resource Persons.

The alumni of the department of Physics have instituted a “Kalam Charity”, through which the poor students of Physics are supported financially.

Many former faculties and alumni have instituted Scholarships & Endowments for the welfare of the students.

#### 5.4.2 Alumni contribution during the last five years

<1 Lakh

1 Lakh - 3 Lakhs

3 Lakhs - 4 Lakhs

4 Lakhs - 5 Lakhs

**Response:** 1 Lakh - 3 Lakhs

File Description	Document
Alumni association audited statements	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

**Response:** 11

##### 5.4.3.1 Number of Alumni Association / Chapters meetings held year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	7	3	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

##### Response:

##### Vision

To shape the young learners to aim at success through perfection.

##### Mission

To promote academic excellence in higher education.

To promote research temperament.

To promote communal harmony.

To make the students meet the global standards of life.

Our Management includes members from various fields. It is so keen in the quality improvement of the College in every dimension. The Management monitors all the curricular and extracurricular activities of the College through various means such as regular meetings with the Principal and IQAC. The staff periodically discuss various quality enhancements. The Management encourages out campus activities of the staff and the students. It analyses the improvement plans suggested by IQAC and magnanimously contributes funds to implement the plans amidst many financial restrictions. So far IQAC has received more than one Crore from the Management for various quality improvement activities. When the State Government fails to fulfill the teaching and non-teaching vacancies, the Management appoints temporary teaching and non-teaching staff for the welfare of the students. Maximum classes are engaged in spite of the vacancies to be filled. No additional fee has been collected from the students for the above temporary appointments. The Management analyses the result of the students periodically in order to maintain quality in teaching, learning and evaluation.

The Principal monitors the entire academic performance and other activities with the help of Heads of the departments and Co-ordinators of various committees. He conducts frequent meetings to review curricular, extra-curricular, co-curricular and research activities. Discipline issues inside the College are solved with the help of the Staff Council and Discipline Committee. The Principal takes great efforts to implement the schemes suggested by IQAC to ensure the smooth conduct of the Institution towards desired goals.

The Institution has a long, gradual and steady growth in all dimensions during the span of the last four years. The Institution has perspective plans in the following aspects and they are fulfilled gradually:

- Introducing new programmes.

- Infrastructural development.
- Increased extension activities.
- Strengthening research activities.
- Pursuing more number of major projects.
- More number of campus placements.

The faculty members are highly dedicated in the task of improving the personality and attitude of the students who are normally from socially and economically marginalized sectors of the society. Also they encourage and guide the students towards academic excellence and participation in extra-curricular activities. The faculty members are efficient counsellors too. They serve as members of various committees that look after the smooth running of the College. Keeping in mind the Mission and Vision, the College provides opportunities for the holistic growth of the students. Various staff committees help the Principal in the academic administration of the College. The Principal is the Ex-officio Chairman of all these committees. In his absence the Convener of the respective committee shall preside over the meeting of the committee. The role of the committee is advisory.

### **6.1.2 The institution practices decentralization and participative management**

#### **Response:**

#### **IQAC - A CASE STUDY**

The Internal Quality Assurance Cell, from its establishment, is a unit of high level autonomy. It is an independent unit but not autocratic and it has a Steering Committee which consists members from the Management, Teaching Staff, Administrative Staff, Alumni and local society. This Committee meets once in three months and discusses important and designs progressive plans and improvement actions. In the same way, the responsibilities and work load have not been accumulated within the unit itself. The IQAC has set up a committee consisting members from all departments and the responsibility has been well shared among all the staff. The quality improvement plans designed by the Steering Committee of IQAC are informed to the Heads of the departments and the possible ways to implement them are discussed. The plans are in turn informed to the staff members by the concerned Heads. The plans are effectively and meticulously carried out in the departments by the staff members and the Sub Committee Member of the department functions as the bridge between the faculty and the IQAC. Though the IQAC is in continuous touch with all the other forums of the college such as NCC, NSS, Youth Red Cross, Career Guidance and Counselling Cell, Women Grievance Redressal Cell, Eco Club, Hindu College Outreach Programme, LEAD and Department of Youth Welfare, the concerned Coordinators are highly empowered to lead their units. Even the work of documentation and preparation of IQAC reports is shared by the faculty members. The IQAC has set up seven individual committees to look after the seven criteria with senior staff members as Conveners and other staff as members. This task is shared by a review committee too.

Accordingly, IQAC itself is an example for decentralisation and participative management.

## 6.2 Strategy Development and Deployment

### 6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

#### Response:

IQAC, in its plan to strengthen the extension activities into more effective ways conducts meetings periodically. So in its steering committee meetings the establishment of Hindu College Outreach Programme, shortly identified as HORP was discussed and designed. It had the high objectives of rendering a sort of matchless service to the gypsy people who are living in the extension of Pettai. The plan was implemented by designating an Assistant Professor of Zoology as its Coordinator. There after HORP functions in an excellent way leading to the upliftment in the lives of gypsies. The forum gives various training to them and many awareness programmes have been offered regularly. The gypsy children are taught spoken English, basic computer operations and various handicrafts. Also the adults are taught the art of small savings which is a rare quality among them. The Corporation of Tirunelveli has admired this service and issued an award as the token of appreciation. (Steering Committee Minutes, Appointment order, HORP Activities)

### 6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

#### Response:

The college is governed by the Educational Society, Tirunelveli which functions with the noble aim of imparting quality education to the socially and economically marginalized sectors of the society. The Governing Committee consists of the following influential gentlemen who hold honorary positions out of their interest in education and society:

Thiru.S.Meenakshi Sundaram	President
Thiru. M.Chelliah	Secretary
Thiru.B.T.Chidambaram	Treasurer
Thiru.R.Suresh	Member
Thiru. A.L.S Shunmugam	Member
Thiru. T.Shanthees	Hereditary Member
Thiru.S.Thangaraj	Nominated Member
Thiru.B.Raja Gopal	Nominated Member



The top management designs the schemes and plans for quality improvement. The same has been implemented in the institution by the Principal and faculty members. The Principal is the head of the institution and various departments and cells. The Principal monitors the entire administrative and academic units of the college. Various departments are led by the Heads of the departments. The Heads guide and motivate the faculty members of the concerned departments. The College office is under the direct supervision of the Principal. Office Superintendent is the monitoring agent of administrative office. The various cells such as IQAC, Women grievance Redressal Cell, Career Guidance and Counselling Cell, Co-curricular units such as NSS, NCC, YRC, and extracurricular units such as Department of Youth Welfare, HORP, LEAD, NIS and SSL are administered by the concerned coordinators.

The college strictly adheres to the rules set by the Government of Tamilnad in its recruitment, service rules, procedures and promotional policies.

Grievances, if any, are redressed by the Students' Grievance Redressal Cell that consists of teachers of both genders. Women Cell functions in a positive and effective manner. In case of grievances, the girl students feel free to report to the coordinator of the Women Cell. The grievances are properly taken care of and solutions are arrived at. They are also documented.

File Description	Document
Any additional information	<a href="#">View Document</a>

**6.2.3 Implementation of e-governance in areas of operation: 1.Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5.Examination**  
**A. All 5 of the above**

**B. Any 4 of the above**

**C. Any 3 of the above**

**D. Any 2 of the above**

**Response:** C. Any 3 of the above

File Description	Document
ERP Document	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	<a href="#">View Document</a>
Screen shots of user interfaces	<a href="#">View Document</a>

#### **6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions**

##### **Response:**

The institution conducted NET/SLET Coaching with the financial assistance from UGC in the academic year 2014-15. When the UGC funds were exhausted, the institution decided to continue the coaching. The Alumni Association of the college planned to help the institution by providing financial assistance from its own funds. In the executing committee meeting held on 10.02.2016 the Executive Committee of Alumni Association made a resolution to conduct the programme by appointing a coordinator and provide enough funds. As per the resolution, the Coordinator of the Alumni Association conducted the coaching classes successfully for the academic year 2015-16 also. Many students attended the classes and got benefited.

The meetings of the following bodies/cells/committees are conducted periodically. The minutes are properly documented to ensure the effective functioning of them.

##### **1. BODIES**

Staff Council

Alumni Association

Parent Teacher Association

National Integration Samiti & Social Service League

Planning Forum

Youth Red Cross

Eco Club

##### **2. CELLS**

Internal Quality Assurance Cell

Career Guidance & Counselling Cell

Women Grievance and Redressal Cell

##### **3. COMMITTEES**

Discipline Committee

The resolutions passed are properly ratified by the Staff Council headed by the Principal.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

### 6.3 Faculty Empowerment Strategies

#### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

**Response:**

1. Management Endowment Scholarships for the children of Teaching and Non-teaching Staff who work in the institution. Every year it is handed over to the wards of teaching administrative staff.
2. Government Schemes such as General Provident Fund, Contributory Provident Fund are properly implemented and the benefits from the schemes are arranged without any delay.
3. Medical Insurance Scheme has been implemented. The state government has implemented a medical insurance scheme for the teaching as well as non - teaching members. The college deducts the monthly premium from the employees regularly and is remitted to the government. At the time of serious illness the college makes quick steps to enable the employees to avail the medical reimbursement.

#### 6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

**Response: 0**

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	<a href="#">View Document</a>

#### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

**Response: 0.6**

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	2	0	1	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>

**6.3.4 Average percentage of teachers attending professional development programmes viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programme during the last five years**

**Response: 7.69**

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
6	0	11	9	11

File Description	Document
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>
IQAC report summary	<a href="#">View Document</a>

**6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff**

**Response:**

For the career advancement of teaching staff, Performance Appraisal System is followed by the State Government. At the end of every pay band the individual teacher has to fill up a Performance Appraisal Report duly signed by the Head of the Department and Principal and the same is submitted to the Regional Joint Director of Collegiate Education. Based on this report the advancement towards the next pay band

will be sanctioned. The Report consists of academic aspects such as regular teaching hours, examination and valuation works and administrative aspects such as co-curricular and extracurricular activities. On approval of the above Performance Appraisal Report, a teacher's career advancement is granted.

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

For the usage of government funds external audit is conducted by officials of Regional Joint Director (RJD) and the office of the Auditor General (AG). Various purchases made under UGC plan is subjected to AG-Auditing. Utilization certificate is submitted to UGC along with audit report for further action. For the Management funds, the auditor of The Educational Society audits the accounts. AG auditing was not conducted for the past five years. No objection was raised by the RJD.so far. As the Educational Society is running not only this college but also a school the auditing is done every year for the entire accounts. The money spent by the management flows through IQAC, and the Steering Committee of IQAC approves the financial transactions every year.

### 6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III)

#### Response: 4.73

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1.15589	0.99361	0.99444	1.119	0.47003

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

#### Response:

Institutional funding is generated through admission fees.

Government financial support is available under plan and non-plan schemes such as building fund, Plan Merged Funds, and Additional Assistance. Funds are also generated by sending proposals to UGC such as FDP, Seminars and Conferences and Major and Minor Projects.

Funds are generated from other government agencies like Central Research Institute of Classical Tamil for conducting seminars, conferences and workshops.

The received funds are utilized for the assigned purpose within the stipulated period and an audited statement along with a utilization certificate is submitted to respective funding agencies.

## 6.5 Internal Quality Assurance System

### 6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

#### Response:

1. IQAC decided to establish paperless communication between its own office and other departments. In the HODs Meeting on 03.01.2013 the electronic communication between IQAC Office and other departments was discussed and approved by all Heads of the departments. So all the departments are made to create a department e-mail id and communicate with IQAC office in the electronic medium. This practice is being followed still.

2. In the Steering Committee Meeting conducted on 20.08.2013 the resolution was made to start a research journal with ISSN. After many discussions and plans, HINDCO the multi-disciplinary bi-annual research magazine was published. Many authors from various academic institutions publish their research articles in the journal.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

#### Response:

1. As per recommendations of the NAAC Peer Team, IQAC planned to improve teaching and learning atmosphere towards the latest technological methods. So continuously IQAC was striving to improve the quality of teaching and learning. In the Steering Committee Meetings conducted on 11.01.2013, 30.10.2013 and 24.09.2014 the topic of ICT teaching was discussed and finally all the departments were provided with an LCD projector and two smart classrooms were set up for receiving and utilising e-

resources. Also the college has free WI-FI connectivity that has enabled the students to download e-resources, as decided in the Steering Committee Meetings.

2. As planned by IQAC, and discussed in its Steering Committee Meeting on 26.03.2015 to conduct Academic Auditing an academic audit was conducted on 10.11.2016 for the five years with Dr. P.Subramanian, Principal, Adithanar College, Tiruchendhur and Dr.K.Rabi Ahamed , Associate Professor and Head, Dept. of Physics, Sadakathulla Appa College, Tirunelveli as experts.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

**Response:** 0.8

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	3	0	1	0

File Description	Document
Any additional information	<a href="#">View Document</a>
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>

### 6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above****Response:** C. Any 2 of the above

File Description	Document
e-copies of the accreditations and certifications	<a href="#">View Document</a>
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>

**6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)****Response:**

After the NAAC Peer Team visit, the institution has improved its quality following the suggestions and recommendations made by the Peer Team.

**Recommendations of Peer Team and fulfilment.****1.Introduce new job oriented courses especially in Sciences.**

Undergraduate programme B.Sc., Computer Science in self-financed mode was introduced.M.Phil programme in Physics was introduced.

Career Oriented Programmes in Import and Export Management and Tourism and Travel Management were introduced.

**2.Fill the vacant faculty positions and reduce the services of temporary faculty.**

18 Permanent teaching positions were sanctioned by the government and 18 Permanent staff members were appointed.

**3.Focus attention on development of research facilities.**

- 5 P.G departments became Research centres
- 39 Faculty members are Ph.D. degree holders and 30 are research guides.
- 418 Research articles were published.
- A bi-annual multi-disciplinary research journal (HINDCO) is being published.
- The institution has conducted 24 conferences and workshops.

**4.Provide more computers to departments and increase the number of internet nodes.**

164 Computers and Printers with Wi-Fi facility.



**5. Library needs improvement and be made more user friendly.**

Number of Library books and journals have been increased. The library building was extended and reading section was expanded.

**6. The general maintenance of infrastructural facilities needs further improvement.**

All the old buildings were renovated. A UGC sponsored Multi-Purpose Gymnasium was constructed. Library building was extended..

**7. Remedial coaching for students be started for NET/SLET and other competitive examinations.**

Remedial coaching classes for NET/SLET examinations with the financial assistance from UGC and Alumni Association.

**8. Spoken English courses be started**

A Preparatory certificate course on Communicative English for the outgoing students.

**9. Generate more funds from external sources to address financial crunch.**

Grants from UGC and other funding agencies.

24 conferences and workshops.

Received XII plan funding from UGC.

Multi-Purpose Gymnasium(1 Crore from UGC).

**10. Make efforts to promote communication and soft skills amongst students.**

LEAD forum to develop Leadership training and Soft skills. A preparatory course on Communicative skills.

**Post accreditation quality initiatives:**

The Institution has improved a lot in its quality enhancement after the re-accreditation.

1. The number of students has hiked to 2,359.

2. One Under-graduate course, One M.Phil course and Two COP courses (Certificate, Diploma and Advanced Diploma) were introduced.

3. 16 Minor Projects proposals were sanctioned by UGC.

4. New Multi-Purpose Gymnasium was constructed with UGC financial assistance.

5. One more Post Graduate department – Physics has become Research centre.

- 6.30 Faculty members have become Research guides.
- 7.All the Departments have been provided with LCD projectors.
- 8.The Entire campus has been covered with Wi-Fi facility.
- 9.HORP forum has been established to enrich extension activities.
- 10.LEAD forum to give leadership training.
- 11.HINDCO, a Biannual Multi-disciplinary research journal.
- 12.Registered Alumni Association.
- 13.Academic Audit.
- 14.Environmental Audit.
- 15.NET/SLET coaching with the financial assistance from UGC and Alumni Association of the College.
- 16.Ramps for differently abled students.
- 17.Bio-mass Power plant.
- 18.IQAC -Rs. 3 lakhs from UGC.
- 19.NAAC sponsored National conference..
- 20.A new Generator was purchased.

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

**7.1.1 Number of gender equity promotion programs organized by the institution during the last five years**

**Response:** 0

7.1.1.1 Number of gender equity promotion programs organized by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

**File Description**

**Document**

List of gender equity promotion programs organized by the institution

[View Document](#)

**7.1.2**

**1. Institution shows gender sensitivity in providing facilities such as:**

- 1. Safety and Security**
- 2. Counselling**
- 3. Common Room**

**Response:**

**Safety and Security**

There are social and emotional competencies among the students who are from rural and illiterate background. They are economically and socially backward. They need a counsellor as they face a problem of coming from Tamil medium to English medium. The coeducational type of education also is new to them. The academic staff gives valuable assistance for the personal and career development of the students doing the function of a counsellor too. A ladies' special government bus is run in accordance with the college timings. Medical assistance is enabled by sending the sick girls to the nearby hospitals. First-aid boxes are available in the department of Physical Education, Health Education and Sports for instant need. The department of Physical Education (Games) also maintains a first-aid kit.

**Redressal Cell:**

The Grievance Redressal Cell attempts to address genuine problems and complaints of students. Students are encouraged to use the suggestion boxes placed on different sections of the campus to express constructive suggestions and grievances. They may also approach the members of the Cell or any teacher

if necessary. Sanitary napkins are kept by the coordinator of the Women Cell for the use of students. Only responsible and serious complaints are taken into consideration. At the same time, the college assures students' safety by dealing it confidentially. Girls related issues are dealt by a woman teacher representative of the Cell.

### Common Room:

There are two rooms for the lady staff with three washrooms. Women staff are permitted to use the rooms that are maintained properly. The girl students have a common room with sufficient wash rooms. The room is located in a separate area inside the campus so that they have privacy. Girls, if sick, are permitted to stay back in the common room. The rooms are kept clean, for which the management has appointed three males and three females.

### 7.1.3 Alternate Energy initiatives such as:

#### 1. Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response:** 0.01

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 5

7.1.3.2 Total annual power requirement (in KWH)

Response: 96000

#### File Description

#### Document

Details of power requirement of the Institution met by renewable energy sources

[View Document](#)

### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response:** 11.11

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 2000

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 18000

File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>

#### 7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management
- E-waste management

#### Response:

##### Solid Waste:

Waste management exists in the college on different levels, Solid waste is a heterogeneous mass of wastes, that causes land, water and air pollution. The Solid wastes may be biodegradable and non-biodegradable. In our College Biodegradable wastes are managed by Landfill, Composting and Incineration methods. The non-degradable wastes are collected, deposited and handed over to Municipal corporation.

##### Liquid Waste Management:

Corrosive and hazardous acids are kept in separate containers in the Chemistry laboratories, and are managed in proper cabinets. Chemical lab hoods are located in the laboratories and the flow rates are checked carefully.

##### e - Waste Management plans

The College has a proposal to have MOU with an e-waste consultant, Techmyind, Palayamkottai, Tirunelveli. They have an experience of handling e- waste. Every year they have consented to collect the e-waste and recycle it, from which a small revenue is generated which will be a big contribution to the environment.

#### 7.1.6 Rain water harvesting structures and utilization in the campus

#### Response:

##### Rain Water Harvesting:

Rain water harvesting is the accumulation and deposition of rain water for reuse. Rain water is collected from roofs of buildings and is redirected into a deep pit. It is used for the gardens, near the buildings. Rain water harvesting is one of the simplest and oldest methods of sufficient self-supply of water for college. All our buildings have rain harvested pits that increase the level of sub- soil water.

**Utilization**

Rain water from the main building is directly supplied to the plants grown around the same building.

**7.1.7 Green Practices**

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**
  - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

**Response:****Green practices:**

Green and an eco-friendly environment is important to an institution. Students and staff use bicycles for transport that reduces pollution to a great extent. Most of our students use public transport like buses and trains to reach the college. The college takes necessary initiatives to avail concessions for train/bus fare. There is a common arrangement among the staff that a vehicle has been facilitated which is permanently used by a group of teaching faculty as a mode of transport to the college. This is in practice for a long time.

Our college has many age old beautiful trees which give an aesthetic ambiance. An eco-club functions with the high aim of maintaining green practice inside the college premises. Twenty seven saplings representing the twenty seven stars in zodiac have been planted around the Gnanavinayagar temple inside the college premises. They are taken care of by the department of Botany, and student representatives of eco-club.

**7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years**

**Response: 0**

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>

### 7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

**Response:** C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

**Response:** 10

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	2	0	3	2

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>

**7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)**

**Response:** 10

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	2	2	2

File Description	Document
Details of initiatives taken to engage with local community during the last five years	<a href="#">View Document</a>

**7.1.12**

**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff**

**Response:** Yes

**7.1.13 Display of core values in the institution and on its website**

**Response:** Yes

**7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations**

**Response:** Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>

**7.1.15 The institution offers a course on Human Values and professional ethics**

**Response:** Yes



**7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions****Response:** Yes**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years****Response:** 25

File Description	Document
List of activities conducted for promotion of universal values	<a href="#">View Document</a>

**7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities****Response:**

Youth Day	January-12
National Voters Day	January-25
Republic Day	January-26
International Science Day	February-28
Womens' Day	March-08
World Forest Day	March-21
World Water Day	March-22
International Yoga Day	June-21
Antinarcotic Day	June-26
Independence Day	August-15
V.O.Chidambaram's (Freedom Fighter) Birth Anniversary	September - 04
Teachers Day	September-5
A.P.J. Abdul Kalam's Birth Anniversary Celebration	October-15

National Integration Day    October-31

### **7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions**

#### **Response:**

The college maintains complete transparency in its financial practices. The collection of fee from students adheres strictly to the university norms. It is included in the hand book and prospectus. Prospectus is printed with all necessary information about the fees to be collected and issued along with application forms. This enables the candidates as well as their parents to be aware of financial condition. Fee details, scholarship details, endowments and prizes, endowments and scholarships are known to the students through the handbooks.

The funds received from various funding agencies like UGC, NAAC, DST-FIST, TANSCHÉ *etc.* are maintained by the academic staff and administrative staff. Necessary financial information is put up in the notice board and also is announced through public address system. In these manners financial transparency is ensured.

The Principal has total control over the academic activities. Many of our teachers are chairpersons/members in the Boards of Studies of our affiliating university, other universities and other autonomous colleges. They, as a part of the team design the curriculum. Their valuable suggestions are included in the syllabus. Such syllabi, after proper acceptance by the Authority are distributed to the affiliated colleges. The Principal distributes the syllabi in the Staff Council. The concerned Heads of the departments, in turn, distribute the syllabi to their staff and academic transparency is ensured. For the students the syllabi is distributed by the concerned teachers. The internal examinations are conducted every month as directed by the university, the answer scripts are evaluated and the learners are made aware of their marks. The learners also sign the papers and return to the teachers. They also sign the consolidated marks of their CIE. Presently, the semester results are sent to the learners themselves through SMS to their mobile phones. Thus academic activities of the learners are made transparent.

Administrative transparency is ensured by the position of the Principal, whose function is to bridge the gap

between the management and the staff. The Principal, two senior teacher representatives are part of the management committee. They attend relevant meetings conducted by the Administrative Authorities. The management manages its fund for the college through the IQAC of our college. Auxiliary functions are transparent in its day to day activities.

All types of financial transactions is done only in the nationalized banks. It encourages total transparency of our college in the academic, administrative, auxiliary functions of the institution.

## 7.2 Best Practices

### 7.2.1 Describe at least two institutional best practices (as per NAAC Format)

#### Response:

#### 1. Monday Petition (College to Common Man)

Every Monday our NSS volunteers involve themselves in the Public Petition Campaign in the District Collector's office and help the illiterates, disabled and the aged in writing petitions as a social service.

#### Objectives:

The NSS volunteers use this opportunity to identify various problems in the society. They also are able to provide essential solutions, after a thorough analysis. The mechanism increases the social responsibilities of the students. It also helps the students to realize the social reality and to learn to handle critical issues of the society.

#### Context:

The illiterate public have poor writing skills. Professional petition writers make inefficient petitions making it commercial. Inefficient petitions fail to fulfil their objectives. It is in this context the helpless public are helped by our students.

#### The Practice:

The class room education alone cannot make a citizen worthy. Practical presentation and involvement with the society also are essential.

#### Constraints:

It may be helpful to articulate it as a crisis that demands our response. Our students make worthy petitions because they understand the problem better.

#### Evidence of Success:

The government officials including the District Collector appreciate this practice. The petitioner finds

it comfortable with the petition writing volunteers and avoid professionals. Hence, its success is evident.

### **Problems encountered and Resources required:**

Professional petition writers, whose chosen occupation is not fruitful, and the opponents of the petitioner who does not expect anyone to help the petitioner, Protective and separate cabinets are not provided for the volunteers' convenience and safety.

## **2. Silambam (Martial Art)**

The NSS units of our college organize a traditional Tamil self-defense practice *Silambam* training classes for the students including the girls. This training is of dual purpose:

- a. self-protection for students.
- b. conserving our traditional art.

### **Objectives:**

Self-defense helps to prepare the students to face threatening situations and also helps to develop increased mental and physical health. Women, usually referred to as the weaker sex, are easier targets. The cases of gender violence are on rise, out of which many go unreported, self-defense for women has become a necessity. By learning the basics of self-defense, one prepares oneself for threatening and unexpected circumstances.

### **Context:**

A counselor was needed to ensure the importance of self- defense. There is a curriculum for martial arts. In order to become a teacher of that art, the person must be well versed in the art. Each student is gifted with different mental, physical and emotional resources. .

### **Practice: Coaching**

Regular practice is executed for both boys and girls for two hours and on two days per week.

### **Evidence of Success:**

Students compete in the state level /All India level competitions.

### **Problems encountered.**

Lack of money to pay salary to the coach.

Lack of motivation for girls' students.

**Resources required:**

A well trained instructor for self-defense is necessary. Financial support is needed for the instructor who gives training for the students. The instructor must understand and embrace the fact that if he allows creativity, the student will surpass the master.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

**Response:**

The vision of our college being service through perfection, the Management, Principal, Staff and administrative staff have joint effort in the upliftment of our learners. The institution is well aware of the reality and conducts various programmes that contribute to the success of the learners' who are innocent and ignorant at the time of admission into our institution. Several efforts and drives have been brought into practice periodically by conducting curricular programmes as well as co-curricular and extra-curricular programmes.

Personality Development, Skill based subjects, Value based Education, Environmental Studies, Effective Communication, Non-major elective *etc.*, are taught as a part of the curriculum. Presently NSS and NCC have been included in the curriculum. Enhancement programmes like Water management and Rain water harvesting, Organ donations, Blood donations, Monsoon safety and Fire safety awareness, AIDS awareness, Road safety awareness, Importance of voting rights, Cancer awareness, Narcotics prevention, Disaster management *etc.*, have been conducted so as to enable the learners understand the societal needs and how they can contribute to the service.

Students are encouraged to participate in seminars/conferences and also to present research papers. Thus they become self-confident. They participate in technical and cultural competitions and bring laurels to the institution. This practice makes them meet the competitive world today. A magical transformation takes place in the years a learner spends the three precious years of his/her life in the institution and while he/she leaves as a fit person to cater to the needs of the present society successfully.

Thus a learner is moulded into a man with perfect human values.

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## 5. CONCLUSION

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### **Additional Information :**

The institution has planned to introduce more job-oriented courses and career-oriented programmes. It has proposals for more extensive infrastructure, equipped with technology, catering to need of the day. The college, in its fruitful completion of 140 years has already achieved expected outcomes and further plans to achieve more fruitful services to the society.

### **Concluding Remarks :**

The institution is marching towards the excellence in imparting higher education having the poor rural students in mind.

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