

**The Annual Quality Assurance Report (AQAR) of the IQAC
ACADEMIC YEAR 2012-13**

June 1, 2012 to May 31, 2013

Part – A

AQAR for the year (for example 2012-13)

1. Details of the Institution

1.1 Name of the Institution

1.2 Address Line 1

Address Line 2

City/Town

State

Pin Code

Institution e-mail address

Contact Nos.

Name of the Head of the Institution:

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator :

Mobile:

IQAC e-mail address:

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

OR

1.4 NAAC Executive Committee No. & Date:
(*For Example EC/32/A&A/143 dated 3-5-2004.*
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	4 star		2000	2005
2	2 nd Cycle	A	3.08	2009	2014
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

26/06/2000

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

- i. AQAR 2009-2010 (20/07/210)
- ii. AQAR 2010-2011 (27.07.2011)
- iii. AQAR 2011-2012 (20/09/2012)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women
 Urban Rural Tribal
 Financial Status Grant-in-aid UGC 2(f) UGC 12B
 Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)
 TEI (Edu) Engineering Health Science Management
 Others (Specify)

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

Manonmaniam Sunderanar
University, Tirunelveli

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

**2.6 No. of any other stakeholder and
community representatives**

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

Non-Teaching Staff: Students Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State
Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- The Career Guidance and Placement Cell were fortified.
- Personality development programs, Value added certificate courses & pre placement training program for the students were executed to enhance employment opportunity.
 - Library was upgraded by subscription to e-journals and providing inter-connectivity with department libraries.
 - Internet connectivity has been strengthened and all the departments have additional updated computers.
 - More opportunities for students to engage in social activities.
 - Creating ecological and environmental awareness among students
 - Keeping in mind the recent trends Seminars, conferences and invited talks were organised.
 - Empowering lady staff and students with life skills.
 - A motivation and Orientation programme is conducted for the faculty members at the beginning of every year.
 - Governing council meeting held on a regular basis with members of the committee as a part of Academic Review activity

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<ul style="list-style-type: none"> ● Conducting 75 Seminars, Workshops, Conferences, Industrial and Educational Visits as a part of the academic curriculum ● To implement personality development programs, value added certificate courses & pre placement training program for the students ● Faculty members were encouraged to publish papers in books and journals of reputation. ● Enhancing employability by introducing additional interdisciplinary programmes ● Career Guidance and Placement Cell to be strengthened ● Encouraging students to excel in various sports events 	<ul style="list-style-type: none"> ● 20 Seminars, 5 Workshops, 6 Conferences, 20 Industrial and Educational Visits were conducted. ● A number of extra-curricular activities within the campus viz 12 Soft Skills Training, and 8 personality development Programmes were organised. ● Many Faculty members published papers in journals of National & International Standards . ● Interdisciplinary programmes were introduced keeping in mind the need of the day. ● Many PG and most M.Phil Students were Placed ● The football team won the second place in the Chief Minister’s Football Tournament held at Nagercoil, in

September 2013.

- The Kabaddi team won the first place in the Vavuballi tournament held at Kuzhithurai, in August 2013.
- The Table Tennis team won the first place in the Chief Minister's Table Tennis Tournament held at Nagercoil, in September 2013
- International Chess master, **P. Shyam Nikhil** of III B.A. Economics represented Tamilnadu in many National Chess Championship held in various venues all over India
- **Alvin Mohan** of III B.Sc. Physical Education represented Tamil Nadu in the National Kabaddi Championship held at Patiala in December 2013.

Achievement at the Manonmaniam

Sundaranar University Level Sports

	Chess	I & II
	Badminton	I
	Table Tennis	I
	Cricket	III
	Kabaddi	II
	Handball	III
	Volleyball	IV
	Kho-kho	III

<ul style="list-style-type: none"> • To send a proposal for an Indoor Stadium to the UGC. • To buy more books for the central library • To renovate laboratories • To apply for FIST grant 	<ul style="list-style-type: none"> • The UGC has accepted the proposal for an Indoor Stadium at the cost of Rs. 70 lakhs and has released the first installment of Rs. 35 lakhs. • 200 Hindi books have been allotted from the Central Government for promoting the learning of Hindi and 334 Books were added to the James Duthie Central Library during the year. • The Chemistry Laboratory has been renovated at a cost of Rs. 5.5 lakhs. The Zoology Laboratory has been reinforced with addition of instruments at a cost of Rs. 3.5 lakhs and a Cytogenetics Lab has been built at a cost of Rs. 8.73 lakhs. • A 'Fund for Improvement of Science & Technology' (FIST) Grant of Rs. 45.52 lakhs has been sanctioned for the Mathematics, Physics, Chemistry, Botany and Zoology departments
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** Attach the Academic Calendar of the year as Annexure.*

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

- | |
|---|
| <ul style="list-style-type: none"> • Allocation of more funds for research activities • Career Guidance and Placement Cell strengthened • Up-gradation of laboratories |
|---|

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	10			
M.Phil	10		7	
PG	12		4	
UG	17		7	
Advanced Diploma	2		2	
Diploma				
Certificate				
Others				
Total				

Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Semester ~~Two~~ ^{Three} UG/PG Programmes

Number

1.3 Feedback from stakeholders*
Students

Alumni

Parents

Employers

(On all aspects)

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

***Please provide an analysis of the feedback in the Annexure**

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

Yes Added value added programmes and certificate programmes

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Year	Asst. Professors	Associate Professors	Principal	Physical Dir. / Librarian	Total
2012-2013 (Aided)	34	47	1	1+1	84
SF	96	-	-	-	96

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Year	Asst. Professors		Associate Professors		Professors/ Principal		Phy.Dir. / Lib. / Part-time Law.		Total	
	R	V	R	V	R	V	R	V	R	V
2012-2013	34	30	47	-	1	-	2	1	84	31

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest - 1

Year	Unapproved
2012-2013	31

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	12	76	17
Presented	10	62	12
Resource Persons	4	48	11

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

1. Technology enabled teaching and learning .
2. Use of smart boards, LCD projectors and audio-visual facility for teaching.
3. Special lectures by eminent academicians.
4. Mentor System
5. Field study, Project Based dissertation work.

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

180

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

Double valuation for PG Exam.
 Continuous Internal Assessment
 Photocopy of exam scripts provided

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

186 246 253

2.10 Average percentage of attendance of students 87

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass %
Mathematics (UG)	46	14	19	5	-	82.61
Botany (UG)	20	19	1	18	-	95.00
Chemistry (UG)	46	3	30	4	-	80.43
Physics (UG)	34	4	17	10	-	91.18
Zoology (UG)	24	-	6	14	-	83.33
Economics (UG)	26	2	12	-		57.69
History (UG)	23	-	1	3	9	56.52
English(UG)	67	1	4	24	29	86.57
Tamil (UG)	48	0	13	24	6	89.58
Commerce (Aided)	60	-	9	26	9	73.33
Commerce (SF)	20	0	3	2	-	25.00
(Computer Science) (SF)	31	4	22	-	-	83.87
Physical Education (UG)	24	-	10	6	-	66.67
BBA (UG)	24	2	5	5	6	75.00

BBM(UG)	38	2	6	16	6	78.95
BCA (UG)	25	3	11	-	-	56.00
Mathematics (PG)	25	20	-	-	-	80.00
Botany (PG)	22	7	13	-	-	90.91
Chemistry (PG)	24	1	14	-	-	62.50
Physics (PG)	25	1	16	-	-	68.00
Zoology(PG)	24	2	17		-	79.17
Economics (PG)	26	2	12	-		57.69
History (PG)	23	3	19	1		85.19
English(PG)	28	1	19	7		96.43
Tamil (PG)	21	3	14	-		80.95
Commerce (PG)	26	1	18	2		80.77
(Computer Science) (PG)	13	7	6	-		100.00
Microbiology (PG)	16	2	13	1		100.00
Mathematics (M.Phil)	14	7	-	-	-	50.00
Botany (M.Phil)	10	10	-	-	-	100.00
Chemistry (M.Phil)	10	9	-	-	-	90.00
Physics (M.Phil)	8	7	-	-	-	87.50
Zoology (M.Phil)	10	10				100.00
Economics (M.Phil)	10	10				100.00
History (M.Phil)	11	10				90.91
English (M.Phil)	14	10				71.43
Tamil (M.Phil)	15	13				86.67
Commerce (M.Phil)	7	7				100.00

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

- IQAC in its meeting with faculty Heads advises them to convene Meetings and prepare an Academic Calendar at the beginning of each semester
- Assign portions to the departmental teachers, & convene semester review meetings. It also collects semester wise reports from the departments and assesses their performance and progress in accordance with the students' feedback
- IQAC also encourages the departments to organize e-classes, seminars, educational tours & excursions. In this way IQAC monitors and evaluates the teaching & learning processes of the college

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	3
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	25		25	
Technical Staff	3		3	

Criterion – III

3. Research, Consultancy and Extension

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

1. IQAC regularly informs and encourages the faculty members to apply for research grants projects and grants to UGC/DST/DBT , Nuclear Sciences, Ministry of Environment & Forests etc.
2. The college authorities provide all necessary infrastructural support including space for

3.2 Details regarding major projects

Sl. No.	Project Holder	Department	Agency	Fund
1.	Dr. S. Godwin Wesley	Zoology	Board of Research in Nuclear Sciences	Rs. 30 lakhs
2.	Dr. A. Moses Ezhil Raj	Physics	Board of Research in Nuclear Sciences	Rs. 20 lakhs
3.	Dr. A.E. Dulip Daniels	Botany	Ministry of Environment & Forests, New Delhi.	Rs. 22.5 lakhs
4.	Dr. S. Sam Manohar Das	Zoology	UGC	Rs. 6.08 lakhs
5.	Dr. S. Godwin Wesley	Zoology	Emeritus fellow grant	Rs.2.90 lakhs
6.	Dr. S. Godwin Wesley	Zoology	Indo-Canadian Project	\$40,000
7.	Dr. Sidney Shirly	English	UGC	Rs. 4.5 lakhs
8.	Dr. M. Kanagappan	Zoology	UGC	Rs. 10.67 lakhs
9.	Dr. R.D. Stevens Jones	Zoology	UGC	Rs. 13.36 lakhs
10.	Dr. M. Reginald Appavoo	Botany	UGC	Rs. 8.34 lakhs
11.	Dr. B. Christudhas Williams	Botany	UGC	Rs. 8.96 lakhs

3.3 Details regarding minor projects

Sl. No.	Project Holder	Department	Agency	Fund
1.	Dr. S. Robinson Chellathurai	Mathematics	UGC	70,000/-
2.	Dr. R. Sobitha Bai	Botany	UGC	62,500/-
3.	Dr. C. Sundara Raj	Zoology	UGC	72,500/-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	31	15	20
Non-Peer Review Journals		23	34
e-Journals	4	6	
Conference proceedings	2	49	21

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Sl. No.	Project Holder	Department	Agency	Fund
1.	Dr. S. Godwin Wesley	Zoology	Board of Research in Nuclear Sciences	Rs. 30 lakhs
2.	Dr. A. Moses Ezhil Raj	Physics	Board of Research in Nuclear Sciences	Rs. 20 lakhs
3.	Dr. A.E. Dulip Daniels	Botany	Ministry of Environment & Forests, New Delhi.	Rs. 22.5 lakhs
4.	Dr. S. Sam Manohar Das	Zoology	UGC	Rs. 6.08 lakhs
5.	Dr. S. Godwin Wesley	Zoology	Emeritus fellow grant	Rs.2.90 lakhs
6.	Dr. S. Godwin Wesley	Zoology	Indo-Canadian Project	\$40,000
7.	Dr. Sidney Shirly	English	UGC	Rs. 4.5 lakhs
8.	Dr. M. Kanagappan	Zoology	UGC	Rs. 10.67 lakhs
9.	Dr. R.D. Stevens Jones	Zoology	UGC	Rs. 13.36 lakhs
10.	Dr. M. Reginald Appavoo	Botany	UGC	Rs. 8.34 lakhs
11.	Dr. B. Christudhas Williams	Botany	UGC	Rs. 8.96 lakhs

Minor Projects:

Sl. No.	Project Holder	Department	Agency	Fund
1.	Dr. S. Robinson Chellathurai	Mathematics	UGC	70,000/-
2.	Dr. R. Sobitha Bai	Botany	UGC	62,500/-
3.	Dr. C. Sundara Raj	Zoology	UGC	72,500/-

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

ii) Without ISBN

3.8 No. of University Departments receiving funds from

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

3.9 For colleges Scheme Autonomy CPE DBT Star

(specify) INSPIRE Any Other

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		17	13		19
Sponsoring agencies		UGC, ICSSR,Self	Self		Self

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
1			1			

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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

JRF SRF Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level
National level
International level

3.23 No. of Awards won in NSS:

University level State level
National level
International level

3.24 No. of Awards won in NCC:

University level State level
National level
International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

Keeping in mind the needs and expectations of the community, it has always been the endeavor of the college NSS Units to render its services at its level best. All the seven units of the NSS comprising of seven officers and 935 student volunteers have been actively involved in various social outreach programmes, including improvement of

civic amenities and traffic management. Their programmes included elimination of plastics, zero waste management and legal literacy programmes.

A Blood Donation Awareness Camp was conducted on 27.09.2012 under the guidance of Mr. S. Nadarajan (Vice President IRCS, KK District Branch). Students were motivated to donate blood. A Blood Group Identification programme was conducted for two days.

The contribution of the NSS to the successful conduct of the Kumari Carnival – Kashmir to Kanyakumari National Integration Rally organized by the district administration was very much appreciated. The units also conducted special camps at Azhagiapandipuram and Ilanthaivilai.

On 22.08.2012, Dr. Durai (TB Eradication Centre) Government Medical College, Asaripallam spoke on how TB spreads, methods of facing TB and TB can be prevented. A Blood Donation Awareness Camp was conducted on 27.09.2012 under the guidance of Mr. S. Nadarajan (Vice President IRCS, KK District Branch). Students were motivated to donate blood. A Blood Group Identification programme was conducted for two days.

An Adult Education Programme was conducted by the NCC cadets in Uthirapatti on 20.10.2012

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	42 acre			
Class rooms	79			
Laboratories	14			
Seminar Halls	6			

No. of important equipments purchased (\geq 1-0 lakh) during the current year.		6	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)		31.26	UGC	
Others				

4.2 Computerization of administration and library

- Computerization of administration is under process. All financial and academic data is maintained in a digital database
- Library and administration are fully computerized
- Online catalogue search
- Data Entry – Barcode Technology is in use

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	52819	-	391	33476	53211	-
Reference Books	22637	-	168		22804	
e-Books	-	-	-	-	-	-
Journals	159	105829	24	61106	183	166935
e-Journals	-		-	-	-	-
Digital Database	INFLIBNET, DELNET					
CD & Video	89	-	32	-	121	-
Others (specify)	-	-	-	-	-	-
Back Volumes	4111	-	146	-	4257	-
Question Papers	632	-	20	-	652	-
Theses & Dissertation	803	243	-	-	1046	-
Books to Enter (Project Books)	-	-	559	33476	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	169	2	Yes	1		1	1	
Added	22							
Total	191							

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

The college has provided computers and internet facility to all Departments.

The college has its own software for admission and maintenance of database.

The college has its own website.

Bulk SMS is used to communicate with the students for delivering notice and information regarding results.

4.6 Amount spent on maintenance in lakhs :

i) ICT	25000
ii) Campus Infrastructure and facilities	2119468
iii) Equipments	5689337
iv) Others	
Total :	7833805

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The college has Disciplinary committee, Anti-Ragging Committee and the Committee against Sexual harassment of Women.

These Committees see to the need of the students.

The IQAC regularly interacts with these committees.

Remedial Coaching for weak student s is provided

Scotts' Internet HUB provides internet facility in a comfortable environment within the library.

Eco-Club for students established.

5.2 Efforts made by the institution for tracking the progression

Regular meetings of the Academic committee are held. The Heads of the Departments see to the progress and provide assistance wherever needed.

5.3 (a) Total Number of students

UG	PG	M.Phil	Ph. D.
1990	585	196	575

(b) No. of students outside the state

85

(c) No. of international students

No	%
931	29

Men

No	%
2315	71

Women

Class-wise Classification of Students

Year	General	BC	SC	ST	OBC	MBC	Total Students
2011-12	34	2212	113	4	40	287	2690
2012-13	50	2125	91	9	47	315	2637

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

- “Indian Institute of Banking” (IIB) conducted seminars for all the Final Year UG & PG students about the techniques and hints to face bank competitive exams on the 1st, 2nd & 3rd of August 2012. Students were benefited.
- A one day workshop on “Soft Skills for Professional Excellence” was conducted by the placement cell on 06.09.2012 for the Science students and on 07.09.2012 for the Arts students. The resource person was Mr. M. Rose Cyril Xavier, Sub Divisional Engineer BSNL. The students who have passed in all subjects till the IV semester were exclusively selected for this programme
- “STC technologies Pvt. Ltd.” a global IT park in testing conducted a seminar in “Software testing techniques for the interested candidates of the Final Year UG Science students on the 10th September 2012.
- The placement cell of our college sent 10 post graduate students for “Paper Presentation” to Vins College of Engineering on the 26th of October 2012.
- Indian Institute of Banking continuous to train our students for banking services.
- TIME institute conducted a seminar on “Time Management & Soft Skills” for all the final year students on January 10, 2013.
- Resource persons from Launch Pad conducted a seminar on January 11, 2013 on “Personality Development & Soft Skills” Mr. L. Aravinth Kumar from Launch Pad gave a special talk on the topic.
- ECC Academy conducted an awareness programme on February 15, 2013 on “Awareness about Various Competitive Exams”.
- Indian School of Science and Management, Chennai, conducted a one day workshop on “Facing the Interview, Developing Leadership Qualities, Higher Education and How to Plan Their Career” on March 5, 2013. Mr. Arun Kumar Nallathambi, Manager of ISSM and Mr. G. Vignesh, Placement Office of ISSM conducted the workshop.
- A seminar on “Awareness for Writing Competitive Exams” especially for Staff Selection Commission was conducted on the March 7, 2013 for all the final year students by Jayam Academy, Nagercoil.
- Indian Institute of Banking (IIB) conducted on awareness programme on “How to Face the Interview, Personality Development and Soft Skills” on March 20, 2013.

No. of students beneficiaries

357

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- The excellent academic records of our students get translated into fruitful careers in several areas. To enable placement as an on going process, the college initiated interaction and collaboration with several firms to conduct company academic linkages.
- A Career Counselling Cell has been established in our institute to look into the diverse socio-economic problems that confront our students. One of the objectives of this cell is to help the students who come from economically backward families with placement opportunities and also provide institutional support. We also provide them guidance as to how they can make use of these opportunities from the institute.

No. of students benefitted

756

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
12	1300	10	347

5.8 Details of gender sensitization programmes

- The Anti ragging Committee & Anti eve Teasing Committee, The Grievance Appeal Committee and the Committee for Enquiring Sexual Harassment at Work Place conduct regular meetings to evaluate gender-based violence and harassment with the view of eliminating cultures of impunity.
- Complaint boxes are placed near the principal's office, Ladies' Hostel and in the Non-Resident Women's Centre, to collect the grievances of the students and prompt action is taken against the wrong doers.

5.9 Students Activities

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

level	State/ University level	<input type="text" value="185"/>	National level	<input type="text" value="33"/>	International	<input type="text" value="1"/>
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No. of students participated in cultural events

level	State/ University level	<input type="text" value="140"/>	National level	<input type="text" value="3"/>	International	<input type="text"/>
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5.9.2 No. of medals /awards won by students in Sports, Games and other events

level	Sports: State/ University level	<input type="text" value="22"/>	National level	<input type="text" value="2"/>	International	<input type="text"/>
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level	Cultural: State/ University level	<input type="text" value="7"/>	National level	<input type="text" value="1"/>	International	<input type="text"/>
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5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	1460	2648137
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level	<input type="text" value="5"/>	National level	<input type="text"/>	International	<input type="text"/>
Exhibition: State/ University level	<input type="text" value="3"/>	National level	<input type="text"/>	International	<input type="text"/>

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

All the grievances were satisfactorily redressed

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

Scott Christian College (Autonomous) is committed to providing a liberal Christian education which develops the total personality of the citizens so that they become worthy citizens of this country with understanding and tolerance, brotherly and sisterly love and the highest standards of integrity.

Mission

- Academic excellence that provides for social justice.
- Quality sustenance that caters to equity and preferential concerns.
- Research undertakings that fulfill societal needs.
- Education that empowers the economically weak and the socially oppressed.
- Pursuit of knowledge that promotes peace, justice and secular values.
- Institutional ambience that fosters integrity, character and self-reliance.
- Spirituality on campus that contributes to harmonious coexistence.

6.2 Does the Institution has a management Information System

Yes the institution has a management information centre managed by the ICT

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

6.3.1 Curriculum Development

1. Every department has its own academic calendar to run and complete the syllabus.
2. The syllabus is revised and monitored from time to time
- 3: Subject allocation as per specialization of teachers.
- 4: Feedback from alumni, corporate, visiting faculties, students, Subject Experts, General public
5. Major changes in the curriculum are carried out once in three years, based on the feedback
6. Minor changes in the curriculum are carried out yearly once, based on the feedback

6.3.2 Teaching and Learning

- Use of ICT
- Establishment of the course plan for every subject well before the commencement of each semester along with the course handouts which are made available to all students on the start of the academic year
- Tutorials – learn by doing
- Audio/video/visual Teaching aids
- Demonstration
- Online lecture notes, e-assignments

- Teacher’s study materials are shared with students

6.3.3 Examination and Evaluation

1. Different types of evaluation methods and transparency is achieved.

2. The answer scripts of internal tests are shown to the students and their progress reports are sent to the guardians.

Photocopies of answer scripts of end semester exams.

Script writing / Additional time / Exemption of Part I for students of Autism / Flexible timings for sports students.

Machine marked MCQ tests

Double valuation

Retest/Improvement tests

Practical type evaluation for skill development courses.

Question banks are maintained in digital form

3. External examiners are appointed for invigilation and evaluation to perform evaluation process

6.3.4 Research and Development

. Teachers are kept updated about available scopes for applying for research grants.

. They are motivated to publish high impact factor journals.

. Awards for publications, travel assistance for attending seminars/conference given to teachers

. College average publication impact factor > 1.5

. Space and necessary infrastructural support is provided for research centres.

6.3.5 Library, ICT and physical infrastructure / instrumentation

To develop and update facilities in the library, the IQAC has adopted the following strategies :

- i) The physical infrastructure has been remarkably improved.
- ii) Latest books and journals are purchased and subscribed to every year.
- iii) Total automation of the library service has been initiated.
- iv) Library related information is provided to the students and the teachers.
- v) Internet service has been made available to the library users.
- vi) Each department maintains and runs a library of its own. Annual budgetary allocation is made available to each department for purchasing text and reference books each year.

6.3.6 Human Resource Management

The human resource of the college is managed in a free and democratic manner. For the management of the students' affair, the college has a students' council whose elections are held annually. The Teaching Staff Association and the Non-teaching Staff Association look after the affairs of the teaching and non-teaching staff respectively. Above all, there is a Governing Body that manages and develops the total human resource of the college. The college's aim is to make optimum use of the available human resource.

6.3.7 Faculty and Staff recruitment

- Faculty and staff are recruited transparently as per Government norms/rules.
- Faculty members are recruited by the College Governing Board which includes an University expert and a subject expert following advertisement in daily newspaper.

6.3.8 Industry Interaction / Collaboration

1. Several departments carry out Industrial visits as part of the curriculum.
2. The college is in the process of tying up with industry for the community college project of UGC for skill development programme.

6.3.9 Admission of Students

Admission of students are made as per government norms

1. Admission of students is done completely on the basis of merit.
2. Publication of Merit list put on the notice board
3. Pre Admission counselling of students are done to identify their area of interest and to guide them to choose their subject.
4. Post Admission counselling of students is done to motivate the students in the subject of study and to give students an overall idea of the subject.

6.4 Welfare schemes for

Teaching	Staff Welfare Loans, Provident Fund, Festival Advance.
Non teaching	Staff Welfare Loans, Provident Fund, Festival Advance.
Students	Government Scholarships, Students Endowment Scheme, Award, Prize.

6.5 Total corpus fund generated

NII

6.6 Whether annual financial audit has been done

Yes

-

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	yes		yes	
Administrative	yes		yes	

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Centralized double valuation and results within 10 days of last exam

Nearly 10 % marks are awarded through machine marked valuation.

Online assignment, Seminar are compulsory component of all courses.

Answer books with individualised questions to prevent malpractices.

Questions are randomly selected and opened in the exam hall in front of the students.

Computerised randomised selection of invigilators.

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

NA

6.11 Activities and support from the Alumni Association

Scott Alumni Association continues to add memberships, chapters and endowments! The role of SAA in reaching out, networking and event managing of Scott Community is highly commendable. The first floor of the alumni hall is nearing completion. Its Office-bearers deserve our appreciation and continued support

SAA's Significant Events of the Year:

Sl. No.	Date	Special Day	Guest
1.	July 7, 2012	SAA Seminar in the Department of Zoology	Dr. S.P. Kale (Head, Technology Transfer & Collaboration Division, Bhabha Atomic Research Centre (BARC), Trombay, Mumbai)
2.	July 23, 2012	SAA Seminar in the Department of Physics	Dr. S. Ingersol (Scientist (SG), Group Head, QAEL, LPSC/ISRO, Mahendragiri)
3.	July 30, 2012	SAA Seminar in the Department of Chemistry	Dr. S. Gopala Krishnan (Senior Professor & Head (Retd), Dept. of Pharmaceutical Chemistry, Manonmaniam Sundaranar University, Trinelveli)
4.	September 9, 2012	SAA Seminar in the Department of Commerce	Dr. D. Joseph Anbarasu (Associate Professor and Head, Department of Commerce, Bishop Heber College, Thiruchirappalli)
5.	October 5, 2012	SAA Seminar in the Department of Zoology	Dr. A.P. Lipton (Principal Scientist, Central Marine Fisheries Research Institute Vizhinjam Research Centre, Vizhinjam, Kerala)
6.	October 8, 2012	SAA Seminar in the Department of Tamil	Prof. K. Mohamed Faruk (Formerly Principal, Sadakathullah Appa College, Thirunelveli & Vice-President, SAA)
7.	October 9, 2012	SAA Seminar in the Department of Physics	Dr. S. Ramalingom (Principal, Vivekananda College, Agastheeswaram)
8.	October 10, 2012	SAA Seminar in the Department of History	Dr. T. Jayaraman (Formerly Reader & Head, Dept. of History, AVC College (Autonomous), Mannampandal, Mayiladuthurai)
9.	December 4, 2012	Ecumenical Carol Service and Get-	Revd. Dr. Larry Myers (Visiting Professor (USA), Concordia Theological Seminary, North Carolina)

		the Department of Tamil	(Formerly Principal, Sadakathullah Appa College, Thirunelveli & Vice-President, SAA)
7	October 9, 2012	SAA Seminar in the Department of Physics	Dr. S. Ramalingom (Principal, Vivekananda College, Agastheeswaram)
8	October 10, 2012	SAA Seminar in the Department of History	Dr. T. Jayaraman (Formerly Reader & Head, Dept. of History, AVC College (Autonomous), Mannampandal, Mayiladuthurai)
9	December 4, 2012	Ecumenical Carol Service and Get-together	Revd. Dr. Larry Myers (Visiting Professor (USA), Concordia Theological Seminary, Nagercoil)
10	December 7, 2012	SAA Seminar in the Department of Botany	Dr. G. Balan Samson, IFS (Formerly Principal Chief Conservator, Forest Department & Chairman, Tamilnadu Forest Plantation Corporation Ltd.) & Dr. A. Selvin Samuel (Head, Dept. of Botany and Research Centre, St. John's College, Palayamkottai)
11	January 26, 2013	Republic Day	Special Guest: Rtd. Brigadier (Miss) Chandra, E Indian Army, Secretary of Bible Society of India, Attoor, Chairperson of Building Committee YWCA of Marthandam and Member of Rotary Club of Thuckaley
12	January 30, 2013	SAA Seminar in the Department of Commerce	Dr. C. Eugene Franco (Head, Department of Commerce, St. Xavior's College, Palayamkottai, Thirunelveli) & Dr. V. Darling Selvi (Assistant Professor of Commerce, Rani Anna Government College for Women, Thirunelveli)
13	February 13, 2013	Foundation Day	Rev. V. David (Senior Pastor, Christ Church, Nagercoil)
14	February 13, 2013	Scott Students' Alumni Day (SAA)	Dr. A. Meenakshi Sundaram (Principal, S.T. Hindu College, Nagercoil)
15	February 14, 2013	SAA Seminar in the Department of English	Dr. David Hitchen (CEO, Canadian Educational Services, Canada)
16	February 14, 2013	SAA Seminar in the Department of Economics	Dr. J. Edwin Thomson (Principal, CSI Ewart Women's Christian College, Melrosapuram,

			Kancheepuram District & Formerly Head, Department of Economics, Guru Nanak College, Chennai)
17	March 6, 2013	SAA Seminar in the Department of Chemistry	Dr. K. Sasi, M.Tech., MBA., Ph.D. (Principal, Rohini College of Engineering & Technology, Anjugramam and Formerly Senior Vice-President, Binani Zinc Ltd., Ernakulam)
18	March 7, 2013	SAA Seminar in the Department of Physics	Dr. G. Manimaran, M.Sc., Ph.D. (Head, Dept. of Geology, V.O. Chithambaram College, Tuticorin)
19	March 18, 2013	SAA Seminar in the Department of English	Dr. S. Robert Gnanamony (Prof. & Head, Dept. of English, School of Languages, Kalasalingam University, Srivilliputhur)

6.12 Activities and support from the Parent – Teacher Association

Every department holds meetings with Parents, to provide them feedback about the progress and drawback of their wards.

Regular feedback is taken from them as well.

Their assessment is taken into account for teaching and evaluation purpose

6.13 Development programmes for support staff

- Communication class
- Computer Literacy programme

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

Campus declared no smoking zone
Campus declared plastic free zone
Green Campus
Flora and Fauna are maintained

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Automation of library has ensured smooth functioning of Library.
2. Providing of computer with internet facility to each department has helped in teaching learning.

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

Remedial classes were conducted to help the slow learners improve their academic performance.

All the seats in aided stream and self-financing stream were filled up.

Internal and external audits were conducted

Academic Audit was conducted.

Meetings were held to facilitate interaction between IQAC and Departments. With an aim to expose the Teaching Faculty of our institution to new frontiers of knowledge, current trends in educational psychology, and counselling, IQAC organized an Orientation Programme.

Quality national seminars and international conferences were organized

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

Midday meal scheme
Mentoring of students

7.4 Contribution to environmental awareness / protection

- NSS & Rotaract activities are based on environmental awareness
- Organized cleanliness programme with slogans and skits under Environment Forum.
- Bins are kept in strategic places & cleaned periodically

7.5 Whether environmental audit was conducted?

yes

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

STRENGTHS:

- ICT enabled teaching by technophiles
- Good infrastructure

WEAKNESS:

Inadequate internet access to all students

OPPORTUNITIES:

Technology support for students and faculties

Getting additional fund and accreditation

THREATS

Improper usage of technology

Socio economic conditions of the students requiring to work part time or full time while continuing studies

8. Plans of institution for next year

IQAC decided to

1. Provide all departments with facilities for digitisation
2. Advise the faculties to increase their participation in research-oriented activities and organize students' seminars, quiz contests, excursions/educational tours;
3. Renovate the existing office space for better management of office-related works.
- 4.. Strengthen students' support activities, particularly the grievance and counselling cells, and undertake more outreach programmes.

Name & Signature of the
Coordinator, IQAC

Name & Signature of the
Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test

- PEI - Physical Education Institution
- SAP - Special Assistance Programme
- SF - Self Financing
- SLET - State Level Eligibility Test
- TEI - Teacher Education Institution
- UPE - University with Potential Excellence
- UPSC - Union Public Service Commission
