

The Annual Quality Assurance Report (AQAR) of the IQAC
ACADEMIC YEAR 2013-14

June 1, 2013 to May 31, 2014

Part – A

AQAR for the year (for example 2013-14)

2013-14

1. Details of the Institution

1.1 Name of the Institution

SCOTT CHRISTIAN COLLEGE

1.2 Address Line 1

Nagercoil

Address Line 2

K.P. Road

City/Town

Nagercoil

State

Tamilnadu

Pin Code

629003

Institution e-mail address

sccprincipal@yahoo.com

Contact Nos.

04652 231807

Name of the Head of the Institution:

Dr. M. Jezer Jebanesan

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator :

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOCGN 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 2010-2011 (27.07.2011)
- ii. AQAR 2011-2012 (20/09/2012)
- iii. AQAR 2012-2013 (08/08/2013)

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

24

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

8

2.4 No. of Management representatives

1

2.5 No. of Alumni

2

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

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

2

2.9 Total No. of members

39

2.10 No. of IQAC meetings held

3

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

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State

Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Career Guidance and Placement Cell strengthened.
- Pre placement training program for the students organised.
- More avenues for students to engage in community services
- Sensitizing students to ecological and environmental issues
- Publication of a bi annual Newsletter
- Seminars, conferences and invited talks arranged
- Conduction of Faculty development programme 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">• Organising more Seminars, Workshops, Industrial and Educational Visits as a part of the academic curriculum• To implement personality development programs, value added certificate courses & pre placement training programme for the students• Enhancing employability by training students and arranging campus placement programmes.• Faculty members were encouraged to publish papers in highly reputed journals.	<ul style="list-style-type: none">• A number of learning activities like Seminars, Workshops, Industrial and Educational Visits as a part of the academic curriculum were conducted outside the class room• A number of extra-curricular activities within the campus viz Soft Skills Training, NET training and a personality development Programme were organised.• Training and campus placement programmes were arranged and many UG and PG students and most M.Phil students were placed.• Many Faculty Members Published at least one paper during the academic year in journals of National & International Standards .

** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

- Allocation of more funds to research activities
- Up-gradation of Canteen system
- Up-gradation of sports complex

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				

Inter disciplinary				
Innovative				

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

Semester ~~Undergraduate~~ UG/PG Programmes

Number

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

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

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

Student Feedback on Teachers

The process of getting student feedback on teachers was held towards the end of the academic year. The format designed as per the model given by NAAC was used. The evaluation was made by means of a questionnaire. Some initiatives such as Feedback by the students about the teaching-learning process and Feedback by the parents on the teachers and the learning process are taken by the IQAC systematically to enhance the quality of teaching and learning.

The importance of preparing students for life outside campus, and grooming them for careers is an important consideration. Teaching excellence is also enhanced through structured feedback systems that evaluate teacher effectiveness in every course. In addition to formal feedback, individual faculty members also obtain informal feedback from students, review them and use them for improving their performance.

The Parent-Teacher Association facilitates fruitful interaction between the parents and the institution for the betterment of the students and also provides measures for improvement.

Suggestions and feedbacks are received and implemented to the satisfaction of all. . The analysis of the feedback was handed over to the Secretary and the Principal. The principal asked the teachers to improve their performance based on the results of the evaluation.

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

Total No. of permanent faculty:

Year	Asst. Professors	Associate Professors	Principal	Physical Dir. / Librarian	Total
2013-2014 (Aided)	32	45	1	1+1	80
SF	92	-	-	-	92

59

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
2013-2014	32	34	45	-	1	-	2	1	80	35

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest - 1

Year	(Unapproved)
2013-2014	35

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	12	38	23
Presented papers	9	28	12
Resource Persons		7	5

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

- Use of ICT in teaching learning process
- Establishing the session plan for every subject well before the commencement of each semester along with the course hand outs which are made available to all students on the start of the academic year
- Teacher's study materials [soft copy-power point/PDF presentation] are shared with students
- Teaching faculty and students are encouraged to use latest technology such as LCD, internet, etc., in the teaching learning process
- Institution conducts remedial classes and diagnostic tests for slow learners and based on that it adopts teaching strategies to improve the level of learning.
- The institution encourages scholars to take part in research projects and presentation of papers at various levels.

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)

Examination Reforms

Our college has a continuous evaluation system. Exams are structured with tests and quizzes at a regular basis. Students are made to submit assignments at a regular basis and also to conduct seminars at class levels and are judged accordingly. Model Theory and Practical exams are held to prepare them for the semester exams.

1. **Question bank** In order to improve the efficacy of question setting, a computerized question bank has been established. A computer automatically sets the question in the standard format. Since typing and scrutiny are not involved, utmost secrecy is maintained. This will facilitate on-demand test in future.

2. **Grievance redressal**

Grievances pertaining to examinations are settled within 2 working days by allotting registration numbers for each grievances and follow-ups

3. **On-line quiz – MCQ tests**

Quiz is one of the important components in an internal assessment. Conduct of quiz through answer paper is difficult as the students have the tendency to copy from neighbours. On-line quiz has been conducted on pilot basis on selective courses and succeeded.

4. **Computerized seating**

All the examinations are conducted with computerized seating arrangement. The room and seat numbers are mentioned in the Hall-ticket itself. This helps the students to occupy their seats easily and the tendency of malpractices are reduced as the numbers are randomly allotted.

5. **Answer books**

Answer books with sufficient number of sheets are issued to all examinations. Exchange of papers, creating duplicate answer sheets and many other issues were settled. Also, the identity of the student is completely removed from the book at the time of evaluation

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

181	246	253
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2.10 Average percentage of attendance of students

88

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)	53	8	32	3	-	81.13
Botany (UG)	35	16	2	14	1	48.57
Chemistry (UG)	47	3	23	1	-	57.45
Physics (UG)	34	1	24	1	-	76.47
Zoology (UG)	22	2	5	2	-	40.91
Economics (UG)	12	-	-	6	1	58.33
History (UG)	40	-	6	7	-	32.50
English(UG)	67	1	19	25	8	79.10
Tamil (UG)	42	-	15	10	-	59.52
Commerce (Aided)	60	-	12	20	-	53.33
English (SF)	56	-	9	20	13	75.00
Commerce (SF)	25	-	1	7	3	40.00
(Computer Science) (SF)	40	1	23	2	-	65.00
Physical Education (UG)	53	-	25	5	-	56.60
BBA (UG)	29	1	2	3	-	20.69
BBM (UG)	40	-	8	7	-	37.50
BCA (UG)	42	6	13	7	-	61.90

Mathematics (PG)	25	20	-	-	-	76.00
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Botany (PG)	25	8	16	-	-	96.00
Chemistry (PG)	25	2	14	-	-	64.00
Physics (PG)	25	5	15	-	-	80.00
Zoology(PG)	25	1	19		-	80.00
Economics (PG)	21	-	9	3		57.14
History (PG)	30	1	10	9		66.67
English(PG)	30	1	14	11		86.67
Tamil (PG)	25	2	16	1		76.00
Commerce (PG)	30	2	20	3		83.33
(Computer Science) (PG)	21	4	8	3		71.43
Microbiology (PG)	7	1	2	-		42.86
Mathematics (M.Phil)	15	12	-	-	-	80.00
Botany (M.Phil)	10	8	-	-	-	80.00
Chemistry (M.Phil)	9	8	-	-	-	88.89
Physics (M.Phil)	7	4	-	-	-	57.14
Zoology (M.Phil)	7	7				100.00
Economics (M.Phil)	15	11				73.33
History (M.Phil)	15	11				73.33
English (M.Phil)	15	10				86.67
Tamil (M.Phil)	15	9				60.00
Commerce (M.Phil)	3	2				66.67

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

- By conducting academic audit through interaction with Departments
- By suggesting the conduct of remedial programmes

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	6
Faculty exchange programme	
Staff training conducted by the university	2
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	2
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

- Establishing linkages with institution / organizations for training and R & D
- IQAC plays a key role in organizing guest lectures by eminent scientists, prominent academicians and entrepreneurs in different fields.

3.2 Details regarding major projects

1. Major Projects:

Sl. No.	Project Holder	Department	Agency	Fund
1.	Dr. A.E. Dulip Daniels	Botany	Ministry of Environment & Forests, New Delhi.	Rs. 22.5 lakhs
2.	Dr. S. Sam Manohar Das	Zoology	UGC	Rs. 6.08 lakhs
3.	Dr. S. Godwin Wesley	Zoology	Emeritus fellow grant	Rs.2.90 lakhs
4.	Dr. S. Godwin Wesley	Zoology	Indo-Canadian Project	\$40,000
5.	Dr. Sidney Shirly	English	UGC	Rs. 4.5 lakhs
6.	Dr. M. Kanagappan	Zoology	UGC	Rs. 10.67 lakhs
7.	Dr. R.D. Stevens Jones	Zoology	UGC	Rs. 13.36 lakhs
8.	Dr. M. Reginald Appavoo	Botany	UGC	Rs. 8.34 lakhs
9.	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/-
4.	Mrs. V. Anslin Ferby	Physics	UGC	1,80,000/-
5.	Dr. J. Prema Kumari	Chemistry	UGC	1,40,000/-
6.	Dr. J. Margaret Beula	Chemistry	UGC	1,65,000/-
7.	Dr. S. Begila David	Chemistry	UGC	96,000/-
8.	Dr. L. Reginald Jacob	History	UGC	75,000/-
9.	Dr. M. Wilson	Commerce	UGC	80,000/-
10.	Dr. J. Cyril Kanmony	Economics	Coconut Dev. Board	92,310/-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	18	67	14
Non-Peer Review Journals		78	45
e-Journals	5	21	
Conference proceedings		34	23

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 Shirley	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

2. 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/-
4.	Mrs. V. Anslin Ferby	Physics	UGC	1,80,000/-
5.	Dr. J. Prema Kumari	Chemistry	UGC	1,40,000/-
6.	Dr. J. Margaret Beula	Chemistry	UGC	1,65,000/-
7.	Dr. S. Begila David	Chemistry	UGC	96,000/-,
8.	Dr. L. Reginald Jacob	History	UGC	75,000/-
9.	Dr. M. Wilson	Commerce	UGC	80,000/-
10.	Dr. J. Cyril Kanmony	Economics	Coconut Dev. Board	92,310/-

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		15	4		5
Sponsoring agencies					

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

International level National 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

- Sensitizing students to ecological and environmental issues
- Creating more avenues for students to engage in community services

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.		1	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)		7.06	UGC	
Others				

4.2 Computerization of administration and library

Yes - 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	53211	-	884	275000	54094	-
Reference Books	22804	-	378		23183	-
e-Books	-	-	-	-	-	-
Journals	183	166935	3	-	186	203383
e-Journals	-	-	-	-	-	-
Digital Database	INFLIBNET, DELNET					
CD & Video	121	-	39	-	160	-
Others (specify)	-	-	-	-	-	-
Back Volumes	4257	-	-	-	4257	-
Question Papers	652	-	18	-	670	-
Theses & Dissertation	1046	-	214	-	1260	-
Books to Enter (Project Books)	-		992	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	191	2	Yes	1		1	1	
Added	6							
Total	197							

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

Internet leased line upgradation in progress.

- Campus Wi-Fi access facilities for students and staff including hostels
- Internet access to staff and students in Departments
- 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	18000
ii) Campus Infrastructure and facilities	1231079
iii) Equipments	250000
iv) Others	
Total :	1499079

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Through Notice Board, through SMS services, through letter correspondence and through circulars
- 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 students 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 CIAs are conducted to monitor the students' progression.
- Result Evaluation
- Placements
- Research paper writing by Students.

5.3 (a) Total Number of students

UG	PG	M.Phil.	Ph. D
2098	554	198	784

(b) No. of students outside the state

83

(c) No. of international students

--

No	%
984	27

Men

No	%
2650	73

Women

Class-wise Classification of Students

Year	General	BC	SC	ST	OBC	MBC	Total Students
2012-13	50	2125	91	9	47	315	2637
2013-14	55	2187	102	8	43	290	2677

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

The Placement Cell of Scott (PCS) in association with the Indian Institute of Banking (IIB) conduct special training programmes regularly

- a. **ISSM (Indian School of Science and Management)** a division of Alcance Academy of Management Private Limited conducted a campus interview in our College on 12.12.2013. 35 students were selected for the post of marketing executives.
- b. **RADIAN IAS Academy** conducted a seminar on “Careers in the Public Sector” on the 8.01.2014 for all the III UG and II PG students
- c. **AKT Group of institutions**, Kallakurichi, Villupuram District a conducted campus interview in our College for placements on 29.01.2014 and 19 students were selected for the post of PG and UG teachers.
- d. **C-DAC** one of the best institution in Kanyakumari District conducted a one day seminar on Communication Skills, Personality Development & H.R. Interview Practice in our campus on 31.01.2014.
- e. **SRV Boys Higher Secondary School** Rasipuram, Namakkal District visited our campus for a placement programme on 18.02.2014. 6 students were selected for the post of teachers.
- f. **ECC Academy**, Nagercoil conducted a Seminar on 20.02.2014 about facing interviews and on career opportunities in the banking sector. All the final year students were benefited.
- g. Students of final UG programme were prompted to attend a campus recruitment drive conducted by TVS Training services in S.T. Hindu College for the post of Sales Professional for a leading **Bank & Insurance Company** on 26.02.2014.
- h. Students doing their final year attended a job fair in Florence Swainson Higher Secondary School for Deaf conducted by **Nehru College of Education and Charitable Trust** on 02.03.2014.
- i. Students from the final year participated in a job fair on 14.03.2014 in Malangara Catholic College, Mariyagiri where **twenty leading companies** were taking part in the recruitment drive.

No. of students beneficiaries

60

5.5 No. of students qualified in these examinations

NET

5

SET/SLET

9

GATE

1

CAT

IAS/IPS etc

State PSC

UPSC

Others

16

5.6 Details of student counselling and career guidance

- subject specialization
- seminars organised
- soft skills
- class mentors
- placement
- Counsellor
- care club
- Parents meet.

No. of students benefitted

2575

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
9	1850	5	985

5.8 Details of gender sensitization programmes

Self-defence session for girl students, woman grievance cell

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports :

State/ University level National level International level

Cultural:

State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	1359	3443460
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) 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

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. Teaching plans & methodologies are 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 evaluations 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.
3. Photocopies of answer scripts of end semester exams.
4. Script writing / Additional time / Exemption of Part I for students of Autism / Flexible timings for sports students.
5. Machine marked MCQ tests
6. Double valuation
7. Retest/Improvement tests
8. Practical type evaluation for skill development courses.
9. Question banks are maintained in digital form
10. External examiners are appointed for invigilation and evaluation to perform evaluation process
11. External examiners are appointed to ensure smooth

6.3.4 Research and Development

Financial support to attend seminars, conferences and workshops.

. 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.
- vii) ICT based instruments and computers are purchased and used
24 x 7 Internet
- viii) Wi-Fi, CC TV surveillance services

6.3.6 Human Resource Management

A well established HR team manages Human Resource of the College. It is responsible for the attraction, selection, training, assessment, and rewarding of employees, while also overseeing organizational leadership and culture and ensuring compliance with employment and labour laws.

6.3.7 Faculty and Staff recruitment

At the end of each academic year the Management Committee reviews the existing positions and identifies personnel for various teaching and non-teaching positions. The management makes appointments through prescribed procedures. Orientation and training programmes are periodically organised for new recruits. In order to enhance capacities of staff need-based training/workshops are organised for faculty, administrative, and supportive staff. Recreation programmes are also organised for teaching, non-teaching and supportive staff. Advertisements inviting applications from qualified candidates are published in leading newspapers. Applicants who meet the eligibility criteria lay down by the UGC are called for an interview cum trial teaching session. The selection panel consists of the Principal, Secretary, members of the Management, Head of the concerned department, a senior member of the faculty and an external subject expert. Candidates deemed suitable to meet the institutions requirements are appointed on probation for one year. They are given a permanent position by the Management after assessment of their performance.

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

6.4 Welfare schemes for

Teaching	Staff welfare scheme
Non teaching	Staff welfare scheme
Students	Noon meal scheme Poor students' fund

6.5 Total corpus fund generated

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

For PG Programmes yes

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

Sitting squad appointed by the college in addition to flying squad to keep the daily account of question papers, answer scripts, additional sheets, and recording of any irregularities including malpractice cases.

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

- Alumni meetings are conducted every year
- Guest Lectures and talks are conducted through alumni
- Scott Alumni Association (SAA) creates history and continues to add memberships, chapters and endowments
- . The first floor of alumni hall has been completed and was inaugurated on 28.08.2013.

6.12 Activities and support from the Parent – Teacher Association

Parent - Teacher Association is conducted after declaration of first semester results and parents are asked to come and get the mark statements

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

- Parent - Teacher association feedback is taken on all aspects

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

1. Green Campus
2. Flora and Fauna are maintained
3. Lawns and gardens are maintained with utmost care.
4. Approach roads are lined with trees and shrubs.
5. Use of plastic materials is prohibited in the college
6. Rain harvesting system

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.

- Research Sessions
- ERP in office and administration
- Smart classrooms

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

- Indoor stadium was completed.
- 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.
- Academic Audit was conducted
- 14 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*)

Remedial coaching after class hours for weak students

Utilising staff members of the college to give soft skills training through the Placement Cell

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

Vermicompost and ,millicmpost for solid waste management

Meetings rganised on the basis of environmental importance for creating awareness.

7.5 Whether environmental audit was conducted?

Yes

No

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

STRENGTHS:

- A good infrastructure
- Education at a low cost
- Nationally recognized for providing high quality education Qualified, experienced, dedicated and research oriented faculty. • Permanently Affiliated to Manonmaniam Sundaranar University, Tirunelveli

WEAKNESS: lack of industries in the locality leads to lack of linkages

- OPPORTUNITIES:**
- possibilities of Strategic alliances and partnerships with International academic bodies
 - Establishment of research centre in Management & Commerce Increased focus on Inter Multi disciplinary approach for better learning•

THREATS

- : • Competitions and growth of education institutions
- Free education within the context of increasing trends of e-learning Lack of necessary government support for all programmes.

58. Plans of institution for next year

- To achieve high standards in Research and Development To Publish research papers in reputed journals
- To Undertake Major and Minor research projects
- To organise more workshops, national and international conferences and seminars

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
