

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution	Thassim Beevi Abdul Kader College
1.2 Address Line 1	No. 8/93 & 94, Pearl Matriculation School Road, Kilakarai, Ramanathapuram Taluk
Address Line 2	Ramanathapuram District – 623517 Post Box No: 9
City/Town	Town, Kilakarai
State	Tamilnadu
Pin Code	623517
Institution e-mail address	principal@thassim.in
Contact Nos.	04567-241933/241934
Name of the Head of the Institution:	Dr S Sumayaa
Tel. No. with STD Code:	04567-241934/241933
Mobile:	9442617038

Name of the IQAC Co-ordinator:

Dr S Mercy

Mobile:

9489052386

IQAC e-mail address:

iqac_coordinator@thassim.in

1.3 NAAC Track ID (For ex. MHCOGN 18879) **14437**

1.4 Website address:

www.thassim.in

Web-link of the AQAR:

http://thassim.in/wp-content/uploads/2014/11/AQAR_New-13-14.pdf

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGP A	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺	76.25	Oct 01, 2002	Oct, 2007
2	2 nd Cycle	B	2.78	Dec 31, 2009	Dec 30, 2014
3	Reassessment for 2 nd Cycle	B	2.78	Mar 23, 2013	Mar 22, 2018

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

2002

1.7 AQAR for the year (for example 2010-11)

2013-14

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 09.12.16 (DD/MM/YYYY)

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)

Autonomous & Minority Women's
Institution Affiliated to Alagappa University,
Karaikudi

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	<input checked="" type="checkbox"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input checked="" type="checkbox"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input checked="" type="checkbox"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="7"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="2"/>
2.3 No. of students	<input type="text" value="3"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="-"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="2"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="-"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="7"/>
2.10 No. of IQAC meetings held	<input type="text" value="18"/>
2.11 No. of meetings with various stakeholders:	
	No. <input type="text" value="16"/> Faculty <input type="text" value="11"/>
Non-Teaching Staff Students <input type="text" value="2"/>	Alumni <input type="text" value="1"/> Others <input type="text" value="2"/>

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

If yes, mention the amount

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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

Psychological Aspects of Teaching
Integrating Teaching Methodology and Technology with Etiquettes

2.14 Significant Activities and contributions made by IQAC

- ❖ Promotion of all quality circles of the college
- ❖ Organization of workshops/seminars/Conference on quality related themes
- ❖ Documentation of the various programmes / activities leading to quality improvement
- ❖ Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC, TNSAAC and Alagappa University
- ❖ Collecting feedback from students on all activities of the college
- ❖ Conducting External Expert and Student Appraisal of Staff on teaching and student support
- ❖ Collecting Feedback from all stake holders such as Parents and Alumnae
- ❖ Installation and Maintenance of student and staff plan boxes for their suggestions
- ❖ Orientation Programme & Soft Skills classes through student development.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. Completion of Auditorium construction before 20 th July 2013 to celebrate the Silver Jubilee	Work in Progress

2. To buy at least 10 buses and 5 vans to provide good transport facility for day scholars	Provided
3. To construct a separate block to house all Quality Circles with the facilities needed	Work in Progress
4. To publish a annual research journal by the Quality Circle for Research	Published.
5. To instigate the Eco club to give importance for green concepts	Enrollment of students in Eco club & conduct the rally on green and clean
6. To address the grievances of staff and students through the grievance redressal cell	Plan box system followed

** 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

The recommendation of the IQAC was enough for the motivation of the authority to equip the college infrastructure with transport and auditorium.

Part – B

Criterion – I

I. 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	3	-	3	-
PG	7	-	7	-
UG	11	1	12	-

PG Diploma	4	-	4	-
Advanced Diploma	1	-	1	3
Diploma	4	-	4	3
Certificate	26	-	26	4
Others	20	-	20	-
Total	76	1	77	10
Interdisciplinary		-	-	-
Innovative	10	-	10	-

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

Pattern	Number of programmes
Semester	✓
Trimester	-
Annual	-

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

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.

The revision of syllabus was carried for the Academic year 2013 onwards

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

B Sc Psychology

Criterion – II

2. Teaching, Learning and Evaluation

- 2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
42	29	10	3	-

- 2.2 No. of permanent faculty with Ph.D.

7

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	31	32	1	-	-	-	8	8	39	39
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2.4 No. of Guest and Visiting faculty and Temporary faculty	41	13	49
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	3	2
Presented papers	5	2	-
Resource Persons	1	1	8

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

Smart class room, Practical teaching

2.7 Total No. of actual teaching days during this academic year	177
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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, Open Book Examination
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2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	-	-	1
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2.10 Average percentage of attendance of students	92
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2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B A ENGLISH LITERATURE	64	-	19	25	-	69
B.COM	33	2	13	11	-	79

B.SC INFORMATION TECHNOLOGY	42	16	25	-	-	98
B.SC HOME SCIENCE WITH COMPUTER APPLICATIONS	23	4	13	2	-	82
B.SC HOME SCIENCE-NUTRITION, FSM & D	27	4	19	-	-	85
B.SC MATHEMATICS	45	20	19	-	-	87
B.SC CHEMISTRY	20	2	15	1	-	90
B.SC MICROBIOLOGY	19	4	8	6	-	94
Shift II						
BA ENGLISH LITERATURE „A,, SECTION	53	-	17	27	-	83
BA ENGLISH LITERATURE „B" SECTION	44	2	14	17	-	75
B.COM WITH CA	47	-	18	11	-	62
BBA	15	2	5	1	-	53
B.SC INFORMATION TECHNOLOGY	23	9	13	-	-	96
B.SC MATHEMATICS	33	17	15	-	-	97
Post Graduate						
M A ENGLISH LITERATURE	15	-	11	1	-	80
M.COM	9	-	8	-	-	89
MCA	11	7	2	-	-	82
M SC NUTRITION & DIETETICS	7	4	2	-	-	86
M SC MATHEMATICS	10	7	3	-	-	100
Shift II (PG)						
M.SC INFORMATION TECHNOLOGY	9	8	1	-	-	100
M.SC BIOTECHNOLOGY	3	3	-	-	-	100

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

By getting feedbacks from the students regarding the teachers performance, the consolidated feedback form is sent to the departments for further action.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	1
HRD programmes	-
Orientation programmes	4
Faculty exchange programme	-
Staff training conducted by the university	2
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	1

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	15	-	-	-
Technical Staff	-	2	-	2

Criterion – III

3. Research, Consultancy and Extension

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

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

- The IQAC meets regularly to discuss various plans to promote research climate and motivate the faculty for academic advancement.
- It tracks the schemes of the UGC and other agencies like CSIR, DST, ICSSR and DBT
- The IQAC through Quality Circle for Research encourages the staff members to undertake major and minor research projects and to organize seminars, workshops and conferences, etc.

The staff and students are informed about the various fellowships available and they are encouraged to apply for the same.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	7,32,000	UGC
Outlay in Rs. Lakhs	-	9,34,500	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	-	-
Outlay in Rs. Lakhs	-	1,80,000	1,65,000	UGC

3.4 Details on research publications

	International	National	Others
Peer Review Journals	12	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	7	-
Conference proceedings	10	15	5

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2012-2015	UGC	9,34,500	7,32,000
Minor Projects	2013-2014	UGC	1,80000	1,65,000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	2013-2014	Tamilnadu State Council	5000	5000
Any other(Specify)	-	-	-	-
Total	-	-	1119500	902000

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

❖ The blood test report provided by Nutrition department at nominal cost.

3.11 No. of conferences
organized by the Institution

Level	International	National	State	University	College
Number	-	2	3	-	8
Sponsoring agencies	-	UGC	-	-	-

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
3	-	-	2	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	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="1"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="4"/>	College forum	<input type="text" value="10"/>	
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="7"/>	Any other <input type="text" value="-"/>

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

Responsibility

- The college encourages the faculty and students to take up various activities relating to extension and social responsibilities.
- Apart from the regular work, a number of faculty and students actively take part in various social activities through NSS, Rotract, YRC, YWF, COP, RRC, CCS & Anti ragging, Blood Donors Club and Alumni Association.
- The college ensures the involvement of the staff and students in its outreach activities such as Blood Donation camps, HIV-AIDS Awareness, Road Safety Awareness, Rain Water Harvesting Awareness, Anti-Tobacco Awareness, Voters" awareness campaigns and

contributes to the community development through various co-curricular forums and the Alumni association.

- The college initiated the community people to contribute to the community development by incorporating them as members of various committees.

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	11.19 Acres	-	-	11.19 Acres
Class rooms	26	-	-	26
Laboratories	5	-	-	5
Seminar Halls	4	-	-	4
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

yes

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5790	74,87,80	36	2,39,634	5826	77,27,438
Reference Books	1808	4	474		18555	
e-Books	541	-	16	-	557	-
Journals	187	1,12,639	2	1,23,417(Including renewal of annual	189	2,36,056

				subscripti on)		
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	219	-	9	-	228	-
Others (Book Bank, Thesis, Projects, and News clippings)	1929	-	160	-	2089	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	342	6	8mbps to 16mbps	4	-	19	292	19
Added	-	-	-	-	-	-	-	-
Total	342	6	8mbps to 16mbps	4	-	19	292	19

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

-

4.6 Amount spent on maintenance in lakhs :

❖ ICT	-
❖ Campus Infrastructure and facilities	18,98,644
❖ Equipments	20,77,036
❖ Others	-
Total :	39,75,680

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Conducted Orientation Programme for the students
2. Exit meeting for all Final year students
3. Parent teacher meeting
4. Alumnae meeting
5. Communication to the parents through SMS

5.2 Efforts made by the institution for tracking the progression

1. Feedback from students, parents and alumnae
2. Self-appraisal
3. Student counselling
4. Plan box
5. Discussions with faculty
6. Interaction with students

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1575	147	10	24 (M Phil)

(b) No. of students outside the state

-

(c) No. of international students

-

Men	No	%	Women	No	%
	-	-		1756	100

Last Year (2012-2013)						This Year(2013-2014)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
11	173	-	1648	1	1832	8	129	-	1619	2	1756

Demand ratio 1.02:1

Dropout % : 1

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

Soft skill classes conducted on all Saturdays

No. of students beneficiaries

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

“Life skill programme” has been conducted for all UG and PG students from 27.11.2013 to 30.11.2013

No. of students benefitted

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
8	54	13	9

5.8 Details of gender sensitization programmes

-

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	23	100000
Financial support from government	561	2018820
Financial support from other sources	56	235200
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 level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- To change college shift II timings

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION STATEMENT

The college is committed to provide leaders with high quality education; to produce professionally highly skilled graduates; to empower the Muslim community to improve their quality of life and to create graduates with a distinctively TBAKC identity to serve humanity.

MISSION STATEMENT

The mission will be achieved through a rigorous academic programme marked by high standard of individual attainment through self-effort; professional training through intensive internship challenges; real life exposure to the prevalent social constraints of poor women in the society around the college; and active research culture both among learners and teachers.

6.2 Does the Institution has a management Information System

Computerization of administration through Camp IT [the process of admission, examination results and issue of certificates]

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

6.3.1 Curriculum Development

- Board of studies meet periodically to develop the curricula for new programme as well as to review the existing programmes.
- Curriculum is periodically reviewed in accordance with the institutional goals and objectives and external experts also involved in updation.
- Computer programming and practical courses were introduced to all the first year under graduate students.
- Conduct of Certificate courses to meet the emerging / changing trends were also strengthened.
- The best curricular diversity in technical education with rare-to-find and innovative courses in specialized or emerging or industrially important areas.
- Model curriculum with emphasis on good fundamentals, advanced knowledge and scope for diversified learning through electives

6.3.2 Teaching and Learning

Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process

6.3.3 Examination and Evaluation

Continuous Internal evaluation with (50 percent internal component and 50 percent end semester marks / grades. For PG and 40 percent internal component and 60 percent end semester marks / grades for UG).Evaluation of teaching process is done at departmental level .Examination procedures and transparent students" grievances relating to examination are addressed expeditiously.

6.3.4 Research and Development

- Computational facilities are offered for developing research competence.
- Incentives are offered to the staff to encourage research activity
- One research project is completed

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ❖ Running library services by existing OPAC User.
- New Books / journals subscribed and their cost**
- ❖ No. of books purchased – 510
- ❖ 2 International Journals were subscribed
- ❖ 71 Journals and Magazines are renewed this year
- ❖ 68 National Journals, 46 International Journals and 75 Magazines are renewed this year
- ❖ The cost incurred for the purchase of books and renewal of journal and magazine subscription was Rs. 3,63,051 /-

Increase in the infrastructural facilities

The following are the increase in the infrastructural facilities and the cost incurred for them.

Particulars	Amount	Total
Air Conditioner – IQAC Room	28,000.00	28,000.00
EPABX: Alcatel instrument & Errection intercom cable work	2,52,780.00	2,52,780.00
Battery: Battery (50 no" s) – Computer Science Department	3,19,000.00	3,19,000.00
Bus: New TATA Star (36 - seater) New TATA Star (46 - seater)	14,82,681.00 17,18,473.00	32,01,154.00
Computer: Computer LED Monitor - Muballiga Computer – COE Section	20,000.00 24,000.00	44,000.00
Elevator: Lift Installation Charges	85,000.00	85,000.00
Electronic Equipment: Ahuja mike and spring Nokia Mobile	11,120.00 2,370.00	13490

Toyo max model TSP 321 automatic bell	7,400.00	
Sigma Copier – Library	35,000.00	
DVD Player – Physical Education	1,650.00	
TVS MPS 240 star Datmatic printer	5,00.00	58,040.00
Fan: Ceiling fans (20 no“ s)	47,022.00	47,022.00
Fire Extinguisher: 5 kgs, 4.5 kgs, 2 kgs Refilling set	34,500.00	34,500.00
Furniture & Fitting: Wooden table, cub board Plastic chair (100 no“ s) - College Plastic chair (14 no“ s) – Hostel SS services trolley 3 tier – Home Science Department	2,48,000.00 53,300.00 2,870.00 11,120.00	3,15,290.00
Lab Equipment: Digital Colorimeter, Lactometer Digisun PH meter with combined - Microbial	6,532.00 7,235.00	13767
Library Books		5,11,154.00
Software: E – SRM Camp IT Software Digital make application software ESSDI Garudan IT software Designing, Editing	8,40,000.00 45,750.00 1,44,375.00	1,030,125.00
Television: Panasonic plasma TV 43”	1,15,645.00	1,15,645.00
Motors: Texmo monoblock new motor	17,640.00	17,640.00
Utensils: Coffee filter – (2 no“ s)	8,430.00	8,430.00
Grand Total		60,95037.00

6.3.6 Human Resource Management

Recruit teaching faculty and non-teaching staff based on requirements and Competency levels. Develop their skills required to cope up with the growing nature of work. Recognise their contribution towards work and keep them highly motivated. Incentive and Annual awards are given for best performance of teaching and non-teaching staff.

6.3.7 Faculty and Staff recruitment

Faculty and staff are recruited by following the University guidelines through a selection committee constituted by the University.

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

We offer UG, PG, Research and Certificate programme

6.4 Welfare schemes for

Teaching	Health Insurance, Residential quarters
Non teaching	Health Insurance, Residential quarters
Students	PTA (TBAKC)

6.5 Total corpus fund generated

Rs.77, 02,120

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	ISO	Yes	IAAC
Administrative	Yes	ISO	Yes	IAAC

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?

It is decided to introduce publication of results in website for the convenience of the students

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

Permanent affiliation for college which helps them to go for seeking autonomy

6.11 Activities and support from the Alumni Association

The Alumnae association of the college runs a Student Service Centre, where students can take printouts and photo copies at a nominal cost.

- ❖ Ifthar party was arranged by Student Council and Alumnae Association. Ms. Raviyathul Kathariya, Chairman, Kilakarai Municipality town, was the chief guest. An amount of Rs. 25,000 was contributed for conducting Ifthar party on 02.08.2013.
- ❖ A small memento was given to all the faculty members as a token of love on Teachers day (05.09.2013). Competition was conducted for the faculty members and the principal distributed the prizes to the winners of the competition on the same day.
- ❖ Dubai chapter of Alumnae association was held on 05.10.2013 at Dubai. Nearly 30 alumnae participated in the programme.
- ❖ Staff vs. alumnae throw ball match was conducted on 19.12.2013. Alumnae won the game.
- ❖ Mega Alumnae Meet was conducted on 30.12.2013. Dr.Tamizhachi Thangapandian, Freelance Writer & Performing Artist was the chief guest. The alumnae newsletter was released and 152 alumnae participated in this meet.
- ❖ A stall was arranged by Alumnae of our college organized by Alumnae Association on 23.09.2013. 3 Alumnae participated. (Ms A Zainab Fathima, Ms Aysath Jameela from Department of Commerce, Ms. Salmath Najila from Department of Computer Science).

6.12 Activities and support from the Parent – Teacher Association

Head of the Departments and the respective class and course teachers will meet parents semester-wise.

- The general body meeting of the Parent Teacher Association was arranged on 15.06.2013.
- Parent Teacher Association provided the scholarship for the selected undergraduate students. The amount of Scholarship Rs. 1, 00,000/-

6.13 Development programmes for support staff

To organize Event Management Programme, Orientation Programme and Induction training

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

To instigate the Eco club to give importance for green concepts

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.

- ❖ IQAC involves in planning and developmental activities of the college. It aims to create and promote a positive attitude and approach, motivating and providing support to the quality circles for organizing extra – curricular activities.
- ❖ All the programme, courses and daily activities are focused on the holistic development of the students.
- ❖ Value-education classes were made a part of the curriculum and diploma in Muballiga (religious programme) for Muslim students and Thirukkural class for non-Muslim students are conducted.
- ❖ Community Social Service has been made part of the curriculum and it is mandatory for the II year students to do extension activities in addition to the extension activities carried out by the departments and quality circles like NSS, RRC, etc.

- ❖ Important occasions like national festivals and other memorable days are observed with special lectures.
- ❖ Students are motivated to participate in awareness programmes through the supporting services like NSS, CED, RRC and Rotract.
- ❖ Adequate transport facilities are provided to the students who are coming from, in and around Ramnad District.
- ❖ The college tuck shop is functioning inside the college campus where all the stationery and other essentials are made available to the students at a fair cost.
- ❖ A separate prayer hall has been allotted for the students to perform their regular prayer.
- ❖ The college conducts intensive coaching through remedial classes to give special assistance to students with learning disabilities.
- ❖ Tutor ward system is a unique system practiced in this college. The professors take care of the personal and emotional needs of the students through counseling. They also keep a record of the marks obtained by them in examinations.
- ❖ The college magazine is published every year. It contains articles on literary, academic, current affairs and various subjects. Students are encouraged to contribute articles for it.
- ❖ The research cell spreads a research culture among the faculty and students. It encourages staff to pursue M Phil/Ph D programmes, undertake major and minor research projects and to participate and organize regional/state/national/international seminars and workshops.
- ❖ The Institution has reserved seats for the physically challenged candidates seeking admission. It also offers scholarship to them in order to promote their education.
- ❖ Medical check-up camps, Blood donation camps, awareness campaign regarding AIDS and other diseases are organized every year.
- ❖ Every year Parent –Teacher Association organize meetings to involve the parents in the education process of their wards.
- ❖ The college has an alumnae association. The association supports academic and non-academic activities of the college.
- ❖ The management encourages the faculty by providing incentives for their research activities every year and for producing 100% results.
- ❖ Best quality circles are identified and given award for their outstanding performance.

- ❖ IQAC conducts student appraisal, expert appraisal, self-appraisal and HOD appraisal of all staff members every year which helps members of staff to reinvent themselves.
- ❖ Soft skill classes conducted for all final year students as an extra credit paper

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

- Generally we decide to implement plans on a need-to-do basis and that entails us being careful of requirements that could crop up at any time of the year.
- In the academic year 2014-15 the decisions taken up in the meeting of the IQAC regarding teaching and learning were put to practice as usual.
- Academic calendar is prepared in the beginning of the year and as far as possible adhered to.
- Workload is distributed among staff members in the departmental meeting at least One week prior to the commencement of the term. Workload is distributed taking into account the interest and expertise of the individual staff members to teach a particular subject/paper.

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

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- Gardens around academic blocks and hostel blocks has been developed and maintained in good condition.
- Various trees are planted and maintained to keep the campus green.

7.5 Whether environmental audit was conducted? Yes No

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

-

8. Plans of institution for next year

I Infrastructure and Facilities

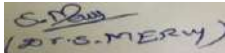
To place requests to the management for the following infrastructure

1. To buy at least 2 buses and 2 vans to provide good transport facility for day scholars
2. To construct a separate block to house all Quality Circles with the facilities needed

II Institutional Development through other Quality Circles

3. To conduct the student orientation programme through the Quality Circle for Student Development
4. To hold a job fair by the Quality Circle for Placement to increase student placements
5. To instigate the Eco club to give importance for green concepts
6. To strengthen the student counseling activities
7. To conduct an entrepreneurial training programme by Cell for Entrepreneur Development
8. To address the grievances of staff and students through the a Grievance Redressal Cell


Name: Dr S Mercy



(Dr.S.MERCY)

Signature of the Coordinator, IQAC

Name: Dr S Sumayaa



Signature of the Chairperson, IQAC

Annexure I

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
