

# 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

### 1. Details of the Institution

1.1 Name of the Institution

Thassim Beevi Abdul Kader College for Women

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](mailto: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\\_New14-15.pdf](http://thassim.in/wp-content/uploads/2014/11/AQAR_New14-15.pdf)

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B <sup>+</sup>	76.25	Oct 01, 2002	Oct, 2007
2	2 <sup>nd</sup> Cycle	B	2.78	Dec 31, 2009	Dec 30, 2014
3	Reassessment for 2 <sup>nd</sup> 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*)

2014-15

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 09.10.2016 (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  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (Specify)

UGC-COP Programmes

## **2. IOAC 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="2"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
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="2"/>
2.9 Total No. of members	<input type="text" value="8"/>
2.10 No. of IQAC meetings held	<input type="text" value="8"/>

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

- |   |
|---|
| i. Quality Assessment                           |
| ii. Curriculum Planning, Designing & Evaluation |

2.14 Significant Activities and contributions made by IQAC

- ❖ Publicity Drive was initiated By Dr.S.Mercy, IQAC Coordinator, offering courses and job opportunities to 375 (Government Girls" Higher Secondary School, Paramakudi) students.

- ❖ Preparation of the Annual Quality Assurance Report(AQAR)
- ❖ 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

#### 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 \*

S No	Plan of Action	Achievements
1.	No. of Seminars/Workshops organized by the departments and quality circle.	1 international seminar 1 seminar 1 National Workshop 3 Workshops have been organized by the departments and quality circle.
2.	Conducting Orientation programme on “Language Skills” for the teachers through the Quality Circle for Staff Development	<ul style="list-style-type: none"> <li>• A Three day workshop on Communication Skills for the faculty members was conducted from 4<sup>th</sup> -6<sup>th</sup> June 2014</li> <li>• 28<sup>th</sup> Aug 2014 Quality Circle for Research along with Quality Circle for Staff Development organized an orientation on “<b>Basics of Research and Common Affairs of the College</b>” for teaching faculty who have less than two years of experience .They are given lectures on “<b>Teachers’ Commitment towards their Profession</b>”, “<b>Basics of Research</b>” and “<b>Curriculum Planning, Designing &amp; Evaluation</b>” respectively. Dr S Sumayaa, Principal, TBAKC, Dr A R Nadira Banu Kamal, Head, Department of Computer Science &amp; Ms N Gowri, Controller of Examination</li> <li>• The Quality circle for Staff Development organized a Faculty Development Programme on “<b>Event Management</b>” for all the teaching faculties of the college. Mr.R.Thirukumaran, Assistant Manager HR, Rural Shores Business Services Pvt Ltd, Bangalore. 10<sup>th</sup> Dec 2014</li> </ul>
3.	Conducting student orientation programme	• 11.06.2014 & 12.06.2014 A two day

	through the Quality Circle for Student Development	<p>Orientation programme was conducted for second year UG and PG students.</p> <ul style="list-style-type: none"> <li>• 13.06.2014 &amp; 16.06.2014 A two day Orientation programme was conducted for first year UG students.</li> <li>• 10.07.2014 &amp; 11.07.2014 A two day Orientation programme was conducted for first year PG students.</li> </ul>
4.	Holding a job fair by the Quality Circle for Placement to increase student placements	<ul style="list-style-type: none"> <li>• Dr A Jasmine &amp; Ms Nagajothi Attended the Placement Directors Conclave – Recruitment Trends 2015 Placement Directors, Conclave - Recruitment Chennai 5<sup>th</sup> Dec 2014 15.08.2014 &amp; 16.08.2014</li> <li>• A two day orientation programme was conducted for all the final year students from various department like English, Information Technology, Commerce, Home Science with nutrition and Home Science with Computer Applications of about 80 students Ms.D.Mehar Nisha, Head of the Department, Career Development Centre, SRM University, Ramapuram Campus and Ms.Sneha Latha, Head of the department, Quantitative Aptitude, SRM University, Ramapuram Campus</li> <li>• 16.03.2015 The Quality Circle of Placement along with WIPRO Technology, Chennai, organized Non-Engineering Event (Campus Interview) for all the final year UG students' from various departments of B Sc IT, B Sc Computer Science, B Sc Mathematics, B Sc Physics, BCA, B Sc Electronics and Statistics in and around Ramanathapuram and Sivaganga Dist on 16.03.2015 in our college campus.</li> </ul>
5.	Instigating the Eco club to give importance for green concepts	<ul style="list-style-type: none"> <li>• Enrollment of students in Eco club</li> <li>• 24/09/2014 &amp; 26/09/2014 The committee selected Eco club members from the students and Planting of</li> </ul>

		Banana sapling.
6.	Strengthening the student counselling activities	10/09/2014 The first cycle of student counseling program was conducted for the first year UG & PG students. Mr. Mario Jegan MSW., MBA. & Mr. Arun D' Souza MA., MBA acted as the resource persons
7.	Conducting remedial classes for slow learners.	Remedial Classes were commenced for all the II & III year UG students from 09.08.2015
8.	Organising Educational exhibition for school students every year.	23.01.2015 Publicity Drive was initiated By Dr.S.Mercy, IQAC Coordinator, offering courses and job opportunities to 375 (Government Girls" Higher Secondary School, Paramakudi) students.

*\* 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

Annual report was submitted in the 26<sup>th</sup> Academic day held on 9<sup>th</sup> March 2014 and was approved.

## 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	3	-	3	-
PG	7	-	7	-
UG	12	1	13	-
PG Diploma	3	-	3	-
Advanced Diploma	1	-	1	3
Diploma	3	-	3	3
Certificate	26	-	26	4
Others	20	-	20	-
<b>Total</b>	<b>75</b>	<b>1</b>	<b>76</b>	<b>10</b>
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\* 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*

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

- Revised syllabi for Diploma in Muballiga Programme
- new syllabi for B Sc Food Processing and Quality Control
- the syllabi for B Sc Psychology for fifth and sixth semester

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

B Sc Food Processing & Quality Control

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
59	46	10	3	-

2.2 No. of permanent faculty with Ph.D.

7

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
30	30	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

39

13

42

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	4	4
Presented papers	5	11	-
Resource Persons	1	-	8

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

Smart class room, Practical teaching, Power Point Presentation

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

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

-

46

-

2.10 Average percentage of attendance of students

93%

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	50	-	25	12	1	76
B.Com	27	1	9	11	-	78
B.SC Information Technology	32	16	16	-	-	100
B.SC Home Science With Computer Application	9	3	5	-	-	89
B.Sc Home Science- Nutrition, Food Service Management & Dietetics	28	6	20	-	-	93
B.Sc Mathematics	48	20	21	4	-	94
B.SC Chemistry	25	6	13	1	-	80
B.SC Microbiology	22	8	12	2	-	100
<b>Shift II (UG)</b>						
BA English Literature A Section	53	2	15	29	-	87
BA English Literature B Section	54	2	20	26	-	89
B.Com with CA	36	4	15	6	-	69
BBA	1	1	-	-	-	100
B.Sc Information Technology	37	16	20	-	-	97
B.Sc Mathematics	47	21	23	-	-	94
<b>Shift I (PG)</b>						
M A English Literature	15	1	12	2	-	100
M.Com	14	1	12	1	-	100

MCA	16	7	9	-	-	100
M SC Nutrition & Dietetics	5	-	5	-	-	100
M Sc Mathematics	10	7	3	-	-	100
<b>Shift II (PG)</b>						
M.SC Information Technology	10	4	6	-	-	100
M.SC Biotechnology	2	-	2	-	-	100

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

- Academic Audit and Feedback through Meetings/ Workshops/Seminars

2.13 Initiatives undertaken towards faculty development

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

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	14	-	-	1
Technical Staff	-	-	-	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Encourages Paper Presentation, Paper Publication in the refereed journals
- Motivates the Faculty to apply for Major and Minor Research Projects
- Best Researcher award for Faculty and for Scholars was initiated
- Financial incentives for perceiving Ph.D. programmes, Paper publications, Paper Presentations were initiated

#### 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	20	-	-
Non-Peer Review Journals	-	-	6
e-Journals	5	-	-
Conference proceedings	9	10	2

#### 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	1,80,000	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

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
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 UGC From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	1
	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
18

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

2
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3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF	-	SRF	1	Project Fellows	-	Any other	-
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3.21 No. of students Participated in NSS events:

University level	8	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	2	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	6		
NCC	-	NSS	6	Any other	-

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social 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 committee 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	1	-	27
Laboratories	5	1	-	6
Seminar Halls	3	-	-	3
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	4	-	4
Value of the equipment purchased during the year (Rs. in Lakhs)	-	37,50,000	-	37,50,000
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	5826	77,27,43	57	78,284	5883	78,05,722
Reference Books	18555	8	78		18633	
e-Books	557	-	8	-	565	-
Journals	189	2,36,056	3	1,19,036( including renewal of annual subscription)	192	3,55,092
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	228	-	16	-	244	
Others (Book Bank, Thesis, Projects, and News clippings)	2089	-	219	-	2308	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	330	6	8mbps to 16mbps	5	-	19	292	19
Added	-	-	-	-	-	-	-	-
Total	330	6	8mbps to 16mbps	5	-	19	292	19

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

IT Training, Spoken Tutorial, e-patsala, Swayam, Smart board Training

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	-
ii) Campus Infrastructure and facilities	76,27,059
iii) Equipments	37,50,000
iv) Others	-
<b>Total :</b>	<b>1,13,77,059</b>

### Criterion – V

## 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

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

#### 5.2 Efforts made by the institution for tracking the progression

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



5.3 (a) Total Number of students	UG	PG	Ph. D.	Others
	1660	137	10	25 (MPhil)

(b) No. of students outside the state

(c) No. of international students

Men

No	%
-	-

Women

No	%
1832	100

Last Year (2013-2014)						This Year (2014-2015)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
8	129	-	1619	2	1756	12	116	-	1704	1	1832

Demand ratio 1.03:1      Dropout % : 0.9

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

- |  |
|--|
| <ul style="list-style-type: none"> <li>Employability Skills Training, Remedial Coaching</li> </ul> |
|--|

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="-"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="-"/>

5.6 Details of student counselling and career guidance

Soft skill classes conducted for all final year Students for all Saturdays & Separate Counselling Cell for the students
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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
1	120	3	-

## 5.8 Details of gender sensitization programmes

09.03.2015	Poetry Writing competition was conducted by YRC to all the students on the topic is <b>“Women’s Empowerment and Challenges for Modern Women”</b>
23.02.2015	Nutrition & Health Education Awareness Programme was organized by NSS with the help of the Integrated Child Development Service for 250 NSS students along with all the final year shift-I students, Mrs.Z.Tajunisha Begum, Child Development Project Officer, Thirupullani Block, Ramanathapuram, delivered the speech about Nutrition Food and Mrs. Chitra Devi Child Development Protection officer of Ramanathapuram delivered the speech about <b>Women Harassment.</b>

## 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(PTA)	21	1,00,000
Financial support from government	458	2567010
Financial support from other sources	-	
Number of students who received International/ National recognitions	-	-
Baithulmal A/c Kilakarai	60	1,74,000
Mrs Qurrath Jameela A/c	2	38,400

### 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 11

5.13 Major grievances of students (if any) redressed:

Grievances	Action Taken
Insufficient class rooms	New six class rooms were allotted
Reprography centre	Initiated the centre
Common address system	Arranged in all class rooms & departments
Need of prayer hall	Plan proposed for the construction of prayer hall
Increase the transport facility	One more additional bus arranged

## 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 and examination results 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 programmes 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 updating.
- Computer programming and practice courses introduced to all first year under graduate students.
- Conduct of Certificate courses to meet the emerging / changing trends may be 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, scope for diversified learning through electives
- Graduate attributes linked to program objectives.

### 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 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

### 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 – 287
  - ❖ 70 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. 1,19,036/-

### 6.3.6 Human Resource Management

- Recruit teaching faculty and non-teaching staffs 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. Annual awards are given for best performance of teaching and non-teaching faculty.
- ICT training and Capacity building
- Orientation courses
- Induction Training

### 6.3.7 Faculty and Staff recruitment

Faculty and staff are recruited following University guidelines through a selection committee constituted by the University. Done as per need adopting prescribed procedures and norms.

### 6.3.8 Industry Interaction / Collaboration

Industrialist, BOS, Academic Council, Governing Body, and Feedback form

### 6.3.9 Admission of Students

- On-line Information made available of admission related matters
- Transparency, Flexibility and Early Completion of admission effected.
- Entrance Exam conducted for certificate course admission

### 6.4 Welfare schemes for

Teaching	Health Insurance, Residential quarters
Non teaching	Health Insurance, Residential quarters
Students	PTA (TBAKC), Insurance, Scholarship, Canteen, Health Care Counselling.

### 6.5 Total corpus fund generated

Rs.1,26,991

### 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	External Experts	Yes	IAAC
Administrative	Yes	External Experts	Yes	IAAC

### 6.8 Does the University/ Autonomous College declare 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.
- Online certificate verification

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

- Orientation given to colleges with potential to go Autonomous
- Leadership development extended
- Principals /Management Personnel given motivation.

#### 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.
- Motivation for Alumni Contribution
- Curriculum Inputs
- Iftar was celebrated in our college Premises
- Mega Alumnae Meet was held on 30.12.2014
- Alumnae are involved in college stalls
- Inviting Alumnae for sports day competitions and also contribution of prize and awards in various events

#### 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.
- Annual Meets held
- Feedback obtained and used.
- Wards progression information provided

#### 6.13 Development programmes for support staff

- To organize Event Management Programme and Induction training programme
- ICT Training given

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

- Garden well maintained along with ornamental and medicinal plants
- Bio-gas generation
- Planting of sapling during the important events organized in the college
- Move towards „less-paper-office
- Double bin system introduced

### **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.

- ❖ 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.
- ❖ 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.

- ❖ 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.
- ❖ Medical check-up camps, Blood donation camps, awareness campaign regarding AIDS and other diseases are organized every year.

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

- ❖ Department of English Organized a One Day Refresher Course on “**Skill Based Teaching of English for Schools and College Teachers**” of Ramanathapuram District on 08.10.2013.
- ❖ The College given the training Programme to all the faculty members “**The Art of Living**” from 24.10.2013 to 29.10.2013. The trainer was Mrs. Shobhana Kalyan, Bangalore
- ❖ Department of English Organized a “**Training the Trainers Workshop**” for Staff members, Department of English from 02.02.2014 to 03.02.2014.
- ❖ ELTAI & Department of English Organized a “**Skill-Based Activity Methods of Teaching**” for Government School Teachers from 04.02.2014 to 15.02.2014.
- ❖ On 30.12.2014 Mega Alumnae Meet was held. Ms S Raja, Debater, was the Guest of Honour. The Alumnae Newsletter was released in this meet. Nearly 150 Alumnae participated in the programme.
- ❖ On 4<sup>th</sup> Nov 2014 ICSSR, Southern Regional Centre, Hyderabad Sponsored A **One Day National Seminar On “Best Practices in Teaching and Quality Assessment at College Level”** was jointly organized by the Internal Quality Assurance Cell and the Department of Psychology. 100 faculty members from our institutions participated in the Seminar.

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

Environmental awareness programme conducted to encourage the students and produce them to safeguard the environment and Eco-friendly practices were explained to the students

7.5 Whether environmental audit was conducted?      Yes       No

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

D/M/Y	Activity
07.08.2014	Department of Home Science and Research Centre, NSS, TBAK College for Women, and ICDS jointly organized a one day rally on <b>Breast Feeding Awareness</b> . The rally started from TBAK college premises and reached Sri Venkateswara Mahal, Kilakarai. The students raised slogans about the importance of breast feeding which was thought provoking and informative to the public.
16.08.2014	Twenty Rotaract Members created <b>Awareness to the villagers on Hepatitis A, B, C</b> in Mavillanthoppu.
20.08.2014	Fourteen Rotaract Members along with one staff advisor and one non-teaching staff attended the <b>Medical Camp in Rajan Clinic</b> , Ramanathapuram.
22.08.2014 & 28.08.2014	<b>Road Safety Awareness Programme</b> was Organised for all the students in Six Batches. Dr. N. Narasimmamani, Director of Driving Needs Academy, Madurai was the resource person and he delivered the speech about road rules & road safety. Our NSS students also contribute their work to create awareness with mime show.
26.08.2014 to 28.08.2014	<b>An exhibition on non communicable disease</b> and diet was organized by the Department of Home science on collaboration with Government hospital, Kilakarai. The students of Home science department were prepared Nutrious recipes for non communicable disease and also given diet counseling for different conditions. On the valedictory function Dr. Sadhik Ali, Government Hospital, Kilakarai gave <b>the shield to our college</b> for the active participation.
26.11.2014	<b>Dengue Awareness Programme</b> was Organised by Mr Udaya Kumar, District Malaria Officer, Ramanathapuram delivered the speech about Dengue fever and its preventive measures for our students and faculties.
09.01.2015 & 10.01.2015	<b>Mental Illness Survey Camp</b> was conducted at 3 blocks of Ramanathapuarum Dist namely- Sikkal, Kadaladi and Sayalgudi in collaboration with a team of medical doctors from M.S Chellamuthu Trust Foundation, Madurai

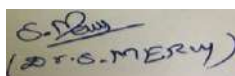


26.01.2015	A Rally on “ <b>Green and Clean</b> ” walkathon had been conducted. Our NSS Volunteers participated.
23.02.2015	<b>Nutrition &amp; Health Education Awareness Programme</b> was organized by NSS with the help of the Integrated Child Development Service for 250 NSS students along with all the final year shift-I students, Mrs.Z.Tajunisha Begum, Child Development Project Officer, Thirupullani Block, Ramanathapuram, delivered the speech about Nutrition Food and Mrs. Chitra Devi Child Development Protection officer of Ramanathapuram delivered the speech about Women Harassment.

### **8. Plans of institution for next year**

1. To buy at least 2 buses and 2 vans to provide good transport facility for day scholars
2. To conduct the student orientation programme through the Quality Circle for Student Development
3. To hold a job fair by the Quality Circle for Placement to increase student placements
4. To strengthen the student counseling activities
5. To conduct an entrepreneurial training programme by Cell for Entrepreneur Development
6. To increase fire extinguisher spots

Name Dr S Mercy



\_\_\_\_\_  
Signature of the Coordinator, IQAC

Name Dr S Sumayaa



\_\_\_\_\_  
Signature of the Chairperson, IQAC

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### **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

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