

**The Annual Quality Assurance Report (AQAR) of the IQAC  
2015-16**

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:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879) **14437**

1.4 Website address:

Web-link of the AQAR:

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

### 1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGP A	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

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

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, 2013-14, submitted on: 09/12/16
- ii. AQAR, 2014-15, submitted on: 14/11/17

### 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 (eg. AICTE, BCI, MCI, PCI, NCI) Yes  No

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. 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="2"/>
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="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. <input type="text" value="19"/> Faculty <input type="text" value="14"/>
Non-Teaching Staff <input type="text" value="2"/> Students	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 <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text" value="-"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos. <input type="text" value="6"/> International <input type="text" value="-"/> National <input type="text" value="-"/> State <input type="text" value="-"/> Institution Level <input type="text" value="6"/>	
(ii) Themes	<input type="text" value="Career Guidance/ Scholarship awareness/Counselling / Communication Skills/ Funding Agencies and Proposal Writing/In Plant Training Programme"/>

## 2.14 Significant Activities and contributions made by IQAC

- ❖ Preparation of the Annual Quality Assurance Report(AQAR)
- ❖ Collecting feedback from students on all activities of the college
- ❖ Student Appraisal of Staff on teaching and student support
- ❖ Collecting Feedback from all stake holders such as Parents and Alumnae
- ❖ 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 \*

Plan of Action	Achievements
Conduct Internal Academic Audit through Internal and External Academic Audit Cell (IAAC).	Academic Audit held on 16 <sup>th</sup> Oct 2014 Mr. Krishna Moorthy, Quality Austria was the auditor.
Conduct Orientation programme on “Language Skills” for the teachers through the Quality Circle for Staff Development	<ul style="list-style-type: none"> <li>• On 18.02.2016 To 20.02.2016 The faculty members, joined in the academic year 2015-16, oriented on “<b>How to access E-Resources and OPAC</b>” (Online Public Access Catalogue)</li> <li>• On 27.04.2015 The quality Circle for Staff Development organized a one day orientation programme on the topic, “<b>Total Quality Teacher</b>” for all the faculty members.</li> <li>• Quality circle for staff development organized a four-day workshop for the faculty members with less than five years of experience on the topic “<b>Communication Skills</b>” From 1.6.2015 to 4.6.2015. Dr P N Ramani, ELT consultant, Formerly of Pondicherry University, Puducherry &amp; Loyola College, Chennai., Dr S Xavier Predheep Singh, Assistant Professor of English, V O Chidambaram College, Tuticorin. and Dr Revathi Vishwanathan, Associate Professor of English, B S Abdur Rahman University, Chennai were the resource persons.</li> </ul>
Conduct student orientation programme through the Quality Circle for Student Development	<ul style="list-style-type: none"> <li>• On 12.06.2015 &amp; 13.06.2015 Quality circle for student development organized a two-day Orientation programme for all the first year UG students Dr. S. Sumayaa, Principal, Dr. A. R. Nadira Banu Kamal, Head, Department of Computer Science, Ms N Gowri, Controller of Examinations &amp; Ms S Panbarasi Fathima, Dean of Science, oriented the I year students</li> <li>• On 13.07.2015 &amp; 14.07.2015 Quality Circle for student development organized a two-day Orientation programme for first year PG</li> </ul>

	<p>students Dr. S. Sumayaa, Principal, Dr. A. R. Nadira Banu Kamal, HOD, Department of Computer Science and Dr. A E G C Rajani, Head, Department of Commerce and Dean of Arts oriented the students.</p> <ul style="list-style-type: none"> <li>• On 10.06.2015 &amp; 11.06.2015 The Quality Circle for Student Development organized a two day orientation programme for the second year UG and PG students and oriented by their respective departments.</li> <li>• 13.06.2015 The Quality Circle for Student Development systematized Soft Skill classes for all the final year students.</li> <li>• On 29.09.2015 The Scholarship Awareness Programme organized by Quality Circle for Student Development and Scholarship under IQAC for all students. Mr. Y. Mohamed Rabik, Assistant Professor, MCA Department, Aalim Muhammed Salegh, Engineering College, Chennai</li> </ul>
Green campus awareness	<ul style="list-style-type: none"> <li>• On 29.09.2015 Eco club planted greens in the college premises.</li> <li>• On 12.02.2016 Eco Club students participated in “Green and Clean Rally”. Ms G Angayarkanni accompanied them.</li> </ul>
Strengthening the student counselling activities	<ul style="list-style-type: none"> <li>• On 29.06.2015 The Department of Psychology conducted a one-day orientation programme on the topic “<b>Developing positive orientation towards life</b>” for the first year students of all the departments Prof. Dr. S. Guru Bharathy Consultant &amp; Mr. Kripesh Kumar, Trainer, from MS Chellamuthu Trust &amp; Research Foundation, Madurai.</li> <li>• On 28.01.2016 to 30.01.2016, IQAC, Department of Psychology, Department of Islamic Studies and Quality circle for Students counselling Organized a Three Day Counselling Programme For Staff , Students and Parents. Ms Fathima Beevi, Psychologist &amp; Psychotherapist, Mangalore.</li> </ul>
Conducting remedial classes for slow learners.	Remedial Classes were commenced for all the II & III year UG students
Organize Educational exhibition for school students	On 02.12.15 “A One Day Educational Exhibition cum career guidance and scholarship counselling for school 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

- Auditorium under construction
- Transport facility increased
- Academic audit conducted
- Construction of Masjid
- Separate Central Library Block

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	13	1	14	-
PG Diploma	4	-	4	-
Advanced Diploma	1	-	1	-
Diploma	8	-	8	-
Certificate	26	-	26	-
Others	20	-	20	-
<b>Total</b>	82	1	83	-

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 2016 onwards

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

B Sc Computer Science

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	62	50	6	2	4

2.2 No. of permanent faculty with Ph.D.

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
	24	24	-	-	-	-	2	2	26	26

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	14	19	5
Presented papers	10	12	-
Resource Persons	1	3	48

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

Smart class room, Practical teaching and hands on trainings

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



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/Online MCQ
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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	66	-
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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					
		First class outstanding %	Distinction %	I %	II %	III %	Pass %
B A English Literature	70	-	-	16	35	6	81.4
B Com	41	-	3	15	15	5	92.7
BSc Information Technology	43	-	12	23	2	-	86
BSc HSc with CA	11	-	2	6	1	-	81.8
BSc HSc - NFSM&D	21	-	5	11	4	-	95.2
BSc Mathematics	48	1	11	27	4	-	89.6
B Sc Chemistry	22	-	6	13	-	-	86.4
BSc Microbiology	26	-	11	13	1	-	96.2
B Sc Psychology	8	-	-	2	2	-	100
Shift II							
BA English Literature	63	-	1	16	35	1	84.1
B Com with CA	21	-	2	7	9	-	85.7
B B A	15	-	1	9	4	-	93.3
BSc Information Technology	40	-	8	23	2	-	82.5
BSc Mathematics	46	5	23	14	2	-	95.7
PG Programme							
M A English	22	-	4	16	-	-	90.9
M Com	10	-	2	6	-	-	80
Master of Computer Application(3 YEAR)	7	-	5	2	-	-	100
M Sc Information Technology	3	-	2	1	-	-	100

M Sc H Sc - Nutrition & Dietetics	3	-	2	1	-	-	100
M Sc Mathematics	17	-	8	9	-	-	100
M Sc Biotechnology	7	-	3	4	-	-	100

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

- Awareness on MOOCs
- Staff members are encouraged to act as a mentors for online courses
- Initialization of format for various activities
- Skill matrix suggested to identify the potential of the teacher to meet out the innovative teaching

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	1
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	6
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	18	-	-	5
Technical Staff	3	-	-	-

**Criterion – III**

### **3. Research, Consultancy and Extension**

3.1 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.
- Workshops are arranged to the staff members for writing proposals
- 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	yes
Outlay in Rs. Lakhs	9,34,500	-	-	-

### 3.3 Details regarding minor projects

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

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	7	2	-
Non-Peer Review Journals	-	-	-
e-Journals	-	1	-
Conference proceedings	5	15	-

### 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	2013-2015	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> )	-	-	-	-
Any other(Specify)	-	-	-	-
<b>Total</b>			<b>11,14,500</b>	<b>8,97,000</b>

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 Alumnae association of the college runs a Student Service Centre, where students can take printouts and photo copies at a nominal cost.
- ❖ The blood test report provided by Nutrition department at nominal cost.
- ❖ The Department of English – Earn While You Learn scheme. Student tutors will Be utilised for handling bridge course and spoken English classes.

3.11 No. of conferences

organized by the Institution

3.12 No. of faculty served as experts, chairpersons or resource persons : 10

Level	International	National	State	University	College
Number	2	4	-	-	-
Sponsoring agencies	ICMR,	Human Right commission	-	-	-

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
-	-	-	-	-		

3.18 No. of faculty from the Institution   
who are Ph. D. Guides  
and students registered under them

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

.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

### Responsibility

- The college encourages the faculty and students to take up activities related 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,RRC,CSS & 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 co-curricular forums and the Alumni association.
- The college initiated the community people to contribute to the community by incorporating them as the 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	-	-	11.19Acres
Class rooms	27	4	-	31
Laboratories	6	1	-	7
Seminar Halls	3	1	-	4

No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	4	8	-	12
Value of the equipment purchased during the year (Rs. in Lakhs)	37,50,000	24,26,300	-	61,76,300
Others	-	2	-	2

#### 4.2 Computerization of administration and library

yes

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6205		672	462499.50		
Reference Books	19557					
e-Books						
Journals	192	1,19,036	9	2,22,560	201	3,41,596
e-Journals						
Digital Database						
CD & Video	238	2380	-	-	238	2380
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	328	9	7Lines	7	-	14	295	19
Added	-	-	-	-	-	-	-	-
Total	328	9	7lines	7	-	14	295	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

14,44,536

iii) Equipments

61,76,300

iv) Others

-

**Total :** 76,20,836

**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
1819	154	10	7(MPhil)

(b) No. of students outside the state

-

(c) No. of international students

-

	No	%		No	%
Men	-	-	Women	1990	100

Last Year						This Year					
General	SC	S T	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physicall y Challeng ed	Total
12	116	-	1705	1	1833	13	113	-	1864	1	1990

Demand ratio 1.02:1

Dropout %: 1



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

- Employability Skills Training, Remedial Coaching
- The Placement Cell conducted in-plant training and placement training for final year students to face and get through competitive examinations successfully
- Quality Circle for Placement Cell conducted a One day Orientation Programme on “**Civil Services Examination**” for the interested final year UG and PG students of Division I & Division II. Mr K Allaudin, IAS (Rtd), Director, S-IAS Academy, Chennai, Prof. Dr Semumu Mohamed Ali, Executive Director, S-IAS Academy, Chennai, Prof. Dr S Mathuram Selva Raja, Academic Director, S-IAS Academy, Chennai were the resource persons.

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

- On 28.01.2016 to 30.01.2016, IQAC, Department of Psychology, Department of Islamic Studies and Quality circle for Students counselling Organized A Three Day Counselling Programme for Staff, Students and Parents. Ms Fathima Beevi, Psychologist & Psychotherapist, Mangalore was resource person
- One 5.5.2016 IQAC in collaboration with NGO, Peoples Action for Development (PAD) organized “A One day career guidance and scholarship counselling for school students”.
- Soft skill classes conducted for all final year Students for all Saturdays & Separate Counselling Cell for the students

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
4	30	5	4

5.8 Details of gender sensitization programmes

- ❖ On 23.11.15 “National Human Rights Commission visit” organized in the college campus. Thiru D Muregesan, Member, National Human Rights Commission and Thiru G M Akbar Ali, Former High court Judge (retd.), Madras, Dr. C Ramasubramanian, State Nodal Officer, Mental Health Programme –Tamil Nadu, Dr Ganesan, Senior scientist, Central salt marine coastal research institute, Mandapam, Mr Amjath Hussain, President of Darga Hakthar Committee Erwadi Dr. J Periyar Lenin, Psychiatrist, Mr Hasan Ali, Former MLA, Ramanathapuram Constituency, Mr Farook, Secretary, Darga Hakthar Committee, Erwadi, Mr Sheik Dawood Khan, Deputy General Manager. TBAK College for Women, Kilakarai attended the event.
- ❖ Display boards are arranged in the campus about problems and punishment to prevent eve teasing and ragging in the campus.
- ❖ Students are educated to prevent eve teasing in the campus.
- ❖ Discipline committee will monitor the campus regularly to prevent such incidents.
- ❖ The Student council and Department of Psychology organized a Mental Health Programme for all the final year students by Dr.J.Periyar Lenin, M.B.B.S, D.P.M, Project Coordinator, Community Mental Health Project, Kadaladi and Mrs. Sasikala Theerthapathi, Psychologist, Community Mental Health project, Kadaladi on 22.09.2015
- ❖ On 16.10.2015 Department of Arabic & Islamic Studies organized an Orientation Programme on the topic, “**Importance of Arabic Language & Human Relationship**” by Dr Ahamed Baqavi, Al-Baqavi Educational Trust, Nagercoil
- ❖ On 06.01.2015 Essay Writing competition was conducted by YRC On the Topic: Bringing Humanitarian values to Life.

## 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)	20	100000
Financial support from government	710	-
Financial support from other sources	28	196000
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	3	National level - International level -
5.12 No. of social initiatives undertaken by the students		28

5.13 Major grievances of students (if any) redressed:

Grievances	Action Taken
Insufficient class rooms	Proposes for the construction of additional classes in the second academic block

## 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 curriculam 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 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.
- 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
- Hands-on Experience/ self-learning/ e-learning combined to form a multi-pronged approach
- ICT oriented class environment with added infrastructure and commitment

### 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

- The Central Library is fully automated
- Separate Central Library Block on 15.06.2015

#### Links with Other Institutional Libraries

Our college library links with other institutional membership like

- ✓ DELNET New Delhi,
- ✓ INFLIBNET through N-List, Ahmedabad
- ✓ British Council Library, Chennai,
- ✓ American Library, Chennai

#### New Books / journals subscribed and their cost

- ❖ No. of books purchased – 672
- ❖ 91 Journals and Magazines are renewed this year.
- ❖ The cost incurred for the purchase of books is 4,58,565.50
- ❖ The cost incurred for the renewal of journal and magazine subscription was Rs. 2,21,060/-

#### HOSTEL

- ❖ 7 rooms in old block and 6 rooms in new block have been converted into single rooms
- ❖ Recreation Hall was converted into 2 class rooms for the English department
- ❖ Prayer Hall in I floor was converted into Recreation Hall
- ❖ 3 water coolers serviced and 1 new water cooler was purchased for the Second Floor
- ❖ **Increase in the infrastructural facilities**  
The following are the increase in the infrastructural facilities and the cost incurred for them.

	articulars	Total	
	<b>Battery</b>		
	12 Volt Battery 25 Nos	40,100.00	

	<b>Electronic Equipment</b>	
	Yamaha Fully Digitalized Speaker	50,000.00
	Web Billing Machine Canteen	13,500.00
	<b>Food Services Equipment</b>	
	Freeze Dryer	9,40,000.00
	Flash Evaporator	5,60,000.00
	<b>Furniture and Fittings</b>	
	Wooden Dual Desk 200 Nos	18,33,499.00
	Aluminium Tilttable Tower Ladder	99,615.00
	Green Ceramic Board – 7 Nos	54,432.00
	<b>LCD Projector</b>	
	Sony DX 140 LCD Projector – 2 Nos (Old Lib Conference)	1,20,000.00
	Library Books	1,00,548.00
	<b>UPS</b>	
	150 AH TOLL Tubular Battery 1500 N Heavy Duty - MCA	39,000.00
	<b>Utensils</b>	
	Utensils for Food Science Lab	54,500.00
	<b>Hostel</b>	
	Air-conditioner 4 Nos	1,72,600.00
	24 Volt Inventor Battery	37,900.00
	Utensils	26,183.00
	Water Cooler for Hostel - (1- No.)	49,874.00
	<b>Water Purification Plant System</b> Citric Acid & 12 x 48 FRP	31,310.00
	20 Litter Wet Grinder -1 No	39,954.00

#### 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
- 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 from various industrialists.

### 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

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 from Quality Austria & Alburaq Consultancy	yes	IAAC
Administrative	Yes	External Experts from Quality Austria & Alburaq Consultancy	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?

Hall Ticket Printed with Date and Session, Water mark and different Color Paper

for UG, PG, Certificate Course and Private Candidates.

2. Question Paper printed in a color paper in booklet form
3. 20% of Question Paper obtained soft copy

4. Online publication Timetable and Results
5. Results Analysis uploaded in college website since autonomy
6. Online transfer of money for Question Paper Setting.
7. Online Certificate Verification facility made available

Present mode of examination and evaluation

- Internal & external split up for UG and PG - 40:60
- Internal & external split up for m. Phil - 25:75

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

- A University nominee is in the Governing Body
- Three University nominees are External Members of the Academic Council
- It participates in the academic and administrative policy devising meetings through its representatives and offers suggestions
- The University allows the autonomous institution to formulate its own curriculum
- University nominee releases the End Semester results in the Awards Committee and offers feedback
- One nominee represents every Board of Studies in the various disciplines
- It encourages the teaching learning process and accepts the examination and evaluation reforms

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.
- Curriculum Inputs
- Alumnae are invited for the guest Lecture
- Alumnae's are offering scholarship to the students
- Alumnae are involved in college stalls
- Inviting Alumnae for sports day competitions and also contribution of prize and awards in various events
- Contribution for the Ifthar celebration
- Mega Alumnae Meet
- Alumnae sports activity
- Feedbacks from Alumnae and recommendations are accounted as valuable suggestions and are executed

#### 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

- 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
- Installation of RO water
- Turning of monitors after the work



## 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.

- ❖ 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.
- ❖ The management encourages the faculty by providing incentives for their research activities every year and for producing 100% results.
- ❖ Counselling Programme Conducted for Parent to involve the parents in the education process of their wards.
- ❖ Mentor-mentee system is a unique system practiced in this college. The professors take care of the personal and emotional needs of the students through counselling. They also keep a record of the marks obtained by them in examinations.
- ❖ 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.
- ❖ The Institution has reserved seats for the physically challenged candidates seeking

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

- Repairing, renovating and enhancing infrastructure done
- Online Feedback obtained
- Internal and External Academic Audit conducted
- Orientations, Seminars, Conferences, Workshops and Symposium conducted
- SWOC analysis done
- Conference Hall booking system

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.

7.5 Whether environmental audit was conducted?

Yes

No

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

- ❖ The English department has introduced SYTO [Speak Your Thought Out] project. All the students have to speak in English by expressing their personal thoughts out [not from the academics]
- ❖ Online teacher's appraisal feedback mechanism is initiated to reduce the paperwork.
- ❖ The students are take care by professional counsellors who help the students to navigate life's difficult experiences and encounter challenges beyond the scope of teacher's and parent's awareness and also conduct counselling programme for parents regarding importance of higher education.
- ❖ The best library user award to enhance the library utilization
- ❖ A video conferencing with IIT Mumbai was arranged regarding the Spoken tutorials software training programme.
- ❖ "National Human Rights Commission visit"
- ❖ "Automatic Generation of CIA Analysis"

## 8. Plans of institution for next year

### **I Infrastructure and Facilities**

To place requests to the management for the following infrastructure

- ❖ To extend and furnish IQAC room to house all Quality Circles with the following facilities with two computers
- ❖ To construct a separate block to house all Quality Circles with the facilities needed.

### **II Institutional Development through other Quality Circles and Departments**

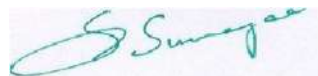
- ❖ To prepare SWOC (Strength Weakness Opportunities Challenges )Analysis
- ❖ To conduct the student orientation programme through the Quality Circle for Student Development
- ❖ Improve student support facilities/ campus utilities
- ❖ To conduct environmental audit
- ❖ To strengthen the student counselling activities
- ❖ Introduce new programme
- ❖ Implementing digital documentation
- ❖ To renovate and improve infrastructure facilities

Name Ms B Seeni Rahfu Nisha



\_\_\_\_\_  
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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