

**Internal Quality Assurance Cell (IQAC)
and Submission of Annual Quality Assurance
Report (AQAR) in Accredited Institutions**
(Revised in October 2013)

2016-17



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

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

AJK COLLEGE OF ARTS AND SCIENCE

1.2 Address Line 1

PALAKKAD MIAN ROAD

Address Line 2

NAVAKKARAI

City/Town

COIMBATORE

State

TAMILNADU

Pin Code

641105

Institution e-mail address

ajkcas@gmail.com

Contact Nos.

0422-2363400

Name of the Head of the Institution:

Dr.O.B.Pramod Kumar

Tel. No. with STD Code:

0422-2363400

Mobile:

8220981773

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

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

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.89	2014	23-09-2019
2	2 nd Cycle	-	-	-	-
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

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

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

1.9 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 1 for the year 2014 - 2015 submitted to the NAAC on 17/06/2015
- ii. AQAR 2 for the year 2015 – 2016 submitted to the NAAC on 27/05/2016
- iii. AQAR 3 for the year 2016 – 2017 submitted to the NAAC on 29/06/2017

1.10 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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

BHARATHIAR UNIVERSITY

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

Autonomy by State/Central Govt. / University	<input type="text" value="-"/>		
University with Potential for Excellence	<input type="text" value="-"/>	UGC-CPE	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other (<i>Specify</i>)	<input type="text" value="-"/>
UGC-COP Programmes	<input type="text" value="-"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="04"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="04"/>
2.3 No. of students	<input type="text" value="-"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="02"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="20"/>
2.10 No. of IQAC meetings held	<input type="text" value="05"/>

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Recharge programmes for all department faculties were conducted.
2. Orientation Programme was conducted for newly joined faculty members.
3. Academic and Administrative Audit was conducted at the end of each semester. After audit immediately on the spot, the report was given to the departments. This new system was established.
4. Review meeting has been arranged by IQAC and remedial measures have been given.
5. IQAC scrutinized the mode of conduct of internal tests, quality of question papers and evaluation of answer sheets.
6. On the basis of feedback from Parents and Students attendance is centralized and every day forenoon and afternoon, the college informed the student's absent status through SMS to the parents. This system made the parents very happy.
7. Every Monday the Administrative Head meet all the students and identified the needs. He also shares the information's.
8. Co-curricular and extra curricular activities were conducted periodically.
9. Internal test papers were conducted by the faculty members on the same day. Centralized evaluation system was established.
10. Counselling centres with Professional counsellor has been established.
11. Faculty Orientation Programme was conducted.

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
Strengthening Research Activities	<ul style="list-style-type: none"> ➤ Advisory Committee has been established. ➤ Obtained University Recognition for Ph.D programmes for Computer Science and Commerce. ➤ Research forum meeting on every month. ➤ Research articles published
New Programme	Approval from the University to start B.Com (Banking & Insurance) program
Quality Exercises	Quality Circles formed
Monitoring Mechanism	Academic Audit and review meeting of quality circles conducted.
Co-Extra Curricular Activities	HoDs are authorized to conduct the events

* 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 (College Committee Meeting)

Provide the details of the action taken

- AQAR was prepared after a detailed discussion in the quality circle meetings.
 - AQAR was placed before IQAC and college committee and got 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	2	-	2	-
PG	5	-	5	-
UG	13	1	13	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others (M.Phil)	3	-	3	-
Total	23	1	23	
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	18
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*

- Students are satisfied with the teaching and learning process
- Students felt that the study materials are very effective and useful.
- More ICT impact teaching is provided.
- More remedial classes for allied subjects are needed.
- More training on soft skill programme is needed.

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

Revision is done periodically by the university only. The syllabus was updated in the following departments:

UG Level:

- BA English Literature
- Language (Tamil, Malayalam, Hindi)
- BCA
- B. Sc., Computer Science
- B.Sc., Information Technology
- B.Sc., Electronics and Communication Systems
- B.Sc., Costume Design and Fashion
- B.Sc., Catering Science and Hotel Management
- BBA CA

PG Level:

- M.Com
- MSW

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

B.Com (Banking and Insurance), was introduced in the academic year 2016. To enhance the students with practical knowledge of book keeping and accounting, about the banking system prevailing in India. The student should have understood the basic concepts and how to use Mathematical Techniques to solve the modern business problems. To provide basic knowledge about the accounting principles and procedures. To make the students to prepare business plans, aware of the laws relating to the business, helps to understand how the business organizations work by applying economic principles in their business management. To create basic conceptual knowledge about the core banking the student should be well versed in the principles involved in managing the retail business.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
76	63	13	-	-

2.2 No. of permanent faculty with Ph.D.

5

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	1	1	-	-	1	1	32	32

2.4 No. of Guest and Visiting faculty and Temporary faculty

22	-	-
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	-	-
Presented papers	10	2	-
Resource Persons	-	-	-

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

- Lectures by experts in the field
- ICT enabled learning
- Group discussion
- Industrial visits
- Field visits
- Internship and project works

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

90 + 90 = **180 days**

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

Central Valuation

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

-	-	-
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as member of Board of Study/Faculty/Curriculum Development workshop

2.11 Course/Programme wise

Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA English	14	05	06	03	-	100
BCA	270	41	94	44	05	65.33
B.Sc Computer Science	123	23	47	19	-	73.67
B.Sc., Information Technology	77	15	26	7	-	60
B.Sc ECS	54	09	18	17	-	83.1
B.Sc., CSHM	148	52	12	23	23	76.67
B.Sc., CDF	41	21	13	4	03	92.3
B.Sc., VisCom	98	09	42	34	05	80
B.Com CA	219	09	49	64	97	58
B.Com PA	93	03	45	24	18	68.33
BBA CA	148	-	31	33	12	50.19
M.Sc., CS	49	37	12	-	-	96.5
M.Sc., ECS	21	17	04	-	-	100
M.Com	23	07	12	-	-	81
MSW	07	01	06	-	-	100

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

The syllabus prescribed by the affiliating university (Bharathiar University) is followed. The study materials for all the five units of the syllabus are prepared in advance. It is perused and scrutinised by IQAC. The question papers for the internal tests and model examinations are prepared in a centralised manner, which is verified by the IQAC. The system of central valuation is followed to evaluate the answer papers of internal tests and model examinations. The marks secured by the students are intimated to the parents. The parents are intimated regarding the absence of their wards through SMS, both in the forenoon and afternoon on all working days. The above process is monitored by the IQAC through Quality Circles with the tools of feedback and academic audit.

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	38
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	69

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	2	6	6	-
Technical Staff	4	2	2	-

Criterion – III

3. Research, Consultancy and Extension

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

The institution started offering M.Phil from 2011 onwards. The Department of Commerce, Computer Science and ECS are offering M.Phil programmes. We have obtained Bharathiar University recognition to the Departments of Commerce and Computer Science to offer Ph.D.(full-time and Part-time). Thus the institution has become a full-fledged research centre.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	51	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	8	-	-

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	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

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	-	3	-	-	76
Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

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

3.17 No. of research awards/
 recognitions received by faculty and
 research fellows

Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

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	<input type="text" value="-"/>	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"/>	College forum	<input type="text" value="4"/>	
NCC	<input type="text"/>	NSS	<input type="text" value="8"/>	Any other <input type="text"/>

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

- Genesis 2017 - A programme for Specially Talented Children organized by Social Work Department in the month 10th February 2017.
- 'Lit the Light' programme was conducted for mentally retarded People, visited Karunai Illam Home, Kavundampalayam on 16th December 2016.
- Workshop on Salads for School Childrens was conducted to Upper Primary Aided School, Apupuliyoor, Palakkad, organised by Catering Science and Hotel Management department on 19th October 2016.
- India's Biggest Veg Burger Bun was prepared by Catering Science and Hotel Management department on 17th October 2016 and the breads are distributed to Anbu Illam – Orphanage home
- Awareness Rally on Swachh Bharath (Clean India) and Campus Cleaning Swachh Bharath (Clean India) was organized by NSS on 31st August 2016.
- Clean India, KK Chavadi Village was organized by NSS on 29th August 2016.

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	7428.99sq.m	-		7428.99sq.m
Class rooms	49	-		49
Laboratories	14	-		14
Seminar Halls	4	-		4
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	63	59	Tuition Fees	122
Value of the equipment purchased during the year (Rs. in Lakhs)	4.21	4.05	Tuition Fees	8.26
Others	-	-	-	-

4.2 Computerization of administration and library

ERP introduced in attendance preparation and informing the parents regarding absentees through SMS.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5129	1344695	204	113478	5333	1458173
Reference Books	96	66980		-	96	66980
e-Books	31,35,809	-		-	31,35,809	-
Journals	25	38730		-	25	38730
e-Journals	2	17225		-	2	17225
Digital Database	1	-		-	-	-
CD & Video	373	-	5	-	378	-
Others (specify)	OPAC& internet	-		-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	335	5	10mbps	6	5	1	17	4
Added	-	-	-	-	-	-	-	-
Total	335	5	10mbps	6	5	1	17	4

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

- Attendance of staff is computerised through punching system.
- Attendance of students is computerised.
- System of intimating the parents of the absentees through SMS, both in the forenoon and afternoon, is introduced.

4.6 Amount spent on maintenance in lakhs :

i) ICT	2.62
ii) Campus Infrastructure and facilities	11.27
iii) Equipments	4.05
iv) Others	-
Total :	17.94

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Provision of Admission brochure which encompasses all details regarding the eligibility to various courses and other conditions relating to admission of students.
- Provision of handbook and academic calendar to all members of staff and students.
- Conduct of orientation programmes to students of First Year UG courses
- Tutorial system is followed.
- Bridge courses for non-mathematics students
- Remedial courses for slow learners
- Conduct of various club activities
- Special coaching for the failed candidates

5.2 Efforts made by the institution for tracking the progression

- Tutor mentor system
- Counselling
- Periodical meetings of Heads of the Departments
- Quality Circle meetings
- IQAC meetings
- Review meetings by the management

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1359	100	01	03

(b) No. of students outside the state

1371

(c) No. of international students

-

Men	No	%	Women	No	%
	1038	70.95		425	29.05

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
204	22	-	370	-	596	148	68	-	164	1	381

Demand ratio **2:1** Dropout % **0.5 %**

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

-

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

The Department of Students Counselling and Career Guidance has been strengthened.

No. of students benefitted

334

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
28	507	1019	48

5.8 Details of gender sensitization programmes

- One-day exclusive cultural programme for girls organised Women's Day celebrated

5.9 Students Activities

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

State/ University level

43

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

2

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	95	5,70,000
Financial support from government	-	-
Financial support from other sources	11	9,02,000
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:

As the grievances are redressed then and there by the class tutors at the departmental level, no major grievance was reported by the students

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The Vision

AJK CAS provides quality education by promoting a culture in which the staff and students put their concentrated efforts, uplifting the image of the college. Apart from catering to the current needs, AJK provides great opportunities in preparing the students for a global challenge. Such a striving towards promoting Human Excellence in the students who hail from the rural areas of Kerala and Tamil Nadu is highly challenging and worth while. It also inculcates the spirit of eco – consciousness in the students.

The Mission

In transforming our vision into an action plan, the policies of the affiliated college with its prescribed curriculum of Bharathiar University are preserved.

- Academic flexibility allows the institution to introduce value based courses for both UG and PG students.
- The Value added courses not only enhance the competencies of the students but also enrich their capacity to emerge as a successful product suitable to the societal needs.
- The skill-oriented programmes prepare the students and equip themselves for an appropriate career after their holistic personality development in their academic ventures.
- The institution's monitoring system of the activities within the campus is effected through the academic calendar and academic audit.
- The feedback system that we adopt allows the institution to augment the teaching – Learning process.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

Affiliated College

6.3.2 Teaching and Learning

- FDP for faculty members
- Training on communicative skills

6.3.3 Examination and Evaluation

Centralised internal test and model examination and central valuation

6.3.4 Research and Development

As the college has obtained recognition to Departments of Computer Science and Commerce to conduct Ph.D (full-time and part-time), the R&D centre will shortly be established.

6.3.5 Library, ICT and physical infrastructure / instrumentation

204 books have been added to the library

6.3.6 Human Resource Management

- Faculty members have academic freedom
- Honouring the faculty members for their achievements
- A good rapport among all the stakeholders

6.3.7 Faculty and Staff recruitment

- Appointing highly qualified and devoted teachers through advertisement
- Calling for the interview and testing their teaching ability by the members nominated by the college committee.
- As per the norms of UGC and Government.

6.3.8 Industry Interaction / Collaboration

- Department of Electronics and Communication Systems went to ISRO - Industrial Visit, Trivandrum, on 28.01.2017.
- Department of Commerce CA went to an Industrial Visist to ROOTS Industry, Coimbatore, on 01.10.2016
- Department of Costume Design & Fashion went to 3 Days Industrial Visit to Soucika Couture LLP, Bangalore on 01.09.2016
- Department of Computer Science went to an 3 Days Industrial Visit to Inmobi Software Development Company, Bangalore, on 29.08.2016
- Department of Costume Design & Fashion went to an Industrial Visit to Sri Sakthimurugan Printing, Tirupur on 29.08.2016
- Department of Visual Communication went to an Industrial Visit to Doordarshan Kendra, Coimbatore, on 26.08.2016
- Department of Computer Science went to an Industrial Visit to Accent TechnoSoft, Coimbatore on 19.08.2016.
- Department of Commerce (PG), went for an Industrial Visit to Palakkad Rubbers Private Limited, Kanjikode on 29.07.2016
- Department of Catering Science & Hotel management , went to an 3 days Industrial Visit to Grover Zampa Vineyards Ltd, Bangalore, from 28.07.2016 to 31.07.2016.
- Department of Catering Science & Hotel management , went to an Industrial Visit to ITC Grand Chola and The Hyatt, Chennai, on 22.07.2016
- Department of Commerce PA went to an Industrial Visist to Doddabetta Tea Factory, Ooty on 19.07.2016

6.3.9 Admission of Students

As per the norms prescribed by the Government of TamilNadu and Bharathiar University, Coimbatore. The details of admitted students are submitted to the University Verification and recognition of admission.

6.4 Welfare schemes for

Teaching	Insurance scheme
Non teaching	Insurance scheme
Students	Free bus facility

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	Yes	Quality Circle
Administrative	Yes	External	Yes	Quality Circle

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?

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

6.11 Activities and support from the Alumni Association

- Guidance to the students
- Assisting placements
- Delivering guest lectures

6.12 Activities and support from the Parent – Teacher Association

- Many parents voiced their opinion about the information sent by the college. They suggested that parent- teacher meet to be held twice in an academic year. The parents expressed their satisfaction about the college system.

6.13 Development programmes for support staff

- Extending computer training programmes
- Orientation for the new staff

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

Inculcating eco-consciousness through

- Tree planting
- Rainwater harvesting
- Recycling
- Energy saving
- Plastic -free campus
- Litter-free campus.
- Paperless campus
- Eco-awareness seminars and workshops

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.

- Centralised preparation of study materials
- Centralisation of question paper setting
- Centralised internal tests and model examination.
- Central valuation for internal tests and model examination

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

The activities planned for the year 2015-2016 have been carried out. The quality of the academic and administrative system has been enhanced.

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

- Informing parents through SMS regarding the absence of their wards
- Strengthening of the exam cell

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

Best Practice: 1 Informing parents through SMS regarding the absence of their wards

Goal:

To minimise absenteeism.

Context:

Since this is a co-ed college, the parents of the female students are worried about the safety of their wards, \.By informing the parents on a daily basis, the anxiety of the parents would be quelled .At the same time, the presence of their wards in the college is confirmed.

Evidence of success: Now parents call up the institution as and when they get the SMS regarding the absence of their wards.

Result: Absenteeism has been considerably reduced thereby the academic performance of the students has improved.

Best Practice 2: Strengthening of the exam cell

Goal:

Ensuring transparency and avoiding malpractices

Context:

As the institution plans to seek autonomous status , an exam cell has been created as in the case of universities Separate staff members have been appointed for the purpose.

Practice:

Separate guidelines for the conduct of the internal tests and model exam have been prepared. Covering the procedure for setting up of question papers, conduct of examinations and evaluation of answer scripts. An academic calendar which specifies the date and duration of internal tests and model examinations is distributed to the members of the staff at the beginning of the academic year itself. As per the schedule given in the academic calendar, the question papers are prepared by the members of the staff in advance and copies are made ready. The internal tests and model examinations are conducted in a centralized manner as per the calendar. Besides, answer scripts are valued on the very day of the examination. Marks are intimated to the parents within three days from the date of examinations.

Evidence of success:

The question papers for the internal tests and model examinations are set on a single day in a centralised fashion.

Result:

The internal tests and model examinations are conducted smoothly. This helps the exam cell to conduct the university examinations in a very effective manner.

7.4 Contribution to environmental awareness / protection

- Tree planting in and around the campus.
- Rainwater harvesting
- Restriction of vehicular movement inside the campus
- Awareness programme on ecology

7.5 Whether environmental audit was conducted? Yes No

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

SWOT

Strength : Quality Circle exercises strengthen the Academic area

Weakness : Non-availability of UGC grants

Opportunity: Research Programmes started

Threats : Increasing number of Arts and Science Colleges

8. Plans of institution for next year

- The reconstruction of website, with latest developments, where the students can login and download the study materials and syllabus and it helps the students to view the exam timetables.
- Free Wi-fi Campus
- Apply for Autonomous Status
- New fitness centre for students to be established.
- More research centres to be established
- Learning and development has to be strengthened. Training centres for development and quality: Teaching – Learning process.

Name ***Ms.B.Manimekala***

Name ***Dr.O.B.Pramod Kumar***

Signature of the Coordinator, IQAC

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
