

**RAJAH SERFOJI GOVERNMENT COLLEGE (AUTONOMOUS)  
THANJAVUR 613005**

**The Annual Quality Assurance Report (AQAR) of the IQAC  
2011-2012**

**Part – A**

**I. Details of the Institution**

1.1 Name of the Institution	RAJAH SERFOJI GOVT COLLEGE
1.2 Address Line 1	NEAR NEW BUS STATION
Address Line 2	THANJAVUR
City/Town	THANJAVUR
State	TAMIL NADU
Pin Code	613005
Institution e-mail address	tnjrsgc@yahoo.com
Contact Nos.	04362-226417
Name of the Head of the Institution:	Dr. S. ANBALAGAN
Tel. No. with STD Code:	04362-226417
Mobile:	9442008535
Name of the IQAC Co-ordinator:	Dr. P. MARIAPPAN
Mobile :	9865423322
IQAC e-mail address :	iqacrsg@gmail.com
1.3 NAAC Track ID (For ex. MHCOGN 18879):	March 31/2007/RA/017 dt April 2007
1.4 Website address:	www.rsgc.ac.in
Web-link of the AQAR:	www.rsgc.ac.in/iqac/AQAR-11-12.pdf

### 1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	***	--	2000	2000-2005
2	2 <sup>nd</sup> Cycle	B+	--	2007	2007-2012
3	3 <sup>rd</sup> Cycle	--	--	2012	Yet to be reaccredited

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

24/07/2008

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

2011-2012

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

i) AQAR 2010-11 resubmitted to NAAC on : 27.10.2014

### 1.9 Institutional Status

University/College      State       Central       Deemed       Private

Affiliated College      Yes       No

Constituent College      Yes       No

Autonomous College of UGC      Yes       No

Regulatory Agency approved Institution:      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

BHARATHIDASAN UNIVERSITY

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

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

**2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="checkbox"/>	
2.2 No. of Administrative/Technical staff	<input type="checkbox"/>	
2.3 No. of students	<input type="checkbox"/>	
2.4 No. of Management representatives	<input type="checkbox"/>	
2.5 No. of Alumni	<input type="checkbox"/>	
2.6 No. of any other stakeholder and community representatives	<input type="checkbox"/>	
2.7 No. of Employers/ Industrialists	<input type="checkbox"/>	
2.8 No. of other External Experts	<input type="checkbox"/>	
2.9 Total No. of members	<input type="checkbox"/>	
2.10 No. of IQAC meetings held	<input type="checkbox"/>	
2.11 No. of meetings with various stakeholders: No.	<input type="checkbox"/>	Faculty <input type="checkbox"/>
Non-Teaching Staff/ Students	<input type="checkbox"/>	Alumni <input type="checkbox"/>
		Others <input type="checkbox"/>
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="checkbox"/>	
2.13 Seminars and Conferences (only quality related)	<input type="checkbox"/>	
i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC		
Total Nos.	<input type="checkbox"/>	International <input type="checkbox"/>
National	<input type="checkbox"/>	State <input type="checkbox"/>
Institution level	<input type="checkbox"/>	

## 2.14 Significant Activities and contributions made by IQAC

- Provided assistance and help for the visit of UGC Expert Committee for review and grant of continuation of autonomy.
- PG Students were guided to apply UGC Merit Scholarship for PG Students and Indira Gandhi National Scholarship for Single Girl Child.
- Staff members were motivated to apply for research projects (major and minor) and to conduct seminars in core areas
- Co-coordinating with the respective organizers to conduct remedial coaching for students and coaching for NET and SLET aspirants
- Coordinating with various departments and college administration for sustaining and enhancing quality in planning and execution of academic as well as administrative aspects.

## 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
Assistance in preparation for the visit of UGC Expert Committee for review and grant of continuation of autonomy. Submission of proposal to start B. Lit. Tamil Strengthening extension activities Initiation of reaccreditation process	UGC expert review was conducted and IQAC assisted in the process.  B. Lit. Tamil was started this academic year. Environmental Club and Youth Club were established Efforts were made to collect necessary inputs for preparation of AQAR and SSR

2.15 Whether the AQAR was placed in statutory body: Yes

No

Management

Syndicate

Any other body

(College Council)

### Provide the details of the action taken

- Efforts were taken to renovate the college auditorium
- Efforts were made to install UPS in all the departments
- Environmental Club and Youth Club were established
- Publication of semester results on the college website in time
- Soft skills development programmes were conducted for students
- Remedial coaching for students and UGC special coaching for NET/SLET exam aspirants were conducted

Part – B

## Criterion – I

### I. Curricular Aspects

#### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	19	-	-	-
PG	10		-	-
UG	19	1	-	-
PG Diploma	-		-	-
Diploma	-		-	-
Certificate	01		-	-
Others-M.Phil.	06		-	-
<b>Total</b>	55	1	-	-

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

UG and PG students were given guidance and counselling for selecting electives under CBCS

#### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	UG, PG, and M. Phil. programmes are carried out under semester pattern
Trimester	--
Annual	--

#### 1.3 Feedback from stakeholders\*

Alumni  Parents  Employers  Students   
Mode of feedback: Online  Manual  Co-operating schools (for PEI)

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

➤ From the current academic year (2011-2012) a revised syllabus is followed

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

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
120	99	21	--	00

2.2 No. of permanent faculty with Ph.D.

52

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
0	21	0	0	0	0	0	0	0	21

2.4 No. of Guest and Visiting faculty and Temporary faculty

42

0

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	7	85	1
Presented papers	6	81	3
Resource Persons	1	10	9

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

- Student seminars are organized periodically to give them exposure in descriptive and explorative methods and presentation skills.
- Multimedia gadgets and smart boards are used in the lecture halls

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

182

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions): None

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

60

35

00

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

2.10 Average percentage of attendance of students

83.11

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	67	0	20	35	0	82.08
B. A. Economics	67	0	27	17	0	65.67
BBA	93	0	60	27	0	93.54
B. Sc. Maths	71	21	46	0	0	94.36
B. Sc. Statistics	20	1	5	8	2	80
B. Sc. Physics	46	4	26	3	0	71.73
B. Sc. Chemistry	64	4	19	0	0	35.93
B. Sc. Zoology	75	4	33	2	0	52
B. Com.	44	0	20	21	0	93.18
B. Sc. Comp Sci	49	8	27	0	0	71.42
B. Sc. Biochem	30	0	10	0	0	33.33
M.A. English	32	0	25	5	0	93.75
M. A. Economics	30	0	20	2	0	73.33
M. Com.	31	1	30	0	0	100
M. Sc. Maths	50	35	10	0	0	90
M. Sc. Physics	29	13	10	0	0	76.31
M. Sc. Chemistry	47	8	27	0	0	74.46
M. Sc. Zoology	38	7	28	3	0	100
M. Phil. Commerce	20	18	2	0	0	100
M. Phil. Economics	16	12	4	0	0	100
M. Phil. Physics	17	5	12	0	0	100
M. Phil. Chemistry	15	10	5	0	0	100
M. Phil. Zoology	15	13	2	0	0	100
M. Phil. Maths	15	14	1	0	0	100

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

- Feedback on course content and teaching were obtained from the students regularly. The IQAC made necessary arrangements to analyse the feedback to identify the areas of improvement and communicated the same to respective departments for necessary action.
- Staff members were motivated to attend in-service training programmes periodically. They were also encouraged to organize seminar/ symposia/ workshops/ conferences at regional, national and international levels.
- Staff members were encouraged to publish their research findings in Indexed journals of Science and Humanities.

- Students were also encouraged to attend competitions/ seminars/ symposia/ workshops/ conferences.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	15
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	16
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	6
Summer / Winter schools, Workshops, etc.	1
Others	12

### 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	48	30	00	12
Technical Staff	18	07	00	05



## Criterion – III

### 3. Research, Consultancy and Extension

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

- UGC-INFLIBNET facilities are available for staff and research scholars for reference.
- Staff members are permitted on OD to attend State, National and International seminars.
- Special OD is granted to staff members who are invited for presentation of projects by UGC and other funding agencies.
- IQAC coordinates with the staff members and motivates them to apply for minor and major projects from various sponsoring agencies.
- Qualified staff members were encouraged to become recognized research advisors and register students for M. Phil. and Ph.D. programmes.
- Students and scholars were motivated to undertake regular industrial, institutional and field visits.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	2	0	3
Outlay in Rs. Lakhs	0	18.68	0	31.88

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	4	2	0
Outlay in Rs. Lakhs	3.00	5.3	2.0	0

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	103	14	5
Non-Peer Review Journals	0	0	2
e-Journals	0	0	0
Conference proceedings	2	12	1

#### 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 (in laks)	3	UGC	18.68	18.68
Minor Projects (in laks)	1-2	UGC, CICT	10.3	10.3
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects (other than compulsory by the University)	1	TNSCST	6000	6000
Any other(Specify)	--	--	--	--
Total	--	--	29.04	29.04

3.7 No. of books published i) With ISBN No.  iii) 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	2	10	0	0	1
Sponsoring agencies	ICMR, MoES	DBT, UGC, TNSCST, ICMR	-	-	CICT

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
2	0	0	0	2	0	0

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

3.24 No. of Awards won in NCC:

University level	<input type="text" value="0"/>	State level	<input type="text" value="2"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="0"/>	College forum	<input type="text" value="0"/>
NCC	<input type="text" value="1"/>	NSS	<input type="text" value="0"/>
		Any other	<input type="text" value="2"/>

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

- Our college NCC cadets participated NIC camps conducted at Assam, Maharashtra and Uttar Pradesh.
- in the Independence Day parade and Republic Day parade organized at the district level
- Blood Group Identification Camp organized by NSS
- Volunteers of NSS were participated in Municipal Solid Waste Management Project conducted on 15.07.2011.
- NSS volunteers participated in Anti Tobacco Awareness Seminar organized by Tamil Nadu Government Health Department on 07.08.2011.
- NSS Volunteers attended the Republic Day Parade selection camp conducted at Thiruvananthapuram from 22.10.2011-31.12.2011.
- Saplings were planted in the college campus on 24.02.2012 by the NSS volunteers.
- NSS volunteers participated in the medical camp organized by the Thanjavur Medical College Hospital o 13.12.2011.
- NSS volunteers assisted the local administration on the occasion of the Emperor Rajarajan Birthday celebrations as crowd controllers on 04.11.2011 and 05.11.2011.
- Members of RRC actively participated in the AIDS awareness (04.11.2012) and Blood Donation Programme (26.02.2012) organized at District Head Quarters Hospital.
- Members of RRC participated in a district level seminar on Tamil Nadu State AIDS Control Society sponsored on HIV/AIDS at Periar Maniammai University, Thanjavur on 29.03.2012.

## 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	44 Acres	--	--	--
Class rooms	51	3	MLA Fund	15,00,000
Laboratories	21	0	--	21
Seminar Halls	1	0	0	1
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	--	Optical Bench UV Spectrophotometr	UGC_SERO UGC-PG	--
Value of the equipment purchased during the year	--	--	--	--
Others	--	--	--	--

#### 4.2 Computerization of administration and library

- The college office is fully computerized with internet connection. The college office carries out the processing of applications for scholarship and financial transactions regarding salary, advances, income tax and other bills through internet. This helps speedy and timely submission of bills and clearing of financial bills on time.
- The data from the applications for admission into various courses is computerized for preparing the merit list as per the norms for admission, to ensure transparency in admission. It saves a lot of time in the admission process.
- All departments are provided with computers with internet facility.
- The office of the controller of examinations is fully computerized with printing facilities.
- Students are computerized hall tickets for the semester examinations.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value*
Text Books	59795	455726	2110	693880	61905	1149606
Reference Books	NA	NA	145	9016	158	9857
e-Books	--	--	-	--		
Journals	34	--	13	56758	47	118246
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (specify)	--	--	--	--	--	--

\* Values are given for the books purchased 2010 onwards

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer in Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	88	5	11	Nil	Nil	8	13	51
Added	40	21	-	-	-	-	-	19
Total	128	26	11	-	-	8	13	70

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

- All staff members have easy access to UGC-INFLIBNET
- Digital library is another source of information portal. Students and scholars browse the academic requirements and research requirements (reference and study materials)

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

i) ICT	0.96
ii) Campus Infrastructure and facilities	2.50
iii) Equipments	2.60
iv) Others	17.55
<b>Total :</b>	<b>23.61</b>

## Criterion – V

### 5. Student Support and Progression

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

- IQAC takes the responsibility of quality improvement in academic as well as co-curricular activities of the students.
- Tutorial system is effectively functioning in all the courses.
- IQAC coordinates with various staff coordinators, student organizations and learning facilities to ensure better utilization of services available for the students.
- Remedial classes for needy students are conducted every semester to ensure that all students clear the semester examinations.
- Students are encouraged to participate in seminars/ symposia/ conferences/ workshops conducted by other universities and colleges.
- The Career Guidance and Placement cell of the college provides guidance and counselling to the students in shaping their higher education and career prospects.

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

- Tutorial system is in place to track the progression of the individual students in their academics.
- The student's attendance, personal discipline, and his performance in tests and semester examinations are continuously monitored by the tutor. If any problem is identified with any of the students, the tutor gives counselling and guidance as and when needed to keep the student on track.
- Even after completion of the course the students are in touch with the faculty to carry on their higher studies and to decide their career.

#### 5.3 (a) Total Number of students

UG	PG	Ph.D.	Others	Total
2221	555	67	106	2949

(b) No. of students outside the state 0

(c) No. of international students 0

	No	%		No	%
Men	1740	59	Women	1209	41

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2	478	2	608	5	1094	0	479	5	78	1	1351

Demand ratio 1: 3.72

Dropout % 0.75

#### 5.4 Details of student support mechanism for coaching for competitive examinations

- Coaching classes are conducted for PG students for NET/SLET examinations and UGC funded remedial courses for the students who need extra coaching.
- Special classes are conducted for preparation of competitive exams conducted by TNPSA.

No. of student 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

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	60	Nil	Nil

#### 5.8 Details of gender sensitization programmes

- Women's day was celebrated on 08.03.2012 and a special seminar was also conducted. On this occasion a debate on the problems faced by women was also organized.
- Staff members were given orientation in gender sensitization by the college management.

#### 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	0	0
Financial support from government	1869	4062374
Financial support from other sources	529	211600
Number of students who received International/ National recognitions	0	0

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ Univ level  National level  International level

5.12 No. of social initiatives undertaken by the students: 01

5.13 Major grievances of students (if any) redressed: Nil

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

**Vision:**

To empower the youth of the region with quality higher education with nationalistic fervour to overcome social and economical backwardness and to equip them to meet the standards of the knowledge and research at the national and international level.

**Mission:**

- To impart quality higher education in consonance with our motto “wisdom is to know the ultimate truth”.
- To mould the students as citizens with knowledge, skill, character, leadership and selfless service for social transformation and national development.

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

- The syllabus framed by the department is approved by the board of studies and ratified by the academic council of the college. The approved syllabus is followed for three years. The board of studies meets every year to review the syllabus to see if any updating is needed. Any addition or omission is effected only after the approval of the board of studies and the academic council. UGC norms are followed in deciding core courses, allied and elective subjects.

6.3.2 Teaching and Learning

- The faculty members regularly attend orientation, refresher and other in-service training programmes to keep themselves abreast of the latest development in the field of core subjects and education technology.
- The faculty work in various approaches, methods, and techniques to teach the syllabus components keeping in view the academic environment of the class rooms.
- Field Visits, Industrial Visits and Educational Trips are arranged to supplement the learning experience of the students on the college campus.
- The faculty of English conduct additional classes to develop the spoken skills of the students in English using the English Language Laboratory.

### 6.3.3 Examination and Evaluation

- External question paper setting is in force for all the programmes.
- Regarding practical examination an external examiner is appointed for each paper.
- As soon as the exams are completed the answer scripts are evaluated by external examiners and the results were published in the college website within a month of last examinations.

### 6.3.4 Research and Development

- Departmental research committee monitors the development of the research activities of the scholars.
- Necessary information was provided to the scholars to undergo research training and efforts were made to avail the eligible research fellowships

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- IQAC ensures that students and scholars, who wish to have access to digital resources, are benefited through the digital library.
- New class rooms have been added by renovating the existing structure.
- To ensure uninterrupted power the departments were provided with inverters

### 6.3.6 Human Resource Management

- The teaching and the nonteaching staff of the college work in tandem under the guidance of the principal for the betterment of the students.
- The faculty and the office staff work together to process the applications of student scholarships for early disposal of scholarships.

### 6.3.7 Faculty and Staff recruitment

- As per the norms of the UGC, the Teachers Recruitment Board, Chennai recruits eligible candidates and the Director of Collegiate Education appoints them in the cadre of Assistant Professors.
- Tamil Nadu Public Service Commission recruits and the Director of Collegiate Education appoints the eligible persons for various non teaching positions

### 6.3.8 Industry Interaction / Collaboration

- In the Governing Council of the college, a member was nominated from the industry to ensure the participation of the industry in the curriculum development. Students from Zoology, Biochemistry and Commerce periodically visit the industries and institutes to develop their knowledge in practical aspects.

### 6.3.9 Admission of Students

- Admission of the student in UG/PG is through single window system. Merit list will be prepared and displayed in the notice board. Admission is through following the norms and regulations of Director of Collegiate Education.
- For M. Phil. Admission it is done as per the guidelines of Bharathidasan University, Thiruchirappalli. Marks obtained in the entrance test exam followed by interview with their performance in post graduate exam are used to prepare the merit list.
- For Ph.D. the applicant must write an entrance test and undergo oral interview. Based on the performance in this examination the Departmental Research Committee recommends the candidate for preliminary registration.

### 6.4. Welfare schemes for:

#### Teaching and Nonteaching

- A UGC sponsored day care center is functioning to take care of wards of teaching staff.
- An employee's cooperative thrift society is functioning in the college in which all the staff are members.
- Both teaching and nonteaching staff can avail themselves loans from the society at low interest rates.
- A Medical insurance scheme is being implemented by the government for the welfare of the staff.
- Government loan schemes to purchase house and vehicles are available for all the staff members.
- The staff are eligible to get accommodation in Tamil Nadu Housing Board at subsidised rent.

#### Students

- 700 laptops were issued to UG students at free of cost by the state government.
- Government scholarships are available for all SC and ST students.
- Free bus passes up to 30 km are issued by the state government to all the students.
- Two free hostels for boys and one for girls are run by state government welfare boards to offer accommodation to SC/ST, BC/MBC students.
- Group Insurance scheme is available for all the students.
- A student cooperative store is functioning for the benefit of students.

### 6.5 Total corpus fund generated:

Being a government institution all the corpus fund is with the government and all the financial commitments are met by the state government.

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	Academic Council	Yes	IQAC
Administrative	Yes	AG & DCE	Yes	College Governing Body

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?

- The students pay the examination fee directly in to college account through the special counters arranged by the bank at the college for a specific period.

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

Not applicable

6.11 Activities and support from the Alumni Association

- Alumni association renders support in conducting the annual convocation ceremony.

6.12 Activities and support from the Parent – Teacher Association

- PTA helps the college management in matters of students discipline and welfare.
- Temporary appointments of guest faculty and office staff in the vacant positions are made with the help of contributions from PTA

6.13 Development programmes for support staff

- Support staff are encouraged to pursue higher studies through correspondence mode to equip themselves and to enhance their promotional opportunities.
- They are sent to attend periodic in-service programmes to improve their skills.

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

- Saplings were planted in the campus to make the campus green.
- As per the guidelines of UGC, animal use in Zoology practical curricula is minimized. Digital alternatives are used

## 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.

- Orientation programmes were conducted for the students on environmental awareness, availing scholarships from government other agencies, personality development and social responsibility.

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

- Staff members are encouraged to conduct more seminars and workshops for the benefits of students. They are provided adequate guidance to apply finance.
- Final year PG students are encouraged to present their project work in National Seminars and Symposia

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

- i. All students are encouraged to start savings banks accounts in nationalised banks.
  - The scholarships are credited directly to the bank accounts.
  - Students get familiarised with banking system.
- ii. A free medical check up and blood grouping is done to all the students.
  - All the students were screened by a medical team.
  - Blood grouping was done to each student.
  - Diseases and other symptoms found during the medical examination were intimated to the students for further treatment.

7.4 Contribution to environmental awareness/protection

- Saplings were planted in the college campus.
- NCC and NSS volunteers take the responsibility of the clean and green campus.
- Environmental Awareness posters were issued by the Zoology department

7.5 Whether environmental audit was conducted?

Yes  No

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

A SWOT analysis was done by the faculty to get a glimpse of the overall profile of the college. The following are the findings of the SWOT analysis:

- Research activities have improved.
- More classrooms are to be constructed.
- If a separate coaching programme to develop communication in English and soft skills is conducted the students will be benefited.

8. Plans of institution for next year

- Construction of a class room complex to accommodate the newly started courses
- Establishment of separate research laboratories
- Provision of ICT (Information and Computer Technology) training to all staff members
- To motivate the non Ph. D. staff members to do research for the award of Ph. D. at the earliest
- To motivate faculty members to publish research papers in indexed journals for ensuring quality research publications.
- To conduct seminars regularly on research methodology for research scholars

Name: P.MARIAPPAN



Signature of the Coordinator, IQAC

**Coordinator**  
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Name: Dr. S. ANBALAGAN



Signature of the Chairperson, IQAC

**PRINCIPAL,**  
Rajah Serfoji Govt. College,  
(Autonomous)  
THANJAVUR - 613 005.

Date: 27.10.2014

Place: Thanjavur

Academic Calendar  
2011-2012

Date	Particulars
15.06.2011	College Reopening for the academic year 2011-2012
12.09.2011- 16.09.2011	Internal Examinations
18.10.2011- 25.10.2011	Model Examinations
31.10.2011	Last Working day- Odd Semester
01.11.2011- 01.12.2011	Autonomous Examinations - ODD semester
11.11.2011	Reopening for Even Semester
23.11.2011- 09.12.2011	Practical Examinations- ODD semester
30.12.2011	Passing Board Meeting-UG & PG Examinations
27.02.2012- 05.03.2012	M. Phil. Examinations
20.02.2012- 24.02.2012	Internal Examinations-Even Semester
12.03.2012- 10.04.2012	Practical Examinations-Even Semester
14.03.2012	Passing Board Meeting-M. Phil.
27.02.2012- 05.03.2012	Model Examinations-Even Semester
12.04.2012	Last Working day for the academic year 2011-2012
16.04.2012- 11.05.2012	Autonomous Examinations- Even semester
25.05.2012	Passing Board Meeting of UG & PG Examinations
25.05.2012	Publication of autonomous examination results