

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

**Annual Quality Assurance Report (AQAR) of the IQAC
2016-2017**

Part – A

1. 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. V. SENTHAMIL SELVI
Tel. No. with STD Code:	04362-226417
Mobile:	9443735769
Name of the IQAC Co-ordinator:	Dr.P. MARIAPPAN
Mobile :	9865423322
IQAC e-mail address :	iqacrsg@gmail.com
1.3 NAAC Track ID:	TNCOGN10061
1.4 Website address:	www.rsgc.ac.in
Web-link of the AQAR:	www.rsgc.ac.in/iqac/AQAR-16-17.pdf
1.5 Accreditation Details	

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
01	1 st Cycle	***	--	2000	5 years
02	2 nd Cycle	B+	--	2007	5 Years
03	3 rd Cycle	A	3.17	2016	2016-2021

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

24/07/2008

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

2016-2017

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

i) AQAR 2015-16 submitted to NAAC on

: 20.12.2018

1.9 Institutional Status

University/College	State	<input checked="" type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Regulatory Agency approved Institution	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>		
	Urban	<input type="checkbox"/>	Rural	<input checked="" type="checkbox"/>	Tribal	<input type="checkbox"/>		
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>		
Grand-in-aid + self financing		<input type="checkbox"/>	Total Self-financing			<input type="checkbox"/>		

1.10 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input checked="" type="checkbox"/>		
Others (Specify)	<input type="text" value="NA"/>								

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

University with Potential for Excellence

NA

UGC-CPE

NA

DST Star Scheme

NA

UGC-CE

NA

UGC-Special Assistance Programme

NA

DST-FIST

NA

UGC-Innovative PG programmes

NA

Any other

NA

UGC-COP Programmes

NA

2. IQAC Composition and Activities

2.1 No. of Teachers

13

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

2

2.4 No. of Management representatives

0

2.5 No. of Alumni

0

2.6 No. of any other stakeholder and community representatives

1

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

1

2.9 Total No. of members

18

2.10 No. of IQAC meetings held

10

2.11 No. of meetings with various stakeholders: No.

10

Faculty

8

Non-Teaching Staff/ Students

1

Alumni

1

Others

0

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

If yes, mention the amount

3,00,000

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

Curriculum Development

2.14 Significant Activities and contributions made by IQAC

- Submission of Proposal for autonomous extension and facilitation the visit of UGC.
- Submission of Proposal for funding to upgrade laboratory facilities to Tamil Nadu State Council for Science and Technology, Chennai
- Submission of annual report to Bharathidasan University
- Coordinated with the RUSA in implementation of RUSA scheme
- Guidance given to the eligible PG Students to apply for PG Merit Scholarship and Indira Gandhi National Single Girl Child Scholarships

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
<ul style="list-style-type: none"> • Submission of proposal for autonomy extension and facilitation in UGC expert committee visit • Implementation of bridge course to the newly joined UG students • Revision in curriculum effectively • Taking steps for up-gradation and development of infrastructure • Laboratory infrastructure development 	<ul style="list-style-type: none"> • Proposal has been submitted. • Orientation and Bridge course was conducted for newly joined UG students • IQAC played a key role in drafting the syllabi for 2018-2019 • Proposal for construction of additional class rooms have been submitted to the Tamil Nadu State Government • Proposal has been submitted to TNSCST

2.15 Whether the AQAR was placed in statutory body: Yes No
 Management Syndicate Any other body

Provide the details of the action taken

- Construction of new class rooms were on the way
- Additional facilities were made in the AV Hall
- Publication of semester results on the college website on time (within a month of last examination)
- Conduct of soft skills development programmes for students
- Conduct of off campus programmes (Distance Education) of Bharathidasan University

Part – B
Criterion – 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	14	-	-	-
UG	22	-	-	-
PG Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	01	-	-	-
Others-M.Phil.	09	-	-	-
Total	65	-	-	-

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	45 (UG-22; PG-14; M.Phil. 09)
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.

Preliminary meetings for revision of syllabus for the academic year 2018-2019 was conducted and draft syllabus was prepared by the departments

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

Criterion – II Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
138	120	17	-	01

2.2 No. of permanent faculty with Ph.D. 86

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	20	0	0	0	0	0	0	0	20

2.4 No. of Guest and Visiting faculty and Temporary faculty 42 0 05

2.5 Faculty participation in conferences and symposia

No. of Faculty	International Level	National Level	State Level
Attended Seminars/ Workshops	9	41	3
Presented papers	5	28	1
Resource Persons	1	15	18

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

- Monitoring student's attendance continuously by the tutor.
- Student seminars are organized periodically to give them exposure in descriptive and explorative methods and presentation skills.
- Organized Group discussions for effective teaching learning process
- Quiz programmes are organized for the students

2.7. Total No. of actual teaching days during this academic year 184

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

Nil

2.9. No. of faculty members involved in curriculum restructuring/revision/syllabus development 137
as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students 86.31

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. Lit. Tamil	38	-	16	13	-	73.68
B.A. English Shift-I & II	69	-	15	24	1	57.97
B. A. Economics TM & EM	77	-	33	30	-	78
BBA-Shift I & II	107	-	21	64	-	79.43
B. Com.	117	-	77	28	-	89.74
B. Sc. Maths-TM & EM	72	3	38	20	-	84.72
B. Sc. Statistics	14	-	8	6	-	100
B. Sc. Physics TM & EM	73	1	38	14	-	72.6
B. Sc. Chemistry	71	12	36	15	-	88.73
B. Sc. Zoology-TM & EM	72	3	33	19	-	76.38
B. Sc. Comp Sci Shift I & II	54	7	41	-	-	88.89
B. Sc. Biochemistry	26	1	9	6	-	61.53
B. Sc. Biotechnology	18	5	11	2	-	100
M.A. Tamil	23	-	23	-	-	100
M.A. English	34	-	28	6	-	100
M. A. Economics	32	-	30	1	-	96.88
M. Com.	33	-	31	2	-	100
M. Sc. Maths Shift I & II	41	16	25	-	-	100
M. Sc. Statistics	14	1	12	-	-	92.85
M. Sc. Physics	23	8	15	-	-	100
M. Sc. Chemistry Shift I & II	47	18	29	-	-	100
M. Sc. Zoology Section A & B	36	9	27	-	-	100
M. Sc. Comp Science	38	9	29	-	-	100
M. Sc. Biochemistry	22	1	18	-	-	81.8
M. Phil. Chemistry	26	17	09	-	-	100
M. Phil. Physics	23	9	6	-	-	65.2
M. Phil. Comp Sci	20	20	-	-	-	100
M.Phil. Economics	12	-	12	-	-	100
M. Phil. Management	10	6	4	-	-	100
M. Phil. Commerce	18	14	4	-	-	100
M. Phil. Zoology	5	2	3	-	-	100
M. Phil. Mathematics	33	-	33	-	-	100

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

- Feedback collection and follow up action
- Analysis of end semester results and individual counselling low scored students.

- Motivation of staff members to attend in-service training, refresher courses and orientation courses periodically. They were also encouraged to organize seminar/symposia/workshops/conferences at regional, national and international level.
- Students were encouraged to contribute and attend seminar/symposia/workshop/conferences conducted by nearby institutions.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	25
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	07
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	00

2.14 Details of Administrative and Technical staff

Category	Number of			
	Permanent Employees	Vacant Positions	Permanent positions filled during the Year	Positions filled temporarily
Administrative Staff	48	26	00	12
Technical Staff	18	05	00	05

Criterion – III

Research, Consultancy and Extension

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

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	1	1	3
Outlay in Rs. Lakhs	1756800	800000	800000	5540000

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	4	3	5
Outlay in Rs. Lakhs	220000	920000	500000	1690000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	115	2	2
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	1	14	0

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 Years	Name of the funding Agency	Total grant sanctioned	Received
Major projects	1	UGC	800000	600000
Minor Projects	3	UGC, TANSCHHE	500000	400000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (<i>other than compulsory by the University</i>)	5	TNSCST TANSHE	850000	50000
Any other(Specify)		--	--	--
Total		--		

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	0	1	0	0	1
Sponsoring agencies	0	MoES	-	-	-

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	2	0	0	0	0

3.18 No. of faculty from the Institution who are Ph. D. Guides

Students registered under them

3.19 No. of Ph.D. awarded 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 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 (ISR)

NSS Units

Awareness rally on drug abuse (25.06.2016)

Blood Donations camp at District Hospital (27.09.2016)

Participation in national voters day rally (25.01.2017)

Cancer Awareness Program with Meenakshi Mission Hospital (21.02.2017)

Special Camp in Neelagiri Panchayut, Pillaiyar Patti and Villar Panchayut.

Dengue Awareness Program

Criterion – IV
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	62	2	-	64
Laboratories	21	1	State Govt	22
Seminar Halls	1	0	0	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	-	UGC RUSA- MHRD	-
Value of the equipment purchased during the year (Rs. 1 Lakhs)	-	CCTV Copier Genset Smart Class Room	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

- Admission process was done through office automation.
- All departments are provided with computers with WLAN internet facility.
- Office of the Controller of Examinations is fully computerized. From this academic year internal marks, attendance were managed through office automation
- Students are issued computerized hall tickets with their photo for the semester examinations.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	65352	1840690	686	184793	66038	2025843
Reference Books	164	11602	37	3788	201	17390
e-Books	--	--	150	-	150	-
Journals	22	234733	9	10975	9	245708
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (specify)	--	--	--	--	--	--

4.4 Technology Up-gradation (overall)

	Total Computers	Computer in Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	181	59	11	Nil	Nil	8	13	84
Added	0	0	0	0	0	0	0	00
Total	181	59	11	-	-	8	19	84

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

- College is regular subscriber to UGC-INFLIBNET
- Internet facility with Wi-Fi connection is available in all the departments. Faculty members, scholars and students have free access to e-resources through internet facility.
- All staff members have easy access to UGC-INFLIBNET
- Digital library is another source of information portal, which provides access to online journals and other e-contents.
- For the benefit of Science students a Virtual Lab has been established.

4.6 Amount spent on maintenance in lakh:

i) ICT	---
ii) Campus Infrastructure and facilities	2350000
iii) Equipments	200000
iv) Others	147028046
Total :	14957804

Criterion – V Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC takes the sole 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 staff coordinators of the departments and with students to ensure better utilization of services available for the students.
- Addressing the grievances and complaints of students
- Remedial classes for needy students are conducted every semester to ensure hundred percentage of results in the semester examinations.
- Soft skills and personality development programmes are conducted for students to enhance their employability in private as well as public sectors.
- Feedbacks from students on curricular, co-curricular and extracurricular aspects are collected through forms issued to the students through the faculty. The forms are returned to the IQAC for analysis. The results of the analysis are provided to the faculty for remedial action if needed. Feedback on course content and evaluation is forwarded to the COE for further action.

5.2 Efforts made by the institution for tracking the progression

- Tutorial system is functioning to track the progression of the individual students in their academics.
- The student's attendance, personal discipline, and their 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.

5.3 (a) Total Number of students

UG	PG	Ph.D.	Others	Total
2936	737	269	153	3934

(b) No. of students outside the state

2

(c) No. of international students

0

No	%
0	0

Men

No	%
0	0

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3	578	5	942	12	1528	2	485	6	1064	27	1557

Demand ratio :4.092

Dropout %: 9.69

5.4 Details of student support mechanism for coaching for competitive examinations

Final year UG and PG students (26+690 students) completed National Film Development Corporation's Vocational Training Sponsored Programmes (Web designing and Multi-media)

For the outgoing students, Banking, Financial Services and Insurance Class was conducted and 100 students from Economics, Commerce and Mathematics benefited

140 students were interested in undergoing Broadband Technician Course.

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	50	25	-

5.8 Details of gender sensitization programmes

- Women Cell Conduct Gender Sensitization programme for both staff members and students

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	-	-
Financial support from government	3199	107700493
Financial support from other sources	547	218800
Number of students who received International/National recognitions	-	-

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:

- New toilets have been constructed for physically challenged staff and students.
- For physically challenged staff and students ramps have been constructed wherever necessary.

Criterion – VI **Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Vision:

To provide the youth with quality higher education, with values of nationalistic and moralistic spirit, in order to empower them to overcome social and economical backwardness and to equip them to meet the standards of academic knowledge and research at the national and international level.

Mission:

- To provide quality higher education to all with a special focus on educationally, economically and socially disadvantaged and under-privileged sections of the society.
- To provide quality higher education incorporating the latest developments in all spheres of knowledge in order to empower the students to cope with the changing needs and demands of professional excellence at all level.
- To impart knowledge with practical, ethical, social and moral approaches, in order to hone the competencies of the students for enhancing their employability.
- To provide the students a value based education to inculcate a sense of responsibility, righteousness, patriotism, and social awareness to make them responsible citizens of the country.
- To promote academic excellence and research aptitude among the students.

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

- All teaching staff are members of BoS. They are involved the preparation of draft syllabus for the Academic Year 2018-19

6.3.2 Teaching and Learning

- The faculty members regularly attend orientation, refresher courses, in-service training and Faculty Development programmes to keep themselves abreast of the latest development in the field of core subjects and education technology.

- Mind Mapping Techniques, Concept Tests, Micro-seminar, Power Point Presentation, Videos, Virtual Laboratory and Digital Library are the other teaching methods effectively used by the staff along with regular lecture method.
- 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 examinations are completed, the answer scripts are evaluated by external examiners and the results are published in the college website within a month of last examination.

6.3.4 Research and Development

- College Research Committee (CRC) and Departmental research committee (DRC) monitors the development of the research activities of the scholars.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Automation of library is going on.
- Efforts were made to centralize the library facilities from department library concept.
- Zoology faculty members use virtual dissection

6.3.6 Human Resource Management

- The teaching and the nonteaching staff members of the college work in tandem under the guidance of the principal for the betterment of the students.
- A student representative is appointed for every class to act as a bridge between the faculty and the class in the execution of regular academic activities
- The teaching and the non-teaching members work together to process the scholar applications 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 non-teaching staff members and the Director of Collegiate Education appoints them for various positions.

6.3.8 Industry Interaction / Collaboration

- A member has been nominated from the industry to ensure the participation of the industry in the curriculum development.
- Students from Zoology, Chemistry, Biochemistry and Business Administration periodically visit the industries and institutes to develop their knowledge in practical aspects.

6.3.9 Admission of Students

- Single Window Counselling System is followed for UG/PG admission.
- Admission to M. Phil. course is done as per the guidelines given by Bharathidasan University, Thiruchirapalli.
- For Ph.D. the performance in the entrance test and viva-voce conducted by the Departmental Research Committee forms the basis for admission.

6.4. Welfare schemes for:

Teaching and Non-teaching

- Medical insurance scheme is being implemented by the government for the welfare of the staff and their family members.
- An employee's cooperative thrift society is functioning in the college. Members of the society can avail personal loans up to 6 lacs at low interest.
- Festival advance is being given once in a year for those who apply for and the staff can avail the same for their religious festival.
- Government loan schemes to purchase house and vehicles are available for all the staff members.
- The staff members are eligible to get accommodation in Tamil Nadu Housing Board at subsidised rent.

Students

- Group Insurance Scheme is available for all the students.
- Government scholarships are available for all SC and ST students. In case of BC and MBC students scholarships are available for those who belong to low income group. Minority students are also provided scholarships.
- Free bus passes for all eligible students
- Train passes on concessional rates for long distances.
- Free hostels for SC/ST, OBC male students who are in need of hostel accommodation. For female students a separate hostel is run by the government.
- 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 through the special counters arranged by the bank at the college for a specific period.
- An improved answer booklet is supplied to the candidates for better presentation of answers.
- Instant exams are conducted in which the candidates are permitted to appear in two subjects instead of one subject as per the earlier norms.

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 and College Management shoulder the responsibility of conducting the convocation every year.

6.12 Activities and support from the Parent – Teacher Association

- Parent Teacher Association contributes financial assistance for the appointment of temporary teaching faculty and office assistants in the place of vacant posts.
- PTA helps the college management in matters of student discipline and welfare.

6.13 Development programmes for support staff

- Necessary permission and encouragement is given to support the staff members to update themselves in administrative and technical oriented fields. These programmes are much useful to them to equip and to enhance their promotional opportunities.
- They are permitted to attend periodic in-service programmes provided by Government of Tamil Nadu to hone their skills.

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

- Saplings were planted through a mass sapling programme by NSS in the campus to make the campus green.
- Animal use in Zoology Practical Curricula is minimized and digital alternatives are also used. Students are encouraged to use Virtual Dissection through the facility provided through Virtual Lab of MHRD
- Rainwater harvesting system has been constructed in each and every building
- Replacement of old bulbs and tube lights with LED

Criterion – VII
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.

- Attendance percentage is calculated by the Tutor and the same is displayed in the notice board every month to make the student to realize the importance of the attendance.
- Orientation programmes are being conducted for the students on environmental awareness, availing scholarships from government and 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 on curriculum and development. They are provided with adequate guidance to apply for financial assistance.
- Final year PG students are encouraged to present their project work in National Seminars and Symposia. They are also advised to publish their research findings in peer reviewed journals.

7.3 Give Best Practices of the institution

Continuous Monitoring of Student Attendance and Academic Performance through tutorial system

7.4 Contribution to environmental awareness/protection

- Rainwater Harvesting System is installed in all the academic and administrative buildings
- NCC and NSS volunteers take the responsibility of maintaining a clean and green campus.
- A herbal garden is maintained by the department of Zoology
- The college is serving as a member of ‘Clean Thanjavur’ project

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:

- Improvement of success rate of students in competitive examinations.
- Construction of a class room complex and improvement in ICT application in teaching and learning

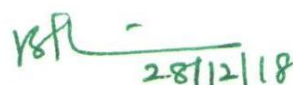
8. Plans of institution for next year

- To improve/facelift the infrastructure of the college
- To submit proposal for creation of common instrumentation facility
- To enable the campus WiFi facility
- To provide ICT (Information and Computer Technology) training to all teaching staff members and computer training to non-teaching staff members
- To motivate faculty members to publish research papers in UGC listed journals



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**Academic Calendar
2016-2017**

Date	Particulars
16.06.2016	College Reopening for the academic year 2016-2017
24.08.2016	Internal Examinations
21.10.2016	Model Examinations
03.11.2016	Odd Semester Last Working day
07.11.2016	Autonomous Examination for ODD semester
30.11.2016	Reopening for even semester
31.11.2016	Practical Examination for ODD semester
15.02.2017	M. Phil. Examinations
11.02.2017	Annual Convocation
04.03.2017	Annual Sports Day
01.02.2017	Internal Examinations
13.03.2017	Practical Examinations
30.03.2017	Model Examinations
08.04.2017	Last Working day for the academic year 2016-2017
10.04.2017	Autonomous Examination for EVEN semester
12.05.2017	Passing Board Meeting of UG & PG Examination
12.05.2017	Publication of autonomous examination results