



Theni Melapettai Hindu Nadargal Uravinmurai

NADAR SARASWATHI COLLEGE OF ARTS & SCIENCE, THENI

Accredited by NAAC with 'A' Grade

Approved under 2(f) and 12(B) Status of UGC

Permanently Affiliated to Mother Teresa Women's University, Kodaikanal

An ISO 9001:2008 Certified Institution

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

Nadar Saraswathi College of Arts and Science, Theni

1.2 Address Line 1

Post Box No.55,

Address Line 2

Vadaputhupatti, Annanji (Po),

City/Town

Theni

State

Tamil Nadu

Pin Code

625 531

Institution e-mail address

principal@nscollege.org.in

Contact Nos.

9095100250

Name of the Head of the Institution:

Dr.S.Chitra

Tel. No. with STD Code:

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Mobile:

9688044416, 9488044417

Name of the IQAC Co-ordinator:

Ms.A.Saranya

Mobile:

9942368369

IQAC e-mail address:

dean_iso@nscollege.org.in

1.3 NAAC Track ID

TNCOGN20721

OR

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)*

EC(SC)/06/A&A/041 dated 1-5-2015

1.5 Website address:

www.nscollege.org.in

Web-link of the AQAR:

<http://nscollege.org.in/wp-content/uploads/2017/09/AQAR-2016-2017.pdf>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.02	2015	30.04.2020
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

10/05/2011

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

2016 - 2017

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 2014-15 submitted to NAAC on 11-09-2015
- ii. AQAR 2015-16 submitted to NAAC on 21-09-2016
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

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

Mother Teresa Women's University, Kodaikanal.

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

Autonomy by State/Central Govt. / University

-

University with Potential for Excellence

-

UGC-CPE

-

DST Star Scheme

-

UGC-CE

-

UGC-Special Assistance Programme

-

DST-FIST

-

UGC-Innovative PG programmes

-

Any other (*Specify*)

-

UGC-COP Programmes

-

2. IQAC Composition and Activities

2.1 No. of Teachers

14

2.2 No. of Administrative/Technical staff

3

2.3 No. of students

2

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and

2

Community representatives

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

2

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

1. Faculty orientation and training to the new recruits.
 2. Fresher's Orientation Programme.

2.14 Significant activities and contributions made by IQAC

- Ensure the quality of curriculum, teaching, learning and evaluation based on feedback from stakeholders.
- Applied for Financial Assistance for Strengthening IQAC Under XII Plan (2012 – 17) to UGC on 28.04.2017.
- Enhancing awareness on student support services.
- Organized Faculty Development Programmes.
- Prepared and submitted AQAR to NAAC on 21.09.2016.
- Conducted Academic Audits.
- Released two issues of IQAC Newsletter.
- Documentation of all the activities of the college, department and service units.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

S. No	Plan of Action	Achievements
1.	To submit the AQAR in the month of September.	AQAR 2015 - 16 was uploaded in the College website on 21.09.2016.
2.	To apply for UGC fund	Applied for Financial Assistance for Strengthening IQAC Under XII Plan (2012 – 17) to UGC on 28.04.2017.
3.	Planned to conduct academic audit.	Department wise academic audit was done twice in a semester.
4.	Orientation programmes for the faculty members and staff members.	Two orientation programmes were organised for teaching faculty and one programme for non-teaching staff.
5.	IQAC Newsletter.	Two Issues of IQAC Newsletter released.
6.	Evaluation System	Evaluation on academic, supporting services, parents, alumni and employer were done.

** Academic Calendar of the year is enclosed as Annexure I.*

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

Provide the details of the action taken

- Prepared the Action Plan for the academic year 2016-17. Convened a meeting with stakeholders of the college to improve the quality culture of the college.
- Scrutiny was undertaken by the Management.
- Future Plan was designed for the Next Academic Year.

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
M.Phil	4	-	4	-
PG	10	1	11	-
UG	13	-	13	-
PG Diploma	-	-	-	3
Advanced Diploma	-	-	-	-
Diploma	-	-	-	3
Certificate	-	-	-	4
Others	-	-	-	11
Total	27	1	28	21

Interdisciplinary	3	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	28
Trimester	-
Annual	-

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☒ Students ☒
(On all aspects)

Mode of feedback : Online ☒ Manual ☒ Co-operating schools (for PEI) ☐

** Analysis of the feedback is enclosed in the Annexure II*

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

-

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 (Lecturers)
126	88	6	6	26

2.2 No. of permanent faculty with Ph.D.

14

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

Asst. Professors		Associate Professors		Professors		Others (Lecturers)		Total	
R	V	R	V	R	V	R	V	R	V
34	-	-	-	-	-	13	-	47	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-	18	-
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	3	17	4
Presented papers	26	25	-
Resource Persons	-	-	-

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

- ICT integrated teaching
- Learning through industrial visits
- Smart class room teaching
- LSRW module introduced for English language teaching
- ICT-enabled, e-library facility, Student Projects, language resource centre, seminars, Field trips, GD, case studies, role-playing, Psycho-social guidance, collaborative learning, student paper presentations, literature reviews, book reviews, learning through media sharing, interaction with subject experts, workshops.

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

196

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

- Blue Print for all subjects
- Project diary
- Knowledge board test
- Brain Enigma test - Open source quiz competition
- Answer key for Internals & Pre-semester Exams
- Skill Based Evaluation

2.9 No. of faculty members involved in curriculum
Restructuring / revision / syllabus development
as member of Board of Study/ Faculty

-

Curriculum Development workshop

-

2.10 Average percentage of attendance of students

91.04

2.11 Course/Programme wise distribution of pass percentage (April 2017)

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Under Graduates						
B.A. Tamil	32	3.13	46.88	50.00	-	100
B.A. English ‘A’	75	4.00	52.00	42.67	1.33	100
B.A. English ‘B’	75	-	49.33	49.33	1.33	100
B.B.A.	33	9.09	66.67	24.24	-	100
B.Com.	58	1.72	44.83	46.55	1.72	94.83
B.Com. (CA) ‘A’	38	36.84	63.16	-	-	100
B.Com. (CA) ‘B’	39	23.08	76.92	-	-	100
B.Sc. Chemistry	53	49.06	47.17	-	-	96.23

B.Sc. Mathematics	67	35.82	47.76	16.42	-	100
B.Sc. Biochemistry	17	41.18	47.06	5.88	-	94.12
B.Sc. Microbiology	39	23.08	69.23	7.69	-	100
B.Sc. Computer Science	51	33.33	66.67	-	-	100
B.Sc. Information Technology	38	34.21	63.16	2.63	-	100
B.C.A.	44	45.45	54.55	-	-	100
Post Graduates						
M.B.A.	18	16.67	77.78	5.56	-	100
M.C.A.	23	73.91	21.74	-	-	95.65
M.Sc. (CS & IT)	13	46.15	53.85	-	-	100
M.Com.	16	18.75	81.25	-	-	100
M.Com. (CA)	7	14.29	85.71	-	-	100
M.A. English	18	5.56	94.44	-	-	100
M.Sc. Microbiology	5	40.00	60.00	-	-	100
M.Sc. Biochemistry	6	33.33	50.00	-	-	83.33
M.Sc. Chemistry	4	25.00	50.00	-	-	75
M.Sc. Mathematics	12	83.33	16.67	-	-	100
Research Oriented Programmes						
M.Phil. English	5	80.00	20.00	-	-	100
M.Phil. Microbiology	5	100.00	46.88	-	-	100
M.Phil. Commerce	4	100.00	52.00	-	-	100
M.Phil. Computer Science	6	100.00	49.33	-	-	100

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

1. IQAC collects feedback from the students, alumni and parents in a structured questionnaire, which consists of components on learning outcomes.
2. Regular orientation programmes for the teaching faculty on quality enhancement.
3. Recommendations to create internet-enabled smart class rooms in every department, free access for faculty members and students to e-library facility were implemented.
4. Faculty members with financial support to participate in Teaching & Learning related seminars encouraged.

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	4
Orientation programmes	126
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	4
Summer / Winter schools, Workshops, etc.	48
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	44	-	9	-
Technical Staff	16	-	4	-

Criterion – III

3. Research, Consultancy and Extension

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

- Providing the facilities through centralized Instrumentations.
- Encouraging research through proper incentives and awards.

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	-	-	1	-
Outlay in Rs. Lakhs	-	-	Rs.55,000	-

3.4 Details on research publications

	International	National	State
Peer Review Journals	95	-	-
Non-Peer Review Journals	-	-	-
e-Journals	8	-	-
Conference proceedings	59	6	-

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	2015-2016	UGC	Rs.55,000/-	Rs.30,000/-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (<i>other than compulsory by the University</i>)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	Rs.55,000/-	Rs.30,000/-

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	1	1	-	-	-
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
6	1	-	2	-	3	-

3.18 No. of faculty from the Institution

who are Ph. D. Guides

2

and students registered under them

1

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 1

National level 2

International level -

Others – Special Camp 195

3.22 No. of students participated in NCC events

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

3.23 No. of Awards won in NSS

University level	<input type="text" value="-"/>	State level	<input type="text" value="1"/>
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" value="-"/>	College forum	<input type="text" value="52"/>	
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="26"/>	Any other <input type="text" value="-"/>

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

- Blood Identification Camp
- World Population Day
- Rally on Youth Awakening Day.
- Human chain awareness programme on “HIV / AIDS” at Vadapudupatti.
- Cleaning work at Backyard Ponds, Temple and Theni District Library.
- Open book contest conducted for “Constitutional Day”.
- Field visit to Jeevan Jothi Hospice and Awareness Programme on AIDS.
- Awareness Programme on “Child Sex Abuse”.

- Participated in human chain awareness programme on “Road Safety” at Vadaputhupatti.
- Chart display for dengue awareness.
- First aid training programme.
- 23 students and 5 faculty members donated blood at blood donation camp.
- Donated Rs.21,000/- to the Indian Association for the Blind.
- Voluntary Blood Donors Registration Campaign.
- Expo on Plastic Reduce, Reuse and Recycle.

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	18 acres	-	-	-
Class rooms	69	-	-	-
Laboratories	13	-	-	-
Seminar Halls	1	1	Management	2
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	111	-	-	111
Value of the equipment purchased during the year (Rs. in Lakhs)	25.33 Lakhs	-	-	25.33 Lakhs
Others	-	-	-	-

4.2 Computerization of administration and library

- Biometric Attendance for Employees
- Computerized Billing for Students
- Digital Library
- E-journal

4.3 Library services

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	19659	34,79,152	1036	1,97,090	20695	36,76,242
Reference Books	1914	12,81,631	167	52,568	2081	13,34,199
e-Books	-	-	-	-	-	-
Journals	88	14,28,875	-	-	88	14,28,875
e-Resources (Inflibnet and Delnet)	2	38,200	-	-	-	-
Digital Database	20235	-	-	-	20235	-
CD & Video	668	-	5	-	673	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall) (No. of Computers)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	387	266	8 Mbps	62	-	9	50	-
Added	4	5	100 Mbps	-	-	-	-	-
Total	391	271	100 Mbps	62	-	9	50	-

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

- Inhouse and participation of students and teachers in technology upgradation programmes organized by colleges offer opportunities to make themselves upgraded.
- Internet access to faculty and students in Departments and Internet lab.

4.6 Amount spent on maintenance in lakhs:

i) ICT	Rs.14,68,253/-
ii) Campus Infrastructure and facilities	Rs.15,87,447/-
iii) Equipments	Rs.3,12,978/-
iv) Others	Rs.9,70,354/-
Total:	Rs.43,39,032/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC plays an important role in enhancing awareness of student support services. Awareness is brought through

- Handbook and Calendar
 - Department and college notice board
 - Tutor ward system
 - Parent – Teachers Association
 - Orientation programme
 - Club activities
 - Student council
 - Research and Development Cell
 - Discipline and Anti-ragging
 - Student welfare committee
- First year UG Students are given awareness about student support services like National Service Scheme, Consumer Club, Youth Red Cross, Red Ribbon Club, Green Club, Literacy Club, Physical Education, and Association activities etc. on the first day of their entry in to the College by the respective faculty-in-charge.
- The **Clubs** plays another important role in developing green environment and awareness among the students.
- Clean India drive at cleaning the Sri Periyandavar – Sri Periyakaruppasamy Temple at Boothipuram village.

- Cleaning work at Chinnakulam Backyard Pond, Allinagaram, Theni.
 - Displayed Short Film on “Neer Indri Amaiyathu Ulagu”.
 - Cleaning work at Theni District Library.
 - Expo on “Plastic Reduce, Reuse and Recycle”.
 - Rally on “Dengue Fever and Avoidance of Drink” at Boothipuram.
 - Awareness activity on “Save Water, Save Energy”.
- Various committees of faculty and stakeholders are formed to monitor the student support services.

5.2 Efforts made by the institution for tracking the progression

- Students are motivated and guided by the faculty for the vertical mobility for the progression.
- Special support to slow learners.
- Updating alumni profile on the occasion of Graduation Day.
- Conduct of continuous internal assessment tests.
- Department- wise results analysis immediately after the publication of semester results.
- Assessment by feedback.
- Personal guidance, on both academic and non-academic matters, is done.
- One-to-one basis, tutor mentor system is followed. Mentor keep track of her academic performance, attendance record, course registration, fulfilment of course requirements, giving guidance where necessary on matters pertaining to academics through student personal profile booklet.

5.3 (a) Total Number of students

UG	PG	M.Phil	Ph. D.	Others
2182	278	20	-	-

(b) No. of students outside the state

31

(c) No. of international students

-

No	%
-	-

Men

No	%
2480	100

Women

Last Year (2015 – 2016)						This Year (2016 – 2017)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
5	83	-	790		878	5	80	-	897	2	984

Demand ratio

1:1.29

Dropout %

3.16%

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

1. The college has conducted coaching programme for NET/SLET Examinations.
2. The college has conducted coaching programme for entry into services like TNPSC and IBPS examinations.
3. The college has conducted Free TNPSC – Group IV Preparatory Training Programme.
4. 50 Competitive Exams books are purchased in the library.
5. National Library Week Celebration: Organized Book Sale Exhibition in joints with New Century Book House, Dindigul.
6. NSCAS Jointed hands with Theni District Employment Office to conducted General Knowledge Test to all the students.
7. The department of Management Studies has organized Workshop on “Guidance for Competitive Examinations”.
8. The Library conducts “Knowledge Board GK Test” and “Brain Enigma” every year.
9. The college has conducted Mock Test in OMR Format for TNPSC Group IV Examination.
10. Literacy club organized an activity on “Students Membership for Library” in Theni District Library.

No. of students beneficiaries

250

5.5 No. of students qualified in these examinations

NET

-

SET/SLET

-

GATE

-

CAT

-

IAS/IPS etc

-

State PSC

-

UPSC

-

Others - ICWAI, NAT

4

5.6 Details of student counselling and career guidance

- Students were counselled under four categories on need basis. i.e. Academic, Personal, Career and Psycho-social aspects.
- Career guidance based training was conducted, off and on campus were conducted.

No. of students benefitted

2312

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
3	527	75	1

5.8 Details of gender sensitization programmes

- Awareness Programme on “Child Sex Abuse”.
- National Level Training Programme on “Disaster Management”.
- Guest Lecture on “Child Line”
- Awareness Programme on “Taste it Don’t Waste it” for Hostel Students.
- Guest Lecture on “Women in Science”.
- Mary Curie Birthday Celebration

5.9 Students Activities

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

State / University level

71

National level

-

International level

-

No. of students participated in cultural events

State/ University level

151

National level

8

International level

-

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State / University level

21

National level

41

International level

-

Cultural: State/ University level

40

National level

3

International level

-

5.10 Scholarships and Financial Support

Scholarship Detail	Number of students	Amount in Rs.
Financial support from institution	71	5,11,218
Financial support from government	261	22,20,365
Financial support from other sources	40	34,268
Number of students who received International/ National recognitions	1	62,000
TOTAL	373	28,27,851

5.11 Student organised / initiatives

Fairs : State/ University level	1	National level	-	International level	-
Exhibition: State/ University level	3	National level	-	International level	-

5.12 No. of social initiatives undertaken by the students 78

5.13 Major grievances of students (if any) redressed

- The college had conducted programmes for all these year in temporary thatch roofed auditorium and there were many hurdles faced. There is a seminar hall which accommodates 300 and students felt that they missed many programmes which were given in turns for the 300. The students were continuously addressing the grievances caused and asked for a permanently built auditorium to accommodate all the students. The management finally made the dream come true in building and inaugurating the Karmaveerar Kamarajar Kalaiarangam (K3) auditorium which can accommodate 3000 people.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

Our vision is to produce competent, disciplined matured citizen, scientists and administrators with high moral, ethical and professional standards through devoted service.

Mission

- To create and sustain an academic environment conducive to academic excellence.
- To provide quality education to the inspired youth.
- To create environment to foster the technology.
- To create avenues for women education in emerging arenas.
- To imbibe leadership quality amongst the students.

6.2 Does the Institution has a management Information System

Yes (Accounts Section and Library)

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

6.3.1 Curriculum Development

- The Choice Based Credit System followed at present in the college facilitates horizontal movement, enabling students to make their choices.
- Training the faculty through hands-on training to equip them with the skills on application of new software
- Encouraging faculty members to serve as subject experts and as resource persons for other institutions
- Workshop, Seminar and Conference arranged by various departments.
- Department wise Academic Audit was done.
- New programmes introduced.

6.3.2 Teaching and Learning

- Planning and implementing lesson plan.
- Real time learning rendered to the students through industrial visits.
- Seminars were conducted to enhance students learning ability.
- ICT-enabled teaching-learning process has made students active participants in the classroom.

6.3.3 Examination and Evaluation

- Semester system with Continuous Internal Assessment (CIA) is followed.
- The Principal and the Heads of Department monitor the performance of the students by making an analysis after every internal test and external examination.
- The examination and evaluation pattern are followed as per the University Guidance plan.

6.3.4 Research and Development

- Applied for Minor research projects funded by UGC.
- Publication of research papers in National and International journals.
- 166 research papers in International Journals, ISBN certified Conference / Seminar Proceedings.
- 1 faculty member has got Ph. D. Guideship.
- 3 faculty members cleared SLET and 1 faculty member cleared NET examination.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- New Books, journals and magazines are added to the Central Library.
- Water cooler is installed in the college and hostel.
- Surveillance cameras are installed in the campus.
- Library – Equipped with INFLIBNET and DELNET.
- Newly constructed Karmaveerar Kamarajar Kalaiarangam (K3 Auditorium).

6.3.6 Human Resource Management

- Placement Cell offers Soft Skill Training.
- Surveillance cameras are installed in the campus.

6.3.7 Faculty and Staff recruitment

- Qualified Faculty Members are selected. After recruitment institution arranges Orientation and Faculty Development Program for the Faculty Members.

6.3.8 Industry Interaction / Collaboration

- MoU with Developing Library Network (DELNET), New Delhi for using e-resources.
- MoU with ICT Academy of Tamil Nadu (ICTACT).

- MoU with Win ways (Pvt.) Ltd, Madurai for conducting the LAMP and Android courses.
- MoU with Regional Council of ICWAI, Madurai for Conducting ICMAI (Foundation) classes.
- MoU with Tally institute of learning in association with Kalvi Institute Private Limited, Madurai for conducting Tally classes.
- MoU with Manavalakalai Mandram for Conducting Value Added Course Certificate Course in Yoga.
- MoU with EDU Panacea for conducting Value Added Course Lingua Treata.

6.3.9 Admission of Students

- Students are selected for admission on the basis of past academic record depending on the course to which admission is sought.
- Publicity in admission process is done through various processes such as Advertisement Banners, Advertisement broad casted through Local Television channels, College Website, Pamphlets and Prospectus.
- Transparency in admission process is shown.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> ▪ Group Insurance Policy ▪ PF ▪ ESI ▪ Periodic revision of pay scales of the staff. ▪ Free bus facility. ▪ Sanction of Maternity leave with salary. ▪ Casual leave / Medical leave. ▪ Special leave for research scholar. ▪ Duty leaves facility wherever applicable. ▪ Contribution to EPF. ▪ Special leave for research scholars. ▪ Honorarium for publication of articles. ▪ Free hostel facilities for the tutors. ▪ Creche for the faculty children. ▪ Annual Gift
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Non-teaching	<ul style="list-style-type: none"> ▪ PF ▪ ESI ▪ Festival Bonus ▪ Annual Gift ▪ Periodic revision of pay scales of the staff. ▪ Free bus facility. ▪ Sanction of Maternity leave with salary. ▪ Casual leave / Medical leave. ▪ Contribution to EPF. ▪ Creche for the staff children.
Students	<ul style="list-style-type: none"> ▪ Group Insurance Policy ▪ Management Scholarship

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	TUV Rheinland	Yes	Internal Auditors
Administrative	Yes	TUV Rheinland	Yes	Internal Auditors

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?

- Coding Sheet
- CBCS
- Instant Examination
- Re-examination for the students attended interuniversity match.

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

- The Vritcham Alumni Association is functioning successfully.
- Vritcham Alumni Association contributed 1 TB External Hard disk, Wooden Board and Books for college.

6.12 Activities and support from the Parent – Teacher Association

- Consumer Awareness Programme for Parents.
- Parents Meet was organized for the parents of the fresher's. Also department wise parents meeting have been conducted to familiarize the semester examination results.

6.13 Development programmes for support staff

- NSCAS organized Staff Training Programme for newly appointed Non-Teaching Staff Members.
- Department of Chemistry and Physics organized Training Programme on “Fire Extinguisher” for Library Non-Teaching Staff Members.

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

- Plastic Free Zone
- Created awareness to the students through programmes
 - a. Chart display for dengue awareness.
 - b. Expo on Plastic Reduce, Reuse and Recycle
 - c. Campus Cleaning and watering the plants
 - d. Awareness activity on “Save Water, Save Energy”
 - e. Awareness Programme on “Taste it, Don't Waste it” for Hostel Students.
- E-Waste Management

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.

Let's Go, With H₂O

To make the student healthier our college initiated the “Let's Go, With H₂O” campaign. It creates the awareness and motivates everyone to drink water frequently.

Walk for Wealth, Your Health

Less physical work has increased obesity which in hand has increased the increase of diseases like diabetes, heart attack etc. So an initiative for the hostel students is done regularly. Walk for your Health.

In today's scenario mental and physical health needs a high alarm to bring a healthier living.

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

- AQAR (2015 – 2016) was prepared and submitted to NAAC.
- The Staff council (Principal, HODs, Deans, and IQAC team) conducted a meeting to review the proposed annual plan for the previous year. HODs presented the department annual plan for the new academic year (2015-16).

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

**** Best Practices is enclosed in the Annexure III***

7.4 Contribution to environmental awareness / protection

- Clean India drive at cleaning the Sri Periyandavar – Sri Periyakaruppasamy Temple at Boothipuram village.
- Cleaning work at Chinnakulam Backyard Pond, Allinagaram, Theni.

- Displayed Short Film on “Neer Indri Amaiyathu Ulagu”.
- Cleaning work at Theni District Library.
- Expo on “Plastic Reduce, Reuse and Recycle”
- Rally on “Dengue Fever and Avoidance of Drink” at Boothipuram.
- Awareness activity on “Save Water, Save Energy”.

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

Strength

- Eco-friendly campus.
- Well-furnished infrastructural facilities like class rooms, library, and laboratories.
- Offers value added courses to meet the challenging World with all the required skills.
- Health is Wealth and health consciousness is imbibed in the students.
- Initiatives provided for publication of research articles.
- Every Monday prayer is arranged for all the students, to inculcate the spirit of wellbeing by small thoughts.
- Communication skill augmentation programmes are initiated to enhance English language.

Weakness

- Interaction with industry is to be strengthened even more.
- Research funds from government funding agencies to be enhanced

Opportunities

- To develop industry-academia relationship.
- To foster interest and talent based students to pursue higher studies.
- To enhance research.

Challenges

- Identified as self-finance college hence approval of fund from funding agencies is denied.
- Convincing more prospective employers for campus selection and placement.
- Handling the first generation and Tamil medium students.

8. Plans of institution for next year

- To strengthen the consultancy service.
- To upgrade the PG Departments as Research Centers.
- To strengthen the labs to enhance the quality of research.
- To encourage faculty members to undertake funded projects.

Name: **A.Saranya**



Signature of the Coordinator, IQAC

Name: **S.Chitra**



Signature of the Chairperson, IQAC

Annexure I

Calendar - JUNE 2016

Date	Day	Particulars	No. of Working Days	Day order
1	WED			
2	THU			
3	FRI			
4	SAT	HOLIDAY		
5	SUN	HOLIDAY		
6	MON	College Reopens / Orientation Programme for faculty members		
7	TUE			
8	WED			
9	THU			
10	FRI			
11	SAT	HOLIDAY		
12	SUN	HOLIDAY		
13	MON			
14	TUE			
15	WED	College Reopens for II and III year students	1	A
16	THU		2	B
17	FRI		3	FRI
18	SAT	HOLIDAY		
19	SUN	HOLIDAY / Parents Meet for I year Hostel Students		
20	MON	College Reopens / Campus Tour / Entry Assessment Test (EAT) for I year students / Parents Meet for I year Day scholar Students	4	C
21	TUE	Orientation Programme for Fresher's	5	D
22	WED	"	6	E
23	THU	Bridge Course for Fresher's	7	A
24	FRI	"	8	FRI
25	SAT	"	9	B
26	SUN	HOLIDAY		
27	MON		10	C
28	TUE		11	D
29	WED		12	E
30	THU		13	A
Total No. of Working Days: 13				
Total No. of Holidays: 03				

JULY 2016

Date	Day	Particulars	No. of Working Days	Day order
1	FRI		14	FRI
2	SAT	HOLIDAY		
3	SUN	HOLIDAY		
4	MON		15	B
5	TUE		16	C
6	WED		17	D
7	THU	* RAMZAN - HOLIDAY		
8	FRI		18	FRI
9	SAT	HOLIDAY		
10	SUN	HOLIDAY		
11	MON		19	E
12	TUE		20	A
13	WED		21	B
14	THU		22	C
15	FRI		23	FRI
16	SAT		24	D
17	SUN	HOLIDAY		
18	MON		25	E
19	TUE		26	A
20	WED		27	B
21	THU		28	C
22	FRI		29	FRI
23	SAT	HOLIDAY		
24	SUN	HOLIDAY		
25	MON		30	D
26	TUE		31	E
27	WED		32	A
28	THU		33	B
29	FRI		34	FRI
30	SAT	HOLIDAY		
31	SUN	HOLIDAY		
Total No. of Working Days: 21				
Total No. of Holidays: 10				
* Subject to Change				

AUGUST 2016

Date	Day	Particulars	No. of Working Days	Day order
1	MON	I Internal Examination Begins	35	C
2	TUE	“	36	D
3	WED	“	37	E
4	THU	“	38	A
5	FRI		39	FRI
6	SAT		40	B
7	SUN	HOLIDAY		
8	MON		41	C
9	TUE		42	D
10	WED		43	E
11	THU		44	A
12	FRI		45	FRI
13	SAT	HOLIDAY		
14	SUN	HOLIDAY		
15	MON	INDEPENDENCE DAY- HOLIDAY		
16	TUE		46	B
17	WED		47	C
18	THU		48	D
19	FRI	NSS Inauguration	49	FRI
20	SAT	HOLIDAY		
21	SUN	HOLIDAY		
22	MON		50	E
23	TUE		51	A
24	WED		52	B
25	THU	KRISHNA JAYANTHI – HOLIDAY		
26	FRI	Amuthasurabhi Inauguration	53	FRI
27	SAT	HOLIDAY		
28	SUN	HOLIDAY		
29	MON		54	C
30	TUE		55	D
31	WED		56	E
Total No. of Working Days: 22				
Total No. of Holidays: 09				

SEPTEMBER 2016

Date	Day	Particulars	No. of Working Days	Day order
1	THU		57	A
2	FRI		58	FRI
3	SAT		59	B
4	SUN	HOLIDAY		
5	MON	GANESH CHATHURTHI - HOLIDAY		
6	TUE		60	C
7	WED	Kalasangami – The Fine Arts Celebration	61	D
8	THU	“	62	E
9	FRI	“	63	FRI
10	SAT	HOLIDAY		
11	SUN	HOLIDAY		
12	MON		65	A
13	TUE	BAKRID - HOLIDAY		
14	WED		66	B
15	THU		67	C
16	FRI		68	FRI
17	SAT	HOLIDAY		
18	SUN	HOLIDAY		
19	MON	II Internal Examination Begins	69	D
20	TUE	“	70	E
21	WED	“	71	A
22	THU	“	72	B
23	FRI		73	FRI
24	SAT		74	C
25	SUN	HOLIDAY		
26	MON		75	D
27	TUE		76	E
28	WED		77	A
29	THU		78	B
30	FRI		79	FRI
Total No. of Working Days: 22				
Total No. of Holidays: 08				

OCTOBER 2016

Date	Day	Particulars	No. of Working Days	Day order
1	SAT	HOLIDAY		
2	SUN	GANDHI JAYANTHI - HOLIDAY		
3	MON		80	C
4	TUE	Sports Day	81	D
5	WED		82	E
6	THU		83	A
7	FRI		84	FRI
8	SAT		85	B
9	SUN	HOLIDAY		
10	MON	SARASWATHI POOJA - HOLIDAY		
11	TUE	VIJAYA DASHAMI - HOLIDAY		
12	WED	MUHARRAM - HOLIDAY		
13	THU		86	C
14	FRI		87	FRI
15	SAT	HOLIDAY		
16	SUN	HOLIDAY		
17	MON		88	D
18	TUE		89	E
19	WED		90	A
20	THU		91	B
21	FRI		92	FRI
22	SAT	HOLIDAY		
23	SUN	HOLIDAY		
24	MON	Pre semester Examination Begins	93	C
25	TUE	“	94	D
26	WED	“	95	E
27	THU	“	96	A
28	FRI	DEEPAVALI - HOLIDAY		
29	SAT	DEEPAVALI - HOLIDAY		
30	SUN	HOLIDAY		
31	MON	Last Working Day for II & III Year Students	97	B
Total No. of Working Days: 18				
Total No. of Holidays: 13				

NOVEMBER 2016

Date	Day	Particulars	No. of Working Days	Day order
1	TUE		98	C
2	WED		99	D
3	THU		100	E
4	FRI	Last Working Day for I Year Students	101	FRI
5	SAT	HOLIDAY		
6	SUN	HOLIDAY		
7	MON			
8	TUE			
9	WED			
10	THU			
11	FRI			
12	SAT	HOLIDAY		
13	SUN	HOLIDAY		
14	MON			
15	TUE			
16	WED			
17	THU			
18	FRI			
19	SAT	HOLIDAY		
20	SUN	HOLIDAY		
21	MON			
22	TUE			
23	WED	COLLEGE REOPENS	1	A
24	THU		2	B
25	FRI		3	FRI
26	SAT		4	C
27	SUN	HOLIDAY		
28	MON		5	D
29	TUE		6	E
30	WED		7	A
Total No. of Working Days: 11				
Total No. of Holidays: 19				

DECEMBER 2016

Date	Day	Particulars	No. of Working Days	Day order
1	THU		8	B
2	FRI		9	FRI
3	SAT		10	C
4	SUN	HOLIDAY		
5	MON		11	D
6	TUE		12	E
7	WED		13	A
8	THU		14	B
9	FRI		15	FRI
10	SAT		16	C
11	SUN	HOLIDAY		
12	MON	* MILAD-UN-NABI HOLIDAY		
13	TUE		17	D
14	WED		18	E
15	THU		19	A
16	FRI	NSS Camp Inauguration	20	FRI
17	SAT		21	B
18	SUN	HOLIDAY		
19	MON		22	C
20	TUE		23	D
21	WED		24	E
22	THU		25	A
23	FRI		26	FRI
24	SAT	MID SEMESTER HOLIDAYS		
25	SUN	CHRISTMAS / MID SEMESTER HOLIDAYS		
26	MON	“		
27	TUE	“		
28	WED	“		
29	THU	“		
30	FRI	“		
31	SAT	“		
Total No. of Working Days: 19				
Total No. of Holidays: 12				
* Subject to change				

JANUARY 2017

Date	Day	Particulars	No. of Working Days	Day order
1	SUN	NEW YEAR / MID SEMESTER HOLIDAY		
2	MON		27	B
3	TUE		28	C
4	WED		29	D
5	THU		30	E
6	FRI		31	FRI
7	SAT		32	A
8	SUN	HOLIDAY		
9	MON		33	B
10	TUE		34	C
11	WED		35	D
12	THU		36	E
13	FRI		37	FRI
14	SAT	PONGAL – HOLIDAY		
15	SUN	THIRUVALLUVAR DAY – HOLIDAY		
16	MON	UZHAVAR THIRUNAL – HOLIDAY		
17	TUE	I Internal Examination Begins	38	A
18	WED	“	39	B
19	THU	“	40	C
20	FRI	“	41	FRI
21	SAT		42	D
22	SUN	HOLIDAY		
23	MON		43	E
24	TUE		44	A
25	WED		45	B
26	THU	REPUBLIC DAY – HOLIDAY		
27	FRI		46	FRI
28	SAT		47	C
29	SUN	HOLIDAY		
30	MON		48	D
31	TUE		49	E
Total No. of Working Days: 23				
Total No. of Holidays: 08				

FEBRUARY 2017

Date	Day	Particulars	No. of Working Days	Day order
1	WED		50	A
2	THU		51	B
3	FRI		52	FRI
4	SAT	Amuthasurabhi Valediction	53	C
5	SUN	HOLIDAY		
6	MON		54	D
7	TUE		55	E
8	WED		56	A
9	THU		57	B
10	FRI	Annual Day	58	FRI
11	SAT	Alumni Meet - HOLIDAY		
12	SUN	HOLIDAY		
13	MON		59	C
14	TUE		60	D
15	WED		61	E
16	THU		62	A
17	FRI	Graduation Day	63	FRI
18	SAT		64	B
19	SUN	HOLIDAY		
20	MON	II Internal Examination Begins	65	C
21	TUE	“	66	D
22	WED	“	67	E
23	THU	“	68	A
24	FRI		69	FRI
25	SAT		70	B
26	SUN	HOLIDAY		
27	MON		71	C
28	TUE		72	D
Total No. of Working Days: 23				
Total No. of Holidays: 5				

MARCH 2017

Date	Day	Particulars	No. of Working Days	Day order
1	WED		73	E
2	THU		74	A
3	FRI		75	FRI
4	SAT		76	B
5	SUN	HOLIDAY		
6	MON		77	C
7	TUE		78	D
8	WED		79	E
9	THU		80	A
10	FRI		81	FRI
11	SAT	HOLIDAY		
12	SUN	HOLIDAY		
13	MON		82	B
14	TUE		83	C
15	WED		84	D
16	THU	NSS Valediction	85	E
17	FRI		86	FRI
18	SAT		87	A
19	SUN	HOLIDAY		
20	MON		88	B
21	TUE	Presemester Examination Begins	89	C
22	WED	“	90	D
23	THU	“	91	E
24	FRI	“	92	FRI
25	SAT		93	A
26	SUN	HOLIDAY		
27	MON		94	B
28	TUE		95	C
29	WED		96	D
30	THU	Farewell Day	97	E
31	FRI		98	FRI
Total No. of Working Days: 26				
Total No. of Holidays: 5				

APRIL 2017

Date	Day	Particulars	No. of Working Days	Day order
1	SAT		99	A
2	SUN	HOLIDAY		
3	MON		100	B
4	TUE		101	C
5	WED	Last Working Day	102	D
6	THU			
7	FRI			
8	SAT	TELUGU NEW YEAR - HOLIDAY		
9	SUN	MAHAVIR JAYANTHI – HOLIDAY		
10	MON			
11	TUE			
12	WED			
13	THU			
14	FRI	TAMIL NEW YEAR / GOOD FRDAY - HOLIDAY		
15	SAT			
16	SUN			
17	MON	HOLIDAY		
18	TUE			
19	WED			
20	THU			
21	FRI			
22	SAT			
23	SUN			
24	MON	HOLIDAY		
25	TUE			
26	WED			
27	THU			
28	FRI			
29	SAT			
30	SUN			
Total No. of Working Days: 4				
Total No. of Holidays: 1				

Annexure II

Feedback Analysis

Feedback. Ref / Date / Month	Service category	Analysis / Conclusion	Planned Corrective / Preventive action
November 2016	Academic – Department Wise Feedback Analysis	88.9%	-
November 2016	Supporting Services	84.53%	-
April 2017	Academic – Department Wise Feedback Analysis	89.88%	-
April 2017	Supporting Services	86.75%	-
April 2017	Parents Feedback Analysis	83.84%	-
April 2017	Alumni Feedback Analysis	90.06%	-
April 2017	Employer Feedback Analysis	89.58%	-

Annexure III

7.3 Give two Best Practices of the institution

1. Management Review Meeting

1. Goal

Aim

- To develop the healthy competition among the departments.
- To motivate the departments to achieve more.

Concept

To achieve the mission of the college MRM helps them to tune up their activities in academic as well as non-academic activities.

NSCAS reveals that the best growth (or) development resulted when the competitions arise. It is a semester wise practice to showcase their activity and their achievements from this others get motivated and even tempted to be the best competitor.

2. Context

- Making healthy competition among the departments.
- Motivate the students to achieve more.
- Enhancement of competence among the department.

3. The Practice

- The college conducts MRM at the end of each semester.
- The semester's activities and achievements are presented through PowerPoint presentations by the head of the department and co-ordinators of the service sectors to the management members.

4. Evidence of Success

- Management monitor's the activities and the achievements and they are appreciated by the management.
- Requirement are put forward well in advance it will fulfil before the semester.

5. Problems Encountered and Resources Required

- Lack of timing in presentation and giving full view of the activities.
- Software for preparation of high class videos with audio sink will take the presentation to the next level.

2. Health is Wealth

Drinking Water and Yoga

1. Goal

Aim

To motivate the students to be health concerned.

To make the student healthier.

Concept

Health is Wealth. Bringing a social awareness on health was our basic moto.

2. Context

- a. Through drinking water practice students are insisted to drink water which would safeguard them from,
 - Dehydration
 - Constipation
 - Cushions
 - Helps strengthen muscles
- b. Through yoga practice, student's minds are built healthier. Yoga's benefits
 - Builds muscle strength
 - Increase your blood flow
 - Drains lymph's and boosts immunity
 - Makes happier
 - Helps to be focused
 - Gives peace of mind
 - Improves concentration

3. The Practice

- On every Monday's college conducted prayer. In the prayer the students and faculty member are asked to bring water bottle and drink 500 ml compulsorily.
- Yoga is practiced every day from 9.15 am to 9.30 am is helps in increasing concentration and makes the students more attentive.

4. Evidence of Success

- The students are highly interested.
- The students do not miss doing yoga.

5. Problems Encountered and Resources Required

- More awareness would make the practice more beneficial.

6. Contact Details

Name of the Principal: Dr.S.Chitra

Name of the Institution: Nadar Saraswathi College of Arts and Science.

City: Theni

Pin Code: 625531

Accredited: Yes

Status: A Grade

Work Phone: 9688044416, 9688044417.

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