

SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

**SREE DEVI KUMARI WOMENS COLLEGE,
KUZHITHURAI**

THETTIVILAI VILLAGE, VILAVANCODE TALUK, KUZHITHURAI

629163

www.sdkwc.org/

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

October 2018

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Sree Devi Kumari womens college commenced in the year 1965, under the Management of Department of HR&CE, Government of Tamilnadu, located at Kuzhithurai 32 km from Nagercoil. It is affiliated to Manonmaniam Sundaranar University Trinelveli.

The college offers UG courses in aided and self supporting UG and PG courses. The college is aptly named after the Virgin Goddess of Kanyakumari, is intended not only to provide education as prescribed but also instills the students the ethical and cultural values of life.

The college is accredited by NAAC with B Grade on September 2004.

The emblem of the college consists of a flower with the portrait of the virgin goddess of Kanyakumari and an open book at the feet of the goddess with the inscription “ **Education promotes Knowledge**”. The noble mission is to impart education to the women folk by moulding them with competency, empathy and commitment to fellow beings. Even though the college is located in the Municipal area, the students are from economically and socially handicapped rural areas of Kuzhithurai and its sub – urban villages, hence the mission is to enlighten the locality as a whole by giving proper education to the women folk of the area. The challenges of contemporary socio-economic, cultural, political and technological changes are great. The college strives to equip the individual as well as the society to meet these challenges successfully and creates individuals who are ethical, intellectually competent and spiritual so that the country as a whole may be benefitted.

Vision

- Enlighten of the future generation
- Recognizing education as a value building activity
- Developing competences in the prospective women folks
- Developing willingness to work individually and in groups to maintain and preserve environment.

Mission

- To develop a value based on dignity, integrity, tolerance and self worth through curricular and co-curricular activities.
- To develop and upgrade competence to meet the challenges of the new learning environments
- To promote the quality of the teaching learning by stimulating the academic environment
- To undertake the extension work, guidance, counseling and personality development program.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Fully functional CBCS across programmes.
- Strong culture, innovation in research for collaborating inter disciplinary and multi-disciplinary level.
- Students engagement in society leading to problem based activities.
- Active national/ social collaborations for quality academic out come.
- Rich diversity among students

Institutional Weakness

- Less external expertise
- Less contribution to alumnae
- No residential campus
- Insufficient space for campus
- Poor competence exists due to first generation students

Institutional Opportunity

- With the help of the sufficient financial assistance, the college can provide ample opportunities in the fields of research and ICT. So that the students can enhance more from the college and expertise in their disciplines.
- Opportunity to enhance creative abilities and show case the talents through student enrichment activities.

Institutional Challenge

- Enriching the challenges based on information technology and by practicing a student can enhance her exposure at all levels.
- Socially and economically backward students with low aptitude in quantitative and analytical skills and low level of competency.
- Hesitation to move beyond their geographical area to take up jobs.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college has been instrumental in churning out an army of academically sound women graduates to achieve heights in their respective lives to bring glory to the institution. It is communicated through the garden aesthetically present the college motto.

The college has strong focus on all the programs and courses having a defined objectives and learning outcomes aligned with institutional mission. Programs are relevant to regional/ national and ethical developments.

The vision, mission and objectives is visible in developing the institution day by day. .

As per the university regulations, major review of curriculum is done once in three years and some minor reviews as per the changes in regulatory requirements. The courses have relevance to the developmental needs with well defined and informed learning objectives .

. Curriculum enrichment is through various measures like field visits, education trips, conducting & attending seminars, workshop lectures and group discussions. Various committees were formed at college level such as Placement cell, Eco-club, Youth club, Anti eve teasing, Career council guidance & Counseling cell etc, have also contributed in curriculum enrichment. Besides these contribution, value added and life skills programs like Yoga, Personality development, Environmental studies, Social value based education, Vivekananda Kendra activities, which cater to building moral and ethical standards among the women students.

Feedback is sought to make the curriculum more viable and effective.

Teaching-learning and Evaluation

Sree Devi Kumari Womens College, has qualified academicians imparting education in diverse field, aims to provide education which focuses on all round holistic development and to pursue higher education which enables them to become self reliant. The college staff council constitutes admission process of the college.

Being the only womens college in the locality and government aided, students from all strata of society, especially from socio – economically weaker backgrounds take admission here. Despite a wide variety in student profiles, academic results were good, achieved by highly qualified , dedicated, competent faculty recruited as per the UGC norms. Faculty members use a blend of traditional and innovative teaching methods to make ease.

The college also keeps its faculty rejuvenated and recharged in continuous professional development programmes. Teachers bridge the gap of the enrolled students through tutorials, remedial classes, seminars, field trips and specimen collections etc.,

Internal assessment helps to evaluate the teaching learning process and its effectiveness. Special and remedial classes made compulsory for the student who needs it. Awards and recognitions are given to the advanced learners. To create innovative thinking among students the college conducts various events and activities, organized by various clubs and units at college / inter collegiate level.

Students participate in all activities of student society and other colleges nearby. The department, library and various laboratories were kept updated for learning in transforming students to lifelong learners to face challenges in future.

Research, Innovations and Extension

Focusing the goal of vision, the institution has a tradition of fostering and nurturing research temper, aptitude & attitude for the faculty and students as well.

Academic Development Committee of the college facilitates research work through screening of research proposals, monitoring the funds from UGC and other bodies, facilitating faculty participation in various seminars, conferences, workshops in and around universities.

The college also facilitates smooth headway for research by providing study leave for doctoral programs and sabbatical leave for other study and research related work. Lectures, seminars and workshops are organized by all the department to enhance the research program. Science programs were organized for developing a scientific and research oriented temperament.

The college provides support to engage various competitions and floors to evolve empowered human resource. Students are encouraged to participate in the seminars and symposiums within their limit and present papers.

Around 100 articles, papers and book chapters , published books and edited books have been contributed by the faculty in various disciplines during the last four years. Faculty members got their guideship status from the university. They have been invited for seminars, workshops and training programs as resource persons. Many involved in consulting services holding positions as members, conveners and advisors of various expert committees.

Research is meaningful when it contributes something to the community. Department of Economics, in our college has taken initiative steps to open a research department . Institution is committed in achieving eminence in the field of academics and research .

Infrastructure and Learning Resources

College is a centre of excellence for women's education. The policy of our institution is to create and enhance infrastructure that facilitates effective teaching and learning to build mental physical and all round personality.

The building and campus has become completely accessible to women students. Ramps and toilets have been sufficiently constructed . All class rooms and laboratories are spacious with cross ventilation with equipment as prescribed by competent authorities.

Apart from the academic development, Sports facilities are also provided and the students are encouraged to take part in inter class, university, inter collegiate competitions. The college boasts of basket ball court, indoor stadium etc. Many indoor and outdoor activities are organized eventually. Students have also participated in inter collegiate , university level athletes and sports.

College library maintains all the books and journals as per higher education norms, following Open access system .

Institution has 5mbps internet connection to provide quality bandwidth for the entire need of the students, staff and office. Lecture capturing is facilitated using presentation tool. There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – laboratory, library, sports, computers, classrooms, smart class with LCD Projector etc.

The institution is trying to engage in deploying new information technology to meet the current challenges of the curriculum.

The Principals office, administration and accounts sections, NAAC room, computer lab library are equipped with Wi-Fi facility. Two classrooms and a seminar hall are equipped with ICT facilities.

Student Support and Progression

Since, its inception, the interaction between teacher and student has been a strong one. Student activities were keenly monitored and improved through proper directions / guidance by the eminent faculty. Students were given guidance to take part in cultural, sports and scholarships. The socio – economic profile of the students has always been kept in mind.

Many activities of the students are monitored properly with a wide range of platform. For example, career guidance and placement cell actively promote the development of the personality and career prospects of the students.

Eligible students get financial support from the government of Tamil nadu in the form of tuition fee reimbursement. Capability enhancement courses for competitive examinations, career counseling, soft skill development, remedial coaching, language lab, bridge courses, yoga and meditation, personal counseling are offered to all degree students. 100% of the students get benefited. College maintains grievance addressing system having sensitive to students need in its value. Students were given proper protection through anti – eve teasing cell and student counseling. College organizes alumni meet and inputs from alumni are used in improving student learning process.

Governance, Leadership and Management

College vision and mission have been evolved with inclusive decision making. The mission of the college is laid keeping in mind on women education, to build an institution of higher learning for women who belonged to under privilege sections of the society.

It provides opportunities for students growth through different student societies, the student council union, NSS and various other department activities.

. Administration is as per the organizational set up. Policies and action plans are formulated and implemented through the department clubs, it reviews the effectiveness of the activities carried out in the campus. The policies and plans concerning the academic and financial aspects are formulated and monitored through appropriate channels and forums like Academic Development Committees, planning and proposal committee, time-table committee, advisory committee etc., the grievance handling committee in the college takes prompt action on matters of student indiscipline or staff grievances if any. The purchase and maintenance committee through established procedures, interlaid ensure the financial discipline at the college level. The college maintains complete transparency in financial, academic and administrative functions.

The college has a perspective developmental plan created by the principal in consultation with members of the staff council committees, departments and management. The management has a long term view towards the starting of new courses judicious use of infrastructure, community engagement, community service etc. quality commitment and assurance is inbuilt in our system and permeates all tasks that we undertake.

Institutional Values and Best Practices

Every educational institution aims to teach and inculcate the human values with harmony. This can be executed through the proper nurturing of human young minds with the great values of responsibility, committed and thoughtfulness. Pedagogy outside the classroom has diversified into several interactive activities whose dynamism keeps alive the learning process.

Institutional values indicates the novel ideas and breathe of fresh air to outdated practices in and around the environment. Either in the form of student activities or social outreach programs. Seminars and social gathering promotes new approaches to studies, workshops to sharpen the analytical skills of the women folks and introduction of yoga and meditation into physical education are the back bone of the institutional value.

Library facilities have been updated, e-lessons have been prepared and offered, more ppt classes were handled, cultural activities have diversified according to the growing creative fields.

Best practice is growing within: Nurturing the potentials of women, enabling them, empowering them to carve their unique position. It facilitates self – growth, self – worth and reality in their potentials through myriad ways of empowerment and competence.

Another notable best practice has been the effort to reaching out: Strengthening the ties with the communal harmony. It builds up the sense of social responsibility with in the students and inspire them to work with community and helping to bridge with different mode.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SREE DEVI KUMARI WOMENS COLLEGE, KUZHITHURAI
Address	Thettivilai village, vilavancode Taluk, Kuzhithurai
City	Kuzhithurai
State	Tamil Nadu
Pin	629163
Website	www.sdkwc.org/

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
IQAC Coordinator	S. Binduja	-	9495830897	-	sbsdkwc@gmail.com
Principal	B.Indirani	04651-260344	9498429577	04651-	sdkwcollege@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-01-1965

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Tamil Nadu	Manonmaniam Sundarnar University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	01-04-2000	View Document
12B of UGC	01-03-2014	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Thettivilai village, vilavancode Taluk, Kuzhithurai	Rural	9	4

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Economics	36	hsc	English	74	63
UG	BCom,Bcom	36	hsc	English	74	66
UG	BSc,Mathematics	36	hsc	English	55	48
UG	BSc,Chemistry	36	hsc	English	55	47
UG	BSc,Botany	36	hsc	English	55	43
UG	BSc,Zoology	36	hsc	English	55	45
UG	BA,English Sf	36	hsc	English	74	66
UG	BSc,Mathematics Sf	36	hsc	English	55	45
UG	BSc,Physics	36	hsc	English	55	35
UG	BSc,Computer Science	36	hsc	English	55	30
PG	MA,Economics	24	ug	English	35	12
PG	MCom,Mcom	24	ug	English	35	31
PG	MSc,Pg Mathematics	24	ug	English	29	28

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				6				33			
Recruited	0	0	0	0	0	6	0	6	0	24	0	24
Yet to Recruit	0				0				9			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				38			
Recruited	0	0	0	0	0	0	0	0	0	38	0	38
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				21
Recruited	1	2	0	3
Yet to Recruit				18
Sanctioned by the Management/Society or Other Authorized Bodies				6
Recruited	1	4	0	5
Yet to Recruit				1

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				7
Recruited	1	3	0	4
Yet to Recruit				3
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	0	1	0	1
Yet to Recruit				2

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	5	0	0	16	0	21
M.Phil.	0	0	0	0	1	0	0	6	0	7
PG	0	0	0	0	0	0	0	2	0	2

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	2	0	2
M.Phil.	0	0	0	0	0	0	0	16	0	16
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	5	0	5
M.Phil.	0	0	0	0	0	0	0	13	0	13
PG	0	0	0	0	0	0	0	2	0	2

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Certificate	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
UG	Male	0	0	0	0	0
	Female	461	24	0	0	485
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	66	5	0	0	71
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	60	79	67	55
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	6	17	3	1
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	841	770	936	1070
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	66	53	54	59
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	125	212	145	129
	Others	0	0	0	0
Total		1098	1131	1205	1314

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 13

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
13	13	11	11	11

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1314	1205	1131	1098	1130

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1249	1151	1078	1032	1064

File Description	Document
Institutional data in prescribed format	View Document

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
331	321	301	303	267

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
50	51	46	46	48

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
40	40	40	40	40

File Description	Document
Institutional data in prescribed format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 40

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1234362	714565	841831	771487	868877

Number of computers

Response: 30

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The College runs undergraduate programmes which includes humanities, biological and physical sciences. Post Graduate programmes under the Self -Finance scheme is also in place. However Humanities, Mathematics, Computerscience and Physics programmes are represented in SF Schemes in undergraduate level and Commerce, Economics and Mathematics in PG level. The Under- Graduate programmes are well structured and run under semester system as per University Regulations. All classes follow a well planned time table which ensure that syllabi of all subjects are completely covered. The physical sciences stream have well equipped labs to ensure the students a practical exposure in their theoretical concepts .The same can be said for the biological stream too.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 7

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	1	0	0	0

File Description

Document

Minutes of relevant Academic Council/BOS meetings

[View Document](#)

Details of the certificate/Diploma programs

[View Document](#)

Any additional information

[View Document](#)

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 16.6

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic

Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	1	1

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 15.38

1.2.1.1 How many new courses are introduced within the last five years

Response: 2

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Details of the new courses introduced	View Document
Any additional information	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 13

File Description	Document
Name of the programs in which CBCS is implemented	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years**Response:** 7.22

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
376	90	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment**1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum****Response:**

University covers the syllabus in the regular schedule like Personality development to develop the habit of communication skill, **swot** analysis, perception , facing interview & group discussion . Social value education includes human values, professional ethics, social issues and facing challenges, awareness on all national issues, its causes and its preventive measures . Environmental studies gathers ecosystem, bio-diversity, pollution, wasteland management, water management,sustaining environment. This gives awareness and exposure to students in all aspects in preparing themselves to face challenges in daily life too.

File Description	Document
Any Additional Information	View Document
Link for Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years**Response:** 1

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years	
Response: 1	
File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document

1.3.3 Percentage of students undertaking field projects / internships	
Response: 13.77	
1.3.3.1 Number of students undertaking field projects or internships	
Response: 181	
File Description	Document
List of students enrolled	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.4 Feedback System

<p>1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise</p> <p>A.Any 4 of the above</p> <p>B.Any 3 of the above</p> <p>C. Any 2 of the above</p> <p>D. Any 1 of the above</p> <p>Response: A.Any 4 of the above</p>
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File Description	Document
Any additional information	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:

A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: B. Feedback collected, analysed and action has been taken

File Description	Document
Any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.18

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	8	0	0	0

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 90.52

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
497	459	408	400	407

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
538	538	442	442	442

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per

applicable reservation policy during the last five years**Response:** 36.96

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
477	438	388	381	379

File Description**Document**

Institutional data in prescribed format

[View Document](#)**2.2 Catering to Student Diversity****2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners****Response:**

Students mostly hail from low socio-economic strata of society, To facilitate their smooth integration with the college atmosphere they are exposed to an orientation programme for a week conducted by the senior faculties of the college. The guarantees student to understand the concept and bridge themselves to the current of scenario the college. Once the academic programme starts up, the academic skill is tested in continuous assessment in the form of weekly tests, monthly tests and term exams followed by the university exams. This continuous assessment enables the teacher to separate the slow learners from that of shrewd ,like wheat from the chaff . So that the slow learners are got into a rigorous remedial programme which includes extra hours of special attention. The advanced learners are given extra assignments and projects and encouraged to complete the course with minimal supervision of their mentors.

File Description**Document**

Link for Additional Information

[View Document](#)**2.2.2 Student - Full time teacher ratio****Response:** 26.28**2.2.3 Percentage of differently abled students (Divyangjan) on rolls****Response:** 0.23

2.2.3.1 Number of differently abled students on rolls	
Response: 3	
File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document
Any other document submitted by the Institution to a Government agency giving this information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences	
Response:	
<p>The college stressfully subscribes to the view that rote learning is not the path to acquire knowledge . It finally believes that students should have first hand experience and participative exposure to real life problems. To achieve these aims the following activities have been included in the training program .</p> <ul style="list-style-type: none"> ◦ Students in the humanities branch are given exposed to real life marketing techniques by actually engaging in making a product of their choice among themselves and fellow college mates. ◦ Students in physical sciences are taken for industrial visits .This allows to gain first hand informatics as to how science evolves into technology. 	
File Description	Document
Link for Additional Information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	
Response: 100	
2.3.2.1 Number of teachers using ICT	
Response: 50	
File Description	Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 101.08

2.3.3.1 Number of mentors

Response: 13

File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

Creativity is not only in framing syllabus but also seen in handling classes. Students from rural area are completely unaware of the latest technology and the developments in science and those made in socio-economic strategy. They are given exposure with field visits, data collection, specimen collection. They are taken out as study tour, industrial visits, factory visits, small scale business, consumer and seller introductions, salesman experience for a week. To render scientific temperament, students are taken for ISRO, manavalakurichy sand factory, Indian rare earth and mineral separation plants. Audio visual classes, power point presentations and videos from youtube are shown to understand the concept in ease.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 120.5

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 29.05

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
23	21	10	10	7

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 9.86

2.4.3.1 Total experience of full-time teachers

Response: 493

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 12.45

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	2	0	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 2

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level	
<p>Response:</p> <p>The college believes that by continuously assessing a student and accessing feed back enables the students to achieve their potential. Hence the continuous assessment are made by class tests, weekly tests, monthly tests and term examinations. Three internal exams are conducted in regular intervals , issuing question papers and the answer scripts are valued and entry of the assessments are made. The answer script is given to the students in maintaining transparency. Students can also write through special re-test for those to improve and those absent during the regular schedule. Final assessment results are conveyed to students and parents. Any student with inadequate manifestation are quickly identified and are put into remedial program.</p>	
File Description	Document
Link for Additional Information	View Document

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

Internal assessments are made healthy letting the students to learn petite in regular frequency. The answer scripts are valued and issued .The continuous internal assessment process makes the teaching –learning-evaluation cycle complete. Since examination process is introduced online, the continuous internal assessment is done periodically, and the marks are made known to the students immediately after the internal assessment tests are over along with the temporary report on the attendance of the students.

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

Student grievances viz-a-viz assessment outcome are common and need a prompt and elegant response . This ensure that students are treated fairly which is inturn engenders a sense of trust in the assessments done. Students have been directed to meet their respective teachers in the concerned department for

redressal of grievances. Staff council sympathetically listens to the criticism and if the need arises it makes change in their initial assessment outcomes, students can make use of this facility. University exams are scheduled as per the guidelines issued and if any discomforts arise it is dealt instantly and cleared.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

Since the university has instituted a semester system in the curriculum, time has always been at a premium. Classes punctually run and effectively conducted. As soon as the semester begins the work plan is given to the students. Calendar committee works in prior the semester initiations and the schedule of programs, internal assessments, class tests are as per the pre-planned academic calendar. As soon as the semester begins the work plan is given to the students, three internal assessments were done and the average of the best two internal assessments were calculated for the internal mark to be sent to the university. Assignments were given and separate assessment is made. Model exams are conducted before the commencement of the university exams. Other than any dispute, the college strictly follows the academic calendar.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

A well formulated set of programme outcomes that support and are consistent with the institution mission and vision to build up the effective assessment system. A designed programme outcomes are those which describe what our faculty hopes to successfully accomplish in offering their particular degree to prospective students and/or what specific skills, competence and knowledge, the faculty believes that graduates of the program will have attained by degree completion. The programme learning outcomes are intended to be concise discipline of the impact on programmes and on students while the formulation of the outcomes, the departments may come across the following questions.

* What do we want our students to know about?

* What and when do we want our students to be able to do?

* Are all the outcomes able to be measurable, observable and can it be performed by the students in due course?

College offers courses in Arts, Science and Humanities. The students have the knowledge of basic concepts like, compactness, skill oriented in their programme after the completion of the programme and can be applied in their practical life. Each programme course was uploaded in the website and students can choose their choice according to their interest over the course.

Each and every course of all disciplines has its own concepts, the knowledge acquired by the students, the ability of communicating and implementing. The content of each course was designed with this mission providing ample opportunities for employability, entrepreneurial sustainability and application skill in over all their human performance.

File Description	Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

In order to compete the global competitiveness, demand for quality of education and employability is ever increasing effectively. The continuous innovations in technology, industries, global competition and new business entrepreneurial environment led to raising employability. The process of guidelines helps in building curriculum pattern to improve not only the technical skills but also the soft-skills of Arts, Science and Commerce graduates, which in-turn increases the employability of the graduates.

One of the important criteria is about measuring the attainment of course outcomes (COs), program outcomes (POs) and program specific outcomes (PSOs). Whereas POs are defined by the NAAC, COs and PSOs need to be defined or formulated by the respective programmes. The process of attainment of COs, POs and PSOs starts from writing appropriate COs for each course of the program from first year to final year of Under-graduate and Post-graduate programmes. The course outcomes are written by the respective faculty members of university BOS keeping in mind the learning levels of the students and the course contents.

The draft is prepared with this regard for every course in the program including the Language, Core, IDC, Personality Development, Skill based, Elective, Value Based and Non-Major Elective courses. The course outcomes are reviewed with POs are frequently by the concerned subject HODs and experts from various fields are finalized.

Attainment of COs

COs are narrower statements that describe what students are expected to know, and be able to do at the end of each course. These relate to the skills, knowledge, and application that students acquire at the end of the course.

The attainment levels are measured based on the results of the internal assessment and end semester examination conducted by the university in our College. This is a form of direct measurement of attainment of 80%. Different Attainment Levels are measured as 1st 2nd and 3rd Level of the internal marks scored by the students as 60%, 70% and 80% respectively. The CO attainment is to be repeated for each course from first to final year in an academic year (Semester wise including opted electives, project work and seminars in final year) in order to enable computation of PO and PSO

attainment levels.

Attainment of POs

POs are broader statements that describe what students are expected to know and be able to do upon the graduation. Program outcomes and 'program specific outcomes' are attained through the attainment of COs. The overall attainment of outcomes of a program (POs) is computed by adding direct attainment and indirect attainment values in the proportion of 75:25.

For determining indirect attainment of POs and PSOs, we conduct student exit surveys, employer surveys, co-curricular activities, extracurricular activities, etc. A questionnaire was designed for this purpose and the average responses of the outgoing students for each PO are computed. The computed values are compared with the set target values of POs. The target values are set in consultation with the members of faculty of the programme.

File Description	Document
Link for Additional Information	View Document

2.6.3 Average pass percentage of Students

Response: 91.28

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 335

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 367

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 8

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	1	7

File Description	Document
List of project and grant details	View Document
Any additional information	View Document

3.1.2 Percentage of teachers recognised as research guides at present

Response: 22

3.1.2.1 Number of teachers recognised as research guides

Response: 11

File Description	Document
Any additional information	View Document

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.71

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 8

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 56	
File Description	Document
Supporting document from Funding Agency	View Document
Funding agency website URL	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Realizing that students have extra curricular interest which needs to be encouraged and nourished the college has opened various for a to showcase their innovative and original ideas. They include student participation in various speciality association, cancer awareness guidance cell , NSS, RRC, youth red cross, and Swatchh Bharath. Since the institution is UG college, the research activity for incubating is yet to develop. But the institution is ecofriendly with green environment with few medicinal herbs. The awareness programs which is instructed by the government is quickly delivered and certain eradication programs were conducted and triggered within the public . Moreover the volunteers promote themselves as ambassadors of cleanliness in inspecting drinking water and improving sanitation following the mission if swatch Bharath in serving the nation as Open defecation free India.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 4

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	0	1	0	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 2.09

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 23

3.3.3.2 Number of teachers recognized as guides during the last five years

Response: 11

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.23

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	3	5	2

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 1.35

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
17	16	15	10	7

File Description	Document
List books and chapters in edited volumes / books published	View Document
Any additional information	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

It is inevitable for the students community to work for the neighborhood community who is in need, almost at rural area. The schemes and policies preventive measures, precautionary activities, awareness programmes conveyed by the government, other organizations cannot reach the people who work for their daily needs. Since the college is situated amidst them, they are blessed to extend their helping hand in creating awareness programmes like eradicating plastic to cultivate plastic free eco-friendly india, and successfully our district has completely eradicated plastic. Dengue is the viral fever which has stolen many lives due to mosquito. Our district which is prone to rain is badly in need of its awareness. Aids awareness was given every year since this social issue should be considered. Blood donation is done every year, with the joining effect of Thuckalay government, hospital it is a joint venture of NSS and YRC which scored an award to one of our faculties of our college. Life saving skill instant first aid to patients of sudden heart attack were taught with demonstrations. Voters day is celebrated every year and 'Right to vote' awareness, rally were done and one of the faculties is an 'Nodal officer'. The 'Science forum' conducts special program to get rid of people from ignorance. Eye camp and Dental camp gives free health advice. Fire and safety programs, conservation of forest, life skill development for adolescents, empowering the society with legal awareness and legal aids were imparted to students to build nation, since women are the

one who creates home. Swatchh Bharath mission is clearly followed and students work wholeheartedly through pond cleaning, cleaning the street, roads, constructing toilets in rural areas and schools.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 1

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document
Any additional information	View Document

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 53

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
15	10	9	12	7

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 85.42

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1000	1000	1000	1000	1000

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 0

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Any additional information	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 5

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

Class rooms are as per the university norms, since our college is situated in the rural area and comes under quasi government the built up area is small, as this has shifted from the old college site construction of new buildings were in years and at present the college is well spaced, airy, clean and well furnished . Laboratories in Department of physics, chemistry and botany are well equipped with the requirements laid down by the university syllabus, sufficient space, suitably furnished with the apparatus are vivid. Department of zoology has the latest instruments like presenting the micro-particles through the microscope in the connected computer monitor. Sufficient space, suitably furnished with the apparatus in vivid. The teaching method followed is the chalk and talk method. The teaching aids are in surplus and no student feels themselves void. Computer lab has 30 computers with LAN and internet facilities. Wi-fi connection is given to the computer lab to use search engines. Smart classroom and Seminar hall is furnished with all the requirement in reserve to use anytime. Though the institution is a UG college, research has considered optional now, but still Department of economics has taken all initial steps to launch Research centre and that is under the process to get approved from the University.

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities

Response:

The institution strongly believes that a sound mind in a sound body. Students have been provided adequate facilities to indulge the sports and games to ease mental equilibrium with physical exercise, by providing small but adequate play ground. Athletes who coddle in more than one sports are encouraged and motivated . Physical strength, speed and endurance is increased and district level, university level and state level participation is practiced. The whole spectrum of atheletic ability like strength, ability, co-ordination and stamina is united. Tournaments like hockey, basket ball, volley ball, throw ball also contribute in the sports activities, were colossal number of student participants enjoy. Indoor game table tennis has been encouraged and well equipped indoor stadium is in the campus. A yoga club was functional in the college, students actively joined the club and practiced yoga, and benefitted of which are now universally acknowledged. Now yoga has become one the courses under Part V. separate schedule, Classes and marks were given with appearing for written exams too.

The college believes the democratic values are to be inculcated , hence students are allowed to set up a student council, whose members are elected by voting. The chairman and secretary are invited members of the staff council. The impulse provided by the student representative are given due consideration when the staff council frames the various curricular and extra- curricular activities. These student representatives gets an opportunity to witness the challenges that the administrative personal have to surmount while running the college. This helps in making the functioning of the college smooth and peaceful. The cultural activities are also motivated by forming youth club. The students other than NSS,

YRC enroll themselves in youth club. This club activates students to work out cultural activities, fascinate to nourish themselves into the modern era.

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 37.5

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 15

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 93.58

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1123219	635558	784059	757105	839991

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

Library is the Heart of an Institution. The college library established with the inception of the college in 1965 is on its way in becoming an exuberant learning resource centre catering to the ever growing and uncompromising information and intellectual requirements of the students, researchers and faculty.

Library advances the mission of the college by collaborating in teaching and learning. It develops and curates unique collections and information resources that establish a foundation for intellectual inquiry and lifelong learning among women.

Open access system is being followed. Our library has a collection of 23367 volumes with 12188 titles. It has 433 project reports, 800 book bank books and subscribes 30 periodicals and 3 newspapers. Our college Library is partially automated with Infomirrors library software. Library has planned to subscribe N-List online e-journals, catering to satiate the teaching and learning needs of the institution.

To honour and to encourage the Library users, one Under Graduate and one Post Graduate student was awarded the title “S.R.Ranganathan Best Library User”.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

First editions of some important books have added potential value as works done by important authors. It's not always easy to determine if the book is the first edition, a good general rule to follow is to compare the date on the title page with the copyright date, which is usually found on the back of the title page. If the dates are the same, the book is probably the first edition. Local importance is determined by asking if the book is vital to the interpretation of the site for its reference or artifactual value. If so, then the book should be given the same care and protection accorded to other rare books. Our college library has such valuable books since 1965. These books were well maintained under high protection for reference only with due permission of the Chief Librarian.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 72000

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	135000	225000

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: No

4.2.6 Percentage per day usage of library by teachers and students

Response: 1.83

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 25

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

IT infrastructure is infinitesimal since its inception , college has crawled to show development for the past 5 years. It faces complexity in each and every stepping stone it had since the institution was with pure science and arts stream teaching for the past few years and the constant involvement and dedicated showed in mounting the college has fulfilled certain requirements needed for the curriculum. The development has grown fast and the institution runs with internet facilities. It also has plan to bring out Wi-fi campus.

4.3.2 Student - Computer ratio

Response: 43.8

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: <5 MBPS

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 6.97

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
21482	56646	87799	62913	57487

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

There is a regular and established system followed in maintaining the campus. Students who are in NSS regularly clean up the campus and those in eco-club look after the garden. As the campus receives rain throughout the year, this comes under pollution free campus and it is easy to maintain the evergreen atmosphere. There is an enduring person to look after the campus throughout the day. Permanent non-teaching staff for cleaning look after the classroom maintenance, cleaning laboratories and toilets are under contract basis. Since there is lack of filling up the vacancy of non-teaching the institution has a single person from management to look after electrical flaw that occurs, mechanic work if any, security systems, and overall, on the spot helping. Exams are conducted in regular stream as per the University norms under the leadership of senior teaching faculty on rotation basis. Sports facilities are provided with the ground that is inside the campus and those tournaments which has to be done with the large ground, seeks the help of nearby schools. Laboratories are large and well equipped, library with good number of books and rare books with few journals and periodicals, computer lab is good with needed facility.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 51.59

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
609	618	615	588	592

File Description

Document

Upload self attested letter with the list of students sanctioned scholarships

[View Document](#)

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 38.68

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
432	378	450	536	458

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses

7. Yoga and meditation**8. Personal Counselling****A. 7 or more of the above****B. Any 6 of the above****C. Any 5 of the above****D. Any 4 of the above****Response:** B. Any 6 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years**Response:** 26.61

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
350	752	498	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years**Response:** 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0.13

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	1	1	0

File Description	Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 81.87

5.2.2.1 Number of outgoing students progressing to higher education

Response: 271

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 1.33

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	1

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	15	5	24	15

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

Response: 9

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	5	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
Any additional information	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

College Union:

To aid the creation of a student centric quality education, establishment of a college union is compulsory. There is college union. All students and members of staff are in college union.

Aim of the College Union:

1. To develop good character and conduct
2. To maintain cordial relationship between teachers and students
3. To provide quality education.

College Union Election:

Union election will be conducted using the mode of democracy. All students vote and select their office bearers (college union Chair person and Secretary) in Election. The chairman of the union is elected from the final year under graduate. The Secretary of the Union is elected from the second year of undergraduate students.

Activities of College Union:

1. Developing cordial relationship between teachers and students: Office bearers of College Union maintain good relationship and mutual understanding with both sides teachers and students respectively.
2. Rectifying Students Grievance: If students have any problems in the facilities or academic oriented

issues, College Union representing students to Principal and Management to rectify that problems and making convenience to students and administration.

3. Discipline: is well disciplined and union has no job in taking any disciplinary action, but still discipline is maintained in and around the campus

4 .Anti-Ragging: College assures anti-ragging. Awareness were give against various social , cyber crimes and students security.

5. Cleanliness : College Union monitors class rooms and campus cleanliness.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 25

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
27	26	24	24	24

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Alumni Association functions in the College from long back, but was not documented and streamlined. For the past three years it has been activated in a disciplined manner and regular meetings were conducted ,to strengthen the stake holder relationship. All department of the College organizes the Alumni meet. The Primary intention of the Alumni Association is to help the students who are financially constrained, to enlighten the students for higher studies, to provide assistance for infrastructural facilities, to provide books to the junior students. In the year 2015, based on the meager infrastructure, students listening the meeting from the floor, has got donated with 100 chairs. Few students are, in higher posts in the government of India,

File Description	Document
Link for Additional Information	View Document

5.4.2 Alumni contribution during the last five years(INR in Lakhs) ? 5 Lakhs 4 Lakhs - 5 Lakhs 3 Lakhs - 4 Lakhs 1 Lakh - 3 Lakhs Response: <1 Lakh	
File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years Response: 2											
5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years											
<table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>		2017-18	2016-17	2015-16	2014-15	2013-14	1	1	0	0	0
2017-18	2016-17	2015-16	2014-15	2013-14							
1	1	0	0	0							
File Description	Document										
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document										
Any additional information	View Document										
Report of the event	View Document										

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The governance of the college is effective with the leadership of the Principal and senior faculties and legal advice and guidance from the college Secretary travel in tune with the vision and mission of the college. The Vision statement defines, 1. To provide quality education to the maximum number of women folks. 2. To equip the teachers and students to become intellectually competent. 3. To help the students be self reliant, and the mission is, 1. To make the students and teachers be committed to the society, 2. To take up research oriented projects in various fields of science and humanities. 3. To involve the students in the upliftment of people in the suburban villages. 4. To develop a multidisciplinary approach to education and to life.

The college serves the needs of students and society, by providing courses in all disciplines in ultra modern areas, focusing on research, developing the personality of the students to be an excellent professionals , inculcating human values to regard for heritage and culture. The faculty members are nominated in various committees of the Institutions for decision making and managing the various functioning's. Regular inputs are procured from faculty and staff through monthly meetings of the faculty for continuous improvement in the system. The Leadership ensures the compliance of academic and administrative processes and procedures along with the continual improvement through regular systematic audits, checks and monitored .The Leadership of the college sets the direction for all the members of college IQACs to work collectively towards the vision and mission.

File Description	Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

The Institution has certain policies and practices in making the administration, academic activities and its implementation .Principal is the administrative head and the Secretary is the management head is Joint commissioner of the Tamilnadu Hindu religious and charitable Endowments department who comes under the commissioner, an IAS officer appointed by the government, this higher authority has got the power in all decision making like construction of a building or appointment of teaching and non-teaching faculty. The various committees of the college review the progress of various functions and accordingly

take necessary action for ensuring excellence in the respective areas. The Review Process has involvement of stakeholders and Board of Studies .The Heads of the department has an overall responsibility of the teaching staff members in executing the academic activities by conducting departmental meeting at the beginning and at the end of every semester. The members are free to express their suggestion and opinion for the improvement of academic quality through boards of studies.

1.Principal: The academic and operational decisions based on policy to the Academic Committee headed by the Principal in order to discharge the vision and mission of the institute.

2.Faculty : Faculty members are in various committees and allowed to conduct various programs to showcase their abilities. They are encouraged to develop leadership s competence by being in charge of various academic, co-curricular, and extracurricular activities.

3.Student Level: Students are empowered to play an active role as a chairperson and secretary as representatives of all students of the college, nominated through election, under voting process .

Participation of Teaching Staff

- a) admission committee
- b) staff council
- c) IQAC
- d) Women Grievance redressal cell
- f) Anti-ragging Committee
- h) anti eve- teasing cell
- i) Extra curricular

Participation of Students

- a) Students Council
- b) Grievances Redressal Cell
- c) Extra-curricular Activities

File Description	Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution**Response:**

The college trust in excellence in all spheres so that the students and faculty of the college gets good infrastructure and opportunity in learning new skills to deal with global challenges. The College Council plays very important role in the institution headed by the Principal with all HODs and senior faculty as members. In the last five years the committee has given following recommendations which have been accepted and pursued to develop the academic atmosphere in the college.

S.no	Strategy	Deployment
1	To generate awareness among faculty about various requirements of Major and Minor research projects from UGC.	Major and several Minor research projects were procured.
2	To organize conferences, seminars, workshops, and cultural programs in the college.	They were organized on regular basis in the college.
3	Introduction of new courses	New courses like B.A, (English), B.Sc.
4	To expand and improve infrastructure for research.	Research centre for the Department proposed and the process is on the way.
5	To publish the research articles in peer-reviewed and reputed journals.	Most of the staff has published their research articles in peer-reviewed journals.
6	Awards to faculties	Appreciation award is given .

File Description	Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism.

It is endorsed to frame the norms and regulations to maintain strict discipline in the academic forum to staff and students. The Institute issues scholarships given by the government, fellowships they need, medals, prizes and certificates on the recommendations of the staff council. Administrators frames the admission committee and the regulations regarding the admission process in compliance with Government policy is done every year. Staff council designs the regulations for sports and extra-curricular activities. The well trained office maintains the audited accounts. The examination cell comprising of senior faculties gives the pass percentage and receives degree certificates from the university. The principal the head of the institution approves the reports of various committees of the institution.

The college also has a Grievance Redressal Committee. It looks after, the complaints lodged by teaching, non-teaching staff and students, Empowered to look into matters of ragging and sexual harassment, complaints related to timely issue of duplicate mark-sheets, Transfer Certificates, Conduct Certificates or other examination related matters. It also develops responsive and accountable attitude among all the stakeholders to maintain a excellent educational atmosphere in the institution.

6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development**
- 2.Administration**
- 3.Finance and Accounts**
- 4.Student Admission and Support**
- 5.Examination**

- A. All 5 of the above**
- B. Any 4 of the above**
- C. Any 3 of the above**
- D. Any 2 of the above**

Response: D. Any 2 of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The Principal the head of the institution approves the reports of various committees of the institution. The admission committee implements the regulations regarding the admission process in compliance with Government policy and admit students .The reservation policy is adapted and the day on which admission has got closed and the number of students admitted were all enlisted and the minutes of the meeting before and after the admission is documented every year.

The agenda to be discussed with the Commissioner is prepared and the meeting is held. The Principal functions the college as per the instructions given by the commissioner, approved by the Joint commissioner .The minutes of those meetings were also documented. The awards, prizes and certificates to be issued to teaching and non-teaching were discussed with the staff council and minutes were entered. The fund received and disbursed from UGC were also documented. The exam cell, redressal cell, anti-eve teasing cell, youth welfare, placement cell, and youth Red cross and other academic and co-curricular activities aspirations and the outcome were recorded. Suggestions from alumni were also considered and regular meetings with the stake holders, parents were seriously considered and worked.

The resolution drawn from the meetings are implemented, and focuses on the overall development of the college, in achieving the goals and aims of the institution.

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

The Institution is committed in constructing a healthy relationship to its teaching and non-teaching staff members. In case of sudden demise of a staff while in office, the college takes measures to provide certain money to the bereaved family members as per the government norms and offered a job on compassionate ground to one of the family members as there was a vacancy available in the college.

The loan amount to the maximum of 12 lakhs is given from 1. Kanyakumari district college employees co-operative thrift and credit society ltd. No KV121. Thuckalay. and, 2. Kanyakumari district I.D. establishment employees co-operative thrift and credit society ltd, No, KN 65, Suchindrum.

The sum of Rs.180/- is being deducted from the salary of the faculty for new health insurance scheme and Rs.100/- as Special Provident fund for aided college emp.. and Rs.60/- for group Insurance scheme.

Canteen is maintained inside the campus. The canteen offers quality meals and refreshments at the cheap rate.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

Details of teachers provided with financial support to attend conferences,workshops etc during the last five years

[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 1.4

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	1	0

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	View Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 6.57

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	3	2	2	3

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	View Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

A performance appraisal assesses an individual employers performance and productivity, attains improvement of professional competence. The employer should have completed one Orientation program and one Refresher course training within first five years of service after joining the duty.

This program promotes first grade pay Rs 6000 to Rs. 7000. Teachers should contribute some important innovative methods like designing the curriculum, evaluating papers, invigilation work Preparation of resource materials for students, remedial teaching measures and students counseling. The teacher should take students to places outside the campus to create awareness among themselves about various social factors. It would be an added qualification for a teacher, if acted a chairperson for a national or international conference or seminars.

Teachers should hold a position in one of the following activities , NCC/NSS /RRC/YRC or any other

similar activities. The teacher should take care of the welfare and discipline of the students. Teaching staff counsel the students according to their needs. There are add on qualifications for teaching staff, if a teacher is a member of senate, board of studies in University or College, member in professional organization of teachers, member of professional bodies, society or editor of Journals, they will get added point while they go for promotions .In the process of promotion a teacher should not only attend seminar, conference and workshop but also should present papers. If she organizes one of these, there would be an added point to get promotion. Their performance are measured by their research experience ,research projects, like minor/major projects they have completed.

The non- teaching staff also have some qualification to go for promotions. Non- teaching staff will normally get Selection Grade / Special Grade / Super Grade upgradation every 10 years. It is mandatory that they should pass accountancy test-1. In case of superintendent, he/she should pass an accountancy test part-1 and part-2 and in addition he/she should pass a District- office manual test to get his/her increment and promotion. It is mandatory for Assistants and junior Assistants in office that they should pass an accountancy test-1.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The External Audit is conducted periodically for every financial year by the Government Auditors of the Joint Director of Collegiate Education, Trinaveli Region.

1. For 2008-2009 to 2014-2015 (seven financial years) the auditing was conducted from 03-8-2015 to 14-8-2015, 24-8-2015 to 28-8-2015 and 01-9-2015 to 11-9-2015. Totally 28 days, and this was verified and closed on 20-10-2015, by the Regional Joint Director of Collegiate Education, Trinaveli zone, Trinaveli.

2. For 2015-2016 (one financial year) the auditing was conducted from 10-10-2017 to 13-10-2017. Totally 4 working days, and this was verified and closed on 13-10-2017, by the Regional Joint Director of Collegiate Education, Trinaveli zone , Trinaveli.

This auditing is confined with ,

1. Audit of the Teaching and Non-Teaching Staff Salary, Arrear Bills for all the months.
2. Audit on the Receipts for all the months.
3. Audit on the Service Registers for all the Staff members Teaching and Non-Teaching Staff.
4. Library and Lab Equipments incurred out of Govt. Grants.

5.Verification of the concessions and disbursement of scholarship.

6.Verification of the concessions and disbursement of scholarship.

7.General scrutiny of various registers, Leave Register , Attendance, Bills, Vouchers, Accounts, Stock Registers, and Special Fees.

8. Check of Income and Expenditure from the supporting registers and ledgers.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

A resource is a positive feature for an institution to achieve an output. This includes time, space, water, land, human resource, money and tools. This is used to create wealth so as to improve the efficiency in education.

Colleges are institutions of higher learning and research. It is necessary to develop a quality curriculum system to provide an effective teaching and learning environment. College has to be supported through building, physical, human, and intellectual resources. Resource is also 'funds'.

Resource mobilization involves strategic planning for program funding, improving image and reliability of the college. Resource mobilization identifies the resources essential for the development, implementation

and continuation of works for achieving the institution aim or a mission.

Strategies for mobilization of funds from UGC on various heads to meet out the expenses on purchase of books, equipments, renovation of existing buildings, remedial coaching for SC/ST students etc., Encourage the teaching staff to get the projects from various funding agencies like UGC, DST, DBT, CSIR, ICSSR, ICAR, etc., Fund mobilization by organizing national / international conferences.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

The IQAC is active in defines the perception of the college. The cell designs the feedback system of the college framing the questionnaire at different levels.

Feedback from student : Feedback is collected on teaching learning process and the traits of institution. Since, students are the ultimate beneficiaries their feedback are the true source of the judgment . It helps to identify weakness and strength of the college. Students give significant input to the management quality concerning the quality of teachers, dedication to profession and the need for interactions of the latter with the students. Feedbacks are reviewed, analysed and the suggestions for improvement are made and implemented.

Feedback from Parents: Apart from the attendance, marks scored in all three internal assessments of all subjects are informed in person. The improvement in regularity, studies and other disciplinary actions if required, this meeting is done twice a year.

Feedback from Alumni :Alumni suggests the quality , excellence, proposal in improvisations. Alumni gives support to initiative new programs, for career opportunities.

The IQAC members analyses all this reports and finds the solution. The seminars and conference were arranged according to the quality assurance strategies and all those activities of the college are recorded and documented.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

As per the University norms, the syllabus of the students to be taught and curricular activities to be conducted and co-curricular activities to be performed are all discussed in the staff council under the leadership of the Principal. All heads of department conducts meeting with their members of staff and finds their suggestions, ideas with their convenience. This meeting emphasizes the plan for teaching, learning, laboratory work, and sketch to improve slow learners and advanced work to be allotted to the bright

students, also the innovative techniques to be adapted to make the work simplified is also discussed. Teachers are instructed to psychologically take care of the mental and physical health of the students too, since the students are financially poor and from rural area, their care for themselves is weak. Since the mission of the college is the upliftment of people in the suburban villages.

The Association of the department supports to organize Seminars, Workshops and Inter-collegiate competitions to strengthen the quality of education. The IQAC monitors all the activities of the department.

IQAC frames and collects feedback from the students, teachers, parents and alumni to access the characteristic feature of the institution and suggest the initiatives to promote education. All the committees and clubs of the college function as different module of a system with harmony.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 5

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	4	6	7	1

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

The college has taken the following actions on the report of the 1st cycle of NAAC peer team. The college was then small with little infrastructure and this has shown its development in generating sufficient infrastructure, with well equipped laboratory for all science department. Computer lab is furnished with internet and Wi-fi connection of 10mbps . Library is partially automated with library management software, spacious with 23347 books 130 rare books, 30 periodicals and journals.

Introduced new, Under graduate courses like B.A (English)., B.Sc (Physics, Computer science, and mathematics), Post graduate courses like M.Sc., (Mathematics)., M.A., (Economics).,M.Com., (Commerce) under Self finance scheme, this gives an opportunity in recruiting 18 temporary teachers, 20 part-time teachers and bid livelihood to women folk, marching towards the vision and mission of the college. This also developed the college to grow with 1314 women students . Out of 65 teaching faculty 25 of them were Ph.D holders , 3 with NET and 1 with SET, and 8 teaching faculty waiting for their Ph.D viva-voce. 12 members of staff were recognized guide for research under M.S University, seven minor projects and one major project was approved by the UGC through fund allotments, these projects were also completed in the stipulated time. Numerous research articles were published in peer-reviewed, reputed journals and now on UGC approved journals. Many papers were presented in UGC sponsored national seminars and conference. A proposal for a research centre in the department of Economics is under the process and the committee is yet to visit.

Smart class room, seminar hall, a big auditorium were also constructed in the campus. In-door stadium, canteen, students co-operative store were also on exertion. Steps are taken in collaborative extension activity. Value added and add-on-courses introduced.

Strong alumni association functions and yearly meetings are conducted and 100 chairs were donated by them. Organize sports activities inviting sports personalities. A entrepreneur development programmes has got initiated and functions for the benefits of students.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 4

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	2	0	1

File Description	Document
Report of the event	View Document
List of gender equity promotion programs organized by the institution	View Document
Any additional information	View Document

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

- 1. Safety and Security**
- 2. Counselling**
- 3. Common Room**

Response:

Institution functions with the same gender and gender discrimination can never happen inside the campus, but still , students are from suburban areas should be aware of all those, through awareness programs.

a) Safety and Security

There are 10 CCTV cameras at the entrance, computer lab, corridor, steps, canteen etc. Rest room facility is provided for ill students.

Few teaching faculties are in discipline committee to maintain discipline inside the campus. A staff wing named councillor is arranged in the college for which if a candidate finds any problem outside the campus, calls the councillor over phone, for the immediate help. The councillor seeks the help of police nearby .

b) Counseling

Women grievance and redressal committee has got established to provide a platform to girls in the college to solve problems they face in their day to day lives. Each class has got a mentor to monitor the usual habitation of the students, if there is any discrepancies seen in their activities, the mentor can understand ill-health issues, personal issues, famine and starvation issues, etc and proper council or help is given at the right time.

c) Common room

a common room is provide for a small rest or a nap the student in need of at the time of their weakness, since the climate of the district is cool and rainy many students fall ill with cold and fever, mosquitoes are common and the resistance towards its bite can never happen all the time, many students fall ill. Few students skip breakfast and goes gloomy and few suffers with monthly snag, they are accommodated under the guidance of the physical directress who maintains first-aid kit for the students .

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 15

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 3

7.1.3.2 Total annual power requirement (in KWH)

Response: 20

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 14.85

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 1.485

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 10

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management
- E-waste management

Response:

- Solid waste management
- Liquid waste management
- E-waste management

Solid wastes

The solid wastes in our college are segregated in biodegradable and non biodegradable categories. The biodegradable wastes including plant litter is collected in large pits and converted into manure and used to keep the college premises neat. Excess food prepared for functions, conferences, workshop never go to waste as it is distributed in the nearby Orphanage. Vegetable and food waste cattle feed.. The non recyclable and at times the recyclable wastes are handed over to municipality for future use, the paper waste are given old paper store for recycling. Exam answer scripts if waste are disposed as per govt.norms. Usage of polyurethane is strictly prohibited.

Liquid wastes

Used water by the students for washing hands is channelized to the plants in the garden.

e-Wastes

e-waste is collected in the form of C.P.U, Hard Drive, Monitors, damaged CDs, Keyboards, cables, cartridges etc, these wastes are handed over to the buyback seller.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Since college receives major rainfall throughout the year, as the rain water runs to the near by river , it is

not the matter of conserving. As per the Govt of Tamilnadu instructions college also has rainwater harvesting. The ground is a good absorbent of water and the need of water is satisfied with the borewell and an open well. Rain water contributes in filling up the open well as this is the natural aquifer and recharges the tank having the capacity of more than 30000 litres through a motor and water is transmitted for the daily usage inside the college campus. At rare circumstances, this supplies drinking water for the nearby village.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Green practices gets practised in the campus since the campus is evergreen all the year. Campus has numerous trees, plants and medicinal herbs. The significance of green plants were symbolically represented by eco club, they plant trees and grow. Department of Botany conducts responsiveness over medicinal, flowering, dietary plants and grow plants by growing them nearby their department, creating interest in all other students. NSS volunteers not only plants their sapling in an around the campus, they do in temples and villages too. Some plants were planted in and around with the alliance of Isha Yoga team.

Most of the faculties, students uses public transport system for to and fro. Students use bus pass, college facilitates in fetching concessions through a non-teaching faculty.

College is free from plastics, and marching towards paperless office.

Office is not fully automated and yet to develop itself to hi-fi technology.

Campus has ramp for physically challenged non-teaching staff, teaching staff and diminutive students to move in ease, as this cannot lay a constraint for study.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.48

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
2325	4418	4200	2700	6461

File Description	Document
Green audit report	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 30

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	6	6	6	6

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 25

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	5	5	5	5

File Description	Document
Report of the event	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes	
File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website	
Response: Yes	
File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations	
Response: Yes	
File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics	
Response: Yes	
File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions	
Response: Yes	
File Description	Document
Any additional information	View Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 43

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	8	9	8	8

File Description

Document

List of activities conducted for promotion of universal values

[View Document](#)

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

PONGAL FESTIVAL

Pongal is the harvest festival celebrated by the tamil speaking people belonging to Hindu faith. Pongal festival is celebrated before 14th every year since pongal falls on 14th Or 15th of January. students cultivate the habit of preparing pongal in the main entrance maintain the same spirit of tradition.

NAVARATHRI FESTIVAL

Saraswati Pooja is one of the greatest festivals of all Hindus. It is with the belief that Devi pooja if maintained with belief and oneness goddess showers all her blessings to the prayers. It is specially intrested with girls and students . students perform pooja in the temple for all the nine days, and separate pooja is done in the library, laboratories, sports room.

ONAM FESTIVAL

ONAM festival is known for all people of Kerala irrespective of caste and community. College arranges competition in “athapoo” and’ thiruvathira kali” celebrated by malayam speaking people.

FOOD FESTIVAL

Food festival is celebrated in encouraging students to show the hidden talents and creativity in preparing food. They prepare by themselves and stall it for sale within the campus.

YOUTH FESTIVAL

Every year college celebrates youth festival to expose the inherent hidden talents of the students. Students enjoy these days with various co-curricular activities.

Birth/Death Anniversaries:

National Science Day celebrated on 28th February each year to mark the discovery of Raman effect. October 15th Celebrated by APJ. Abdul Kalam birth day .

Indian mathematician C.P.Ramanujam birthday is celebrate by the department of mathematics, as a mark of respect and to establish the aspiration to make the course simple.

National Sports Day in India is celebrated on 29th August each year, to develop qualities of togetherness, leadership, stamina, physical strength, planning and strategy and patriotism.

National Youth Day is celebrated on 12th January on the birthday of Swami Vivekananda.

Independence Day is celebrated in the college premises on August 15 every year , college Principal hoist the flag and delivers independence day address.

Republic Day in India is celebrated on 26th of January to honour the constitution of India. NSS volunteers arrange this function.

International Women's Day celebrated on March 8th every year, a meeting with Re Ribbon club arranges a meeting with govt hospital councillor to give awareness against AIDS.

International Yoga Day celebrated on 21st June every year. Yoga is an ancient physical, mental and spiritual practice that originated in India.,yoga is also practised in our college to manage stress, to achieve a peaceful, body and mind.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

Financial Functions : Fee structure is as per the Government norms, similar to that of Govt. colleges of Tamil Nadu. No hidden fee or capitation is collected. The fee structure is clearly mentioned in the college calendar.

The transparent money transaction like crediting the salaries of teaching and non-teaching through the banking system, Canara bank of Kuzhithurai branch has got associated with the college for all banking transaction , like scholarship, endowment .The students receive scholarships like, merit scholarship, reservation, and for those below creamy layer. To avail these scholarships too, the method of transparency.

Academic Functions: A transparent method for academic work is followed as per M.S University, common towards all affiliated colleges. ,the courses, curriculum ,syllabus ,the Time –table of examinations are exhibited in the university website, and the circular received from the university is displayed in the college notice board.

Administrative Functions: A transparent method is followed in administration also. Students Admission is done obeying the University norms and open window system is followed, the student merit list is prepared, roaster system is followed, waiting list is also prepared, everything is displayed in the notice board and students are informed through call letters. Chance card is also sent in one week for filling up the admission for the rest of the seats available this transparency leads no complaint in the admission system .The work allotted to Heads of the department is centralized to make every process transparent, clear and precise.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

BEST PRACTICES

Realizing the significance of dimensions in education, the college fosters several innovations to achieve academic excellence for overall developmen

• **1. Title of the practice:**

Organizing Seminars, Conferences and Workshops

Objective of the practice

To gain knowledge on important subjects of higher education.

To become acquainted with the eminent persons who are experts in research.

To transform the institution into a centre of academic excellence.

To enhance facilities for research & development.

To harness the research potential of the faculty members.

To create an awareness on current trends in all the subjects.

3. The Context

To enlighten the students on the need for higher education and the opportunities available for research.

4. The Practice

Each department organizes conferences/seminars/workshops once or twice in a year.

Resource Persons from reputed institutions within the country are invited. Participants are both from our own and from other institutions. Paper presentation is encouraged and the papers are published. Students are trained in leadership qualities to organize such programmes.

5. Evidence of success

Rapid improvement is observed among the faculty and the students involved in research, collaborative works etc

• **2. Title of the practice:**

“Yoga for human excellence”

Objective of the practice:

Create Healthy mind with excellent knowledge.

The process:

Yoga classes are conducted by Vethathiri Maharishi ManavalakalaiMandram, Marthandam on every Saturday 10 am to 3 pm.

Impact of the practice:

Live healthy, live long, live prosperously, live with good wishes of others, live famously, live wisely. Spread all of the above benefits at anyone you bless. Create harmony with the society and world community.

Simplified exercise made the students healthy. Kayakalpa yoga made their life healthy and meditation made their mind healthy.

Evidence of Success:

Healthy mind with excellent knowledge among the students who are involved in yoga.

- **3. Title of the practice:** User Orientation and Best library user award.

Goal of the practice: Creating awareness on library resources, facilities and services among new users and thus to ensure optimum use.

To attract more students to visit the library and use the resources.

The process: This is orientation programme to freshers those joined new, Instruction and presentation on use of catalogue and familiarization with organization of collection, type of resources available and range of services provided is highlighted. Information on rules and membership enrolment is provided.

Data is gathered through visitor register maintained in the library. Usage data is compiled through circulation of library items. Based on the above data and the observations of the librarian one best user award is given to the student who makes the maximum use of library.

Impact of the practice: Encourage students to use the library by motivation. Inculcate reading habits and self study among the students particularly undergraduate students.

Frequency of visit is increased. use of library reference material, magazines, books and journals is increased.

Resources required: Preparation of presentations, lectures, manpower to do so and promotional materials is required.

Finance for instituting awards, maintenance/monitoring of user statistics.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The single characteristic that defines our college is distinctive to its vision, priority and thrust is its “uniqueness”. A unique college specifically for women from rural area, an aided institution but standing still like a government college. The college developed itself with a small room to wide area with good infrastructure. The process of achieving a trivial action is tedious since the process has to follow a long path, like getting approval from Joint Commissioner , Suchindrum , Kanya kumari District, the Secretary of the college, and to the Commissioner an IAS officer, Hindu Religious Charitable Endowment Department, Chennai.

The college struggles hard for reaching its goal and climbs at a snail’s pace .

The institution has widespread of 12 departments and one among them is marching towards research centre. Recognized Research guides have produced 4 Ph.D Scholars and 7 Ph.d scholars are working in full swing. UGC funded major and minor research projects were completed by many of our faculty from different departments. To provide sustained and healthy environment library has submitted a proposal to integrate enormous and latest information online through INFLIBNET., The vision and mission of the college is accomplished though the path traversed by the college is with hurdles and obstacles.

5. CONCLUSION

Additional Information :

- To enrich department of economics and chemistry as Research centers.
- To establish PG course in self supporting stream.
- To fill up the approved vacancies in all the department.
- To modify the space available as a ground to enhance sports activities.
- To introduce smart class rooms.
- To maintain a rest room or a sick room in need of any emergency.

Concluding Remarks :

The college has been instrumental in churning out an army of academically sound women graduates to achieve heights and to bring glory to the institution. As per the university regulations, the courses have relevance to the developmental needs with well defined and informed learning objectives.

Being the only women's college in the locality and government aided, students from all strata of society, especially from socio – economically weaker backgrounds take admission here. Academic Development Committee of the college facilitates research work through screening of research proposals, monitoring the funds from UGC and other bodies, facilitating faculty participation in various seminars, conferences, workshops in and around universities.

The building and campus has become completely accessible to women students. Ramps and toilets have been constructed sufficiently for all students and staff. All class rooms and laboratories are spacious with ventilation and equipped as prescribed by competent authorities.

- The institution is trying to engage in deploying new information technology to meet the current challenges of changes to the curriculum. Internet facility is available in the campus.
- The computer labs are equipped with Wi-Fi / LAN facility. Three classrooms and a seminar hall are equipped with ICT facilities. College library maintains all the books and journals as per higher education norms..
- Apart from the academic development, the college also gives opportunity on their physical well being. The college boasts of basket ball court, indoor stadium etc. Many indoor and outdoor activities are organized eventually.