

MUTHAYAMMAL
COLLEGE OF ARTS & SCIENCE
Rasipuram, Namakkal Dt. Tamil Nadu



To
The Director
National Assessments and
Accreditation Council
Bengaluru

**ANNUAL
QUALITY
ASSURANCE
REPORT
(2014-2015)**



MUTHAYAMMAL
COLLEGE OF ARTS
& SCIENCE | Learn.
Lead
A UNIT OF **VANETRA** GROUP
ESTD 1994

www.muthayammal.in

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MUTHAYAMMAL COLLEGE OF ARTS & SCIENCE -RASIPURAM

The Annual Quality Assurance Report (AQAR) of the IQAC

For the Academic year. (July 1, 2014 to June 30, 2015)

Part – A

Data of the Institution

1. Name of the Institution MUTHAYAMMAL COLLEGE OF ARTS & SCIENCE

- Name of the Head of the institution : **Dr.R. SELVAKUMARAN**
- Designation : **PRINCIPAL**
- Does the institution function from : **YES**
own campus
- Phone no. /Alternate phone no. : **04287-222137/226763**
- Mobile no. : **+91 9965587437**
- Registered e-mail : **admin@muthayammal.in**
- Alternate e-mail : **principalarts@muthayammal.in**
- Address : **KAKKAVERI POST**
- City/Town : **NAMAKKAL DISTRICT**
- State/UT : **TAMILNADU**
- Pin Code : **637408**

2. Institutional status

- Affiliated / Constituent : **Affiliated**
- Type of Institution : **Co-education**
- Location : Rural/Semi-urban/Urban : **Rural**
- Financial Status : **UGC 2f and 12 (B) /Self Financing**
- Name of the Affiliating University : **Periyar University, Salem,
Tamilnadu, India.**
- Name of the IQAC Co-ordinator : **S.P.VIJEIKUMAR**
Alternate phone no : **+91 04287-222137**
- Mobile : **+91 9443089530**
- IQAC e-mail address : **iqac@muthayammal.in**
- Alternate Email address : **info@muthayammal.in**

3. Website address : <http://www.muthayammal.in>
Web-link of the AQAR: (Previous Academic Year) : <http://muthayammal.in/AQAR2014-15.doc>

4. Whether Academic Calendar prepared during the year? Yes
Yes/No....., if yes, whether it is uploaded in the Institutional website

<http://muthayammal.in/CALENDAR2014-15.pdf>

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
Ist	A	3.04	2015	02.03.2020

6. Date of Establishment of IQAC : DD/MM/YYYY: 21/03/2011

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture			
S.No	Item /Title of the quality initiative by IQAC	Date & duration	Number of Participants / Beneficiaries
1	LOI for accreditation submitted	02.05.2014	-
2	IEQA (Track ID – TNCOGN20900) Submitted	06.06.2014	-
3	Uploaded SSR (Self-study report) for accreditation	08.08.2014	All Staff
4	Governing council meeting – (2014-15)	23.12.2014	12
5	Preparation of Academic calendar (2015-16)	20.05.2015	All Staff & Students
6	IQAC Internal Academic and administrative Audit readiness-2015	22.04.2015	All Staff
7	AISHE (2014-15) Data Submission	06.08.2015	All Staff
8	Student Feedback on Curriculum, Infrastructure and Teacher	29.12.2014	6000

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount (In Lakhs)
Dr. N. Sudhakar	FastTrack Young Scientist Scheme	DST-SERB	2013-2016(3years)	28.4
Dr.M. Sabana Begum	Extension Project	TNSCST	2013-2015(2 years)	2.74

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes

10. No. of IQAC meetings held during the year: 12

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website.....

Yes/No: **Yes**

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes No ✓

If yes, mention the amount: Nil Year: -

12. Significant contributions made by IQAC during the current year (maximum five bullets)

- The IQAC is a significant administrative body in any educational institution.
- The IQAC has a greater role and responsibility in maintaining quality standards in the whole process of teaching, learning and evaluation.
- It is the prime responsibility of IQAC to initiate, plan & supervise various activities.
- It plays a major role in organization of academic meetings & any other such kind of event or programmes for all the stakeholders of the institution.
- It promotes co-curricular and extra-curricular activities in the college.
- It is a capable body to administer various academic/educational activities.

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Curriculum Enhancement	<ul style="list-style-type: none">• Periyar university CBCS curriculum has been implemented since 2009 onwards.• UG & PG students who appeared for the final year Periyar university examinations had passed to become eligible for graduation.• A Curriculum Development Cell (CDC) is functioning in the college exclusively responsible for action plan and implementation of the curriculum.• CDC and IQAC have jointly developed a few procedures for the effective implementation of the curriculum such as, syllabus schedule“ and evaluation tracker“. Syllabus schedule facilitates the faculty to plan the classes and to complete the syllabus in a phased manner at an optimum speed. The evaluation tracker helps the faculty and HODs to track the coverage of the syllabus

	<p>within the allotted time.</p> <ul style="list-style-type: none"> As an affiliated college, the primary activity of the CDC is implementation of the curriculum developed by the University.
Teaching & Learning Resources	<ul style="list-style-type: none"> Even before the commencement of an academic year, academic calendar is prepared. The academic calendar provides information about the number of working days available for teaching process in a semester examinations, dates of mid-semester, end of semester exams conducted by the college and the tentative commencement of University examinations. At the beginning of each semester, the teachers prepare individual syllabus schedule in such a way that the syllabi are completed in time and the students have enough time to prepare well for the examinations. The Principal, assisted by the HODs, would monitor whether the teaching process is going on as per the schedule. If necessary, teachers are asked to conduct additional classes either after class hours or on holidays to complete the syllabi. Since the number of working days is more than that of the days prescribed by the University norms, the teachers do not find it difficult to satisfactorily complete the syllabi within the stipulated time. As far as possible, every teacher is required to conduct classes according to the syllabus schedule. They prepare notes to help the students. All these notes are preserved. Since every aspect of the academic affair is carefully pre-planned and implemented scrupulously, the teaching-learning process

	<p>proceeds smoothly and effectively.</p> <ul style="list-style-type: none"> • Google corporate mail ids were created for staff. • 21 faculty with Ph.D., 113 M.Phil. & 75 with PG degrees are available to enhance the quality of teaching and learning.
Research Expertise Sharing	<ul style="list-style-type: none"> • The R&D cell of the college encourages all the faculty to pursue research and obtain M. Phil/ Ph. D., degrees. • Research guides are given work load remission to the extent possible. • Faculty pursuing researches are free to utilize all the facilities in the laboratories and the library. • Faculty pursuing research are permitted to attend seminars, conferences etc., They are given on on-duty permission to enable them to update and enhance their knowledge in their respective research areas. • The Management bears the registration charges/the entire expenditure for attending a seminar/conference/workshop, etc. • In order to enable a faculty to complete his/her research, the Management is kind enough to grant him/her leave for a longer period (a few months).
Infrastructure Resources	<ul style="list-style-type: none"> • The institution has an adequate infrastructure conducive for best teaching-learning process. • The infrastructure includes 89 classrooms, 24 laboratories, 4 libraries, one communication laboratory, 2 conference halls, one seminar hall, one animal house, one green house, a vast playground, a spacious modern canteen, hostels etc., besides office and administrative block. Classrooms are well furnished with all necessary accessories, and are ventilated and illuminated
	<ul style="list-style-type: none"> • The institution has taken strenuous efforts to

Entrepreneurship Development

facilitate entrepreneurial skills among the students.

- A Placement Cell has been in activation throughout the year to train the students to acquire the professional skills required for getting placements.
- Students are sufficiently trained with skills to appear for On Campus/off campus interviews which have been arranged frequently by the placement cell.
- In addition to the guidance offered by the coordinator and members of the placement cell, external experts are being invited to train the students to acquire soft skills.
- Because of the initiatives and efforts of the placement cell, 246 students during 2013-2014.
- Students are exposed to certificate courses such as “Water Analysis and Treatment, Mobile Servicing, Computer Hardware, Web Designing, Photography, Tally, Global Certification with BSNL, Fashion Arts” etc., to augment their competitive skills and to come out successful in the entrepreneurial zones.
- Similarly, the department of Hotel Management and Catering Science conducts “Food Festivals” which bring out the students’ expertise in cooking, baking and selling the products manufactured.
- A “Cake Mela” has been a big show organized by HM&CS during Christmas.
- Textile and Fashion Designing department takes special efforts to infuse entrepreneurial spirit in the students.
- Experts from renowned textile industries are invited to address the students and guide them to

	<p>become entrepreneurs in textile industry.</p> <ul style="list-style-type: none"> • The students are also taken on study tours to popular textile concerns. • The students are taught various aspects of textile industry such as dyeing, printing, embroidery, designing, etc. • They prepare various types of garments for young and old, men and women etc. These garments are exhibited at the end of the academic year for sales to the staff, students and public.
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14. Whether the AQAR was placed before statutory body? Yes /No: YES

Name of the statutory body: Governing Council

Date of meeting(s): http://muthayammal.in/governing_council_minutes.pdf

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes/No: No

Date: 05.02.2015 -07.02.2015

16. Whether institutional data submitted to AISHE: Yes/No: Yes

Year: 2014-15

Date of Submission: 06.08.2015

17. Does the Institution have Management Information System?

Yes / No: Yes

Part-B

CRITERION I – CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 Institution has the mechanism for well-planned curriculum delivery and documentation.

As an affiliated college, Muthayammal College of Arts & Science (MCAS), Rasipuram follows the curriculum devised and prescribed by Periyar University, Salem, and Tamil Nadu. This curriculum aims at empowering learners with knowledge and skills to excel in the fields they aspire for. Focusing on rural empowerment, our institution also offers many value added courses so as to complement the prescribed curriculum. These courses enable the students to equip themselves with skills to acquire employment. Giving more importance to relevance and appropriateness in catering to the need of the society/economy/environment, our institution collects feedback from all the stakeholders.

The institution takes measures towards revising and redesigning of academic activities based on the recent developments and feedback. The curriculum is enriched by the conduct of several value added and some certificate courses based on the current requirements of the students. The problems and anomalies faced by the students in the curriculum and their positive suggestions are brought to light by getting feedback from the students as well as from other stakeholders which are taken to the respective boards of studies of the University for redressal, thereby bringing in appropriate modifications. Semester pattern is followed with Choice Based Credit System (CBCS) that provides the students greater flexibility in choosing the subjects of their choice according to their aptitude and career planning.

MCAS has a curriculum development cell which includes a band of external members. This cell is responsible for effective and efficient implementation of the curriculum. Being aware of the fact that computer knowledge has become indispensable and inevitable for any person in any walk of life, special care is taken to see that each student of the college is taught computer education so as to enhance his employability.

- The college has planned to offer well-structured and well designed curriculum on the basis of the respective discipline like physical, biological, life sciences, humanities and business studies, mathematical sciences, professional studies through Periyar University.
- The college offers 16 Undergraduate, 15 Postgraduate, and 8 M.Phil. and 3 PhD programmes catering to the changing needs of the industry. The learning environment in the college brings together the best of infrastructure and human resource enriching the treasure trove of knowledge the students aspire for.
- Each year of the degree course a student's is expected to study a core paper in addition to

ancillary, elective, skill based, non-major, mini-project for under graduate students and project work for post graduate students and practical for all discipline.

- The college has also emphasizes on self-employment oriented courses to make them employable.
- A student is imparted with theoretical knowledge during the theory classes and practical classes are conducted in the laboratory concern.
- In the beginning of the semester each department prepares a lesson plan so the teachers are able to cover the syllabus effectively with the stipulated time.
- The HOD allots subjects to his faculty based on the specialization of the teacher concern.
- The IQAC, the HODs and the Principal monitor the coverage of the syllabus systematically and ensure that the students are prepared very well for university examinations.
- In the delivery of the lecture the teacher adopt in addition to the convention chalk and talk method use modern hi tech method.
- Av hall utilization for staff and students for enhancement of the ICT
- To help students, question banks are maintained in the various departments
- Students have been monitored through periodical tests, and semester examinations which could assess the academic performance.
- To develop the students writing skills, faculty has given assignment to make them well informed in the library reference book aspect. Moreover, certain topic is given in the respect paper to the student, which would improve the ability.
- E – notes are prepared by each teacher in the department and distribute to the students
- To improve and enhance the employability opportunities , so many value added courses like Tally, Banking Competitive exams.
- These informations have been displayed in our college website

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
–	Diploma in Animation and Corel Draw	02.07.2014 & 80 Hours	Employability / Entrepreneurship	✓
Latex	–	02.07.2014 & 60 Hours	Employability / Entrepreneurship	✓
–	Diploma in	02.07.2014 &	Employability /	✓

	Medical Laboratory Technology	120 Hours	Entrepreneurship	
Medical Laboratory Technician	–	02.07.2014 & 90 Hours	Employability / Entrepreneurship	✓
Honey BEE Keeping	–	02.07.2014 & 60 Hours	Employability / Entrepreneurship	✓
Mushroom Cultivation & Protection	–	02.07.2014 & 60 Hours	Employability / Entrepreneurship	✓
Mobile Phone Technician	–	02.07.2014 & 60 Hours	Employability / Entrepreneurship	✓
–	Food and Beverage Service	02.07.2014 & 60 Hours	Employability / Entrepreneurship	✓
–	Diploma in Bakery and Confectionery	02.07.2014 & 60 Hours	Employability / Entrepreneurship	✓
Spoken English	–	02.07.2014 & 60 Hours	Employability / Entrepreneurship	✓
National Level Entrepreneurship Awareness Camp Programme		30.01.14	Employability / Entrepreneurship	-
Entrepreneurship Awareness Programme for HMCS & TFD (U.G.) Students		11.09.14	Employability / Entrepreneurship	-
Cloud Computing	–	22.12.2014 & 60 Hours	Employability / Entrepreneurship	✓
Workshop on Mat lab	–	27.01.2015 & 18 Hours	Employability / Entrepreneurship	✓
Workshop on Electrician &	–	06.01.2015 & 18 Hours	Employability / Entrepreneurship	✓

Wiring				
TNPSC	–	22.12.2014 & 72 Hours	Employability / Entrepreneurship	✓
Cooking & Baking	–	22.12.2014 & 60 Hours	Employability / Entrepreneurship	✓
Tailoring	–	22.12.2014 & 60 Hours	Employability / Entrepreneurship	✓
Advanced Internet	–	27.12.2014 & 60 Hours	Employability / Entrepreneurship	✓
Computer Hardware	–	27.12.2014 & 60 Hours	Employability / Entrepreneurship	✓
Asp.Net	–	27.12.2014 & 60 Hours	Employability / Entrepreneurship	✓
English Enhancer	–	27.12.2014 & 60 Hours	Employability / Entrepreneurship	✓
BEC	–	27.12.2014 & 60 Hours	Employability / Entrepreneurship	✓

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
NIL	NIL	NIL	NIL

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.

Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG
ENGLISH	✓	✓	2009	✓
ENGLISH		✓	2012	
MATHEMATICS	✓	✓	2008	✓
PHYSICS	✓	✓	2008	✓
ELECTRONICS & COMMUNICATION	✓	✓	2012	✓
CHEMISTRY	✓	✓	2008	✓

ORGANIC CHEMISTRY		✓	2008	
BIO-CHEMISTRY	✓	✓	2012	✓
MEDICAL BIOCHEMISTRY		✓	2012	
BIOTECHNOLOGY	✓	✓	2008	✓
MICROBIOLOGY	✓	✓	2012	✓
COMPUTER SCIENCE	✓	✓	2008	✓
COMPUTER APPLICATION	✓	✓	2008	✓
COMMERCE	✓	✓	2008	✓
COMMERCE CA	✓	✓	2008	✓
BBA	✓		2008	✓
BBA CA	✓		2008	✓
HMCS	✓		2012	✓
TFD	✓	✓	2012	✓

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year		
	Certificate	Diploma Courses
No of Students	777	830

1.3.1 Value-added courses imparting transferable and life skills offered during the year

1.3.1 Value-added courses imparting transferable and life skills offered during the year		
Value added courses	Date of introduction	Number of students enrolled
Diploma in Animation and Corel Draw	02.07.2014	32
Latex	02.07.2014	50
Diploma in Medical Laboratory Technology	02.07.2014	31
Medical Laboratory Technician	02.07.2014	37
Honey BEE Keeping	02.07.2014	22
Mushroom Cultivation & Protection	02.07.2014	65
Mobile Phone Technician	02.07.2014	55
Food and Beverage Service	02.07.2014	22
Diploma in Bakery and Confectionery	02.07.2014	46

Spoken English	02.07.2014	45
Cloud Computing	22.12.2014	17
Workshop on Mat lab	27.01.2015	32
Workshop on Electrician & Wiring	06.01.2015	41
TNPSC	22.12.2014	220
Cooking & Baking	22.12.2014	32
Tailoring	22.12.2014	85
Advanced Internet	22.12.2014	33
Computer Hardware	22.12.2014	52
Asp.Net	22.12.2014	37
English Enhancer	22.12.2014	57
BEC	22.12.2014	120
Tally ERP 9.0	22.12.2014	191
Art & Craft	22.12.2014	70
Diploma in Internet Applications	22.12.2014	38
Diploma in Computer Applications	22.12.2014	40
Garment CAD	22.12.2014	21
BSNL Wireless Communication (Fiber optics)	03.02.2015	68

1.3.2 Field Projects / Internships under taken during the year	
Project/Programme Title	No. of students enrolled for Field Projects / Internships
Internship Training	233

1.4 Feedback System				
1.4.1 Whether structured feedback received from all the stakeholders.				
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	No	Yes	Yes

1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)
The internal quality assurance cell has collected feedback of the institutions for various stakeholders. The IQAC has prepared the questionnaires for students, staff, alumni, industry and parents.

- It is our practice to collect feedback from all the stakeholders every year.
- Feedbacks are obtained online from the students.
- Confidentiality is maintained with respect to feedback.
- In-depth perusal of all feedback brings forth certain concrete suggestions and genuine grievances. Suitable actions are initiated to implement these suggestions and to redress the grievances.
- Sometimes useful suggestions are brought to light through letters dropped in suggestion boxes.

Feedback is also obtained from alumni of the institution and parents when they visit the college. Actions are taken to plug the loop-holes pointed out by the parents.

The Principal makes a perusal of feedback which gives him an understanding as to the caliber, capability, competence of individual teachers.

One of the important methods to evaluate the quality of teaching learning process is to get feedback from the students. Feedback is collected from all the students and carefully perused. Defects and deficiencies in teaching-learning are set right by taking appropriate remedial steps.

The members of IQAC innovatively designed a plan to gather feedback from all the students and staff. They resorted to feedback collection, thereby saving enormous amount of stationery, time and energy.

The institution ensures that the stated objectives of curriculum are achieved through suitable mechanisms viz., collecting feedbacks from the stake holders, meticulous analyses of the results obtained and the employability of students.

CRITERION II -TEACHING-LEARNING AND EVALUATION			
2.1 Student Enrolment and Profile			
2.1.1 Demand Ratio during the year			
Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B.SC. Computer Science	250	149	141
B.C.A	250	151	147
B.Com. CA.	140	152	139
B.Com.	140	132	119
B.B.A.CA.	70	47	42
B.B.A.	140	72	66
B.SC. Biochemistry	50	43	37
B.SC. Microbiology	50	57	50
B.SC. Biotechnology	50	54	50
B.SC. Physics	100	103	99
B.SC. Chemistry	100	126	100
B.SC. Mathematics	210	232	211
B.SC. Electronics & Communication	50	27	22
B.SC. HM&CS	50	62	50
B.SC. TFD	50	65	50
B.A. English	210	212	204
M.SC. Applied Microbiology	80	7	5
M.SC. Biochemistry	40	27	13
M.SC. Biotechnology	120	23	16
M.C.A	60	52	49
M.SC. Computer Science	80	37	31
M.Com	46	22	16
M.Com.CA	40	33	27
M.SC. Mathematics	92	67	52
M.SC. Physics	80	53	47
M.SC. Chemistry	80	41	34
M.SC. Organic Chemistry	40	13	11

M.SC. Electronics & communication	40	12	12
M.SC. TFD	40	9	7
M.SC. Medical Biochemistry	40	11	7
M.A.English	46	52	46

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2014-15	3276	606	110	101	131

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of teachers on roll	Number of teachers using ICT (LMS, eResources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
207	207	1.E-attendance 2.Corp.mail id Communication 3.VoIPCon.calls 4.E-Notes	4	-	1 E-Notes 2. Nlist 3. E -attendance

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

1. Initially an , action plan is prepared by the TWS for further communication.
2. Staff list is Collected from the IQAC.
3. Name list of first year students are collected from all departments.
4. Allotted the workload for Mentors. (Mentor – Mentee Split up).
5. Conducted Counselling & Orientation session for mentors are conducted, to create awareness about the student psychology and to identify the graceful behaviour of mentee.
6. As per mentor – mentee allotment, mentor started their work by conducting meeting for mentees.
7. Register was given to each mentor to maintain their mentee particulars such as Personal details, Percentage of marks, Particulars of the parent and students' academic performance.
8. Meeting 1: As mentees were entered from 12th to College environment they were given common Orientation about the TWS and also the rules and regulations of Examinations were given.
9. Meeting 2: After completing the examinations and based on the results, reason behind the failures were noted by the mentor and motivation is offered for the further examinations.
10. This process continues till he / she completes his final university exam.
11. Finally feedback would be collected from the mentees and prepared a summary report.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1437	154	1:9

2.4 Teacher Profile and Quality

2.4.1 Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D.
209	209	-	-	21

2.4.2 Honours and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

<i>Year of award</i>	<i>Name of full time teachers receiving awards from state level, national level, international level</i>	<i>Designation</i>	<i>Name of the award, fellowship, received from Government or recognized bodies</i>
2015	Dr. R. Selvakumaran	PRINCIPAL	<ul style="list-style-type: none"> • Best Principal award YRC Periyar University, Salem

			<ul style="list-style-type: none"> <i>Outstanding Support Extended for Campus Hiring -TATA Consultancy Services</i>
2015	<i>Dr. Shabana begam</i>	HEAD - BIOCHEMISTRY	<ul style="list-style-type: none"> <i>Har Gobind Khorana Best Young Scientist Award 2015</i> <i>Dr APJ Abdul Kalam Award for Teaching Excellence-2015</i>
2015	<i>Dr.V. Raja</i>	ASSISTANT PROFESSOR- TAMIL	<i>Dr. Abdul Kalam award</i>

2.5 Evaluation Process and Reforms

2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
UG		II,IV,VI / I, II, III		
PG	-	II,IV,VI / I, II, III	30.05.2015	16.06.2015

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Centralized Exam Cell:

- The Continuous Internal Evaluation system is centralized by the Institution and Examination cell conducts the examinations.
- The Examination cell has a coordinator and an assistant coordinator and also eighteen members from various departments to support and strengthen its functions for their functionality.
- Exam Cell has prepared the calendar and sent notification through mail to Heads of the departments and students
- As per University norms, question patterns have been prepared Examination are were conducted in during FN(10:00am to 1:00 pm) and afternoon (2:00 pm to 5:00 pm) sessions
- The theory examinations are conducted for three hour duration for each paper at the end of every semester. The candidates failing in any subject(s) will be permitted to appear for the subsequent examinations. The practical examinations for core subjects are conducted at the end of the every semester.

Internal Assessment and Marks Evaluation

UG PROGRAM

- Passing Minimum – Theory: The candidate shall be declared to have passed the examination if the candidate secures not less than 40 marks put together out of 100 marks (CIA + EA). Minimum 40% should be secured (30 out of 75) in EA of each theory subject.
- Passing Minimum – Practical: The candidate shall be declared to have passed the examination if the candidate secure not less than 40 marks put together out of 100 marks (CIA + EA). Minimum 40% should be secured (24 out of 60) in EA of each Practical subject.

PG PROGRAM

- The Passing minimum shall be 50% out of 75 marks (38 marks) in Theory Exam
Theory Evaluation of Continuous Internal Assessment (Total : 25 Marks)
 - Test : 10 Marks
 - Seminar : 05 Marks
 - Assignment : 05 Marks
 - Attendance : 05 MarksPractical Evaluation Of Continuous Internal Assessment (Total : 40 Marks)
 - Test 1 : 15 Marks
 - Test 2 : 15 Marks
 - Record : 10 Marks
- The evaluated marks and result analysis reports have been sent to the examination cell and copies of documents are submitted by the Heads of the department to the Principal
- Review meetings on the result analysis have been were conducted by the Principal
- Special Remedial classes were conducted for the below average students and the class tutors maintained the attendance registers separately to monitor and improve their performance.
At every semester, letters with the intimation of date of reopening and academic progress report are sent to the parents. They are also informed of the conduct of parents meeting to redress the grievance if any

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

A well planned Academic calendar is prepared a month before for Staff and Students. As per Periyar University norms, Examination Pattern and timings are followed by the Institution. A tentative Time Table schedule notification is given by the University at the time of commencement of every academic year.

01/08/2014	Last date for submission of question papers for Internal-I
19/08/2014	Commencement of Internal-I
10/10/2014	Last date for submission of question papers for Internal-II
27/10/2014	Commencement of Internal-I
30/01/2015	Last date for submission of question papers for Internal-I
09/02/2015	Commencement of Internal-I
05/03/2015	Last date for submission of question papers for Internal-II
16/03/2015	Commencement of Internal-I

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 in website of the institution (to provide the web link)

<https://www.muthayammal.in/pdf/Program-outcome-and-program-specific-outcome.pdf>

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage (Rounded off)
UBC	B.Sc. BC	15	15	100
UCS	B.Sc. CS	147	129	88
UCA	BCA	170	150	88
UMB	B.Sc. MB	32	22	69
UEL	B.Sc. E&C	20	15	75

UPH	B.Sc. PHY	40	29	73
UMA	B.Sc. MAT	174	159	91
UBT	B.Sc.BT	29	26	90
UCM	B.COM	54	46	85
UCC	B.COM CA	123	84	68
UBA	BBA	89	76	85
UCH	B.Sc. CHE	49	34	69
UHM	B.Sc. HMCS	12	9	75
UTF	B.Sc. TFD	27	24	89
UEN	B.A.ENG	135	97	72
PAMZ	M.Sc. AMB	10	9	90
PBT	M.Sc.BT	16	15	94
PCA	M.C.A	28	25	89
PCS	M.Sc.CS	31	31	100
PPH	M.Sc. PHY	22	21	95
PCH	M.Sc. CHE	28	11	39
PCZ	M.COM CA	15	13	87
PCM	M.COM	13	11	85
PMA	M.Sc. MAT	45	21	47
PEL	M.Sc. E&C	18	18	100
PTF	M.Sc. TFD	9	8	89
PMB	M.Sc. MBC	20	17	85
PEN	M.A.ENG	37	23	62
CMPMB	M.PHIL Microbiology	9	7	78
CMPBC	M.Phil Biochemistry	10	9	90
CMPBT	M.PHIL Biotechnology	9	7	78

CMPCM	M.PHIL Commerce	10	9	90
CMPCS	M.PHIL Computer Science	20	20	100
CMPOCH	M.PHIL Chemistry	9	4	44
PMPMA	M.PHIL Mathematics	11	3	27
CMPPH	M.PHIL Physics	8	8	100

2.7 Student Satisfaction Survey

Student Feedback Survey has been taken for the AY 2014-15. All UG & PG students of our institutions were given the feedback survey.

- Feedback about Curriculum
- Feedback about Infrastructure
- Feedback about Teacher

<https://www.muthayammal.in/pdf/2014-15-Student-Feedback.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION				
3.1 Resource Mobilization for Research				
3.1.1 Research funds sanctioned and received from various agencies, industry and other organizations				
Nature of the Project	Duration	Name of the funding Agency	Total grant Sanctioned (in lakhs)	Amount received during the Academic year (in lakhs)
Major projects	2013-16	DST-SERB	28.4	4,40,000
Minor Projects	2013-15	TNSCST	2.74	137000
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				
Students Research Projects (<i>other than compulsory by the College</i>)				
Any other (Specify)				
International Projects				
Total Amount in lakhs			31.14	5.77

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year		
Title of Workshop/Seminar	Name of the Dept.	Date(s)
Google Apps for Education Workshop (SMS Alert, circulating/sharing the documents, staff individual websites, Excel documents(online) Training by Mr.Hariharan Google Mentor-Chennai	MCAS- ICT Team	19.07.2014

Demo on Google Classroom Training by Mr.Hariharan , Mr.Aditya Google Mentor-Chennai	MCAS- ICT Team	08.09.2014
BFSI Training by ICT Academy of Tamilnadu	Computer Science, BCA, BBA, Commerce	20.11.2014
Attaining School Excellence through teacher Empowerment	Biotechnology	23.08.2014
Are you learning as fast as the World is Changing	Academy of Computer Science	23.08.2014
Company Act- 2013	Commerce	23.08.2014
Internet Surfing	Biological Science, Tamil & Statistics Commerce , BBA ,HMCS & Physics English ,TFD & Electronics Chemistry & Maths	23.07.2014 24.07.2014 25.07.2014 26.07.2014
Pixel Show'15 Seminar on " Tips & Tricks of IT"	Academy of Computer Science -MCAS	28.02.2015
SPEC-2015 "RECENT TRENDS IN ADVANCED MATERIALS"	Chemistry, Physics & Electronics & Communication	21.02.2015
TUKA CAD Workshop	Textile & Fashion Designing	24.02.2015to 28.02.2015
Awareness about Shodhganga and Plagiarism	Biotechnology	24.04.2015

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
NIL	NIL	NIL	NIL	NIL

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by
NIL	NIL	NIL
Name of the Start-up	Nature of Start-up	Date of commencement
NIL	NIL	NIL

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
NIL	NIL	NIL

3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Centre</i>)	
Name of the Department	No. of Ph. Ds Awarded
Microbiology	1
Biochemistry	1

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year	
Department	No. of publication
Computer science	02

3.3.5 Bibliometric of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self-citations
Composition dependent optical, structural and photoluminescence behavior of CdS:Al thin films by chemical bath deposition method,	Mr.M.Muthusamy	Ceramics International	2014	4 3	yes	71
Capping of Silybin with β -Cyclodextrin Influences its Binding with Bovine Serum Albumin: A Study by Fluorescence Spectroscopy and Molecular Modeling	Dr N.Sudha S.Chandrasekaran, D. Premnath Dhanaraj and Israel V. M. V. Enoch	Bulletin of the Korean Chemical Society	2014	Scopus	No	17
The role of encapsulation by β -cyclodextrin in the interaction of Raloxifene with macromolecular targets: A study by	DrN.Sudha, Sameena Y, S.Chandasekaran and	Journal of Biological Physics	2014	Scopus	No	22

spectroscopy and molecular modeling	I.V. M. V. Enoch					
Binding of a Chromen-4-one Schiff's base with Bovine Serum Albumin: Capping with β -Cyclodextrin influences the binding	Dr N.Sudha Sowrirajan Chandrasekaran, Premnath D, Israel V.M.V. Enoch	Journal of Biomolecular Structure and Dynamics	2014	Scopus	No	20
Biosynthesis of silver nanoparticles using Acacia leucophloea extract and their antibacterial activity	Dr Balakrishnan Senthilkumar Kasi Murugan Duraishamy Senbagam Saleh Al-Sohaibani	International Journal of Nanomedicine	2014		Yes	-
Effect of Cu-doping on structural, optical and photoluminescence properties of CdS thin films,	Mr.M.Muthusamy	Journal of Optik	2015		Yes	-
Alteration of the Binding Strength of Dronedarone with Bovine Serum Albumin by β -Cyclodextrin: A Spectroscopic Study	Dr N.Sudha Y. Sameena, S. Chandrasekaran, I. V. M. V. Enoch and D. Premnath	Spectroscopy Letters	2015	Scopus	No	21
Mode of encapsulation of Linezolid by β -Cyclodextrin and its role in Bovine Serum Albumin binding	Dr N.Sudha S.Chandrasekaran, Y. Sameena and Israel V M V Enoch	Carbohydrate Polymers	2015	Scopus	No	24
Binding modes of Cabergoline to Bovine Serum	Dr N.Sudha Israel V. M. V.	Journal of Solution	2015	Scopus	No	2

Albumin in Free- and β -cyclodextrin capsulated forms: Differences in quenching behavior and Förster Resonance Energy Transfer	Enoch	Chemistry				
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3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self-citations	Institutional affiliation as mentioned in the publication
Composition dependent optical, structural and photoluminescence behavior of CdS:Al thin films by chemical bath deposition method,	Mr.M.Muthusamy	Ceramics International	2014	4	27	Yes
Influence of Cadmium ion on the Structural and Optical properties of ZnO Nano structures by sol gel method	Ms.S.Parveenbanu	Thin Film Technology	2014	-	-	Yes
Capping of Silybin with β -Cyclodextrin Influences its Binding with Bovine Serum Albumin: A Study by Fluorescence Spectroscopy and Molecular Modeling	Dr N.Sudh , S. Chandrasekaran, D. Premnath Dhanaraj and Israel V. M. V. Enoch	Bulletin of the Korean Chemical Society	2014	8	17	No
The role of encapsulation by β -cyclodextrin in the interaction of Raloxifene with macromolecular targets: A study by	Dr N.Sudha Sameena Y, Chandasekaran S. and I. V. M. V. Enoch	Journal of Biological Physics	2014		22	No

spectroscopy and molecular modeling						
Binding of a Chromen-4-one Schiff's base with Bovine Serum Albumin: Capping with β -Cyclodextrin influences the binding	Dr N.Sudha Sowrirajan Chandrasekaran, Premnath D, Israel V.M.V. Enoch	Journal of Biomolecular Structure and Dynamics	2014		20	No
Electrolyte disturbance in Dengue infected patients in Salem, Tamilnadu	Dr A.Palanisamy	International journal of Advanced in Pharmacy, Biology and Chemistry	2014	2	-	Yes
Chromium heavy Metal phytotoxicity induced physiological and biochemical changes in Sorghum seedlings grown under in vitro	Dr M Sureshkumar, Suganya M, and Venkatachalam P.	Plant Cell Biotechnology And Molecular Biology	2014	4	-	Yes
Biosynthesis of silver nanoparticles using Acacia leucophloea extract and their antibacterial activity	Dr Balakrishnan Senthilkumar Kasi Murugan Duraisamy Senbagam Saleh Al-Sohaibani	International Journal of Nanomedicine	2014	13	76	Yes
Process optimization of cellulase production from alkali-treated coffee pulp and pineapple waste using Acinetobacter sp. SK-MASC	Dr Balakrishnan Senthilkumar Kandasamy Selvam, M. Govarthanan, S. KamalaKannan. M. Govindaraju, Thangasamy Selvankumar & A. Sengottaiyan	Royal Society of Chemistry Advances	2014	13	25	Yes
Some New oscillation criteria for nonlinear neutral delay difference equations	Dr V.Balasubramanian	Journal of Nonlinear Functional Analysis, 2014	2014	-	-	Yes
Controllability	Dr S.Selvi	Nonlinear	2014			Yes

results for second order impulsive neutral functional integrodifferential equations with infinite delay		Studies				
Effect of Cu-doping on structural, optical and photoluminescence properties of CdS thin films,	Mr.M. Muthusamy	Journal of Optik	2015	27	4	No
Structural and Optical Analysis of Cd _{0.8} Zn _{0.2} S Thin Film Synthesized by Chemical Bath Deposition Method for Solar Cell Application	Ms.S. Parveenbanu	International Journal of Chemical and Physical sciences	2015	-	-	Yes
A facile strategy to elute amoxicillin in a controlled way from hydroxyapatite - gelatin composite	Ms.K.Sangeetha	Advanced materials letters	2015	-	-	Yes
Optimization of Real-Time Video Over 3G Wireless Networks	Mr.A.S.Syed Navaz	International Journal of Applied Engineering Research	2015	-	-	Yes
Fuzzy Matrix Theory as A Knowledge Discovery in Health Care Domain	Mr.H.Lookman Sithic	Procedia computer Science, Elsevier B.V	2015	-	-	Yes
Alteration of the Binding Strength of Dronedarone with Bovine Serum Albumin by β -Cyclodextrin: A Spectroscopic Study	Dr N.Sudha Y. Sameena, S. Chandrasekaran, I. V. M. V. Enoch and D. Premnath	Spectroscopy Letters	2015	8	21	No
Mode of encapsulation of	Dr N.Sudha S. Chandrasekaran,	Carbohydrate Polymers	2015	-	24	No

Linezolid by β -Cyclodextrin and its role in Bovine Serum Albumin binding	Y. Sameena and Israel V M V Enoch					
Binding modes of Cabergoline to Bovine Serum Albumin in Free- and β -cyclodextrin capsulated forms: Differences in quenching behavior and Förster Resonance Energy Transfer	Dr N.Sudha Israel V. M. V. Enoch	Journal of Solution Chemistry	2015	-	2	No
On the accessibility of Surface-bound drugs on magnetic nanoparticles. Encapsulation of drugs loaded on modified dextran-coated superparamagnetic iron oxide by β -cyclodextrin	Dr N.Sudha Sameena yousuf, Enoch. V. M. V. Israel, Mosae Selvakumar Paulraj and Premnath Dhanraj	Colloids and Surfaces B; Biointerfaces	2015	-	15	No
Production, Purification and Characterization of Protease from <i>Yersinia sp</i> and <i>Staphylococcus sp.</i>	Dr A.Palanisamy	International Journal of Advanced Research	2015	4	-	Yes
Production, Characterization and Immobilized dye decolourization of amylase enzyme produced by <i>Bacillus megaterium</i> isolated from soil sample	Dr S.Anbalagan	International Journal of Advanced Research	2015	-	-	Yes
In vivo anticoccidial effects of <i>Azadirachta indica</i> and <i>Carica papaya</i> L. with salinomycin	Dr Balakrishnan Senthilkumar Srinivasan Hema, Thangavel Arun , Duraisamy	Pak. J. Pharm. Sci.,	2015	13	4	Yes

drug as a dietary feed supplement in broiler chicks.	Senbagam and Muthusamy SureshKumar					
A prevalence study of typhoid fever and convalescent phase asymptomatic typhoid carriers among the school children in northern part of Tamil Nadu	Dr Balakrishnan Senthilkumar, Illakia Sivaji, Senbagam Duraisamy, and Sivakumar Periasamy	Journal of Public Health	2015	13	8	Yes
Diosgenin reorganizes hyperglycaemia and distorted tissue lipid profile in high fat dietstreptozotocin induced diabetic rats	Dr M.Shabana Begum	Journal of the Science of Food and Agriculture	2015	5	20	Yes

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	5	12	9	-
Presented papers	2	2	-	-
Resource Persons	-	1	-	-

3.4 Extension Activities

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities
Visit to the Medical Expo – 2014 at Salem	21.06.2014, SALEM	S. Sivakumaran Head – YRC/RRC, Mr. V.Thailappan, Programme officer, Mrs.M.Vijaya, Asst Programme officer, Mr.T.Backiyaraj member, Mr. V.satheesh kumar, Asst Programme Officer,	35
Blood Grouping Camp	August 2 nd Week, MCAS & MPTI	S. Sivakumaran Head – YRC/RRC, Mr. V.Thailappan, Programme officer, Mrs.M.Vijaya, Asst programme officer, Mr.T.Backiyaraj member, Mr. V.satheesh kumar, Asst Programme Officer,	1750
Blood Donation Camp	12.08.2014, MCAS, MARUTHI BLOOD BANK, SALEM	S.Sivakumaran Head – yrc & rrc, mr. V.Thailappan, Programme officer, Mrs.M.Vijaya, Asst Programme officer,	104

		Mr.T.Backiyaraj member, Mr. V.satheesh kumar, Asst Programme Officer,	
Blood Grouping Camp	25.09.2014, Arignar Anna Govt. Arts College, Namakkal	S.Sivakumaran Head – YRC/RRC, mr. V.Thailappan, Programme officer, Mrs.M.Vijaya, Asst Programme officer, Mr.T.Backiyaraj member, Mr. V.Satheesh kumar, Asst Programme Officer,	350
Blood Donation Camp	01.10.2014, MCAS	S.Sivakumaran Head – YRC/RRC, mr. V.Thailappan, Programme officer, Mrs.M.Vijaya, Asst Programme officer, Mr.T.Backiyaraj member, Mr. V.Satheesh kumar, Asst Programme Officer,	102
Blood Donation Camp	08.12.2014, MCAS	S.Sivakumaran Head – YRC/RRC, Mr. V.Thailappan, programme officer, Mrs.M.Vijaya, Asst Programme officer, Mr.T.Backiyaraj member, Mr. V.satheesh kumar, Asst Programme Officer,	45
Blood Donation Camp	23.12.2014, MCAS	S.Sivakumaran Head – YRC/RRC, Mr. V.Thailappan, Programme officer, Mrs.M.Vijaya, Asst Programme officer,	98

		Mr.T.Backiyaraj member, Mr. V.satheesh kumar, Asst Programme Officer,	
Awareness Programme	23.12.2014, Velampalyam	S.Sivakumaran Head – YRC/RRC, Mr. V.Thailappan, Programme officer, Mrs.M.Vijaya, Asst Programme officer, Mr.T.Backiyaraj member, Mr. V.satheesh kumar, Asst Programme Officer,	250
3 Days zonal Level Orientation Programme(YRC)	18.02.2015, Periyar University, Salem	S.Sivakumaran HEAD – YRC/RRC, S.Nagarajan (14PEN25), R.Vinothkumar (13UEN208)	3
RRC Programme Officer's Meet	20.02.2015, Periyar University, Salem	S.Sivakumaran HEAD – YRC & RRC,	2
Blood Donation Camp	24.03.2015 MCAS	S.Sivakumaran HEAD – YRC & RRC, Mr. V.Thailappan, Programme Officer, Mrs.M.Vijaya, Asst Programme Officer, Mr.T.Backiyaraj Member, Mr. V.Satheesh Kumar, Asst Programme Officer,	227
Hand Wash Training Programme	30.04.2015 MCAS	S.Sivakumaran HEAD – YRC & RRC, Mr. V.Thailappan, Programme Officer, Mrs.M.Vijaya, Asst Programme Officer, Mr.T.Backiyaraj Member, Mr.	150

		V.Satheesh Kumar, Asst Programme Officer,	
VAO EXAMINATION	NSS	1	10
MEDICAL EXPO	NSS	2	130
GRADUATION DAY	NSS	2	70
TEMPLE FUNCTION	NSS	2	60
SCHOOL CAMPUS CLEAINING	NSS	1	30
VALVILVORI FUNCTION	NSS	2	60
WOMEN'S HARASSMENT	NSS	2	60
MATH FEST	NSS	1	40
DEVOTIONAL MOTIVATION PROGRAM	NSS	2	38
TEMPLE FUNCTION	NSS	2	50
MEDICAL CAMP	NSS	2	45
RALLY AWARENESS PROGRAM	NSS	2	40
RALLY – HEART DAY	NSS	2	76
SALEM DAY SPOT FIXING	NSS	1	25
TREE SAPLING	NSS	1	25

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Award/recognition	Awarding bodies	No. of Students benefited
Best Organizer Award for Blood Donation	District Collector, Namakkal	1
Best Organizer Award for Voluntary Blood Donation	Tamilnadu State Blood Transfusion Council and Tamilnadu AIDS Control Society	1

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Extension activity	Chemistry combined to NSS	“Science awareness”	2	16
Extension activity	Chemistry	Chemistry in Day today life	2	13
DISEASE AWARENESS PROGRAMME	Muthayammal College of Arts & Science	DISEASE AWARENESS	2	32
HYGIENIC AWARENESS PROGRAMME	Muthayammal College of Arts & Science	HYGIENIC AWARENESS	2	32

3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

	Participant	Source of financial support	Duration
IRCET14 (IJETCSE In Association With Muthayammal College Of Arts & Science) Research Congress on 14.12.2014	100 students	Infrastructure Support Facilities	1Day

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	Participant
Institute- Industry- Interaction Programmes	We signed MOU with UTL technologies, Bangalore	UTL Technology, Bangalore	27.06.2014	50
Institute- Industry- Interaction Programmes	Awareness session on <i>HEPATITIS</i>	CII,SALEM	14.03.2014	100
Seminar on	Industry		01.07.2014	300

Industry Expectation		Dry docks World, Dubai (UAE)		
Infosys HR Interaction	Industry	Infosys, Bangalore	27.08.2014	300
Motivational Program	Industry	IMPACT, Coimbatore	09.09.2014	50
TCS Free Employ ability training programme for SC/ST	Industry	TCS	01.06.2015-26.06.2015	101
Direct Tax ,Indirect Tax, GST	Industry	CII, Salem	21.05.2015	2

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year.

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
UTL technologies, Bangalore	27.06.2014	Introduce Course of Computer Hardware & Electronics	40

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES	
4.1 Physical Facilities	
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year	
Budget allocated for infrastructure augmentation (Amount in Lakhs)	Budget utilized for infrastructure development Amount in Lakhs
59	49.22

4.1.2 Details of augmentation in infrastructure facilities during the year		
Facilities	Existing	Newly added
Campus area	10.15 acres	-
Class rooms	89 Nos	-
Laboratories	24 Nos	-
Seminar Halls	1 Nos	-
Classrooms with LCD facilities	-	-
Classrooms with Wi-Fi/ LAN	-	-
Seminar halls with ICT facilities	2 Nos	-
Video Centre	2 Nos	-
No. of important equipment purchased (\geq 1-0 lakh) during the current year.	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	31.33
Others (Rs. in Lakhs)	-	40.65

4.2 Library as a Learning Resource			
4.2.1 Library is automated { Integrated Library Management System -ILMS }			
Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Easy Lib software	Partially	3.0	2015

4.2.1 Library Services						
	Existing		Newly added		Total	
	No.	Value in Lakhs	No.	Value in Lakhs	No.	Value in Lakhs
Text Books	22779	56.14	352	3.05	23131	59.19
Reference Books	1089	24.09	-	-	1089	24.09
e-Books	3100+ & 75000+	5000	6000+ & 97000+	5000	9100+& 172000+	10000
Journals	59	0.71	75	1.34	134	2.06
e-Journals	12	0.39	12	0.42	24	0.82
Digital Database						
CD & Video	1572	-	23	-	1595	-
Library automation	Easy Lib software 3.0					
Weeding (Hard & Soft)	-	-	-	-	-	-
Others (specify)	2251	-	101	-	2352	-

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MBPS/GBPS)	Others
Existing	548	300	225	-	-	8	15	8	-
Added	-	-	-	-	-	-	-	-	-
Total	548	-	-	-	-	-	-	-	-

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

8 MBPS /GBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
E-Notes, E-PPT	www.muthayammal.info

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc.

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
Nil	Nil	Nil	Nil

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities (Amount in Lakhs)	Expenditure incurred on maintenance of academic facilities (Amount in Lakhs)	Assigned budget on physical facilities (Amount in Lakhs)	Expenditure incurred on maintenance of physical facilities (Amount in Lakhs)
27	19.30	8.5	5.65

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (*maximum 500 words*) (information to be available in institutional Website, provide link)

Physical Facilities

- The institution has an adequate infrastructure conducive for best Teaching-learning process.
- The infrastructure includes 89 classrooms, 24 laboratories, 4 libraries, one communication laboratory, 2 conference halls, one seminar hall, one animal house, one green house, a vast play ground, a spacious modern canteen, hostels etc., besides office and administrative block.
- Classrooms are well furnished with all necessary accessories, and are ventilated and illuminated.

Laboratory Facilities and Practices

- There are 24 well-equipped laboratories in total.
- The laboratories are fully equipped with all the necessary equipments, apparatuses, chemicals, glassware and miscellaneous accessories.
- Hands-on experiments are compulsory for the students to acquire good practical skills. Laboratories of Biotechnology and Chemistry deserve a special mention because they have been appreciated by visiting scientists, professors, authorities etc.
- Fire-extinguishers are fixed in each laboratory.
- First aid boxes are kept ready in each laboratory.
- All the students and staff follow good laboratory practices.
- Necessary instruction and warning are given to students with regard to the use of acids, poisonous chemicals etc.
- Both the staff and the students are required to put on over-coats while working in the laboratories.

Library Facilities

- Number of books available in general library - 17537 (worth about Rs51.90 lakhs).
- Number of books available in MCA library - 6225 (worth about Rs16.31 lakhs).
- Total seating capacity- 80 persons (10 reading tables).
- IT zone for accessing e-resources (CDs, DVDs and online).
- Total number of computers with internet access especially for inflibnet- 30.
- Reprography.
- The books are bought on a well-defined process every year.
- Based on the department-wise academic requirement of books, books have been procured and added to the existing collection in the library.

Facilities for Computer

- There are seven computer laboratories in the institution.
- The number of systems available is **548** including three servers.
- The computer student ratio is 1:8.
- In addition to the students pursuing computer education, all the other students have also been offered training in basic computer skills

Utilization Facilities

- The infrastructure of the college comprises 89 class rooms, 24 laboratories, 3 conference halls, 4 libraries, a modern canteen, office and administrative block and playground.
- The infrastructure optimally caters to the needs of 4376 students studying in 16 UG, 15 PG and 8 research departments conducting M.Phil/Ph. D., programmes.
- The team of staff includes 209 teachers and 84 non-teaching staff members.
In addition to the conduct of the regular classes, the class rooms are utilized to conduct programmes on value addition, career guidance, and extracurricular activities etc.
- During holidays, extra coaching classes and special classes for slow learners and personality development programmes are conducted.
The infrastructure of the college is utilized to conduct state/national level seminars/training programmes and workshops either on working days or on holidays.
- TNPSC examinations have been conducted in the college campus.
- On request, higher government authorities are allowed to conduct meetings.

CRITERION V - STUDENT SUPPORT AND PROGRESSION			
5.1 Student Support			
5.1.1 Scholarships and Financial Support			
	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Muthayammal Educational and Charitable Trust Scholarships (Sports, Merit & others)	104	44,1895
Financial Support from State Govt Scholarship	SC/ST State Govt Scholarship Scheme	642	45,03,000
a) National	-	-	-
b) International	-	-	-

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,			
Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Soft skill development	4.08.2014 -29.09.2014	50	Communication Lab - MCAS
Skill Development orientation for Girls Students	23.06.2014	46	Banu Social Welfare Association, Salem
Banking & Competitive Exams	18.06.2014	36	Ramax Academy, Erode
BSS Course	23.06.2014	165	BSS, Chennai Branch
Remedial coaching	07.06.2017	588	Communication Lab - MCAS
Bridge courses	22.07.2015 to 29.07.2015	1608	Communication Lab - MCAS

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2014-15	Placement Orientation	III UG Students	255	Nil	Nil

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year		
Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
Nil	-	-

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Bharath Biotech	5	5	TCS IT	2	2
Bio line	4	4	Polaris	20	20
Easma Institute of Technology	4	4	Sutherland	1	1
Vestige	12	12	Vinayak Infotech	1	1
BSP Printers	17	17	TNQ	6	6
Periz Plaza	16	16	E Knowledge India Pvt Ltd	3	3
Sarwin Williams	20	20			
IJCS	4	4			
Ambika Metals	6	6			
Myra Digimart	1	1			
TCS BPS	53	53			
Infosys	21	21			
Wipro	9	9			
Profuture Technology	1	1			
Aee Bee Institute	21	21			
ISSM	19	19			
Tech Mahindra	1	1			
Rasi International School	3	3			
Lider Consultancy	21	21			
Eureka Forbes	19	19			
Skyreach	20	20			
Mirum Technology	15	15			
ICICI bank	1	1			
John Agri Farm	16	16			
Suguna foods	1	1			
The Residency, Chennai	9	9			

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
http://muthayammal.in/HIGHER STUDIES.pdf					

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	NIL	NIL
SET	NIL	NIL
SLET	NIL	NIL
GATE	NIL	NIL
GMAT	NIL	NIL
CAT	NIL	NIL
GRE	NIL	NIL
TOFEL	NIL	NIL
Civil Services	NIL	NIL
State Government Services	NIL	NIL
Any Other	NIL	NIL

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
SPEECH/SONG RECOGNITION/KAVITHAI/KATTURAI/DRAWING/QUIZ	UNIVERSITY	50

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)

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2014-2015	First	National	Ball Badminton	-	12UEN43	M.Janani
2014-2015	Second	National	Ball Badminton	-	12UEN43	M.Janani
2014-2015	Third	National	Ball Badminton	-	12UEN43	M.Janani

5.9 Students Activities

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

State/ University level	522	National level	16	International level	-
Name of the event		Date	No.of Students participated	Level	
Wrestling		03.05.14 to 04.05.14	1	State	
Ball Badminton		25.05.2014	1	National	
Hockey		29.05.2014 to 31.05.2014	14	State	
Football		02.06.2014 to 09.06.2014	2	State	
Ball Badminton		03.06.2014 & 04.06.2014	1	National	
Weightlifting		21.06.2014 & 22.06.2014	7	State	
Ball Badminton		12.07.2014 & 13.7.2014	8	National	
Handball		11.07.2014 & 12.07.2014	19	State	
Football		12.07.2014 & 13.07.2014	16	State	
Chess		12.07.2014 & 13.07.2014	1	State	
Ball Badminton		26.07.2014 & 27.07.2014	6	South India	
Handball		26.07.2014 & 27.07.2014	19	State	
Chess		26.07.2014 & 27.07.2014	1	State	
Cross Country		31.07.2014	15	Intercollegiate	
Table Tennis		31.07.2014	10	Intercollegiate	

Cricket	8 to 14.08.2014	16	Intercollegiate
Handball	16 & 17.08.2014	19	State
Chess	5&6.08.2014	2	Intercollegiate
Football	9 & 10.08.2014	16	State
Badminton	21 to 23.08.2014	10	Intercollegiate
Kho-Kho	26 & 27.08.2014	12	Intercollegiate
Kho-Kho	29 & 30.08.2014	12	Intercollegiate
Handball	03 & 04.09.2014	16	Intercollegiate
Handball	04 & 5.09.2014	19	Intercollegiate
Ball Badminton	06 & 07.09.2014	1	All India
Football	11 to 13.09.2014	18	Intercollegiate
Handball	13&14.09.2014	19	State
Cross Country	29.08.2014	1	State
Athletics	21 to 23.09.2014	7	South India
Handball	28.9.14 to 3.10.2014	4	South Zone
Taek Won Do	28 to 30.9.2014	2	South India
Wrestling	04 & 05.10.2014	10	State
Hockey	07 & 08.10.2014	17	South India
Athletics	09 to 11.10.2014	50	Intercollegiate
Power & Weight Lifting(M&W) & Best Physique(M)	13 to 15.10.2014	40	Intercollegiate
Hockey	25 & 26.10.2014	18	Intercollegiate
Ball Badminton	28 & 29.10.2014	10	Intercollegiate
Wrestling	12.11.2014 to 26.11.2014	5	National
Weight Lifting	19 to 26.11.2014	1	State
Chess Boxing	06.10.2014	3	State
Weight Lifting	13 & 14.12.2014	3	State
Ball Badminton	15 & 16.12.2014	10	Intercollegiate
Judo	18.12.2014	16	Intercollegiate
Taek Won Do	06 & 07.01.2015	16	Intercollegiate
Football	11&12.01.2015	7	State
Handball	20 & 21.01.2015	19	Intercollegiate
Boxing	21& 22.01.2015	10	Intercollegiate
Wrestling	05.04.2015	8	State

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

State/ University level	247	National level	3	International level	-
Name of medals /awards	Date		Level		
Gold-1	03.05.2014 to 04.05.2014		State		
Third-1	25.05.2014		National		
Runners-14	29 to 31.05.2014		State		
Runner-1	03 & 04.06.2014		National		
Gold-1,Silver-2	21& 22.06.2014		State		
Third-6	26 & 27.07.2014		South India		
First-1	26 & 27.07.2014		State		
Fourth -1,Sixth Place-1	31.07.2014		Intercollegiate		
Runners-5,Third-5	31.07.2014		Intercollegiate		
Fourth Place-1	05 & 06.08.2014		Intercollegiate		
Winner-5	21 to 23.08.2014		Intercollegiate		
Third-12	26 & 27.08.2014		Intercollegiate		

Third-19	04 & 05.09.2014	Intercollegiate
First-1	06 & 07.09.2014	All India
Runner-18	11 to 13.09.2014	Intercollegiate
Gold-1	29.08.2014	State
Bronze-1	21 to 23.09.2014	South India
Winner-4	28.09.2014 to 03.10.2014	South Zone
3 Gold , 1 Bronze	28 to 30.09.2014	South India
Gold -7,Silver-2	04 & 05.10.2014	State
Gold-3 ,Silver- 9, Bronze-10	09 to 11.10.2014	Intercollegiate
Gold- 15,Silver-10 , Bronze-7	13 to 15.10.2014	Intercollegiate
Winner-18	25& 26.10.2014	Intercollegiate
Winner-10	28 & 29.10.2014	Intercollegiate
Silver-2	19 to 26.11.2014	State
Gold-3	06.10.2014	State
Gold-1,Silver-1,Bronze-1	13 & 14.12.2014	State
Gold-2,Silver-1, Bronze-6	18.12.2014	Intercollegiate
Gold-4,Silver-5, Bronze-3	06& 07.01.2014	Intercollegiate
Winner-7	11& 12.01.2015	State
Gold-5,Silver-3, Bronze-1	21& 22.1.2015	Intercollegiate
Gold-5,Silver-3	05.04.2015	State
Winner-4	17.05.2015	State

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Meeting

Students Representative meeting was conducted

Students Representative meeting was conducted for both UG & PG students

Students Representative meeting the first UG students was conducted and discussed 2014-2015 academic activities and newly announced club activities had been discussed

A separate register for minutes has been maintained by the Departments) **FORMAT REQUIRED**

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

Alumni association of Muthayammal College of Arts and Science came into existence in the year 2014. The institution has a registered “Alumni Association”. The Alumni Association holds “Alumni Meet” and “Motivation Programmes” periodically.

- It invites the old students who hold positions in some prominent concerns to deliver lectures to the students.
- Their interactions with the students help them to acquire and enhance their skills to face the challenges in the job markets.
- Their presence at the institution in total provides an opportunity for the students to strengthen their work-spots.
- They suggest some ways and means to develop the infrastructure and academic performance of the students to walk abreast with the current trends.
- They also suggest some tips to make the students acquire knowledge to compete successfully at the interviews.
- They give their valuable opinions for curricular enrichment also.
The main motto of this cell is to make good bonding among the alumni, and between the alumni and the college.

Alumni cell is organizing the following activities to strengthen alumni network.

- Alumni interaction with current students
- Batch wise alumni meet in the college.
- Students are avail the following benefits through alumni cell
- Knowledge sharing
- Helping economically poor students
- Assisting placement cell.

5.3.2 No. of enrolled Alumni:

190

5.3.3 Alumni contribution during the year (in Rupees) :

Rs:9,000

5.3.4 Meetings/activities organized by Alumni Association :

4

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Our vision and mission are as follows:

Vision

To redefine the scope of higher education by infusing into each of our pursuits, initiatives that will encourage intellectual, emotional, social and spiritual growth, thereby nurturing a generation of committed, knowledgeable and socially responsible citizens.

Mission

- To espouse value based education
- To empower rural education
- To ensure state of the world learning experience
- To instil the spirit of entrepreneurship and enterprise
- To create a resource pool of socially responsible world citizens

Objectives

- To seek, to strive and to achieve greater heights in arts and science
- To provide sound and value based education
- To instil a sense of patriotism in the minds of students
- To mould him/her as a socially conscious youth

It is evident that our vision, mission and goals are in tune with the objectives of higher education.

6.1.2 Does the institution have a Management Information System (MIS)?

Yes/No/Partial: Yes

Library:

Collection development with latest edition, especially updated competitive exam books is increased and number of journals is increased department wise.

ICT:

- Planning and Development
- Implementation of e-Attendance
- E-notes
- E-Library
- Google Process- Creation of Corporate Mail Id for Staff and students
- ICT Incubation Centre-opening
- Implementation of VoIP -Phone

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Teaching and Learning

- ❖ The teaching method used is convenient for the learners. While in conveying the information what they feel is most important, According to the learning process it should be an easy understanding through practical knowledge. Subjects provided to the instructor has effective knowledge about various skills. The teacher must make constant and conscious effort to

become aware of student problems and engage the students to give verbal feedback. Based upon the feedback do some of the changes in teaching methodology through recent updates, it helps to enhance the pass percentage in examinations. Recent updates reach the faculties through the team discussion; important of efficient teamwork is healthy conflict resolution, which comes along with open communication due to the feeling of shared responsibility and accountability.

❖ **TO IMPROVE STUDENTS PASS PERCENTAGE**

Slow learners

- It is very important to identify slow learners from reluctant learners. Slow learners differ from reluctant learners.
- A slow learner initially wants to learn, but has a problem with the process.
- A reluctant learner is not motivated and can also be passive or aggressive, creating more problems for teachers and parents through non-cooperation.
- Slow learners are very sensitive and self-conscious as they are very well aware of their weakness in comparison with the fast learners. So, the first responsibility of the teacher is to build up confidence among these learners and make them believe that they are no less than others. Encouraging words and phrases may bring about a positive impact on the slow learners and will boost them to perform better. In case of reluctant learners, the key is to motivate them, to show them how it (education in general and a specific lesson in particular) is related to our life.
- Teachers are required to find out the main reason behind the learner's weak performance. She/he needs to interact with the slow learners more often so that she/he can keep a record of every movement of the learner and adopt ways in which the slow learner can be guided. It is vital to talk to their guardians and know about their family backgrounds. Usually behind every unsuccessful performer there is some problem that is related to her/his mind or psychology and in most cases the problem stems from a family matter.

Fast learners

- Create emotional security by not embarrassing them in front of their peers.
- Be sure that instructions and expectations are given clearly.
- Have them repeat the instructions, if necessary.
- Motivate with practical reasons to learn material.
- Set short range and attainable goals.
- Give many encouraging words and praise often.
- Eliminate as many distractions as possible.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support (in RS:)
2014	Mr. Gopinath HOD/English Mr. Subramaniam.P HOD/UG Computer Science	21st Century class room mgt techniques, facilitating knowledge mgt	ICTACT, Chennai	5000
2014	Mr. A. Shafii- Asst Professor Commerce	The Companies Act-2013	CII ,Salem	800
2014	Dr. S. Mohanprabhu HOD/Statistics Dept	Mentoring skill Programme	CII, Salem	7500
2014	Dr. S. Iyappan Asst.Prof./Bt	CII programme	CII, Salem	7500
2014	H. LookmanSithic- Asst Prof/BCA	ICTACT –Bridge 2014	ICTACT ,Chennai	1000
2014	Mr.M.Ravi – Asst.Prof.in PG computer science Department Mr.R.S.JothiRajan – Asst.Prof.in English Department Ms.J.Sharmila Banu- Asst.prof.in BBA Department.	GBFS - FDP" programme - Mysore	INFOSYS-Mysore	6000
2014	H.Lookman Sithic	III cell faculty development Programme	CII, Salem	30000
2014	Mrs.V.Vijayadeepa Head-ACS	Leadership Skills & Teacher empowerment	ICTACT, Chennai	7500
2014	Mohan prabhu hod/statistics Dept	Coaching & Mentoring Skills	MMA, Chennai	2500
2014	Mr.s. Kumaresan Office Supridendent & K.Parthasarathy PRO MCAS.	Participate madras management association Conduct the first time manager Programme in Chennai	MMA, Chennai	1800
2014	Mr Ashok Kumar	Production Management	TVS Training & Services Ltd, 1, TVS school Road,Vanagaram,	10000

			Chennai.	
2015	L. Devi Asst Prof CS	FDP on "java fundamentals And programming"	Kalaingar Karunanithi College of Technology, Coimbatore	1500
2015	Mrs. V. Vijayadeepa Head-ACS	ICT MEMBERSHIP Certification	ICTACT, Chennai	25000

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non-teaching staff during the year

Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-Teaching staff)
Recent Advance in biological science towards sustainable Development	-	09.01.2015- 10.01.2015	7	-
Faculty IT Training for Teaching Staff on Internet Surfing	-	23.07.2014 To 26.07.2014	164	-
Workshop on Google Apps for Education	-	19.07.2014 & 02.08.2014	207	-
-	Internet Surfing : Release of corp. mail id and its usage, Internet applications	24/07/2014	-	44
	Orientation programme on Internet Applications : Computer Basics, Internet searching, Corp.Mail id usage,	30.07.2014 to 13.08.2014	-	32

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Faculty Development Programmes (Global Business Foundation Skills, Infosys Training, Mysore)	1	From 14.07.2014 to 25.07.2014 & 10 days
Orientation Programme (ICT Skill development)	1	02.08.2014 & 1 day
Orientation Programme (English Enhancer)	3	26.05.2014 to 30.05.2014
Faculty Development Programmes (GLOBAL BUSINESS FOUNDATION SKILLS)	1	20-04-2015 TO 28-04-2015 (9 DAYS)
Faculty Development Programmes (Java Fundamentals & Java Programming)	1	16.03.2015 to 20.03.2015

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment)			
Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/Temporary
209	209	84	84

6.3.5 Welfare schemes for	
Teaching Non-Teaching	19,78,261/- (Teaching & Non teaching)
Students	16,89,880/-

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

- **Academic Audit**
- **Stock Audit**
- **Administrative Audit**

6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year (not covered in Criterion III)

Name of the non-government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
NIL	NIL	NIL

6.4.2 Total corpus fund generated Amount in Rs: **NIL**

6.5 Internal Quality Assurance System

6.5.1 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	Yes	Principal
Administrative	Yes	Mr.R.R.Rajkumar C.A., DISA Auditor Chennai	-	-

6.5.2 Activities and support from the Parent – Teacher Association (at least three)

- Department Parent meeting
- Students Progress Meeting (Result)
- Tutor ward counselling

6.5.3 Development programmes for support staff (at least three)

- Faculty Development Program
- Google Apps For Education Training
- English Communication Skill Program

6.5.4 Post Accreditation initiative(s) (mention at least three)

- NIRF Ranking
- Swachhaa Ranking
- DBT Star Scheme

6.5.5		
a. Submission of Data for AISHE portal	:	Yes
b. Participation in NIRF	:	No
c. ISO Certification	:	No
d. NBA or any other quality audit	:	No

6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from----to-----)	Number of participants
2014	Academic Plan 2014-15	27.05.2014	27.05.2014	230
2014	Annual Budget Meeting	28.05.2014	28.05.2014	50
2014	NAAC IEQA Submission Meeting	06.06.2014	06.06.2014	10
2014	Roles & Responsibilities Meeting with Heads & Coordinators	27.06.2014	27.06.2014	60
2014	NAAC files Maintenance meeting	21.07.2014	21.07.2014	60
2015	Faculty Development program “ Empowering Faculty to Excel”	21.02.2015	21.02.2015	240
2015	Feedback on Curriculum	06.02.2015	06.02.2015	1574
2015	AISHE data Submission 2014-15	30.06.2015	30.06.2015	250

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES			
7.1 - Institutional Values and Social Responsibilities			
7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)			
Title of the programme	Period (from-to)	Participants	
		Female	Male
Understanding Gender Based Violence Womens Harassment	12.08.2014.	800	-
Thogaiellam Thupakkigal	11.09.2014.	900	-
Women Empowerment	24.09.2014	1500	-
Thayallai Uyarvusai	11.12.2014	1500	-
Guidance and Counselling Program	19.12.2014 - 23.12.2014	2000	-
Voter Id Awareness	09.10.2014 – 05.11.2015	100	110

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources
NIL

7.1.3 Differently abled (Divyangjan) friendliness		
Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	8
Provision for lift	Yes	8
Ramp/ Rails	Yes	8
Braille Software/facilities	No	-
Rest Rooms	Yes	8
Scribes for examination	Yes	8
Special skill development for differently abled students	Yes	8
Any other similar facility	-	-

7.1.4 Inclusion and Situatedness						
Enlist most important initiatives taken to address locational advantages and disadvantages during the year						
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2014	1	1	20.06.2014	"Medical Expo"	Human chain program in Salem to make aware the public on Health is Wealth	130 & 5

2014	1	1	09.07.2014	Consecration Festival	Vennanthur by arranging the seats and serving food for the rural people & devotees	60 & 4
2014	1	1	24.07.2014	School Campus Cleaning	social service and to eliminate the hesitation on social service) in Vengayapalayam Government Primary School	30 & 5
2014	1	1	26.07.2014	Clean & Green Environment	Vengayapalayam village people	50 & 4
2014	1	1	30.07.2014	Valvilori Function	The Plastic free and wastage removal in Kolli hills to create the awareness among publics	60 & 5
2014	1	1	08.10.2014	Consumer Rights	citizen consumer club of our college to create awareness on consumer rights	40 & 4
2015	1	1	17.03.2015	Anti Liquor	Rasipuram bus stand to Taluk office aware the Public	180 & 5

7.1.5 Human Values and Professional Ethics		
Code of conduct (handbooks) for various stakeholders		
Title	Date of Publication	Follow up (maximum 100 words each)
College Diary & Staff Calendar 2014-15	06.06.2014	<ul style="list-style-type: none"> • Vision & Mission of the Institution • Highlights of Learning Experience • Co curricular Activities • CBCS System • Scholarships • Admission Notification • Group Insurance • Service Rules and Regulation of Staff • Job responsibilities and Recruitment rules • Performance Appraisal

		<ul style="list-style-type: none"> • Faculty Development Program • Employee provident Fund Scheme • Guideline of International students • Hostel Admission, Rules • Conduct of Students • Ragging A Crime • College Library Regulation • Dress Regulation for Boys and Girls • Transport facilities • List of Process owner and major functions
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7.1.6 Activities conducted for promotion of universal Values and Ethics		
Activity	Duration (from-----to-----)	Number of participants
Republic day	26.01.2015	500
International Day “Drug Abuse & Illicit Trafficking”	26.06.2015	300
Ozone Day	14.09.2014	2000
World Heart Day	01.11.2014	2000
Independence Day	15.08.2014	500
World Heart Day -Rally	27.09.2014	1600

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)
<ul style="list-style-type: none"> • Waste Water recycling • Vermi composting Unit • Green House to maintain medicinal Plants • World Ozone Day awareness • Green Audit

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7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE I

TITLE OF THE PRACTICE: SURFIT

The title itself is a shortened form of “survival of the fittest”. Today’s world is very highly competitive and unless a person is multi-skilled and knowledgeable, life will be miserable. Darwin’s concept of “survival of the fittest” is more appropriate in the present day context than on other occasions. MCAS tries to mould a student to be the fittest person by equipping him/her with skills which are relevant to the current needs and hence the title “SURFIT”

GOAL:

- To improve the general knowledge and IQ of the students.
- To improve his/her language competency-particularly his/her fluency in English.
- To mould him/her to be a multi-skilled personality capable of facing various challenges and difficulties confronting him/her in life.
- To prepare him/her to face varied competitive examinations conducted by state/central government, banks and other private agencies (TNPSC,UPSC, SLET, NET,MAT, TRB examinations etc.,).
- To teach the student to attain basic computer knowledge.

The Context

- Students of MCAS mostly belong to rural areas lacking many facilities and advantages available in big cities.
- They are economically poor and they have their primary education at rural schools.
- Tamil is the medium of instruction adopted in schools upto higher secondary level.
- When they pursue higher studies in colleges, they have to shift on to English as the medium of instruction.
- Since they belong to average or below average categories, they find English as a big hurdle.
- Hence concrete steps must be taken to help them to overcome the obstacle and convert him/her into a fittest personality to face any challenge.

The Practice

- At MCAS, the teachers work six hours daily, instead of the conventional five hours.

- This additional one hour is utilized to achieve the goals enumerated above.
- All certificate courses, value added courses and co-curricular programmes are conducted during the sixth hour. Realizing the importance of computer education, all the students, staff members and employees are provided opportunities to learn computer skills.
- Using the expertise available at the college, students are encouraged to acquire skills in tailoring, cooking and bakery, network, hardware, techniques followed in clinical laboratories (CMLT), Car-driving etc. The sixth hour provides the teachers additional time to teach and coach slow learners in various subjects and also to conduct tests.
- All these exercises, no doubt, will certainly lead to the emergence of very skillful, knowledgeable and wise students who are the fittest to live in this challenging world. iv.

Evidence of Success

- A number of students of MCAS get recruited in corporate sectors through on-campus or off-campus interviews. In 2013 -2014, 246 students got placed.
- At the inter-collegiate competitions, students of MCAS always get medals and awards. And they have won overall championship in some of the events.
- Students of MCAS possess a very good computer knowledge and are capable of e-mail communication and on-line examinations which is a rare facility to the rural students.
- Feedback obtained from students speaks volumes of the usefulness and success of these programmes.

Problems Encountered and Resources Required

- Conducting classes during the additional sixth hour adds to the burden of both the students and the staff.
- When a large number of students would like to attend a particular programme, it becomes difficult to provide suitable and convenient accommodation.
- To conduct certain programmes, specialists/experts are to be invited from outside which entails expenditure to be incurred by the management.

BEST PRACTICE II

TITLE OF THE PRACTICE: IT ADMIN

IT ADMIN stands for IT based administration meaning thereby that administration is carried out using information technology methods.

GOAL:

- To save time, energy, expenditure and man power.
- To make available any information required at any time anywhere on the spur of the moment.
- To minimize the use of paper, thereby contributing to green environment.
- To gather error-free information.
- To ensure efficient and able administration.

The Context

- At MCAS, the strength of the student mass accounts to nearly 4500 and the strength of staff members is 209.
- Non-teaching staff comprises 84 members. Bio-data of such a large number of people have to be maintained manually.
- As far as the student is concerned, his/her bio data, attendance particulars, performance in academic aspects etc., have to be maintained.
- With regard to faculty members, bio-data with educational qualifications, subjects and classes handled, results achieved have to be maintained. Financial management is a great task.
- Before automation, all these activities were carried out manually involving more man power and it was time consuming.
- Besides, it caused great anxiety, stress and strain on the part of the employees concerned.
- Automation is not only a cost-effective method but it saves enormous time and expenditure and ensures easy and efficient administration.
- Therefore, automation was introduced 3 years ago and today affairs at MCAS are made easier, more effective, more efficient and cost-effective.

Practice

- The complete bio-data of all the 4500 students are maintained. Information and other relevant data starting from the day of admission to the date of completion of his/her study are fed into the computers.

- The data include the percentage of attendance earned by the student in each semester, marks scored by him/her in each subject and in each paper, his/her conduct and behavior, fee payment, achievements and punishments, if any, besides personal details. Likewise, details about educational qualifications of a teacher, subject taught, time table, asset management, percentage of passes achieved in each semester, leave enjoyed, salary paid, experience gained are computerized.
- All financial details of the college are computerized. The Principal sends all his communications using e-mail facility. Correspondence with the university, UGC, Govt. departments etc., is done through on-line communication.
- Automation enables the department heads to submit absentee's statement of students daily to the Principal within one hour after the commencement of the classes.
- Marking of attendance with regard to all employees is done through bio-metric method.
- Therefore, the whereabouts of a teacher is known, the moment it is wanted. During 2012-2013, feedback from all the final year students was collected through online

Evidence of Success

- Formerly, the office personnel and the teachers had to stay at the college for a long time. Sometimes they had to stay back to complete certain official work. Now they could complete the work easily within the working hours and return home soon after office hours.
- All the information connected with all the sixteen departments are available at IQAC. So, data or information can be obtained from IQAC without disturbing any of the HODs.
- When affairs were handled manually, office personnel and teachers were filled with stress and tension. After automation, they feel relaxed and composed.
- Various documents viz. Attendance Certificates, Transfer Certificates, Conduct Certificates etc., are immediately provided to the students without any delay.
- Any document required by the teacher is also immediately provided.
- Automation has resulted in best management of time and resources.
- The expenditure involved in the purchase of paper is less, compared to the yester years when manual operation was in vogue.

Problems Encountered and Resources Required

- Automation entailed enormous expenditure during the initial period.
- Persons concerned have to learn the IT techniques before using it.

- Therefore, training programmes have to be organized for them.
- Annual maintenance charges have to be paid to the software industry.
- Automation requires the use of the latest generation of computers to be effective.
- Automation results in saving of expenditure and therefore the management stands to gain. Hence the management has no hesitation to meet the necessary expenditure

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust

Provide the web link of the institution in not more than 500 words

Muthayammal College of Arts & science embarked on its career towards success in 1994 and still it is relentless to serve the cause of the rural students.

- It has been relentless in its mission to seek, strive and achieve dizzy heights in arts and science by imparting quality education. The college got it approved by the Tamil Nadu Government in 1994(G.O No: 748, dated: 31/08/1994).
- It sounds pleasant to specify that MCAS has been feathered with NAAC ‘A’ grade and 2(f) & 12 (B) status affiliated to Periyar University, Salem, Tamilnadu India.
- A modern animal house is the latest addition and this institution is the first among the colleges affiliated to Periyar University to obtain ethical clearance from the Ministry of Environment and Forests (Reg. No. 1416/a/11/CPCSEA).
- The college offers 16 Undergraduate, 15 Postgraduate, 8 M.Phil and 3 Ph.D programmes catering to the changing needs of the industry. The learning environment in the college brings together the best of infrastructure and human resource enriching the treasure trove of knowledge the students aspire for.
- Total students strength of our institution is about 4800 and it’s a Co-Education college.
- A fleet of 74 buses provides transport to day scholars.
- The college has 209 strengthened teaching faculty’s 25 with Ph.D. and NET/SET.
- The college encourages the students to undertake a few of the value-added programmes for purpose of which MCAS has signed 15 MOUs with the respective associations. The curriculum is also enriched by conducting some certificate courses.
- Our institution functioning with 30 various cells & clubs
- Community college functioning with 3 courses like tailoring, baking & computer to train external participants.
- 22 of our staff members published their research findings in 133 research journals of

national/International repute. The value of impact factor is 0.1 to 3.

- Our college stands a top with her crown studded with 84 Gold medals and 571 (since 2003) Ranks in the Periyar University examinations.
- Our college has breezed past other institutions and registered her stamp in sports and games too.
- During the academic year 2014-15, we won 63 Gold medals, 37 Silver medals and 32 Bronze medals at National Level, South Zone Level and State Level Championship held at various places in India. Totally 247 medals had been bagged.


MCAS imparts higher education by infusing initiatives in all our endeavours and encourages intellectual, emotional and spiritual growth. The college aims at nurturing a committed,

<http://muthayammal.in/mcas.htm>

8. Future Plans of action for next academic year (500 words)

- **To get NIRF Ranking** – The National Institutional Ranking Framework (NIRF) was approved by the MHRD and launched by Honourable Minister of Human Resource Development on 29th September 2015. Our Institution is planned to apply the NIRF Ranking in 2016
- **To Conduct FDP programs** – To organize various faculty development program (Teaching Learning, Research Methodology, Google Apps for Education)
- **ICT tools for Education** – To implement the Information and communication Technology tools like WI-FI,LCD Board, Surveillance Camera etc
- **Smart Library** –To install the Library Management system automation software with RF technology
- **Smart Class Rooms** - To setup touch screen based board and LCD projector Class rooms to enrich the smart education
- **DBT Star College Scheme** – Selected departments to apply DBT Star Scheme
- **Knowledge Sharing Program** – To conduct the knowledge program based on event participated outside of our staff members
- **Students online Feedback** – To conduct and collect students feedback on infrastructures, Library and staff
- **Annual IQAC Award** – To identify the best Performance of the students and staff and honor them IQAC Awards
- **Staff Appraisal** - To Collect online based staff appraisal details on fixed parameter and rating them for their achievements
- **Academic Audit** – To Conduct internal Audit for Department and Cells
- To Participate in SWACHHTA Ranking

Name S.P. VIJELKUMAR



Signature of the Coordinator, IQAC



Name Dr. R. SELVAKUMARAN



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**Action Taken Report (ATR)
2014-15**

Plan of Action By IQAC charted during July 2014	Outcome Achieved by June 2015
To produce atleast 10 gold medallists in the for Periyar University Examinations 2014-15	8 Gold medals had been achieved
To Achieve 100% of (UG/PG) Graduation during the year 2014-15	1205 Graduates out of 1495 appeared. It amounts to 81%
To admit 100% of the students as per the intake sanctioned	80% of the students were admitted as against the intake sanctioned
To conduct 50 NSS events during the year	47 NSS events were conducted
To achieve 500 placement of the graduates	362 students were placed in campus Placement
To Publish Papers in UGC reputed Journals	133 Papers were published in Science citation Indexed Journals and UGC reputed Journals
To conduct and collect curriculum online feedback from students	Students feedback had been collected on 29.12.2014 for all UG/PG students
To win medals in various sports and games	247 medals were won in South zone, University, and National Level sports events
To apply and get a minor projects sanctioned from TANSOST/UGC/ICSSR	Received grants from Govt Agency worth Rs:5 Lakhs