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

To
The Director
National Assessments and
Accreditation Council
Bengaluru

ANNUAL QUALITY ASSURANCE REPORT (2017-2018)

www.muthayammal.in

mcas
MUTHAYAMMAL COLLEGE OF ARTS & SCIENCE
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The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC (*Academic Year. July 1, 2017 to June 30, 2018)*

Part – A

1. Details of the Institution

1.1 Name of the Institution	MUTHAYAMMAL COLLEGE OF ARTS & SCIENCE
1.2 Address Line 1	KAKKAVERI POST
Address Line 2	RASIPURAM TALUK
City/Town	NAMAKKAL DISTRICT
State	TAMILNADU
Pin Code	637408
Institution e-mail address	admin@muthayammal.in
Contact Nos.	04287-222137
Name of the Head of the Institution:	Dr.R.SELVAKUMARAN
Tel. No. with STD Code:	04287-226763
Mobile	+91 9965587437

Name of the IQAC Co-ordinator: Mr. S. SANTHOSH

Mobile: +91 8056213809

IQAC e-mail address: iqac@muthayammal.in

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)* TNCOGN20900

1.4 **NAAC Executive Committee No. & Date:** EC(SC)/05/A&A/080 dated 03.03.2015
(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address: http://www.muthayammal.in

Web-link of the AQAR: http://www.muthayammal.in/AQAR2017-18.doc

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	3.04	03.03.2015	5 Years
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

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

1.8 AQAR for the year ***(for example 2010-11)*** **2017-18**

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

i. AQAR AQAR 2015-16 submitted to NAAC on ___ (29/07/2016)
ii. AQAR AQAR 2016-17 submitted to NAAC on ___ (14/08/2017)
iii. AQAR AQAR 2017-18 submitted to NAAC on ___ (29/12/2018)
iv. AQAR_____ _____ (DD/MM/YYYY)

1.10 Institutional Status

University State [✓] Central [ ] Deemed [ ] Private [ ]

Affiliated College Yes [✓] No [ ]

Constituent College Yes [ ] No [✓]

Autonomous college of UGC Yes [ ] No [✓]

Regulatory Agency approved Institution Yes [✓] No [ ]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education [✓] Men [ ] Women [ ]

Urban [ ] Rural [✓] Tribal [ ]

Financial Status Grant-in-aid [ ] UGC 2(f) [✓] UGC 12B [✓]

Grant-in-aid + Self Financing [ ] Totally Self-financing [✓]

1.11 Type of Faculty/Programme

Arts [✓] Science [✓] Commerce [✓] Law [ ] PEI (Phys Edu) [ ]

TEI (Edu) [ ] Engineering [ ] Health Science [ ] Management [✓]

Others (Specify) NIL

1.12 Name of the Affiliating University *(for the Colleges)* | Periyar University, Salem, Tamilnadu, India

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

Autonomy by State/Central Govt. / University	Nil		
University with Potential for Excellence	Nil	UGC-CPE	Nil
DST Star Scheme	✓	UGC-CE	Nil
UGC-Special Assistance Programme	Nil	DST-FIST	✓
UGC-Innovative PG programmes	Nil	Any other (*Specify*)	Nil
UGC-COP Programmes	Nil		

2. IQAC Composition and Activities

2.1 No. of Teachers	20
2.2 No. of Administrative/Technical staff	1
2.3 No. of students	1
2.4 No. of Management representatives	1
2.5 No. of Alumni	2
2. 6 No. of any other stakeholder and community representatives	NIL
2.7 No. of Employers/ Industrialists	2
2.8 No. of other External Experts	3
2.9 Total No. of members	30

2.10 No. of IQAC meetings held 12

2.11 No. of meetings with various stakeholders: No. 5 Faculty 40

Non-Teaching Staff Students - Alumni 13 Others 4

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

If yes, mention the amount Nil

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. 6 International 0 National 0 State 0 Institution Level 6

(ii) Themes

AUTONOMOUS STATUS: COURSE OF ACTION

CURRICULUM DEVELOPMENT

ACADEMIC AUDIT REPORT

ACADEMIC EXECELLENCE

OUTCOME BASED EDUCATION

EFFECTIVE COMMUNICATION SKILLS

PERSONALITY DEVELOPMENT

GOOGLE APPS FOR EDUCATION

NATIONAL CONFERENCE ON INNOVATIVE TRENDS IN COMPUTATIONAL TECHNOLOGIES

2.14 Significant Activities and contributions made by IQAC

- The IQAC strives its best to maintain uninterrupted quality in higher education.
- The IQAC, to achieve the goals, fixes various metrics with regard to syllabus coverage, pass percentage, attendance percentage, university gold medallist, No. of rank holders, No. of research projects & research grants funding agency, sports activities, placement etc.
- The IQAC periodically monitors the performance, progress and achievements made by each departments with reference to the above-mentioned metrics.

- In the beginning of each academic year, the IQAC prepares an academic calendar, which provides information with regards to working days, holidays, last dates for payments of various fees, dates of internal/external examinations etc. So as to guide the students and the staff.
- As far as possible, the academic processes are carried out in such a way that they confirm to the dates specified in the academic calendar.
- With a view to maintain high academic standards, the Principal periodically conducts orientation programs for teachers, particularly to the newly recruited teachers. The prime objective is to mould all the teachers in to ideal and smart teachers.
- The IQAC arranges faculty development programs during the course of each academic year.
- Leading academicians, renowned scientists and eminent professionals are invited to address the staff.
- The departments are encouraged to organize National level/ State level Seminars, Symposia, workshops, training programs etc., so that both the students and staff are exposed to latest advancements to update and enhance their knowledge.
- During the academic year (2017-18), staff members have registered for Ph.D. degrees. At IQAC's constant encouragement, three of our faculty have acquired Ph.D. degrees.
- IQAC encourages the staff now and then to pursue M.Phil. / Ph.D. degrees.
- Three of our faculty have become eligible to fit into the post of assistant professors as they have passed SLET/NET exams.
- Department of Biotechnology (DBT), Ministry of Science, and Technology recognized our college with "STAR SCHEME" cap and five Departments (Computer Science, Biotechnology, Bio Chemistry, Microbiology, Chemistry) have been sheltered under the star scheme.
- MCAS has been awarded with FIST – DST (Department of Science and Technology).
- Our college had been ranked 86th in the Arts and Science college category by NIRF-2017 Ranking by Ministry of Human Resource Development, Government of India.
- Department of Biochemistry has been ranked among top 100 best science colleges in India-by-India Today and MDRA ranking 2018.
- Department of BCA has been ranked among top 50 best BCA Departments in India-by-India Today and MDRA ranking 2018.
- The college offers 18 undergraduate, 15 postgraduate, 8 M.Phil. and 7 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.

- The IQAC insist the staff member and give incentive for paper publication in UGC reputed journals. During the AY (2017-18) 22 of our staff members published their research findings in 63 research journals of national/International repute. The value of impact factor is from 0.1 to 5.31.
- Our college stands a top with her crown studded with 99 gold medals and 670 ranks (Since 2003) in the Periyar University Examinations.
- Academic audit 2017-18 had been done by IQAC
- Students and Staff have been honoured with Annual IQAC Awards.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Curriculum Enhancement	• Periyar University, Tamilnadu introduced revised CBCS syllabus for the academic year 2017-18.That was implemented in our institutions. • During the academic year 2017-18, totally 1838 students of UG/PG appeared for the final year Periyar University examinations. 1456 had passed to become and eligible for graduation. • 28 Technical and Skill oriented Value added courses were conducted.1228 had been benefitted in odd semester and 1143 students were benefitted in the even semester.
Teaching & Learning Resources	• E-Resources were created for staff and students to access the study materials online. • e- attendance was created for students • Library gate entry system for the students and staff was introduced. • 7 Staff members had registered Ph.D and 3 were awarded • Staff members had applied for NET/SET and 3 had cleared the

	eligibility norms. • Teaching learning kit was provided to the students for preparing for the Examinations. • Google Apps was developed by students • Online quiz/Test was conducted • Online Conferences had been organized
Research Expertise Sharing	• It is in our sketch that we shall organize one National conference on behalf of each department exclusively or in association with a society. • Conducting free workshops for self help and resource fully poor are on our schedule and will continue to do so contingent on outreach funding. • Faculty development programmes have been conducted now and then as on requirements. • Summer training/industrial visits for students are organized. • We plan to motivate students to participate in journal club to gain cutting-edge knowledge and we encourage one student volunteer to lead the journal club. • We have affirmed to organize science exhibitions, which might lay a platform for students to prepare & exhibit their creativity. • We extend our support to other educational institutions to conceive the concept and motto of DBT-STAR/ FIST Scheme and help them to apply for the scheme. .
Infrastructure Resources	• During the Academic year 2017-18 the management of our institution had allocated budget for 18 Departments lab facilities and Cells & Clubs Activities. • The management sanctioned fund sufficient to the book purchasing committee based on the requirements. • ERP system was developed

Skill Enhancement - Communication Skill	**FOR STUDENTS** • Remedial classes aim at equipping the students who have scored low marks in the exit level test to enhance their language skills and to assist the students with the Basic English grammar • "Appreciation Certificate from Cambridge Assessment English – Chennai for student volunteers"appreciation certificates for the Students those who have contributed their service in the conduct of BEC (Business English Certificate) Preliminary Level. • 'News Paper Corner' has been installed at the first floor of 'C' block to facilitate the students to improve their reading skills. **FOR STAFF** • Faculty Development Programme (FDP) aims at equipping teachers with skills and knowledge that are essential for inculcating entrepreneurial values in students and guiding and monitoring their progress towards entrepreneurial career. 33 students had been participated • **UK Trip- South Asian Preparation Centre Round Table Conference** Cambridge English is delighted to announce Long standing partner who has been supporting Cambridge English by encouraging students to take the Cambridge English exams year on year. We are glad to invite you for the South Asian Preparation Centre Round Table Conference, Cambridge university London on 26th Nov to 28th Nov 2017. Participant : Dr. R. Selvakumaran, Principal • **Cambridge university South Asian Top 25 Preparation Centres Award** • South Asia Best 25 Preparation Centres Award shows that our

	institution has been all set to support student's career. This award provides a platform to interact with experts and peers to learn and share ideas for how to enrich the language and communicative skills to be an active in the business world. It motivates us to fill our campus with English environment and to create everything more interesting, meaningful and valuable in communicative world. • We have received an award for **Best Academic Support to Students** from Cambridge English Language Assessment authorized to honour **South Asia Best Top 25 Preparation Centre Awards for Higher Education Exam (2017)**. • **Staff Business English Certificate B1 (Preliminary) Training Programme** • This training course equips staff's four basic skills (Listening, Speaking, Reading and Writing). Staff can build vocabulary and grammar essential for an English-language working environment. • **BEC Workshop (TSP)Teacher Support Programme** • The Teacher Support Programme is meant only for the purpose of faculty development. The primary objective is to orient the faculty members engaged in preparing students to take the Business English Certificates Tests, offered by the Cambridge English. Chief Guest: **Mr.Dudyala Saikiran** **Senior Manager – Operations, ELT Exam** **CAMBRIDGE UNIVERSITY PRESS, INDIA**

EXTRACURRICULAR ACTIVITIES	**YRC** • During the academic 2017-18 year. **18** activities had been carried out by the units of YRC & RRC of our college. • six blood donation – cum-blood grouping camps had been organized and **341** units of blood were donated **NSS** During the academic year 2017-18. **33** activities had been formulated, executed and dedicated to the community by NSS unit of our college. • To Create an Awareness about Yoga, a programme highlighting the World Yoga Day had been organized on 21.06.2017, The Yoga masters had demonstrated different asanas and more than 4000 students had been exposed to the importance of yoga. • In Commemoration of the celebrations of Valvil Ori Festival, a camp was conducted on by 27.07.2017 by the NSS unit of our college to keep the main junctions of Kolli-Hills clean. Namakkal District Collector Mrs M.ASIAM MARIAM had initiated the 'clean kolli hills' camp. • 25.01.2018 was marked as the National voters 'Day. A rally was organized from Rasipuram Tahsildar's office to New bus stand to create awareness on the importance of exercising our votes among as many as 3500 publics. Rasipuram Deputy Tahsildar flagged off the rally.150 NSS volunteers of our college led by programme officer K.Thangavelu and K.Bakiyaraj took part in the rally • The NSS unit of our college had organized a special camp from 04.02.2018 to 10.02.2018 at Saalakkadu Perappancholai. The camp was inaugurated by Thiru K.P.Ramasamy, chairman,

Muthayammal educational institutions in the presence of Dr.R.Selvakumaran , principal Muthayammal college of Arts and science, 300 NSS volunteers discharged a tremendous service to the residence of saalakkadu, perappancholai, periyakombai, puthiya maavaaru, and pudhur , palapatti. Mr. M.Ramamoorthy, Mr. K.Bakiyaraj, Mr.P.Gowrisankar, Mr. V.Arputharaj, Mr.T.Sabareesan, Ms.R.Megala, Mrs.P.Indirani had played a vital role in systematizing all the NSS activities on all those seven Days of the camp.

SPORTS

- During the academic year 2017-18, we won **218** gold medals, **106** silver medals and **118** bronze medals at National Level, South Zone Level and State Level Championship held at various places in India. Totally **442** medals had been bagged.
- Best Physique(Men) 2nd Consecutive -winner
- Boxing(Men)-7th Consecutive Years winners
- Foot Ball(Men)-2nd Consecutive Years
- Hockey(Men)-3rd Consecutive Years
- Judo(Women)- 4th years winners
- Power Lifting(Women)-10th Consecutive Years winner
- The University Power lifting Championship(Mem)for the 9 Year
- Table Tennis(Men)- 5 years winners
- Taek Won Do(Men)- 1st year
- Taek Won Do(Women) - 5th Consecutive Years
- Weight Lifting(Men)-11th Consecutive Years
- Weight lifting(Women)-10th Consecutive Years
- The University Handball Championship (Men)for the 8 Year
- The University Table tennis championship (Women) for the 4Year

Strengthening Career Guidance and Placement Cell	• During the academic year 2017-18, **571** students had been placed in various companies. • TCS- Initial Learning Program for students • TCS free Employability Training program for SC/ST students • Infosys Field Visits • Career Guidance program for I UG students. • Skill Development Program for final year students
Support services	
Strengthen the Entrepreneurship Development Cell	• An **Entrepreneurship awareness program** was conducted with cooperation of MSME Namakkal on 27.09.2017.The resource persons • Mr.K.Raju .BE.MBA GM,DIC Namakkal • Mr. N. Elango. B.Sc., LLB President, MSME, Namakkal • Mr. P.Shanmugam, Secretary, NADISTIA,Namakkal • Dr.E.Raju .BVSc, MBA Director, Indian Bank Rural Self Employment Training Institute, Namakkal Had created awareness about schemes for entrepreneurship and about **148** students members in EDP Cell had participated. • A three day entrepreneurship awareness camp in association with **Department of Science & Technology (DST)**, from **26.10.2017 to 28.10.2017 were** organized and certificate were distributed to the participant's at the end of the awareness program. • The **Wadhwani Foundation - NEN** has framed a curriculum & Practicum with 4 Courses on Entrepreneurship. The EDC cell of our college organized **WFNEN 100 Course** on : 18.12.2017 to 21.12.2017.

	• The Entrepreneurship Development Cell organised a Guest lecture program on 08.12.2018.Cheif Guest.Mr.Rajkaal K.Prabu, Managing Director, Ranjith Enterprises were given the tips of e marketing to the students. • **"BUSINESS MODEL & BUSINESS PLAN TRAINING PROGRAMME"** was organized together with Entrepreneurship Development And Innovation Institute (EDII) Govt of Tamilnadu on 06.03.2018. • The chief guest ▪ Shri. K. Sivaramaprasad AD,MSME-DI-Chennai ▪ Mr. P. Shanmugam Secretary ,MSME Namakkal District Association ▪ Dr. E. Arun MSME, Namakkal District Association ▪ Mr. S. Jaisankar. M.Com. M.Phil. MRM Entrepreneurship trainee had given the training on various business models, methodologies, marketing, branding, e-commerce process and execution to the EDP Cell students. At the end of the training program certificates were distributed to the participants • Muthayammal community college and Tamilnadu Corporation for development of women Ltd (Mahalir Thittam), Namakkal District Supply & Marketing Society (DSMS) Jointly Organized A Three- Day College Bazaar-2017(sales-cum exhibition) for the benefit of Students a Self Help Groups. The college bazaar was declared open at 10.15am On 16.08.2017. **Dr R.Mani, Joint Director, Supply And Marketing Society, Namakkal** Set in Motion the Exhibition. **Thiru Muthuvel Ramasamy, Secretary Muthayammal Institution** had initiated the transaction of Sales and gave the goods that he

	brought to the **Principal Dr. R.Selvakumaran**. Over 6000 participants registered their attendance.
Engaging the Students in Community Services	• Namakkal District Collector Mrs M.ASIAM MARIAM had initiated the '**CLEAN KOLLI HILLS'** camp.53 NSS volunteers took part and disposed the plastic wastes. • On Thanthai Periyar's Birthday celebrations, our students took a pledge "one student – one tree" 150 saplings would be planted in the premises of our college, at some schools and at the notable public places • 'A Free Medical Camp' for two days (on 23.09.2017 and 24.09.2017) had been organized by Ramachandra Memorial Hospital, Chennai, at Poovayammal marriage hall in Rasipuram. 30 NSS women-volunteers of our college had rendered service to more than 500 beneficieries • 60 NSS volunteers had been entrusted with the work of brushing out the thorny bushes in the campus of Government Panchayat Union primary school • 200 NSS volunteers, to create an awareness about Dengue, issued on pamphlets Prevention of Dengue, spray anti-mosquito insecticides and kept the public places clean in 60 villages from 08-12-2017 to 29-01-2017. • National voters' Day, a rally was organized to create awareness on the importance of exercising our votes among as many as 3500 publics
To sensitize students to ecological and environmental issues	• **Mrs.** S. Suganya, Branch Manager, Bank of Baroda, Rasipuram Planted some Saplings to preserve our environment on the eve of Founders Day on 20.07.17. Principal of MPTI Er.M.Balasubramaniam, Head for Social Activities Mr. M.Ramamoorthy, Eco Club Co-Ordinator Dr. G. S. Prabin, Staff members and students participated in this program

	• Eco club plays an important role in creating environmental awareness among students . An orientation Program for Eco Club members (107 FROM 15 DEPARTMENTS) was conducted. • An ozone day awareness rally was organized by Eco club on 18.09.17 at Namagiripet. 122 students and a few staff took part in the rally. • Since SWACHHTA HI SEWA Cleanliness is Godliness" it has been one of the prime slogans of the Government of India, Eco club of our college undertook the job of cleaning the college campus and particularly the Green House and its surroundings. 10 Student members from Eco club daily participated in this process. Daily reports been sent to dharmapurirjd705@gmail.com for Govt. reference. • GREEN AUDIT 2017-18 was conducted in the campus

Academic Calendar of the year 2017-18 was attached Annexure-I.

2.15 Whether the AQAR was placed in statutory body Yes [✓] No [ ]

Management [✓] Syndicate [ ] Any other body [✓]

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	7	-	-	-
PG	15	-	-	-
UG	18	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	3
Certificate	-	-	-	25
Others (M.Phil)	8	-	-	-
Total	48	-	-	28
Interdisciplinary	-	-	-	1
Innovative	-	-	-	2

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	All the Programmes
Trimester	-
Annual	-

1.3 Feedback from stakeholders* Alumni [✓] Parents [✓] Employers [✓] Students [✓]
(On all aspects)

Mode of feedback : Online [✓] Manual [✓] Co-operating schools (for PEI) [-]

****Aanalysis of the feedback attached Annexure- II***

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

- Yes, New Revised 2017-18 Year Syllabi Of Periyar University,Salem
- Choice Based Credit System
- Continuous Internal Assesment + External Assesment system
- The term grading system indicates a Seven (7) Point Scale of evaluation of the performances of students in terms of marks obtained in the Internal and External Examination, grade points and letter grade.
- Seven Point Scale (As per UGC notification 1998)

GRADE	GRADE POINT	PERCENTAGE OF EQUIVALENT
'O' = Outstanding	5.50 – 6.00	75– 100
'A' = Very Good	4.50 – 5.49	65 – 74
'B' = Good	3.50 – 4.49	55 – 64
'C' = Average	3.00 – 3.49	50 – 54
'D' = Below Average	1.50 – 2.99	35 – 49
'E' = Poor	0.50 – 1.49	25 – 34
'F' = Fail	0.00 – 0.49	0 – 24

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

B.SC., (Statistics) Course were Introduced

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
242	242	-	-	-

2.2 No. of permanent faculty with Ph.D. 34

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
242	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty 9 | 7 | 2

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	17	40	14
Presented papers	13	20	3
Resource Persons	3	1	1

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

- E-Notes v 8.0
- 11 Alumni Interaction by the Departments
- Online video lecture and live Conferences
- Online aptitude exam for students
- IIT-Mumbai Spoken tutorial
- Cambridge University – BEC Spoken English Course
- Faculty development Programs
- Industrial Visit/Field Visit
- Knowledge Sharing
- English Communication Laboratory
- English Vocabulary trigger

2.7 Total No. of actual teaching days during this academic year 180

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 7 | 13 | -

2.10 Average percentage of attendance of students | 90%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Distinction %	I %	II %	III %	Total Passed	Pass %
B COM	102	4	15	41	9	70	**68.63**
B COM CA	127	2	27	32	4	83	**65.35**
B.A ENGLISH	180	27	35	13	4	141	**78.33**
B.SC MATHS	271	27	51	8	0	232	**85.61**
B.Sc., BIOCHEMISTRY	47	28	68	0	0	45	**95.74**
B.Sc., BIOTECHNOLOGY	47	13	53	17	0	39	**82.98**
B.Sc., CHEMISTRY	144	30	46	3	0	113	**78.47**
B.Sc., COMPUTER SCIENCE	130	21	48	13	0	106	**81.54**
B.Sc., MICROBIOLOGY	46	13	67	17	0	45	**97.83**
B.Sc., PHYSICS	139	13	46	4	0	87	**62.59**
B.SC.,ELECTRONICS AND COMMUNICATION	26	12	73	4	4	24	**92.31**
B.SC.,HMCS	63	2	81	8	0	57	**90.48**
B.SC.,TEXTAIL AND FASHION DESIGN	30	37	43	0	0	24	**80**
BBA	44	2	43	41	0	38	**86.36**
BBA CA	32	9	50	19	0	25	**78.13**
BCA	139	9	60	8	0	107	**76.98**
M COM	18	94	6	0	0	18	**100**
M COM CA	18	0	72	0	0	13	**72.22**
M.A., ENGLISH	18	0	83	0	0	15	**83.33**
M.Sc., APPLIED MICROBIOLOGY	19	21	68	5	0	18	**94.74**
M.Sc., BIOCHEMISTRY	9	33	33	0	0	6	**66.67**
M.Sc., BIOTECHNOLOGY	13	54	38	0	0	12	**92.31**
M.Sc., CHEMISTRY	28	14	21	0	0	10	**35.71**
M.Sc., COMPUTER SCIENCE	28	71	25	0	0	27	**96.43**
M.SC., MATHS	39	54	28	0	0	32	**82.05**
M.Sc., MEDICAL BIOCHEMISTRY	3	100	0	0	0	3	**100**
M.Sc., ORGANIC CHEMISTRY	0	0	0	0	0	0	**0**
M.Sc., PHYSICS	26	54	35	0	0	23	**88.46**
M.Sc., TEXTAIL AND FASHION DESIGN	11	0	36	0	0	4	**36.36**
M.SC.,ELECTRONICS AND COMMUNICATION	4	50	50	0	0	4	**100**
MCA	37		95	0	0	35	**94.59**
Total	**1838**	**20**	**46**	**11**	**1**	**1456**	**79**

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

To contribute, monitor and evaluate the Teaching Learning Process of the institution

IQAC took the measures cited below :-

- At the beginning of each semester, time table is prepared based on the guidelines prescribed in the syllabus and by IQAC.
- As Muthayammal College of Arts and Science is an affiliated college to the Periyar University, Salem, Tamilnadu, India. CBCS curriculum pattern has been prescribed.
- Papers are allocated based on the expertise and speciality of the teachers.
- Academic calendar is prepared and teachers are expected to cover the topics as per the schedule
- The Head of the Departments periodically take a review of the syllabus covered by a staff month wise. The Department Heads takes a stock of the syllabus covered and guides the teachers to proceed with teaching by sticking to lesson plan tracker.
- The principal also makes a review of this process periodically and if necessary, suggestions are given to the HODs and staff members.
- At the end of each semester, online feedback is attained form each student. If there is any feedback constructive, they will be implemented from the ensuing semester.
- The IQAC carried out a review of the result percentage of the subjects handled by a teacher and based on the result percentage, he/she is nominated to faculty development programing and training programs (Internal & External) to enrich their skills.
- The IQAC has set a platform for the teachers who don't have computer skills are facilitated to attend a computer course in the college.
- The IQAC together with Exam cell offers the variable increments to the staff members based on the results produced in the Periyar University semester Examinations.
- e-notes version 8.0 was updated in soft format to equip and contribute to students learning.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	10
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	NIL
Faculty exchange programme	NIL
Staff training conducted by the university	4
Staff training conducted by other institutions	NIL
Summer / Winter schools, Workshops, etc.	NIL
Others	10

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	9	-	-	-
Technical Staff	30	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- In view of the requirement of student's practicum, our Institution currently doesn't have certain equipment's and therefore our students don't perform supposed practicums prescribed by University syllabus. Therefore, IQAC recommends the management to support departments of Chemistry, Life Sciences (Biochemistry, Biotechnology, Microbiology), and Computer Science which altogether serve a large student community of 1500 undergraduates
- Moreover, the Laboratory instruments obtained from STAR Scheme provides access to individualized hands-on practical experience to perform fundamental practical's as well as graduate students from other programs have access to the obtained equipment's during interdepartmental courses activities.
- We look forward to Sign more number of MoU's with renowned laboratories and Industries for collaborative learning.
- Also we have decided to conduct an annual assessment among the students related to all important aspects like curriculum, infrastructure, teaching-learning process, etc.,
- We address the issues of publications, performances, and presentations, as appropriate here under.
- To enhance our faculty's publications activity to approximately three refereed journal papers (indexed by Thomson Reuters) annually and a similar number of abstracts, and we plan to maintain that approximate level of activity during the year.
- Moreover, we have determined to provide financial support to our faculties to present their work at national meetings at least twice a year on average.
- It is our hope that over the next three years we may have developed a solid body of teaching Research accomplishments at the Campus.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		02		
Outlay in Rs. Lakhs		16 Lakhs		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		02		
Outlay in Rs. Lakhs		4.7 Lakhs		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	51	6	-
Non-Peer Review Journals	-	-	-
e-Journals	3	-	-
Conference proceedings	10	3	-

3.5 Details on Impact factor of publications:

Range 0.1 – 6.5 Average 0.6 h-index 38 Nos. in SCOPUS 37

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major Projects	1 Year	DBT	16 Lakhs	12 Lakhs
	3 Years	DBT-STAR	104 Lakhs	68 Lakhs
	5 Years	DST-FIST	40 Lakhs	19 lakhs
Minor Projects	2 Years	UGC	1.7 Lakhs	0.9 Lakhs
Minor Projects	1 Year	ICSSR	3 Lakhs	3 Lakhs
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	6 Months	SCIGEN	50,000	50,000
Any other(Specify)	–	–	–	–
	3 months	TNSCST	50,000	50,000
	3 days	NIMAT	20,000	20,000
		YSSP - TNSCST	3 Lakhs	–
Total			**168.9 Lakhs**	**104.1**

104.1 LAKHS

3.7 No. of books published i) With ISBN No. 4 Chapters in Edited Books 4

ii) Without ISBN No. 2

3.8 No. of University Departments receiving funds from

UGC-SAP - CAS - DST-FIST -

DPE - DBT Scheme/funds -

3.9 For colleges Autonomy - CPE - DBT Star Scheme ✓

INSPIRE - CE - Any Other (specify)

DST-FIST

3.10 Revenue generated through consultancy 1.58 Lakhs

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	1	-	-	-
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons 10

3.13 No. of collaborations International 2 National 6 Any other NIL

3.14 No. of linkages created during this year 6

3.15 Total budget for research for current year in lakhs :

From Funding agency 83.7 From Management of University/College 12.3

Total 96.0

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
5	-	4	1	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

14

24

3.19 No. of Ph.D. awarded by faculty from the Institution

3

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF NIL SRF NIL Project Fellows NIL Any other NIL

3.21 No. of students Participated in NSS events:

University level 310 State level NIL

National level 30 International level NIL

3.22 No. of students participated in NCC events:

University level NIL State level NIL

National level NIL International level NIL

3.23 No. of Awards won in NSS:

University level NIL State level NIL

National level NIL International level NIL

3.24 No. of Awards won in NCC:

University level NIL State level NIL

National level NIL International level NIL

3.25 No. of Extension activities organized

University forum 2 College forum 23

NCC NIL NSS 33 Any other YRC & RRC= 18

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

YRC & RRC ACTIVITIES

- During the academic year 2017-18, as many as six blood donation – cum-blood grouping camps had been organized at our premises and students and staff had been so humane that they donated **341** units of blood.
- **Two free eye** camps in association with Aravind Eye Hospital, Madurai had organized and 786 academic, nonacademic, and busmen had been diagnosed and prescribed remedies.
- National deworming day had been observed twice in our campus on 17-08-2017 and 26-02-2018.Around 3400 students had been served medicines to effect deworming.
- At the celebration of international Youth Day, competitions on artwork was conducted and 32 student's exhibited their artistic skills
- Two rallies were organized to create an awareness on 'Road Safety' and 'Drug Abuse' and 500 students guided by the staff took part in the rallies.
- A programme was conducted to orient 175 YRC and RRC volunteers about their role and responsibility as members of YRC and RRC.
- National unity day as a tribute to Sardhar Vallabai Patel was observed by 375 students to signify the importance of national unity, integrity and security.
- Operation clean money and vigilance week had been observed by 375 students in our college to propagate among the public about black money and boardering.
- 150 students were offered training on First Aid at the workshop conducted in our campus.

NSS ACTIVITIES

During the academic year 2017-18.**14** major activities had been formulated, executed and dedicated to the community by NSS unit of our college.

- Blood Donation Day Was Observed at Muthayammal College Of Arts & Science On 13.06.2017 50 NSS students had donated blood, 15 NSS volunteers led by the programme officer Mr.K.Thangavel offered the donors first aid and assisted them in the process of blood donation
- To Create An Awareness About Yoga, a programme had been organized on 21.06.2017, The World Yoga Day, NSS programme officers Mr.K.Thangavel, Mrs. R.Megala,

Mr.T.Sabareesan,and Mr.Gowrisangar, had Streamlined 100 NSS Volunteers To Lend All Help During The Course Of The Day Dr.R.Selvakumaran, Principal Of Muthayammal College Of Arts & Science had dwelt upon the importance of yoga, The Yoga masters had demonstrated different asanas and more than 4000 students had acquired an awareness about yoga.

- Around 100 NSS Volunteers Of Muthayammal College Of Arts & Science Escorted By The Programme Officers Mr.K.Thangavel and Mr.T.Sabareesan marched a rally from Rasipuram old bus stand to new bus stand on 23.06.2017 was observed as drugs Control Day 800 People had become awarded of the ill- effects of drugs.

- In Commemoration of the celebrations of Valvil Ori Festival, a camp was conducted on by 27.07.2017 by the NSS unit of our college to keep the main junctions of Kolli-Hills clean. Namakkal District Collector Mrs M.ASIAM MARIAM had initiated the 'clean kolli hills' camp.53 NSS volunteers went around kaaravalli and collected plastic and polythene wastes and disposed them off. Mr.K.THANGAVEL, programme officers, had guided and monitored the volunteers during the entire process of cleaning the surroundings in and around Semmedu Bus Stand, taluk office, Veterinary Hospital, Sericulture, Botanical garden and Boat Club.

- As a mark of Thanthai Periyar's Birthday celebrations, our students took a pledge "one student – one tree" on 14.09.2017. It was planned that 150 saplings would be planted in the premises of our college, at some schools and at the public places. As an initiation of this programme, 20 NSS volunteers had planted 20 saplings in the college campus. NSS co-ordinator Mr.K.Thangavel took charge of the proceedings of the programme.

- 'A Free Medical Camp' for two days on 23.09.2017 and 24.09.2017 had been organized by Ramachandra Memorial Hospital, Chennai, at Poovayammal marriage hall in Rasipuram. 30 NSS women-volunteers of our college had rendered service to more than 500 beneficieries by guiding them to doctors, by providing them prescription slips andby leading the aged to the respective locations. Programme officers R.Megala and P.Indirani had acted as backbones to the NSS volunteers throughout the day.

- NSS Programme officer Mr.T.Sabareesan led a team of 30 NSS volunteers on 20.10.2017 to Kakkaveri that lies in the Rasipuram taluk. They planted 100 saplings in the premises, around the Sri Annamar temple, and on the banks of the lake. The officers/authorities of the temple

had been to cherish and nourish the saplings, which might of a great help to the future generations.

- 60 NSS volunteers had been entrusted with the work of brushing out the theory bushes in the campus of Government Panchayat Union primary school situated quite opposite to the college on 23.10.2017 and 24.10.2017. They helped in maintaining the Rain-Harvest tanks. They also gathered the stone particles in the school campus and disposed them off. The entire process of service and disposed them off. The entire process of service was discharged under the guidance of Mr.K.Thangavel, NSS co-ordinator.

- NSS unit of our college joining hands with the ECO club planted 10 Saplings in the premises of Panchayat Union Primary school that exists close by the college. They took a pledge "one man-one tree" and the students were instructed to preserve the saplings. 20 NSS volunteers had been engaged in the project

- NSS Programme officers K.Thangavel, R.Megala, T.Sabareesan, V.Arutharaj, Gowrishankar and P.Indirani triggered 200 NSS volunteers to create an awareness about Dengue, issue on pamphlets Prevention of Dengue, spray anti-mosquito insecticides and keep the public places clean in 60 villages from 08-12-2017 to 29-01-2017.

- An Eye-Camp, in association with Aravind Eye Hospital in Madurai, was organized by YRC and RRC units of our college in the college premises on 23-12-2017.Guided by NSS Programme officers R.Megala, P.Indirani and T.Sabareesan, 30 NSS students-volunteers rendered a great service by providing tea and water to the beneficieries.

- A programme highlighting the welfare measures implemented for the differently abled was organized at Namakkal collect orate on 03.01.2018. Two NSS volunteers of Muthayammal college of Arts and science assisted 150 differently-abled at the venue to receive the benefits from the authorities.

- On 25.01.2018 was marked as the National voters 'Day. A rally was organized from Rasipuram Tahsildar's office to New bus stand to create awareness on the importance of exercising our votes among as many as 3500 publics. Rasipuram Deputy Tahsildar flagged off the rally.150 NSS volunteers of our college led by programme officer K.Thangavelu and K.Bakiyaraj took part in the rally

- The NSS unit of our college had organized a special camp from 04.02.2018 to 10.02.2018 at saalakkadu perappancholai. The camp was inaugurated by Thiru K.P. Ramasamy, chairman, Muthayammal educational institutions in the presence of Dr. R. Selvakumaran , principal Muthayammal college of Arts and science, M. Ramamoorthy and Venkatesh Head , social activities. All the seven Days had been busy with activities related to waste management, social awareness, medical camp, and white –washing the temples, plantation of saplings and inculcation of leadership quality. 300 NSS volunteers discharged a tremendous service to the residence of saalakkadu, perappancholai, periyakombai, puthiya maavaaru, and pudhur, palapatti. Mr. M. Ramamoorthy, Mr. K. Bakiyaraj, Mr.P. Gowrisankar, Mr. V. Arputharaj, Mr.T. Sabareesan, Ms. R. Megala, Mrs. P.Indirani had played a vital role in systematizing all the NSS activities on all those seven Days of the camp.

COMMUNITY COLLEGE ACTIVITIES

- Mrs.S.Srimathy., General Canara Bank – Circle Office Distributed Tailoring kits and Course Completed Certificates to the Community College Candidates March, 2017
- Tailoring class commenced for the working employees of KKP spinning Mills Private Ltd on 07.06.2017
- Muthayammal Community College and Tamilnadu Corporation for Development of Women Ltd Namakkal District Supply and Marketing Society (DSMS) jointly organized college bazaar for three days (16.08.17 – 18.08.17) (Sales Cum exhibition) for the benefit of Students and Self Help Group (SHG). It commenced on 16.08.17, and Dr.R.Mani. Joint Director. DSMS, Namakkal District had opened the stalls and inaugurated the sales.
- Mr.Jose De Lucena., Cheshire Homes, UK , visited our institution on 13.09.2017 to assess the service carried out by the community College to the rural poor. He had a glance at the records and had an interaction with the members.
- Computer Training class commenced for the working employees of KKP Mills Private Ltd., Namakkal and Saranya Spinning Mill on 01.11.2017
- A Member in Community College,Periyar University, Salem, visited our Institution to monitor the activities of Community College. During his visit on 01-11-2017, he verified various documents and appreciated the services rendered to the public through community college.
- Muthayammal community college Organized Three- Day College Bazaar-2018(sales-cum exhibition) for the benefit of Students. The college bazaar was declared open at 10.15am on

12.02.2018. Thiru Muthuvel Ramasamy , Secretary Muthayammal Institution had initiated the transaction Of Sales and gave the goods that he brought to the Principal Dr R.Selvakumaran.

- Exposure team from Cheshire Homes visited our institution to be aware of the activities carried out by the Community College. The visit was carried out under the Mr.Finbarr Sweeney., Employment Programme on 11.01.2018
- Beautician classes were inaugurated for the Benefit of working women of KKP Spinning mills Private Limited and Saranya Spinning Mill on 24.04.2018.

DEPARTMENT ACTIVITIES

18 Departments of Muthayammal College of Arts & Science involved themselves in extension activities. The faculty of the departments visited different Govt Schools in Namakkal & Salem districts and enlightened the students on the following aspects.

- Plastic waste and Usage Awareness
- Agriculture and Plant saplings
- Laboratory Awareness to the Aringnar Anna Government Arts College Students
- Skill development to school
- Awareness Digital India, Application, Merits & Demerits
- Cholera, Dengue fever, Polio militias and personal hygiene Awareness
- Guidelines for stress management
- English communication Skill (A Global Language)
- Eco-Friendly Environment
- Environmental pollution on Public
- Preparing Food For orphanage Centre
- Literacy Camp to village peoples

No. of beneficiaries	**5000**

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	10.15 acres	--	MANAGEMENT	10.15 acres
Class rooms	99	--	MANAGEMENT	99
Laboratories	27	--	MANAGEMENT	27
Seminar Halls	4	--	MANAGEMENT	4
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	20	64	MANAGEMENT & (UGC,DBT)	84
Value of the equipment purchased during the year (Rs. in Lakhs)	22.31	17.22	MANAGEMENT	39.53
Others (Rs. in Lakhs)	1.4	12.23	MANAGEMENT	13.70

4.2 Computerization of administration and library

- Computerised with bar coding system in Gate Entry and circulation management and OPAC facilities are available
- INFILIBNET – N LIST membership have been used in our institution
- National Digital Library (NDL) membership of MHRD through its national mission on education through information & Communication Technology(NMEICT)
- N LIST E-Resources (National Library & Information services for scholarly content membership
- E- Shodhsindhu member e-resources registration system to seek interest of e-resources.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value in Lakhs	No.	Value in Lakhs	No.	Value in Lakhs
Text Books	24427	52.94	729	4.54	25156	57.48
Reference Books	1139	24.47	-	-	1139	24.47
e-Books	31,35,000	0.10	-	-	31,35,000	0.10
Journals	83	1.40	-	-	83	1.40
e-Journals	6000+	0.10	-	-	6000+	0.10
Digital Database	-	-	-	-	-	-
CD & Video	2100	-	-	-	2100	-
Others (specify)	2609	-	-	-	2609	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	565	10	10mbps	2	8	-	-	-
Added	NIL	NIL	13mbps	NIL	NIL	-	-	-
Total	565	10	23mbps	2	8	-	-	-

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

- Workshop on Google Apps for Education was conducted for teaching staff on 20.08.2017.The topics covered are Google Document, Google spread sheet, Google Presentation and Google form.
- Orientation on 'National Digital Library' for teaching staff was given 22.07.2017 User –id for everyone had been created they were oriented on how to access NDL website.
- Workshop on Recent Trends in IT for Teaching staff was organized on 08.07.2017
- IT training for Non-teaching staff had been offered for 8 days from 02.01.2018 to 09.01.2018 Ms Office, Paint, Google Apps and G-mail.

- Orientation on Power Point and G-mail to 58 Biochemistry students was offered on 10.07.2017.
- Orientation about Corporate mail-id usage for all first year students was given.
- An orientation program had been conducted for them on Ms Office, ICT technologies used in our colleges from 23.07.2018 to 31.07.2018
- College ERP software was developed using 61 IT training Students (Technowurl Solutions students)
- Library website for our college was developed (http://muthayammal.in/mcas_library.htm)

4.6 Amount spent on maintenance in lakhs :

i) ICT	6.05
ii) Campus Infrastructure and facilities	21.15
iii) Equipments	1.22
iv) Others	6.10
Total: Amount in lakhs	**34.5**

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- If the students who seek admission into UG courses have secured 1001 marks and above in the Higher Secondary Examination and if they have excelled in sports and games, they are awarded management scholarships particularly the sports students have been awarded 100% scholarship to pursue their complete course of study.
- Under the umbrella of English Communication Laboratory, Cambridge University BEC courses have been thrown open to enhance the communication skills of the students.
- Programmes relating to Career guidance and behavioural counselling have been organized right from the student's entry into the college to instil confidence in them of their future and to fine-tune their aptitude and attitude.
- Students who have the will and vigour to participate in seminars/workshops/paper presentations are tapped and boosted. They can avail On Duty to represent both the college and their respective departments.
- IQAC provides an opportunity to the students to register themselves as active members of the cells & clubs that have already been in existence in our college.
- Training exclusively meant for differently abled has been offered to energize the inner strength of them to make themselves distinct in sports and academics.
- To augment the entrepreneurship skills of the students, e-cell has been established at the efforts of IQAC and entrepreneurship session and camps have been organized to push ahead the students to be equipped with marketing skills.
- The IQAC instructs to value added cell to organize value added courses viz tally, computer hardware networking, Tnpsc coaching electrical wiring, mobile servicing, career classes by renowned company HRs at a very low cost. These courses increase the employability opportunities of the students
- A mail ID gvc@muthayammal.in has been created for the students to post their grievances.
- Coachers and Trainers have been appointed to train the sportsmen and women of our college to achieve great goals

5.2 Efforts made by the institution for tracking the progression

- Two Internal Assessment examinations were conducted for both UG & PG
- Anti-ragging committee has been in operation to curtail ragging among the students.
- Students online e-attendance has been maintained
- Academic records have been maintained by the staff in charges
- Principal presented a PPT to the UG&PG students on the their performance in the examinations.
- Department wise review meetings were conducted to post-analyse the results.
- Special coaching for arrear students was conducted
- Parent teacher meeting was conducted.
- Phone follow-ups and, Posting student progress report to parents have been systematized.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
4858	626	18	44

(b) No. of students outside the state | 17 |

(c) No. of international students | 2 |

Men	No	%
	1	50

Women	No	%
	1	50

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
60	726	139	4488	19	5432	50	639	130	4702	25	5546

Demand ratio: 1.17 Dropout %: 133 /5546 =2.39 %

2385/2026:1.17

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

- Public service Examination Aptitude coaching
- Online quiz/test

No. of students beneficiaries | 1200

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	3

5.6 Details of student counselling and career guidance

To counselling the students periodically by Tutorial Ward System

All the students in the college have been brought under the Tutorial Ward System. Accordingly for every 10 Students (Mentee) a mentor is assigned .The mentor is required to maintain a record containing the details given below.

Maintaining the following records

- An in-depth analysis of a student.
- Identification of student
- Statement of problem.
- Physical condition of student.
- Student behaviour information.
- Student parent relationship information.
- Academic information.
- Achievement orientates
- Social responsibilities.

No. of students benefitted | 4000

- Placement cell was conducted Career Guidance program for I year UG students

No. of students benefitted | 1630

5.7 Details of campus placement

On campus			*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
10	1485	353	218

5.8 Details of gender sensitization programmes

- Orientation programme for I st UG girl students was conducted on 26.07.17 and 28.07.2017 to orient them to maintain discipline within the campus.
- Clinical awareness programme was conducted for II nd PG girl students and B Block III UG girl students on 21.10.2017 create an awareness of their health.
- Bazaar 2017 exclusive for girls students was organized by Women's on 20.12.17 & 21.12.17 .
- Women's Day was celebrated in our campus on 10.3.2018. Various competitions were conducted to expose the talents of girl students and the female staff.

5.9 Students Activities

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

State/ University level [306] National level [44] International level [-]

No. of students participated in cultural events

State/ University level [7] National level [2] International level [-]

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

Sports : State/ University level	306	National level	48	International level	-
Cultural: State/ University level	7	National level	2	International level	-

5.10 Scholarships and Financial Support

	Number of students	Amount in Lakhs
Financial support from institution	932	55.66
Financial support from government	1160	41.90
Financial support from other sources	10	0.54
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

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

5.12 No. of social initiatives undertaken by the students 1

5.13 Major grievances of students (if any) redressed Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

To 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 Ensure State of the world learning experience
- To Espouse value based Education
- To Empower rural education
- To Instil the spirit of entrepreneurship and enterprise
- To Create a resource pool of socially responsible world citizens

6.2 Does the Institution has a management Information System | Yes

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

6.3.1 Curriculum Development

- Our institution belongs to Periyar University. We follow Periyar University syllabus. The Periyar University revised the syllabus in the year of 2017-2018
- Every department has conducted free certificate courses. It enhances the students' knowledge in various areas.
- Implementation of Outcome Based Education has been under study.

6.3.2 Teaching and Learning

- Staff to Participate Faculty Development Program
- Deputing staff to participate in Madras management Institute (MMA) workshops
- CII conferences
- ICT Academy Bridge 2017 & 2018 Conferences
- Cambridge University BEC orientation programs for staffs
- Campus to corporate program by TCS
- Applying Major & Minor projects proposals
- Paper publication on Scopus & Web of Science by staff
- NET/SET coaching for staff
- Digital Library, e-resources, NDL access for staff members

6.3.3 Examination and Evaluation

- In every semester, Internal I & II examinations and I have been conducted as per university pattern.
- Internal-I examinations were conducted from 07.08.2017 to 12.08.2017 and 29.01.2018 to 03.02.2018
- Internal- II exams were conducted from 09.10.2017 to 14.10.2017,
- and 26.03.2018 to 06.04.2018.
- Remedial classes and home test were conducted regularly for arrear students.
- Weekly tests had been conducted regularly.
- For awarding internal marks, apart from regular class tests, the students were asked to submit assignments (UG) and present seminar (PG).

6.3.4 Research and Development

- Separate R & D Department named "Muthayammal Centre for Advanced Research (MCAR)"
- Framed Publication policy to segregate publications based on impact factor and awarding honorarium.
- Appointed five Adjunct faculties' working as Post doc abroad.
- Incentive/Profit sharing for project holders
- In-house journal publication to facilitate faculties and scholars

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ERP Implementation for the Automation of Muthayammal Institution
- Smart Class room Implementation (6 class room)
- Library Web portal

6.3.6 Human Resource Management

- Group Insurance Scheme for students, teaching and other employees and parents of the wards.
- Accidental Insurance coverage has been made
- Senior staff members covered under Apollo Health Insurance Scheme
- Madras Management Association – HR program for staff members
- Staff excursion during summer vacation.
- Students & Staff grievance redresses
- Official on duty for staff members
- Special leaves for perusing research courses (M.Phil. /Ph.D.)
- Free Transport and free hostel accommodation for staff
- TA/DA allowances given for Participating external program for the staff by management.

6.3.7 Faculty and Staff recruitment

- Recruitment to all posts shall be based strictly on merit through advertisement and recommendation of duly appointed staff selection committee.
- The prescribed minimum qualification and experience requirements for the various teaching post will be as per the norms of UGC/University/State government.

6.3.8 Industry Interaction / Collaboration

- Biochemistry Department Signed MOU with KIRND Institute of Research and Development Pvt. Ltd
- Chemistry Department Signed MOU with PRS Tyres Ltd
- Biotechnology Department Signed MOU with Aura Biotechnologies Pvt Ltd., Chennai
- HMCS Department Signed MOU with C J Pallazio
- Microbiology Department signed MOU with Moon Foods, Tiruchengode
- Infosys FDP –Project Genesis

6.3.9 Admission of Students

- As per UGC & Periyar University Eligibility criteria, courses have been offered and students UG/PG and M.Phil./Ph.D. courses were admitted of the year 2017-18

6.4 Welfare schemes for

Our management contributes an appreciable allocation of money towards HEALTH INSURANCE. It is a clear proof that limelights the management's tender care to preserve the staff as the retina of their eyes. This scheme facilitates every individual covered under this portal to avail medical services amounting up to RS. 50,000/-.

- In case of any fatal accident, the insurance Company will readily pay a sum of Rs:1.50 lakhs to the deceased.
- Discount cards on Apollo medicines have been issued to all the staff members. The staff are offered 10% discount on Apollo medicines.
- Loan facilities are available.

Teaching	0.35
Non teaching	2.22
Students	2.75
Total Amount in Lakhs	**5.32**

6.5 Total corpus fund generated [Nil]

6.6 Whether annual financial audit has been done Yes [✓] No [ ]

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

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

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes [✓] No [ ]

For PG Programmes Yes [✓] No [ ]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- University has introduced online application entry and online exam fee payment system.
- Photographs of the students are affixed in Examination answer booklet.
- University has introduced bar coding in answer books.

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

NA

6.11 Activities and support from the Alumni Association

- Alumni Interaction (Department wise) programs for current students have been organized to motivate them and share ideas about recruitment exposure.
- To create Face book account of our college Alumni to send all information.
- Sending all important programs web link to the alumni through "WHATSAPP"
- Conducting Farewell day Celebration from Batch (UG :2015-2018,PG:2016-2018)
- Alumni Chapters have been materialised
    - Alumni Meet Chennai Chapter-2017
    - Alumni Meet Bangalore Chapter-2018

6.12 Activities and support from the Parent – Teacher Association

- An undertaking by each student regarding National Anti-Ragging has been obtained and registered online.
- Parent teacher meeting was conducted
- Parents have been intimated of the absences of their wards to the classes over phones.
- Progress reports of the students have been sent to the parents periodically.
- Grievance committee has formed to deal with the grievances of the parents and the students.

6.13 Development programmes for support staff

- Faculty Development Program for staff internal & external
- Infosys Field visit and corporate training program for staff
- Cambridge University – BEC workshop
- HRD programs
- Health Awareness
- Banking App Training Programs
- NET/SET coaching for staff
- Google apps for Education for staff
- Effective communication skill workshop
- Personality Development Program

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

- Planting of sapling in college campus was conducted on 20/07/2017
- Free saplings were distributed to students (120) on 20/10/2017
- Orientation about environment protection was given on 31/07/2017
- Placed stickers and displayed slogan “save water” in classrooms and Noticeboards
- Planting of sapling in college campus was conducted on 21/08/2017
- Planting of sapling in Govt primary school, Vengayapalayam was carried out on 30/10/2017
- Placed dustbins around the campus to ensure Cleanliness
- ‘SWACHHTA’ Ranking – 2017 Participation
- Swachh Bharat Summer Internships 2018 program
- Eco Club Orientation Program
- Ozone day Awareness Rally
- Free Saplings Distribution to Public
- SWACHHTA HI SEWA -2017
- Green Audit 2017-18

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Award of Management merit scholarship to Higher secondary students scoring 900 -1100 marks
- Students excelling in sports are offered 100% scholarship for the complete course of their study
- Group Insurance scheme has been in operation to benefit all the students & staff.
- Helicopter joy ride for school students and teachers was organized.
- Conducting Free certificate courses for UG/PG students
- Awareness camp for YRC & RRC students
- NSS Special camps
- Cambridge University – BEC Course
- Placement orientation for first year students
- Entrepreneur Training camps for students
- Faculty refreshment course, Training & workshops
- Community college self Help Group organized college bazaar
- Woman's forum organized woman's bazaar
- Placement training for the Physically challenged students
- Field trip for the Students
- Infosys field visits for the staff members
- Free excursion for staff members
- Group insurance and Health Insurance schemes for all teaching & Non-teaching staff members.
- Annual IQAC Awards for students & staffs
- Free Placement classes for students
- SC/ST scholarships for the students
- Students to participated in co-curricular activities
- Organizing Free Library Book fair for students and staff
- Celebration of Achiever's day for the students placed
- Organizing Job fair for the Physically Challenged students
- Intramural Athletics & Sports Day celebration

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

Plan of Action By IQAC charted during July 2017	**Outcome Achieved by June 2018**
To encouraging staff to register for PH.D	7 were registered and 3 have been awarded PH.D
To Achieve 100% of (UG/PG) Graduation during the year 2017-18	79 % of students have been eligible for graduation
To Participate 75% of UG students in Value Added Courses	2371 were benefitted and received certificate instead of 5484 UG/PG students
To admit 100% of the students as per the intake sanctioned UG-2050 INTAKE PG- 624 INTAKE	UG- 1673,PG- 353 76% were admitted
To conduct 50 NSS events during the year	33 events had been conducted
To conduct 25 Blood Donation camps and collect 500 units of blood (YRC & RRC)	18 camps were completed 341 units of bloods were collected
To enroll one fourth of the staff to appear for BEC Cambridge Exam	59 have attended the BEC exam 55 have got passed
To achieve 100% placement of the graduates	79% have attained placements (578 placed instead of 730 students)
To vitalize any five departments to apply for grants and get it sanctioned under DBT Star Scheme	Departments of (Computer Science, Biochemistry, Biotechnology, Microbiology,& Chemistry) received 68% grants
To Apply for and garner DST/FIST grants	DST FIST grants received 48%
To haul an India-Today MDRA ranking For BCA department	Achieved 48 rank among 50 colleges in India
To snatch India-Today MDRA ranking For the department of Bio chemistry	Honoured with 84th among 100 colleges in India
To win a prestigious position in MHRD-NIRF 2018 Ranking College & Overall category	Entry made in College & Overall category
To send a Proposal to NAAC for Conduct National Conference	Proposal sent

To Publish atleast two Papers a Department in UGC reputed Journals	Publications Web of Science=37, SCOPUS =19 TOTAL=56 ACHIEVED
To collect 100% alumni feedback from 1456 Graduated Students	89% of Alumni feedback had been collected from(1290 students)
To conduct and collect 100% curriculum online feedback from students	online based curriculum feedback has been collected
To win 500 medals in various sports and games	442 medals won
To gain the honour of CAMBRIDGE UNIVERSITY South Asian top 25 Preparation center Award	Received the Award
To apply and get a minor projects sanctioned from TANSCST/UGC/ICSSR	7 minor project sanctioned
To enable 10 Departments to sign MOU	6 MoUs had been signed
To encourage 14 Departments to conducts Alumni Meet	11 Departments were conducted Alumni Meet
To upload 100% e-notes of the UG/PG courses	100% uploaded
To produce atleast 10 gold medallists in the for Periyar University Examinations 2017-18	Produced 5 Gold Medallist
To acquire atleast 3 Rank Holders by 14 Departments in Periyar University (UG/PG) Examinations 2017-18	39 Rank Holder had been acquired
To visit 18 schools and conduct extension activities	18 departments have materialized extension activities
To identify the staff performance for Annual IQAC Awards 2017-18	19 staff have been honoured with IQAC Annual awards
To achieve 100% college overall attendance	90% attendance achieved
To win one gold medal per department (14 departments Targeted)	Achieved 5 gold medals
To Conduct 6 Parameter review cycle (MRS System)	4 cycles have been conducted
To conduct internal Academic Audit of the year	Conducted
To Conduct Administrative Audit of the Institute	Conducted

To Conduct Green audit by Eco club	Green Audit Conducted
Incremental Process of the year 2017-18	processed
To introduce a new Department or Course of the year	B.Sc.,(Statistics) course was introduced
Faculty participation in conference /Symposia	71 staff were participated in International/National/State level conferences
To implement new interdisciplinary Courses	2 courses were adopted
To inaugurate Alumni Chapter of the Institution	2 Alumni Chapter were Inaugurated Bengaluru, Chennai
To conduct extension Activity to School Students by 18 departments	17 departments conducted the Extension activities for 5000 school students

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

- Knowledge sharing program
- We speak English (Newspaper corner)

Provide the details in annexure (annexure need to be numbered as iii)

7.4 Contribution to environmental awareness / protection

- 'Cleanliness is Service' campaign conducted on 15/09/2017
- Ozone Awareness rally conducted on 18/09/2017

7.5 Whether environmental audit was conducted? Yes [✓] No [ ]

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

STRENGTH
▪ A Social service-oriented Management committed to provide qualitative and quantitative education to the rural student's.
▪ An appreciable number of university ranks secured every year
▪ Implementation of Digital technology teaching-learning activity
▪ NIRF 2017 Ranking 86th place in Top 100 colleges in India
▪ CAMBRIDGE UNIVERSITY South Asian Top 25 Preparation Centres Award
▪ DBT STAR SCHEME Granted by Central Govt of India
▪ DST- FIST Awarded
▪ INDIA TODAY- MDRA RANKING 84TH IN TOP 100 BEST SCIENCE (BIOCHEMISTRY) COLLEGES IN INDIA
▪ INDIA TODAY- MDRA RANKING 48TH IN TOP 50 BEST COMPUTER APPLICATION COLLEGES IN INDIA
▪ Conducting courses for both teaching and non-teaching staff to equip themselves with IT skills ▪ Organizing/conducting seminars, conferences, workshops, etc., to enlighten and enrich the staff and the students ▪ Group insurance for students, staff and parents . Offering placement training to the students at the expense of the Management by inviting external experts from well-established concerns
▪ Provision of financial assistance/fee concessions/free boarding and lodging to the poor and unaffordable students
▪ Tie-up programmes with industries
▪ Services to the rural surrounding by NSS wing of the college

▪ Outstanding performances of the students in academics, sports and games and various competitions are recognized and they are honored with awards/gold coins/cash awards.
▪ A remarkable growth both vertically and horizontally in terms of student strength, buildings and courses offered

WEAKNESS
▪ Deprived of more opportunities, due to the absence of UGC grants
▪ Travel consumes a lot of time
▪ Most of the students belong to below poverty line Economically Backwards and Socially Challenged.
▪ English as the medium of instruction burdens the students from rural schools at the initial days of their courses. ▪ There exists a sense of deficiency due to lack of proficiency in English (social stigma) that has a negative impact on the personality of incoming students.
▪ First generation students find it difficult to get accustomed to innovative practices.
▪ Tamilnadu Govt not providing scholarship for BC,MBC, students

OPPORTUNITIES
▪ A wider scope for expansion and introduction of new programmes
▪ List of value-added and job-oriented courses could be elongated.
▪ Services of the community college can be expanded.
▪ All the PG departments can be upgraded into research centers.
▪ Encouraging more number of projects, either minor or major
▪ Digital/e-library facility can be thrown open to all the departments.
▪ Possibility of tie up with many industries is bright
▪ Motivating the students for entrepreneur ship development

CHALLENGES
▪ Absence of a sound framework which governs the allocation of the colleges, programmes in the same area, without considering the demand, the real/relevant need ▪ Tough task on the shoulders of the faculty to convert the students hailing from rural social setup, downtrodden and economically weaker sectors of the society (90%) into employable graduates
▪ The deregulation of the price of fuels which impacts the existing subsidized transportation for rural mass by the institution

8. **Plans of institution for next year**

- Autonomy
- Implementing OBE Curriculum
- Smart Classes
- Technology Incubation Centre
- Increase no of Ph.D./SET/NET qualified staff
- Implementing College ERP System

Name S. Santhosh.

29/12/18

Signature of the Coordinator, IQAC

Name Dr. R. SelvaKumaran

29/12/18

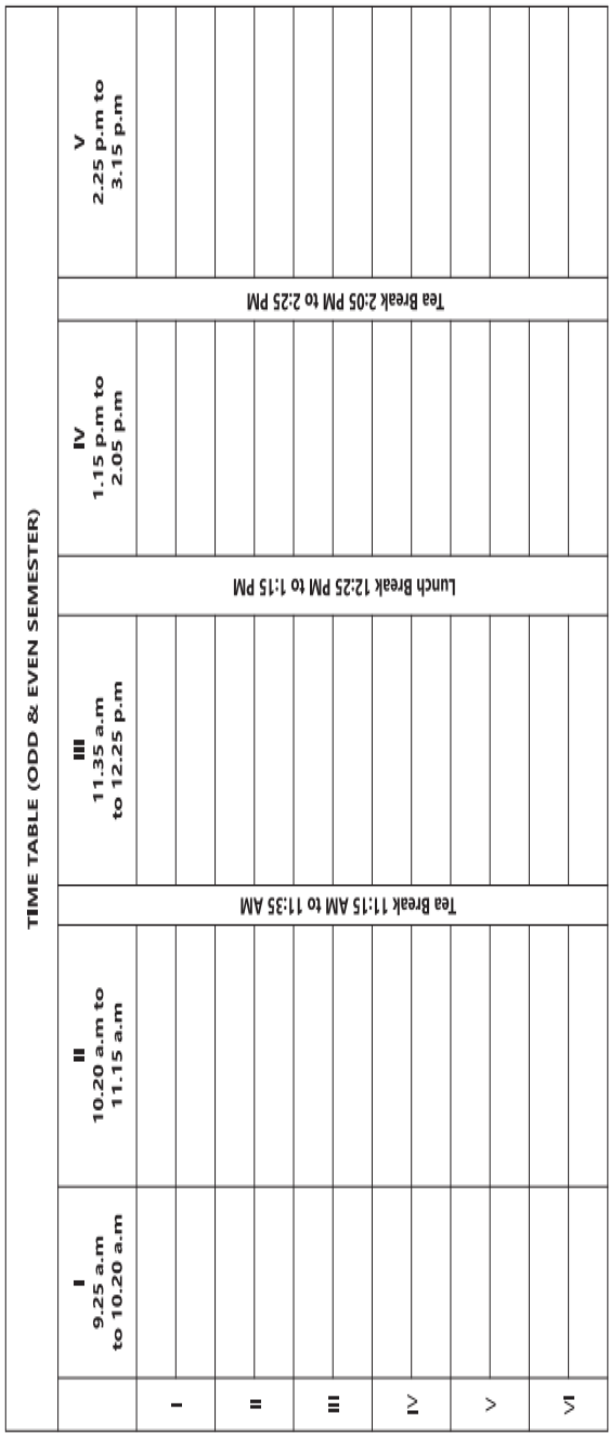
Signature of the Chairperson, IQAC

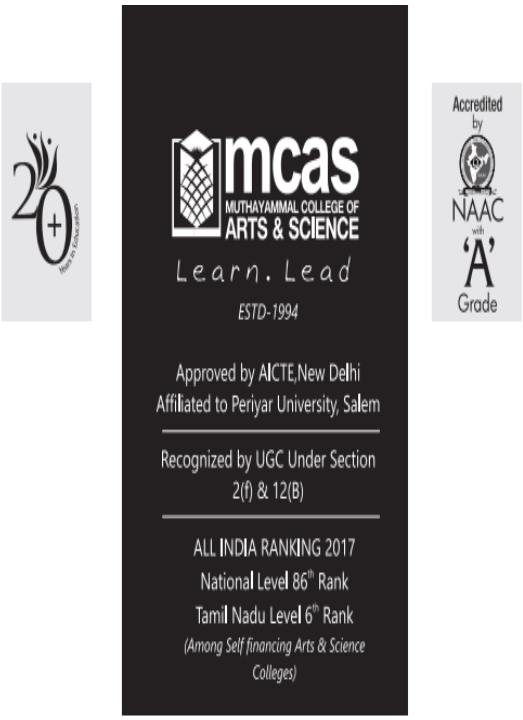
PRINCIPAL,
MUTHAYAMMAL COLLEGE OF ARTS & SCIENCE
RASIPURAM - 637 408,
Namakkal Dist.

***

ANNEXURE-I

ACADEMIC CALENDER 2017-18





College Diary & Academic Calendar
2017- 2018

(STAFF)

MUTHAYAMMAL
COLLEGE OF ARTS & SCIENCE

Rasipuram, Namakkal Dt, Tamil Nadu, India-637 408
Phone : 04287-222137 Fax : 04287-220227
E-mail :info@muthayammal.in

www.muthayammal.in

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Working Hours

I Bell (Arrival of the Staff)	9:15 A.M.
II Bell (Arrival of the Students at the Classes)	9:20 A.M.
III (Bell Commencement of the I Hour)	9:25 A.M.
Fore Noon Session	9:25 A.M. to 12:25 P.M
Tea Break	11:15 A.M to 11:35 A.M
Lunch Break	12:25 P.M to 1:15 P.M
Afternoon Session	1:15 P.M to 3:15 P.M
Tea Break	2:05 P.M to 2:25 P.M
Office Time	8:30 A.M to 6:00 P.M
Library	9:00 A.M to 6:00 P.M
Short Bell for Girls	3:15 P.M
Short Bell for Boys	3:20 P.M

MUTHAYAMMAL INSTITUTIONS

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 Ensure State of the world learning experience
- To Espouse value based Education
- To Empower rural education
- To Instill the spirit of entrepreneurship and enterprise
- To Create a resource pool of socially responsible world citizens

Motto

Learn.Lead

Quality Policy

To seek-To strive-To achieve greater heights in Arts & Science, Engineering, Technological and Management Education without compromising on the quality of education.

ABOUT THE INSTITUTIONS

MUTHAYAMMAL COLLEGE OF ARTS & SCIENCE

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. By offering courses best suited to the global requirements, the college has acquired a reputation for its unique teaching methodology and holistic approach towards education.

The college offers 18 Undergraduate, 15 Postgraduate, 8 M.Phil and 7 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.

Apart from a well designed curriculum for each subject, the college places equal importance on all-round development of the student. The college sees knowledge assimilation as an opportunity to encourage creative and innovative strategies to mastering the subject.

It sounds pleasant to specify that MCAS has been feathered with NAAC 'A' grade and 2(f) & 12(B) status.

National Institutional Ranking Framework (NIRF) has ranked MCAS 86th among the colleges in India. MCAS enjoys the 6th rank among the self financing colleges in Tamil Nadu.

MUTHAYAMMAL POLYTECHNIC INSTITUTION

The year 2010 saw the establishment of the Muthayammal Polytechnic Institution. The institution is one of its kind in the surrounding areas, designed exclusively to encourage vocational and job oriented training for students in technical subjects. The institution has separate infrastructural facilities and a host of other amenities to make it a state of the art learning institution. It offers 6 Diploma Courses in various subjects.

MUTHAYAMMAL COLLEGE OF EDUCATION

Sound programme of professional education of teachers is essential for the quality improvement of education. Injected by this spirit, Muthayammal Educational and Charitable Trust has launched the Muthayammal College of Education in 2015. Muthayammal College of Education has determined to evolve and implement a programme of Teachers' education that would aim at the integral development of prospective teachers. It also aims at equipping the students and the - teachers with the competencies requisite for dealing with the current issues of the choices and challenges of student teachers.

CHOICE BASED CREDIT SYSTEM (CBCS)

As per the order of the Director of Collegiate Education, Choice Based Credit System has been implemented from the academic year 2008-2009. This system is scheduled to award marks based on the norms specified below:

- Distribution of Marks between Theory and Internal Assessment in the ratio of 75:25 Practicals in the ratio of 60 : 40
- There is a pass minimum for external and overall
- Project

Report Presentation	80
Viva- voce	20
	100

- B.Com., B.C.A., B.B.A., and other job oriented courses shall carry an internal assessment component of 75:25

UNDER GRADUATE & POST GRADUATE COURSES

UG COURSES *(18 nos)*

1.Biochemistry | 2. Microbiology | 3. Biotechnology | 4. Hotel Mgt. & Cat.Science
5. Textile & Fashion Design | 6. Computer Science | 7. B.C.A | 8. B.A.English | 9. Mathematics
10.Electronics & Comm. | 11. Physics | 12. Chemistry | 13.B.Com | 14.B.Com (CA)
15.B.B.A | 16.B.B.A (CA) | 17. Zoology | 18. Statistics

PG COURSES *(15 nos)*

1. Biochemistry | 2. Applied Microbiology | 3.Biotechnology | 4.Medical Biochemistry
5. Textile & Fashion Design | 6. Computer Science | 7. Mathematics | 8. Elect. & Comm.
9. Physics | 10. Chemistry | 11.Organic Chemistry | 12.M.Com. | 13.M.Com (CA)
14. M.A.English | 15. M.C.A

RESEARCH PROGRAMMES *(M.Phil., 8 nos & Ph.D., 7 nos)*

M.Phil - 1. Biotechnology | 2. Biochemistry | 3. Microbiology | 4. Commerce | 5.Computer Science | 6. Maths | 7. Physics | 8. Chemistry
Ph.D., (Full Time) - 1. Biotechnology | 2. Biochemistry | 3. Microbiology
Ph.D., (Part Time) - 1. Commerce | 2. Statistics | 3. Tamil | 4. Management studies

June 2017			
Day	Date	Schedule	Day Order
Thur	1		
Fri	2		
Sat	3		
Sun	4		
Mon	5	College Reopens	I
Tue	6		II
Wed	7		III
Thur	8		IV
Fri	9		V
Sat	10	Holiday	
Sun	11	Holiday	
Mon	12		VI
Tue	13		I
Wed	14		II
Thur	15		III
Fri	16		IV
Sat	17	Holiday	
Sun	18	Holiday	
Mon	19		V
Tue	20		VI
Wed	21		I
Thur	22		II
Fri	23		III
Sat	24	Holiday	
Sun	25	Holiday	
Mon	26	Ramzan	
Tue	27		IV
Wed	28		V
Thur	29		VI
Fri	30		I

July - 2017			
Day	Date	Schedule	Day Order
Sat	1	Holiday	
Sun	2	Holiday	
Mon	3		II
Tue	4		III
Wed	5		IV
Thur	6		V
Fri	7		VI
Sat	8	Holiday	
Sun	9	Holiday	
Mon	10		I
Tue	11		II
Wed	12		III
Thur	13		IV
Fri	14		V
Sat	15	Holiday	
Sun	16	Holiday	
Mon	17		VI
Tue	18		I
Wed	19		II
Thur	20		III
Fri	21		IV
Sat	22	Holiday	
Sun	23	Holiday	
Mon	24		V
Tue	25		VI
Wed	26		I
Thur	27		II
Fri	28		III
Sat	29	Holiday	
Sun	30	Holiday	
Mon	31		IV

August - 2017			
Day	Date	Schedule	Day Order
Tue	1	Last Date for Submission of Internal-I Question Papers	V
Wed	2		VI
Thur	3	Aadi Perukku	
Fri	4		I
Sat	5	Holiday	
Sun	6	Holiday	
Mon	7	Commencement of Internal Examination-I	II
Tue	8		III
Wed	9		IV
Thur	10		V
Fri	11		VI
Sat	12	Holiday	
Sun	13	Holiday	
Mon	14		I
Tue	15	Independence Day	
Wed	16		II
Thur	17		III
Fri	18		IV
Sat	19	Holiday	
Sun	20	Holiday	
Mon	21		V
Tue	22		VI
Wed	23		I
Thur	24		II
Fri	25	Sri Vinayagar Chathurthi	
Sat	26	Holiday	
Sun	27	Holiday	
Mon	28		III
Tue	29		IV
Wed	30		V
Thur	31		VI

September - 2017			
Day	Date	Schedule	Day Order
Fri	1		I
Sat	2	Bakrid	
Sun	3	Holiday	
Mon	4		II
Tue	5		III
Wed	6		IV
Thur	7		V
Fri	8		VI
Sat	9	Holiday	
Sun	10	Holiday	
Mon	11		I
Tue	12		II
Wed	13		III
Thur	14		IV
Fri	15		V
Sat	16	Holiday	
Sun	17	Holiday	
Mon	18		VI
Tue	19		I
Wed	20		II
Thur	21		III
Fri	22		IV
Sat	23	Holiday	
Sun	24	Holiday	
Mon	25		V
Tue	26		VI
Wed	27		I
Thur	28		II
Fri	29	Ayutha Pooja	
Sat	30	Vijaya Dashami	

October - 2017			
Day	Date	Schedule	Day Order
Sun	1	Muharram	
Mon	2	Gandhi Jayanthi	
Tue	3	Last date for submission of Internal-I Question papers	III
Wed	4		IV
Thur	5		V
Fri	6		VI
Sat	7	Holiday	
Sun	8	Holiday	
Mon	9	Commencement of Internal Examination - I	I
Tue	10		III
Wed	11		III
Thur	12		IV
Fri	13		V
Sat	14	Holiday	
Sun	15	Holiday	
Mon	16		VI
Tue	17	Holiday	
Wed	18	Deepavali	
Thur	19	Holiday	
Fri	20		I
Sat	21	Holiday	
Sun	22	Holiday	
Mon	23		II
Tue	24		III
Wed	25		IV
Thur	26		V
Fri	27		VI
Sat	28	Holiday	
SUN	29	Holiday	
Mon	30		I
Tue	31		II

November - 2017			
Day	Date	Schedule	Day Order
Wed	1		III
Thur	2		IV
Fri	3		V
Sat	4	Holiday	
Sun	5	Holiday	
Mon	6		VI
Tue	7		I
Wed	8		II
Thur	9		III
Fri	10		IV
Sat	11	Holiday	
Sun	12	Holiday	
Mon	13		V
Tue	14		VI
Wed	15		I
Thur	16		II
Fri	17		III
Sat	18	Holiday	
Sun	19	Holiday	
Mon	20		IV
Tue	21		V
Wed	22		VI
Thur	23		I
Fri	24		II
Sat	25	Holiday	
Sun	26	Holiday	
Mon	27		III
Tue	28		IV
Wed	29		V
Thur	30		VI

December - 2017			
Day	Date	Schedule	Day Order
Fri	1		I
Sat	2	Milad-Un-Nabi	
Sun	3	Holiday	
Mon	4		II
Tue	5		III
Wed	6		IV
Thur	7		V
Fri	8		VI
Sat	9	Holiday	
Sun	10	Holiday	
Mon	11		I
Tue	12		II
Wed	13		III
Thur	14		IV
Fri	15		V
Sat	16	Holiday	
Sun	17	Holiday	
Mon	18		VI
Tue	19		I
Wed	20		II
Thur	21		III
Fri	22		IV
Sat	23	Holiday	
Sun	24	Holiday	
Mon	25	Chirstmas	
Tue	26		V
Wed	27		VI
Thur	28		I
Fri	29		II
Sat	30	Holiday	
Sun	31	Holiday	

January - 2018			
Day	Date	Schedule	Day Order
Mon	1	New Year's Day	
Tue	2		III
Wed	3		IV
Thur	4		V
Fri	5		VI
Sat	6	Holiday	
Sun	7	Holiday	
Mon	8		I
Tue	9		II
Wed	10		III
Thur	11		IV
Fri	12		V
Sat	13	Bhogi	
Sun	14	Pongal	
Mon	15	Maatu Pongal	
Tue	16	Uzhavar Thirunal	
Wed	17	Holiday	
Thur	18		VI
Fri	19		I
Sat	20	Holiday	
Sun	21	Holiday	
Mon	22	Last date for submission of Internal-I Question Papers	II
Tue	23		III
Wed	24		IV
Thur	25		V
Fri	26	Republic Day	
Sat	27	Holiday	
Sun	28	Holiday	
Mon	29	Commencement of Internal Examination-I	VI
Tue	30		I
Wed	31		II

February -2018			
Day	Date	Schedule	Day Order
Thur	1		III
Fri	2		IV
Sat	3	Holiday	
Sun	4	Holiday	
Mon	5		V
Tue	6		VI
Wed	7		I
Thur	8		II
Fri	9	Annual Day	
Sat	10	Annual Day	
Sun	11	Graduation Day	
Mon	12		III
Tue	13		IV
Wed	14		V
Thur	15		VI
Fri	16		I
Sat	17	Holiday	
Sun	18	Holiday	
Mon	19		II
Tue	20		III
Wed	21		IV
Thur	22		V
Fri	23		VI
Sat	24	Holiday	
Sun	25	Holiday	
Mon	26		I
Tue	27		II
Wed	28		III

March - 2018			
Day	Date	Schedule	Day Order
Thur	1		IV
Fri	2		V
Sat	3	Holiday	
Sun	4	Holiday	
Mon	5		VI
Tue	6		I
Wed	7		II
Thur	8		III
Fri	9		IV
Sat	10	Holiday	
Sun	11	Holiday	
Mon	12		V
Tue	13		VI
Wed	14		I
Thur	15		II
Fri	16		III
Sat	17	Holiday	
Sun	18	Holiday	
Mon	19	Last date for Submission of Internal - II Question papers	IV
Tue	20		V
Wed	21		VI
Thur	22		I
Fri	23		II
Sat	24	Holiday	
Sun	25	Holiday	
Mon	26	Commencement of Internal Examination - II	III
Tue	27		IV
Wed	28		V
Thur	29		VI
Fri	30	Good Friday	
Sat	31	Holiday	

April - 2018			
Day	Date	Schedule	Day Order
Sun	1	Holiday	
Mon	2		I
Tue	3		II
Wed	4		III
Thur	5		IV
Fri	6		V
Sat	7	Holiday	
Sun	8	Holiday	
Mon	9		VI
Tue	10		I
Wed	11		II
Thur	12		III
Fri	13		IV
Sat	14	Tamil New Year/ Dr. Ambedkar Jayanthi	
Sun	15	Holiday	
Mon	16		V
Tue	17		VI
Wed	18		I
Thur	19		II
Fri	20		III
Sat	21	Holiday	
Sun	22	Holiday	
Mon	23		IV
Tue	24		V
Wed	25		VI
Thur	26		I
Fri	27		II
Sat	28	Holiday	
Sun	29	Holiday	
Mon	30		III

May - 2018			
Day	Date	Schedule	Day Order
Tue	1		
Wed	2		
Thur	3		
Fri	4		
Sat	5		
Sun	6		
Mon	7		
Tue	8		
Wed	9		
Thur	10		
Fri	11		
Sat	12		
Sun	13		
Mon	14		
Tue	15		
Wed	16		
Thur	17		
Fri	18		
Sat	19		
Sun	20		
Mon	21		
Tue	22		
Wed	23		
Thur	24		
Fri	25		
Sat	26		
Sun	27		
Mon	28		
Tue	29		
Wed	30		
Thur	31		

LIST OF PROCESS OWNERS AND MAJOR FUNCTIONS -2017-18

PRINCIPAL'S DIRECT SCOPE Dr.R.Selvakumaran	DEAN ADMINISTRATION Dr.A.Stella Baby	DEAN ACADEMICS Dr.S.P.Vijeikumar	DEAN ADMISSION Dr.M.N.Periasamy	DEAN EXAMINATION Dr. A.Palanisamy	HEAD-SOCIAL ACTIVITIES Mr.M.Ramamoorthy	HEAD- STUDENT PROGRESSION Dr.V.Vijaya deepa	HEAD PLACEMENT & SKILL DEVELOPMENT Mr.H.Lookmansithic
Administration - Academic & Academic Office Management Co-ordinator - S.Kumaresan Asst. Co-ord. - V.Susmitha	**Discipline, Cultural & Parents Teacher association** Co-ordinator - R.Selvi sophia Asst. Co-ord. - G.Parthasarathi	**Internal Quality Assurance Cell (IQAC) & Management Information System (MIS)** Co-ordinator -S.Santhosh Asst. Co-ord. - M.Yasmina Thabasum	**Admission** Co-ordinator - R.Mohanraj Asst. Co-ord. - P.Vinothkumar	**Examinations & Evaluation** Co-ordinator- P.Mohankumar Asst. Co-ord. - M.Jeevaa	**Community College** Co-ordinator- S.Mugunthakumar Asst. Co-ord.- K.Gayathri	**Information and Communication Technology (ICT)** Co-ordinator- T.Prabhu Asst. Co-ord. - S.Rajasekaran	**Placement & Industry Institute Interaction** Co-ordinator- S.Sivakumaran Asst. Co-ord. -R.S.Jothi Rajan
Research & Development (R&D) Head- Dr.N.Sudhakar Asst. Co-ord. - Dr.N.Nithiya Asst. Co-ord. -A.S.Syed Navaz	**Supportive Committee for 1.Hostel Management** Co-ordinator- R.Keerthana Asst. Co-ord. - A.Eswari **2.Human Rights Cell & Citizen Consumer Club** Co-ordinator- S.Vijayarangan Asst. Co-ord. -T.Gopi	**Asset Management,Academic Infra and Budget** Co-ordinator - E.Manimaran Asst. Co-ord. - A.Raja	**Transportation Planning** Co-ordinator - D.Ranjithkumar Asst. Co-ord. - A.Mohandass Gandhi	**Curriculum Management & Development (CMD)** Co-ordinator- A.K.Saravanan Asst. Co-ord. - P.Suba	**Extension Activity YRC & RRC** Co-ordinator- P.Selvamaheswaran Asst. Co-ord. - B.Sivasankaran	**Magazine Committee** Co-ordinator - K.R.Rajakarthikeyan Asst. Co-ord. - K.Sathishkumar	**Value Added Centre** Co-ordinator- H.Rajamohammed Asst. Co-ord. - S.Sivakumar
FDP Co-ordinator- Dr.S.Anbalagan Asst. Co-ord. - Dr.G.Venkatesan		**Department File Format Implementation Cell** Co-ordinator- A.Megala Asst. Co-ord. - D.Udhayakumar	**Event Management & Hospitality** Co-ordinator- S.Manokarthick Asst. Co-ord. T.Sangeetha		**Extra Curricular activities (NSS)** Co-ordinator- K.Thangavel Asst. Co-ord. - R.Mehala	**Women's Forum & Anti Sexual Harassment & Gender Violation Cell** Co-ordinator- A.Anushapriya Asst. Co-ord. - M.Saranya	**Entrepreneurship Development Cell** Co-ordinator - R.Senkotuvel Asst. Co-ord. - B.Sangeetha
Sports Activities Head- Dr.T.Ramesh Asst. Co-ord. - S.Ashok		**Management Review System (MRS) & Project Management Office (PMO)** Co-ordinator - N.Radhakrishnan Asst. Co-ord. - P.Nagarajan	**Career Awareness Programme** Co-ordinator - Dr.M.Devi Asst. Co-ord. M.Renuka		**ECO Club** Co-ordinator- T.Kavitha Asst. Co-ord. - P.Shobanadevi	**Library Activities** Head- Dr.T.Sakthivel Asst. Co-ord. - Dr.V.Raja	**Communication Lab** Co-ordinator- M.Sivaramakarthikeyan Asst. Co-ord. - D.Vijayakannan
Tutorial Ward system Co-ordinator - L.Devi Asst. Co-ord. - Dr.S.R.Vasanthamani **Grievance Cell** Co-ordinator - Dr.M.Bose Asst. Co-ord. -S.Bharathi			**International Students Affairs** Co-ordinator - A.Karthigaiselvam Asst. Co-ord. - V.Prabakaran		**Cell for Physically Challenged** Co-ordinator- P.Ashok Asst. Co-ord. - G.Bakkiyaraju	**Co-Curricular activities** Co-ordinator- Dr.P.Venkatachalam Asst. Co-ord. - V.Balamurugan	**Alumni Association** Co-ordinator- M.Sathishkumar Asst. Co-ord. - M.Revathi

Department Events 2017-18																		
Events	MB	Biochemistry	Biotechnology	Zoology	CA	CS	COMMERCE	BBA & BBA CA	Maths	HMCS	EC	CHEMISTRY	PHYSICS	STAT	TAMIL	TFD	ENGLISH	Foundation English	Grand Total
Department festival	1	1	1	1	1	1	1	1	1	2	1	1	1	1	-	1	1		17
Field visit	1	1	1	1	1	1	1	1	1	1	1	1	1	1	_	1	1	-	16
Signing of MOU	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	18
Extension Activity	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	36
External Events	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	36
National Conference					1														1
Total event	7	7	7	7	8	7	7	7	7	8	7	7	7	7	5	7	7	5	124

MCAS EVENTS

S.No.	EVENTS	TOTAL
1	Alumni interaction	28
2	Alumni meet (Chennai chapter)	1
3	Independence day	1
4	Teachers day	1
5	Republic day	1
6	Annual day	1
7	FDP	6
8	College Bazaar	3
9	Certificate Distribution	2
10	One Village adoption for two years	1
11	NSS special camp	1
12	Department Farewell	14
13	Campus Interviews	20
14	Achievers Day	1
15	Book Fair - 2017	1
16	Women's Day Celebration	1
17	Blood Donation Camp (National Voluntary Blood Donation Day, Youth day & YRC day)	3
18	DST inspire camp	1
19	Hostel day celebration	1
20	Graduation day	1
21	Induction programme for I UG, PG & M.phil	3
22	Job fair - physically challenged students	1
23	Parents Meeting for I & II UG & PG	16
24	Intramural Athletics & Sports Day Function	1
25	External events	45
26	Awards & rewards	1
GRAND TOTAL		156

ANNEXURE -II

FEEDBACK FROM ALUMNI

1. The existing curriculum / syllabus is
a) objective-based b) life-oriented c) job-oriented d) all the three
2. Do you feel the existing curriculum helps to develop your overall personality?
a) to a great extent b) to some extent c) adequate level d) needs improvement
3. The importance given to extra / co-curricular activities in the existing curriculum is
a) significant b) of great importance c) of less importance d) requires to be given more significance
4. The teaching learning process through modern teaching equipments is
a) good b) very good c) excellent d) average
5. The syllabus of the course is
a) adequate b) inadequate
6. Is the course easy or difficult to understand?
a) easy b) manageable c) difficult d) very difficult
7. Applicability / relevance of the course to real life situations is
a) very Good b) good c) satisfactory d) needs improvement
8. The support of the library material for the course is
a) more than adequate b) adequate c) inadequate d) needs improvement

Please tick (✓)

Attributes	Excellent	V. Good	Good	Average	Needs improvement
Educational Ambience		✓			
Infrastructure	✓				
Faculty's performance	✓				
Fee structure			✓		
Quality of support material				✓	
Training & Placement	✓				
Alumni	✓		✓		
Hostel & Mess			✓		
Transport Facility		✓			
Canteen			✓		

Signature : S. Sa[illegible] Current Designation & Address : 702/B mayiladumparai, Palani.

Name : S. SARANYA Year & Branch : 2014-2017 & BSC [C.S]

Email ID : Saranyasubramani 5396@gmail.com Mobile No : 9629577427

FEEDBACK FROM ALUMNI

1. The existing curriculum / syllabus is
a) objective-based b) life-oriented c) job-oriented d) all the three
2. Do you feel the existing curriculum helps to develop your overall personality?
a) to a great extent b) to some extent c) adequate level d) needs improvement
3. The importance given to extra / co-curricular activities in the existing curriculum is
a) significant b) of great importance c) of less importance d) requires to be given more significance
4. The teaching learning process through modern teaching equipments is
a) good b) very good c) excellent d) average
5. The syllabus of the course is
a) adequate b) inadequate
6. Is the course easy or difficult to understand?
a) easy b) manageable c) difficult d) very difficult
7. Applicability / relevance of the course to real life situations is
a) very Good b) good c) satisfactory d) needs improvement
8. The support of the library material for the course is
a) more than adequate b) adequate c) inadequate d) needs improvement

Please tick (✓)

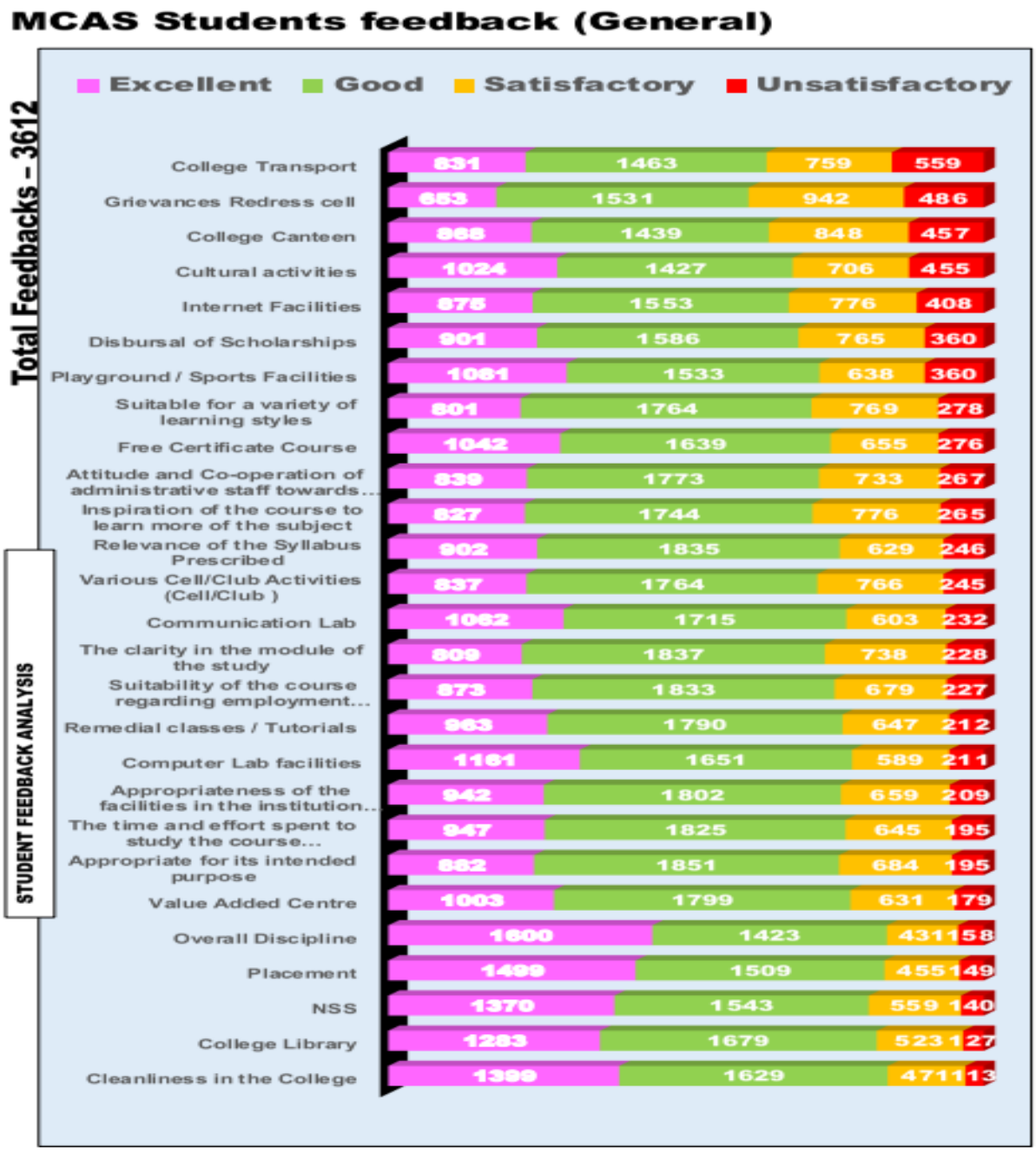
Attributes	Excellent	V. Good	Good	Average	Needs improvement
Educational Ambience	✓				
Infrastructure		✓			
Faculty's performance	✓				
Fee structure		✓			
Quality of support material			✓		
Training & Placement		✓			
Alumni	✓				
Hostel & Mess	✓				
Transport Facility		✓			
Canteen		✓			

Signature : M. Nitya Current Designation & Address : 1/3+1, Mettukottai, Rajapalayam.

Name : M. Nithya Year & Branch : 2014-2017 & BSC [CS]

Email ID : Nithyamani[illegible] Mobile No : 9994788090

STUDENTS FEEDBACK 2017-18



ANNEXURE -III

BEST PRACTICE I

TITLE OF THE PRACTICE: KNOWLEDGE SHARING PROGRAM

Knowledge sharing is an activity through which knowledge (namely, information, skills, or expertise) is exchanged among people, friends, families, communities or organizations Organizations have recognized that knowledge constitutes a valuable intangible asset for creating and sustaining competitive advantages. Knowledge sharing activities are generally supported by knowledge management systems. However, technology constitutes only one of the many factors that affect the sharing of knowledge in organizations, such as organizational culture, trust, and incentives

GOAL:

- To Explicit Knowledge sharing to staff members
- To knowledge recipient can access the knowledge provider

CONTEXT:

In the digital world, websites and applications enable knowledge or talent sharing between individuals and/or within teams. The individuals can easily reach the people who want to learn, share their talent and get rewarded.

PRACTICES:

- Management has given sponsorship to the faculty members for participation of programs (FDP,TECH skills,Workshop,Refresher course etc)
- FDP coordinator has been appointed especially for the institution
- Tracking and monitoring the participants to give a Knowledge Sharing session in a scheduled date
- Free of Cost to Staff and students

EVIDENCE OF SUCCESS

PROGRAMMES DETAILS 2017-18 [FDP]					
S.No	**NAME OF THE EVENT**	**VENUE**	**DATE**	**Staff Participation**	**Remarks**
1	FDP ON ART OF TEACHING	MCAS	6/24/2017	Dr.S.Anbalagan, FDP Co ordinator	Completed
2	CII - BUSINESS STATISTICS	VICAS	14& 15/07/2017	Mrs.P.Gomathi, BBA	Completed on 23/09/2017
3	NDL - DEMO SESSION (ICT)	MCAS	7/22/2017	ALL TEACHING STAFF	
4	FDP ON EMOTIONAL INTELLIGENCE	KSR COLLEGE, TIRUCHENGODE	17 & 18/08/2017	Mr.S.Sivaramakarthikeyan Mrs.T.Kavitha	Completed on 23/09/2017
5	CII - ON HIGHER EDUCATION	CHENNAI	23 &24/08/2017	Mr. Aswin, MPTI, Placement Officer Dr.M.N.Periyasamy, Dean, Adm Dr.A.Palanisamy, Dean Exam	Completed on 25/11/2017
6	ICTACT Bridge 2016	Hotel Le meridiean,Coimbatore	6/22/2016	Dr.Sabana Begum and Dr.Devi, Biochemistry Department	Completed on 14/10/2017
7	FDP on "Oracle and java fundamentals" by ICTACT	Pavai college	18/07/2016 to 22/07/16	Ms.Meena,Asst.Prof in CA and Ms.Vasanthi,Asst.Prof.in CS	Completed on 14/10/2017
8	Workshop on "5S" by CII	Hotel Park Plaza,Salem	7/15/2016	Mr.Srinivasan,Asst.prof.in BBA & Mr.Chandran,Manager Purchase	
9	Workshop on "Outcome based education for HEI" by CII	Hotel the Residency Towers,Coimbatore	8/6/2016	Mr.Gunasekaran,HOD,Mechanical and Mr.Santhosh,Head,IQAC	Completed on 10/14/2017
10	Bakers Technology fair 2016	CODISSIA Trade Fair Complex,Coimbatore	7/23/2016	Mr.MohanRaj,Head-HMCS, Mr.Mugundhakumar, Asst.Prof.in HMCS	Completed on 10/28/2017
11	Agribusiness Opportunitites between India and canada	Park plaza,salem	7/21/2016	Ms.S.Shakitha,Asst.prof.in MB	Completed on 10/28/2017
12	The art of writing research paper for high quality journals	Annapoorna Engineering College,Salem	7/23/2016	Mr.Selvamalleeswaran,Asst.Prof.in Biotechnolgy	Completed on 10/28/2017
13	CII TN MSME Summit 2016 "Growth Strategies for MSME" 0900 hrs; 5th August 2016, Hotel Fortune Pandiyan, Madurai	Hotel Fortune Pandiyan,Madurai	8/5/2016	Mr.A.Karthigai selvan, Head,BBA	Completed on 11/11/2017
14	CII Tirupur Textile Cluster	CBC Fashions (Asia) Pvt Ltd,SRG Apparels Pvt Ltd,Tirupur	8/12/2016	J.Vidya Assistant Professor/TFD C.Uwaneshwaran Assistant Professor/TFD	Completed on 11/11/2017
15	Roof/Terras Gardening	Salem	9/11/2016	Dr.Devi-Asst.Prof.in Biochemistry, Ms.Saranya-Asst.Prof.in Statistics	Completed on 11/11/2017

16	FDP on PHP	Kavery Engineering college	21/09/16 & 22/09/16	Mr.Ravi, Asst.prof.in CA and Mr.Boopathi,Asst.prof.in CS	Completed on 11/11/2017
17	FDP	KIOT, Salem	9/23/2016	Mrs. L.Devi, BCA Dr.N.Nithiya, Chemistry Dr.S.Shahitha, Microbiology, Mrs. C.Maheswari, Maths, Ms. P.Sasikala, Maths Ms.G.Poornima, Ms.D.Preetha, Biochemistry	Completed on 11/25/2017
18	Higher Education Conclave	CII coimbatore	02/12/16 & 03/12/16	Dr.S.P.Vijeiyakumar, Dean Academics, Dr. M. Suresh Kumar , Head Biotechnology Dr.N. Sudhakar, Head R&D Cell Mr.P. Iyappan, Head,CDC, Mr.Nagarajan, Asst. Prof in BCA	Completed
19	FDP ICT ACT	Sri Shanmugha College of Engineering and Technology, Sankari, Salem	12/12/2016 & 13/12/2016	Mr.R.Karthik, Asst. Prof in UGCS	completed on 12/9/2017
20	INDIA CONVERGENCE 2017TRANSFORMING INDIA	ITC GRAND CHOLA,GUINDY, CHENNAI	3/1/2017	S.SANTHOSH ASST PROFESSOR E&C, G.VENKATESAN, ASST PROFRSSOR BBA	completed on 12/9/2017

PHOTO PROOF:

PROBLEM ENCOUNTERED AND RESOURCES REQUIRED

Some employees tend to resist sharing their knowledge because of the notion that knowledge is property; ownership, therefore, becomes very important.

In order to counteract this, individuals must be reassured that they will receive some type of incentive for what they create.

ULTIMATE OUTCOME

- **20 staff members had been organized the knowledge sharing program**
- **More than 300 staff members has benifitted**

BEST PRACTICE II

TITLE OF THE PRACTICE: NEWS PAPER CORNER

Benefits for the students to widen their knowledge to improve day to day information through the English.

GOAL:

- To develop the language of the students
- To motivate the students to their reading skill in English inside the block

CONTEXT:

The program deals with developing the students reading skill and updating day today information through the newspaper. The students can drop their in reading the newspaper corner and avail the opportunities to exchange their reading skills by which they can be aware of the affairs around the globe.

PRACTICES:

Students are entertained to read the newspaper even during the breaks. A staff has monitored them. The staff helps and guides the students read English with proper intonation and with pause wherever necessary.

EVIDENCE OF SUCCESS

S.No.	Description		Followed Process	Current Process	Savings	%
1	Process	Invite the students	-	1		
2	Resources	No. of Student's	-	C Block		
3	Time	Break time	-	1 ½ hours		
4	Cost per News Paper	**2 X 5 = 10**		240		
		24 Days				
5	Direct Cost Savings only	-	-	-	-	-

ULTIMATE OUTCOME

- **2500 students has benifited**

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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