

MUTHAYAMMAL COLLEGE OF ARTS & SCIENCE, RASIPURAM
(A UNIT OF VANETRA GROUP)

Approved by AICTE, New Delhi & Affiliated to Periyar University, Salem | Accredited by NAAC with 'A' grade |
Recognized by UGC Under Section 2(f) & 12(B)

IQAC –ACTION TAKEN REPORT
2014-15

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

academic year, academic calendar is prepared. The academic calendar provides information about the number of working days available for teaching process in a semester examinations, dates of mid-semester, end of semester exams conducted by the college and the tentative commencement of University examinations.

- At the beginning of each semester, the teachers prepare individual syllabus schedule in such a way that the syllabi are completed in time and the students have enough time to prepare well for the examinations.
- The Principal, assisted by the HODs, would monitor whether the teaching process is going on as per the schedule. If necessary, teachers are asked to conduct additional classes either after class hours or on holidays to complete the syllabi.
- Since the number of working days is more than that of the days prescribed by the University norms, the teachers do not find it difficult to satisfactorily complete the syllabi within the stipulated time.
- As far as possible, every teacher is required to conduct classes according to the syllabus schedule. They prepare notes to help the students. All these notes are preserved.
- Since every aspect of the academic affair is carefully pre-planned and implemented scrupulously, the teaching-learning process

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

	<p>laboratory, 2 conference halls, one seminar hall, one animal house, one green house, a vast playground, a spacious modern canteen, hostels etc., besides office and administrative block. Classrooms are well furnished with all necessary accessories, and are ventilated and illuminated</p>
<p>Entrepreneurship Development</p>	<ul style="list-style-type: none"> • The institution has taken strenuous efforts to facilitate entrepreneurial skills among the students. • A Placement Cell has been in activation throughout the year to train the students to acquire the professional skills required for getting placements. • Students are sufficiently trained with skills to appear for On Campus/off campus interviews which have been arranged frequently by the placement cell. • In addition to the guidance offered by the coordinator and members of the placement cell, external experts are being invited to train the students to acquire soft skills. • Because of the initiatives and efforts of the placement cell, 246 students during 2013-2014. • Students are exposed to certificate courses such as “Water Analysis and Treatment, Mobile Servicing, Computer Hardware, Web Designing, Photography, Tally, Global Certification with BSNL, Fashion Arts” etc., to

	<p>augment their competitive skills and to come out successful in the entrepreneurial zones.</p> <ul style="list-style-type: none">• Similarly, the department of Hotel Management and Catering Science conducts “Food Festivals” which bring out the students’ expertise in cooking, baking and selling the products manufactured.• A “Cake Mela” has been a big show organized by HM&CS during Christmas.• Textile and Fashion Designing department takes special efforts to infuse entrepreneurial spirit in the students.• Experts from renowned textile industries are invited to address the students and guide them to become entrepreneurs in textile industry.• The students are also taken on study tours to popular textile concerns.• The students are taught various aspects of textile industry such as dyeing, printing, embroidery, designing, etc.• They prepare various types of garments for young and old, men and women etc. These garments are exhibited at the end of the academic year for sales to the staff, students and public.
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8. Future Plans of action for next academic year (500 words)

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

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Signature of the Coordinator, IQAC



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