

Arignar Anna Government Arts College
Villupuram-605 602
The Annual Quality Assurance Report (AQAR) of the IQAC
For the Academic Year 2010-2011
(From July 01, 2010 to June 30, 2011)

Part – A

I.Details of the Institution

1.1 Name of the Institution

Arignar Anna Government Arts College

1.2 Address Line 1

Villupuram

Address Line 2

City/Town

Villupuram

State

Tamilnadu

Pin Code

605 602

Institution e-mail address

vpmgac@gmail.com

Contact Nos.

04146– 240681

Name of the Head of the Institution:

Dr. D. ROOP SINGH

Tel. No. with STD Code:

04146– 240681

Mobile:

9444037070

Name of the IQAC Co-ordinator:

Dr.G.BOOPATHY

Mobile:

9443987206

IQAC e-mail address:

aagacvpmiqac@gmail.com

1.3 NAAC Track ID(For ex. MHC0GN 18879)

TNCOGN12338

1.4 NAAC Executive Committee No. &Date:

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

| Sl.No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|--------|-----------------------|-------|------|-----------------------|-----------------|
| 1 | 1 st Cycle | C+ | 61 | 2005 | 2005-10 |

1.7 Date of Establishment of IQAC : DD/MM/YYYY

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

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)
AQAR 2010-11 submitted to NAAC after the latest Assessment on 28.12.2015.

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)

Computer Literacy Programme

1.12 Name of the Affiliating University (*for the Colleges*)

Thiruvalluvar University, Vellore
Tamilnadu

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

Autonomy by State/Central Govt. / University

NO

University with Potential for Excellence

NO

UGC-CPE

NO

DST Star Scheme

NO

UGC-CE

NO

UGC-Special Assistance Programme

NO

DST-FIST

NO

UGC-Innovative PG programmes

NO

Any other (*Specify*)

NO

UGC-COP Programmes

NO

2.IQACComposition and Activities

| | |
|---|---------------------------------|
| 2.1No. of Teachers | <input type="text" value="5"/> |
| 2.2No. of Administrative/Technical staff | <input type="text" value="1"/> |
| 2.3No. of students | <input type="text" value="0"/> |
| 2.4No. of Management representatives | <input type="text" value="0"/> |
| 2.5No. of Alumni | <input type="text" value="2"/> |
| 2. 6No. of any other stakeholder and community representatives | <input type="text" value="0"/> |
| 2.7 No. of Employers/ Industrialists | <input type="text" value="0"/> |
| 2.8 No. of other External Experts | <input type="text" value="2"/> |
| 2.9 Total No. of members | <input type="text" value="10"/> |
| 2.10No. of IQAC meetings held | <input type="text" value="2"/> |

| | | | | | |
|---|----------------------------------|--------------------------------|----------------------------------|--------------------------------|--------------------------------------|
| 2.11 No. of meetings with various stakeholders: | No. | <input type="text" value="2"/> | Faculty | <input type="text" value="2"/> | |
| Non-Teaching Staff /Students | <input type="text" value="NIL"/> | Alumni | <input type="text" value="NIL"/> | Others | <input type="text" value="Parents"/> |

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Motivating the staff members to apply research projects and conducting seminars/ Conferences/ workshops in core areas
- Voter awareness program was conducted with NSS volunteers

- Blood Donation Camp, Blood Group Identification were conducted with Red Cross Club, NCC and NSS
- Free Eye Camp with Vasan Eye Care Hospital, Villupuram
- Seminar for Girl Students for general health were conducted with NSS
- Our NSS volunteers participated in the awareness programme to enroll the public as voters in the electoral roll
- Preparation of annual quality assurance report and Preparation of Self Study Report for NAAC Re-accreditation.

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 |
|--|--|
| The staff members shall be encouraged to use LCD in their lectures for effective learning. | Audio visual aids / LCD projectors have been purchased and profusely used for better understanding of the subject matter. |
| Departments shall be encouraged to promote research, utilizing the funding of various agencies. A core group of senior faculty gave orientation to the colleagues to apply for projects /funding agencies. | Proposal for 1 major project in Physics department have been submitted to UGC. |
| Departments shall take necessary steps to conduct Unit tests every month and model examination at the end of the semester according to the University pattern. | As per the Regulations of Thiruvalluvar University, Vellore, continuous internal assessment (CIA) and periodic assignments have been implemented |
| Steps shall be taken to record feed-back from students of the concerned departments to help in improving the future academic activities of the college as well as to sort out student problems. | Feedback from students have been collected and analysed for correcting and improving the future academic accomplishments. |

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body(College Council)

Provide the details of the action taken

AQAR was placed in College council twice in a year to disseminate the information and update on IQAC status. Improvement of the quality of teaching and learning process was

Part – B

Criterion – I

I. 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 |
|------------------------|-------------------------------|--|-------------------------------------|--|
| Ph.D | 4 | NIL | NIL | NIL |
| PG | 3 | NIL | NIL | NIL |
| UG | 9 | NIL | NIL | NIL |
| PG Diploma | NIL | NIL | NIL | NIL |
| Advanced Diploma | NIL | NIL | NIL | NIL |
| Diploma | NIL | NIL | NIL | NIL |
| Certificate | 1 | NIL | NIL | NIL |
| Others | NIL | NIL | NIL | NIL |
| Total | 17 | NIL | NIL | NIL |
| Interdisciplinary | NIL | NIL | NIL | NIL |
| Innovative | NIL | NIL | NIL | NIL |

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

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | 12 |
| Trimester | NIL |
| Annual | 5 |

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

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

**Please provide an analysis of the feedback in the Annexure*

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

Update of syllabus falls under the domain of Thiruvalluvar University

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 72 | 48 | 24 | NIL | NIL |

2.2 No. of permanent faculty with Ph.D.

| |
|----|
| 29 |
|----|

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 |
| 9 | 4 | NIL | NIL | NIL | NIL | NIL | NIL | 9 | 4 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

| | | |
|----|-----|-----|
| 45 | NIL | NIL |
|----|-----|-----|

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | 11 | 21 | 2 |
| Presented papers | 7 | 16 | 3 |
| Resource Persons | 2 | NIL | 1 |

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

- Simple innovative handmade models, sketches and diagrams using locally available material are employed in teaching and demonstration
- Power Point Presentation is used profusely.
- Student seminars are organized periodically to give them exposure in descriptive and explorative methods and presentation skills.
- Assignments, Seminars, Quiz programmes, Projects, preparing study materials etc., are some of the learning methods adopted

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

| |
|-----|
| 182 |
|-----|

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

Thiruvalluvar University guidelines have been followed for examination/ evaluation reforms.

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

| | | |
|-------|---|---|
| 4 BoS | 0 | 0 |
|-------|---|---|

2.10 Average percentage of attendance of students

80

2.11 Course/Programme wise distribution of pass percentage :

| Title of the Programme | Total no. of students appeared | Division | | | | |
|------------------------------|--------------------------------|---------------|-----|------|-------|--------|
| | | Distinction % | I % | II % | III % | Pass % |
| UG | | | | | | |
| B.A. HISTORY | 138 | NIL | 19 | 46 | 34 | 62 |
| B.A.ECONOMICS | 117 | NIL | 63 | 37 | NIL | 95 |
| B.COM. | 174 | NIL | 16 | 27 | 30 | 73 |
| B.Sc. MATHS | 110 | NIL | 61 | 6 | NIL | 67 |
| B.Sc. PHYSICS | 78 | NIL | 35 | 32 | 11 | 91 |
| B.Sc. CHEMISTRY | 79 | NIL | 54 | NIL | NIL | 54 |
| B.Sc. BOTANY | 79 | NIL | 41 | 12 | 3 | 73 |
| B.Sc. COMPUTER SCIENCE | 50 | NIL | 78 | 4 | NIL | 82 |
| PG | | | | | | |
| M.Sc. PHYSICS | 9 | NIL | 100 | NIL | NIL | 100 |
| M.Sc. BOTANY | 19 | NIL | 89 | NIL | NIL | 89 |
| M.Sc. INFORMATION TECHNOLOGY | 17 | NIL | 71 | NIL | NIL | 71 |

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

- Conducting staff/parent meetings to review the progress of students
- Planning various academic activities
- By suggesting to conduct remedial coaching classes for the weak students
- By auditing the academic process and progress of the departments
- By enhancing academic productivity to augment placement opportunities
- By encouraging the students to contribute and attend seminar/symposia/workshop/conferences

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses | 5 |
| UGC – Faculty Improvement Programme | NIL |
| HRD programmes | NIL |
| Orientation programmes | 6 |
| Faculty exchange programme | NIL |
| Staff training conducted by the university | NIL |
| Staff training conducted by other institutions | 2 |
| Summer / Winter schools, Workshops, etc. | 5 |
| Others | NIL |

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 | 24 | 7 | NIL | NIL |
| Technical Staff | 2 | 1 | NIL | NIL |

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC coordinates with the staff members and motivates them to apply for minor and major projects
- Faculty and students were encouraged to publish their research work in reputed Journals and magazines
- Students and scholars were regularly taken on industrial, institutional and field trips.

3.2 Details regarding major projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | NIL | NIL | NIL | 1 |
| Outlay in Rs. Lakhs | NIL | NIL | NIL | 12 |

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | 2 | NIL | NIL | NIL |
| Outlay in Rs. Lakhs | 2.975 | NIL | NIL | NIL |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | 14 | 2 | NIL |
| Non-Peer Review Journals | NIL | NIL | NIL |
| e-Journals | NIL | NIL | NIL |
| Conference proceedings | NIL | 1 | NIL |

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant Sanctioned Rs. | Received Rs. |
|--|---------------|----------------------------|----------------------------|--------------|
| Major projects | NIL | NIL | NIL | NIL |
| Minor Projects - 2Nos. | 1 | UGC | 2,97,500 | 2,97,500 |
| Interdisciplinary Projects | NIL | NIL | NIL | NIL |
| Industry sponsored | NIL | NIL | NIL | NIL |
| Projects sponsored by the University/ College | NIL | NIL | NIL | NIL |
| Students research projects <i>(other than compulsory by the University)</i> | NIL | NIL | NIL | NIL |
| Any other(Specify) | NIL | NIL | NIL | NIL |
| Total | | UGC | 2,97,500 | 2,97,500 |

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

| Level | International | National | State | University | College |
|---------------------|---------------|----------|-------|------------|---------|
| Number | NIL | NIL | NIL | NIL | NIL |
| Sponsoring agencies | NIL | 2 | NIL | NIL | NIL |

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency

From Management of University/College

Total

3.16 No. of patents received this year

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

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 |
|-------|---------------|----------|-------|------------|------|---------|
| 3 | NIL | 3 | NIL | NIL | NIL | NIL |

3.18 No. of faculty from the Institution who are Ph.D. Guides

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

| | | | |
|------------------|-----|---------------------|-----|
| University level | NIL | State level | NIL |
| National level | NIL | International level | NIL |

3.22 No. of students participated in NCC events:

| | | | |
|------------------|----|---------------------|-----|
| University level | 53 | State level | 11 |
| National level | 9 | 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 | NIL | College forum | NIL |
| NCC | 4 | NSS | 8 |
| | | Any other | NIL |

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

- SUO Hariprasad participated in the Republic Day Parade camp at New Delhi as part of the Tamilnadu contingent.
- 100% results achieved in NCC 'B' and 'C' certificate examinations.
- We encourage the faculty members and students to take up various activities dynamically.
- Blood Donation Camp was organized from voluntary donors. NSS has organized Blood donation camp in association with Govt. Hospital, Villupuram.
- Environmental day and World peace day were celebrated by NSS Volunteers.
- Saplings were planted in the college campus.
- All three NSS unit Volunteers actively involved in the College Campus Cleaning Camp.
- Various institutional organization like RRC, YRC conducted socially responsible activities in association with students.
- NSS volunteers participated in the Voter's awareness rally to enroll the public as voters in the electoral roll.

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 | 21.0968 acres | NIL | State Govt. | 21.0968 acres |
| Class rooms | 54 | NIL | „ | 54 |
| Laboratories | 18 | NIL | „ | 18 |
| Seminar Halls | 01 | NIL | „ | 01 |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | NIL | NIL | NIL | NIL |
| Value of the equipment purchased during the year (Rs. in Lakhs) | NIL | NIL | NIL | NIL |
| Others | NIL | NIL | NIL | NIL |

4.2 Computerization of administration and library

| | |
|------------------|---|
| Administration | Processing UG applications, Preparation of Rank List, conducting counselling in Single window system, Preparation admission Record, Nominal roll, Preparation of Salary Bills, Daily sending and receiving e-mail and letters, . Collecting and Sending Internal Marks to the university. |
| Library | Downloading e-books and Journals. Downloading lectures from Stanford University, IIT etc., and distributing them. |
| History | Admission, Nominal roll, Internal Marks |
| Economics | Admission, Nominal roll, Internal Marks |
| Maths | Admission, Nominal roll, Internal Marks |
| Physics | Preparation of quotations and purchase of equipments. Nominal roll, Internal Marks, Students Attendance, PG rank list preparation. |
| Chemistry | Preparation of quotations and purchase of equipments. Nominal roll, Internal Marks, Students Attendance |
| Botany | Preparation of quotations and purchase of equipments. Nominal roll, Internal Marks, Students Attendance, PG rank list preparation |
| Computer Science | Preparation of quotations and purchase of equipments. Nominal roll, Internal Marks, Students Attendance |

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|-----------|-------------|-----------|--------|-----------|
| | No. | Value Rs. | No. | Value Rs. | No. | Value Rs. |
| Text Books | 32,557 | 45,00,000 | 4943 | 10,60,000 | 37,500 | 55,60,000 |
| Reference Books | 500 | | NIL | | 500 | |
| e-Books | NIL | NIL | NIL | NIL | NIL | NIL |
| Journals | NIL | NIL | NIL | NIL | NIL | NIL |
| e-Journals | NIL | NIL | NIL | NIL | NIL | NIL |
| Digital Database | 1 | 30,000 | NIL | NIL | 1 | 30,000 |
| CD & Video | 5 | 500 | NIL | NIL | 5 | 500 |
| Others (specify) | NIL | NIL | NIL | NIL | NIL | NIL |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 70 | 59 | 2 | NIL | NIL | 2 | 7 | NIL |
| Added | NIL | NIL | NIL | NIL | NIL | NIL | NIL | NIL |
| Total | 70 | 59 | 2 | NIL | NIL | 2 | 7 | NIL |

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

The Computer Literacy programme run by the Government of Tamil Nadu inside the college campus, conduct regular theory and practical classes regarding computer programmes, MS-Word, Excel, DTP and Internet Access to students and training to teachers. The CLP centre has nearly 40 computers with separate internet connections. Every year the Government of Tamil Nadu conducts examination and certificates are issued to the students regularly.

4.6 Amount spent on maintenance in lakhs :

i) ICT

NIL

ii) Campus Infrastructure and facilities

Under the care of Public Works Department,
Govt. of Tamilnadu

iii) Equipments

NIL

iv) Others

NIL

Total :

NIL

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC took broad initiative in enhancing awareness on enlisted UGC supported of programmes
- IQAC imparts the necessities of Remedial coaching for SC/ST and minority students conducted with the financial support of the Government of Tamil Nadu and UGC
- Central and state governments circular and notification on scholarship, privileges and special notification are circulated.
- IQAC suggests the effective management of Tutorial system
- IQAC played a role in disseminating the information on MHRD programmes that are available for students.

5.2 Efforts made by the institution for tracking the progression

- Tutor – ward system provides necessary guidelines to the students
- Every department maintains bio-data register to monitor the progress of the students
- Tutor informs the parents periodically about their attendance and progression by sending letters.
- The college management and the faculty always encourages the student achievers
- Achievements of students are widely publicised to the society to boost up the motivation and morale of the fellow students.

5.3(a) Total Number of students

| UG | PG | Ph. D. | Others |
|------|-----|--------|--------|
| 3198 | 100 | 36 | NIL |

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

| | | | | | |
|-----|------|------|-------|------|------|
| Men | No | % | Women | No | % |
| | 1618 | 48.5 | | 1716 | 51.5 |

| Last Year | | | | | | This Year | | | | | |
|-----------|------|----|------|-----------------------|-------|-----------|------|----|------|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 11 | 1886 | 21 | 2818 | 7 | 4743 | 9 | 1892 | 14 | 2892 | 10 | 4817 |

Demand ratio 1:6 Dropout % : 3

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

- UGC funded remedial courses are conducted for the slow learners.
- Special classes and awareness programs are conducted in collaboration with District Employment Office for preparation of competitive exams (TNPSC,SSC,UPSC) .
- Computer Literacy Programs are conducted for all the UG students to get enough knowledge in Computer softwares.

No. of students beneficiaries 1189

5.5 No. of students qualified in these examinations

NET NIL SET/SLET NIL GATE NIL CAT NIL
IAS/IPS etc NIL State PSC NIL UPSC NIL Others 4 (Army and Tamilnadu Police)

5.6 Details of student counselling and career guidance

No. of students benefitted

- The **Student counselling** extends counselling assistance to students with ailments, academic and social concerns to enable students to function effectively and improve their wellness quotient.
- The **Career Guidance Cell** provides, options regarding higher studies and placements for both undergraduate students and post-graduate students

5.7Details of campus placement

| <i>On campus</i> | | | <i>Off Campus</i> |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| NIL | NIL | NIL | - |

5.8 Details of gender sensitization programmes

- Orientation programmes are conducted in gender sensitization by the college management for staff members.
- Personal counselling to the women students have been given to bring awareness among college students about the existing legal rights, protection and free counselling available for women.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports :State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

| | Number of students | Amount Rs. |
|--|--------------------|------------|
| Financial support from institution | NIL | NIL |
| Financial support from government | 2595 | 46,11,091 |
| Financial support from other sources | NIL | NIL |
| Number of students who received International/ National recognitions | NIL | NIL |

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

5.13 Major grievances of students (if any) redressed:

- Steps were taken to pursue the scholarship applications with various agencies for timely processing and disbursal
- Drinking water – Installed RO system in the college campus
- Class room convenience – Sufficient number of Ceiling fans have been provided
- Special class for slow learners
- Seating arrangements – To accommodate increased strength adequate number seating and Writing benches have been provided

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Our Vision

- To ignite in our students a lifelong love for learning.
- To open the world to our students
- To celebrate and learn from diversity.
- To pursue knowledge for its own sake.
- To prepare Indian youth to encounter the world.
- To make the students committed to justice and ethical action.
- To be an academic institution in dynamic equilibrium with its social, ecological and economic environment striving continuously for excellence in education, research and technology service to the nation.
- The college shall strive to become a centre of excellence in teaching and research in Higher Education.
- To transform organization and individual potential to create productive and responsible citizens.
- To transform students into a globally competent human resource.
- To make significant contribution in developing an inclusive and responsible society.

Our Mission

- To educate students for career success.
- To provide quality sustained essential higher education at all times adapting to changing environment for a meaningful and self-supporting life to the economically poor and socially under-privileged sections of the society.
- To provide opportunities for students to participate in co-curricular and extracurricular activities.
- To sensitize students towards global, social, cultural and religious diversities and to promote tolerance and respect for them.
- To lay emphasis on developing and nurturing scientific temper with quality research amongst students and staff.
- To provide value based education to inculcate a sense of responsibility, patriotism, social awareness and to become a good citizen of the country.

6.2 Does the Institution has a management Information System

- All the information is communicated to the students through circulars to the class rooms, and notice boards. The same information is posted on the college website too.
- Communication regarding various extension activities is intimated to the students the respective staff-in-charge and the notice boards.
- Communication to the staff members is sent to all departments through circulars.
- Request and applications from the students are routed through the tutor and the heads of the departments to the principal for necessary action; and the action taken on the applications is intimated to the respective students.

- Scholarship, student records, bus/train passes and curricular aspects are managed by separate sections in the office in coordination with the staff members. These sections coordinate among themselves, provide timely information and fulfill the requirements of the stakeholders.
- Examination related matters are administered by the Office of the Controller of Examinations.
- Service records, salary and other benefits due to all the staff members are looked after by the college office.
- The principal is the head of administration and all different units of administration report and function as per the orders and instruction given by the Principal

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

6.3.1 Curriculum Development

As per the Thiruvalluvar University norms

6.3.2 Teaching and Learning

- Departments are provided with LCD and OHP to enable them to have interactive method of teaching.
- Well stocked library is available for assignments seminars and group discussion.
- Simple innovative handmade sketches, drawings and models are used for effective learning.
- Students of post graduate and research programmes are encouraged E-learning.

6.3.3 Examination and Evaluation

- Semester System and continuous internal assessment is followed according to Thiruvalluvar University norms.
- Internal assessment is performed to assess and monitor the progress of the students.
- Department meetings are conducted to evaluate the progress of the students.
- Re-examinations are arranged for the students for the below average students.
- Results are analysed and feedbacks are reported to the students

6.3.4 Research and Development

- Research programmes were introduced only in recent past; hence research has been not the main stay of the college. However introduction of M.Phil and research programmes in the recent times has laid path for future endeavours.
- To promote quality in research all the faculty members are encouraged to take up minor and major research projects.
- Teaching staff are encouraged to publish their research articles in reputed national and international journals.
- Faculty members are publishing articles in National/ International Journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- **Library:** Well stocked General Library and internet facilities are available to staff and students
- **Physical infrastructure:** Proposal for requesting enough number of class rooms and Laboratories sent to the Government of Tamilnadu through our authority, Director of Collegiate Education.
- **Instrumentation:** To promote research in all the departments, they are encouraged to equip with required number of instruments/Equipments from various funding allotments.
- **ICT:** Yet to be activated effectively in the campus

6.3.6 Human Resource Management

- To increase the quantum of teaching, as a stop-gap arrangement qualified temporary staff are appointed at the beginning of academic year, following the norms prescribed by the higher education department.
- Non-teaching and support staff are appointed utilizing the fund from Parent-Teacher Association (PTA).
- Securities, sentries and manpower for menial jobs are recruited through special funds allotted time to time by PTA.
- To update on their interested subjects and to learn modern skills of teaching, faculties are encouraged to attend orientation and refresher courses.
- To step up the academic competences, staff members are encouraged to attend seminars, conferences and workshops.

6.3.7 Faculty and Staff recruitment

- Appointments are made by the Government through Teacher's Recruitment Board in tune with updated UGC regulations.
- Tamil Nadu Public Service Commission recruits and the Director of Collegiate Education appoints the eligible persons for various non- teaching positions

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

- Students are selected for admission as per the government rules through counselling by "Single Window System". Students are admitted according to their community Quota – System strictly adhering to the government norms.

6.4 Welfare schemes for

| | |
|--------------|--|
| Teaching | GPF,CPS, FBF,SPF,NHIS (5) |
| Non teaching | GPF,CPS, FBF,SPF,NHIS (5) |
| Students | Free Bus Pass, Scholarship (BC,MBC,SC/ST),Medical Allowance, Farmers Scholarship, Tamil medium fund, Free Laptops, Study Abroad scheme (7) |

6.5 Total corpus fund generated

Being a Government institution any government college cannot generate corpus fund.

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 | | No | |
| Administrative | Yes | State Audit | Yes | J.D.Audit |

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?

The system of instant examination has been introduced.

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

Not Applicable

6.11 Activities and support from the Alumni Association

Not Applicable

6.12 Activities and support from the Parent – Teacher Association

- The parents are extending their support and co-operation for the college.
- PTA stands for the betterment of student community.
- Feedbacks are used to provide better amenities and academic help.
- Departments organize a one-to-one dialogue with parents whose children need attention and counselling services offered to enhance performance.
- Due to the shortage of man power in the Non-Teaching staff, a few are being managed by PTA fund.

6.13 Development programmes for support staff

- Support staff are encouraged to pursue higher studies with proper permission from the Director of Collegiate Education, through correspondence mode to equip themselves and to enhance their promotional opportunities.
- They are sent to attend periodic in-service programmes to increase their skills

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

- Tree Plantations and Green Campus Drives by departments involving students and faculty
- Waste Management / proper disposal of chemicals.
- As per the guidelines of UGC, animal use in Zoology practical curricula is minimized. Digital alternatives are used.
- Water /Electricity conservation measures in the Classrooms and Laboratories
- Rain water harvesting system are in operation to recharge the ground water

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.

- B.A., Tamil (Shift II) is started in the academic year 2010-11.
- Opening of saving bank accounts for the students.

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 | Achievements |
|--|---|
| To start B.A. English and B.A.Tamil | New B.A Tamil (Shift II) course was started. |
| To organize seminar and conferences | National level seminar was organized by Botany Department |
| To motivate Research activities by applying UGC minor and major projects | Rs.60,000 UGC Minor project was completed by Dr. A. Subramani, Dept. of Botany and Rs.2,35,500 UGC Minor project was completed by Dr. T.Manikandan, Dept. of Botany |

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

- ✓ All students are encouraged to start savings banks accounts in nationalised banks.
 - The scholarships are credited directly to the bank accounts.
 - Students get familiarised with banking system.
- ✓ A free medical checkup and blood grouping is done to all the students.
 - All the students were screened by a medical team.
 - Blood grouping was done to each student.

- Diseases and other symptoms found during the medical examination were intimated to the students for further treatment.

***Provide the details in annexure (annexure need to be numbered as i, ii,iii)**

7.4 Contribution to environmental awareness / protection

- Usage of paper cups and paper plates is suggested in the canteen and campus.
- Tree plantation by NSS on Ozone day.
- Monthly Campus cleaning was conducted by the NSS volunteers.

7.5 Whether environmental audit was conducted? Yes No

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

1. STRENGTH:

- Faculty with rich experience : Industry, Research and Academics.
- Operating Under Government of Tamilnadu with the intention to serve (Non-Profit) the students from backward areas (rural) of Villupuram District.
- AAGAC, Villupuram is the oldest College in Villupuram District (Established:1968).
- Large campus area facilitates to develop students' athletic and sports skills
- The college has obtained 2F and 12B status from UGC in 1970.
- The college is funded by both State and Central Government .
- Remedial coaching is offered for weaker SC/ST students.

2. WEAKNESSES:

- Courses offered in Shift II are covered by Temporary Guest lecturers (As per the instruction of Government of Tamilnadu).
- PG courses are not available in most of the Departments.
- Higher number of temporary non-teaching and technical staff.
- Operating under University (Non-Autonomous status).
- Aptitude of the students for higher learning is poor.
- Number of existing faculty against the sanctioned strength is too low.

3. OPPORTUNITIES:

- The College has potential to obtain Autonomous status.
- Very promising to establish professional courses like MBA and MCA.
- Can offer inter-disciplinary Diplomas and certificate courses to the students to develop employability.
- Operation of College in two shifts offer a great opportunity for larger number of students to learn and earn.

4. THREATS:

- Operating alongside too many self-financing colleges under one university.
- Students travelling from villages with poor transportation facilities falling sick.
- Early marriage of students before completion of the course.
- Lack of communication skills.
- Entrepreneurship has been a challenge for the rural students.
- Dropouts on economic grounds.

8. Plans of institution for next year

- To start new course B.A. English literature.
- To add on Research programmes in Botany Department (Full time Ph.D., and M. Phil)
- To apply for Major and Minor projects.
- To organise National seminar / conferences

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Signature of the Coordinator, IQAC

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Principal
Arignar Anna Govt. Arts College,
Villupuram.

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 |

Annexure-1
ArignarAnna Government Arts College, Villupuram-605 602
Academic Calendar 2010-2011

| Date | Particulars |
|----------------------------|--|
| 16.06.2010 | College Reopening for the academic year 2010-2011 |
| 15.08.2010 | Independence Day Celebrations |
| 16.08.2010 - 25.08.2010 | First Internal Examinations |
| 20.09.2010 - 24.09.2010 | Second Internal Examinations |
| 11.10.2010- 19.10.2010 | Third Internal / Model Examinations |
| 08.11.2010 | Odd Semester Last Working day |
| 10.11.2010- 18.12.2010 | Thiruvalluvar University Examination for ODD semester |
| 09.11.2010 | Winter vacation starts |
| 28.11.2010 | Winter vacation ends |
| 29.11.2010 | College Reopening for Even semester |
| 26.01.2011 | Republic Day Celebrations |
| 04.02.2011- 19.02.2011 | First Internal Examinations |
| 07.03.2011- 14.03.2011 | Second Internal Examinations |
| 16.03.2011- 05.04.2011 | Thiruvalluvar University Practical Examinations-schedule |
| 06.04.2011- 13.04.2011 | Third Internal / Model Examinations |
| 18.04.2011- 16.05.2011 | Thiruvalluvar University theory Examinations-schedule |
| 15.04.2011 | Last Working day for the academic year 2010-2011 |
| 16.04.2011 | Summer vacation starts |

Annexure-2

FEED BACK ANALYSIS

The Internal Quality Assurance Committee suggests the system of getting student feedback by framing the feedback format, monitoring the course of procuring feedback, analyzing and addressing the needs arising out of the process. Feedback on the Curriculum, Infrastructure facilities, Teacher-Student Rapport, etc. are collected, documented, analysed for improvements in future. As a Student Welfare Measure, the College follows the Tutorial System in which Students meet Tutors after regular teaching hours in order to document their responses. The departments are required to incorporate the possible and necessary modifications in the teaching, learning and evaluation methodology to be adopted henceforth.