

**ANNUAL QUALITY ASSURANCE REPORT
(AQAR)
(2017-2018)**



Submitted by

IQAC

SRI KUMARA GURUPARA SWAMIGAL ARTS COLLEGE

SRIVAIKUNTAM



Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

(NAAC)

BENGALURU

JANUARY 2019

The Annual Quality Assurance Report (AQAR) of the IQAC**Part – A****1. Details of the Institution**

1.1 Name of the Institution

**SRI KUMARA GURUPARA
SWAMIGAL ARTS
COLLEGE**

1.2 Address Line 1

PADMANABHAMANGALAM

Address Line 2

SRIVAIKUNTAM

City/Town

THOOTHUKUDI

State

TAMIL NADU

Pin Code

628 619

Institution e-mail address

kgcollegesvm@gmail.com

Contact Nos.

04630-255224

Name of the Head of the Institution:

DR. V. RAVICHANDRAN

Tel. No. with STD Code:

Mobile:

+91 94432 63852

Name of the IQAC Co-ordinator:

DR. N. VIJAYAKUMAR

Mobile:

+91 99525 93507

IQAC e-mail address:

iqackgscollege@gmail.com

1.3 NAAC Track ID*(For ex. MHCOGN 18879)***TNCOGN12547****1.4 NAAC Executive Committee No. & Date:***(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)*

EC(SC)/33/RAR/ TNCOGN12547

1.5 Website address:

<http://www.skgsartscollege.com>

Web-link of the AQAR:

<https://www.skgsartscollege.com/pdf/2017.pdf>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	1 st Cycle	C+	63.05	2006	2006-2011
2	2 nd Cycle	B	2.36	2012	2013-2018
3	3 rd Cycle	B	2.06	2018	2018-2023

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

18/01/2013

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 2010-11 submitted to NAAC on 12-10-2011*)

Our College is "Accredited with 'B' grade by NAAC" on 02.11.2018.

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)

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

<p>MANONMANIAM SUNDARANAR UNIVERSITY, TIRUNELVELI, TAMIL NADU</p>
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1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2.0. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

Non-Teaching Staff Students Alumni Others

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 No. International National State Institution Level

(ii) Themes

2.14 Significant activities and contributions made by IQAC:

This academic year the IQAC has focused attention on increasing personal effectiveness of faculty members, creating opportunities with new methodologies of teaching/learning and building capacities of personnel at various levels in the college. The All India Survey on Higher Education – Teachers Information Form for Institutions and Annual Data Capture – Format II was submitted to the Ministry for Human Resources Development (MHRD). Staff members are motivated to participate in seminars, workshops, to publish papers and to apply for minor research projects. Students are also motivated to participate in seminars, workshops, various cultural activities and sports. Through its activities, the IQAC hopes to channelize all endeavours and quality measures towards the institution’s core mission of service and high quality education. The works for the fourth cycle of accreditation is in progress. IQAC is constantly equipping the faculty to address the challenges posed by the changing educational environment; and also to take advantage of the ever increasing opportunities that is being offered. Through periodic feedbacks obtained from students and parents, the learning process is assessed and improvement measures are suggested to ensure quality enhancement and excellence. Teaching and Learning was monitored through Teacher’s Plan and Diary and with periodic meetings with HoDs.

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
To monitor the functioning of various committees of the college.	The functioning of various committees of the college is periodically monitored.
To encourage staff to pursue their research activities by publishing research articles in reputed journals.	Research publications are made by teaching faculty in reputed National and International journals.
To submit Teachers Information Form for Institutions and Annual Data Capture – Format II	Teachers Information Form for Institutions and Annual Data Capture – Format II are submitted to AISHE
To motivate teaching faculty to attend seminars, workshops, etc.	Teaching faculties have participated in the National/ International/ State level seminar.
Preparation for the submission of AQAR for the year 2017-18	Prepared
Submission of IQA and SSR for the third cycle of accreditation	Submitted and Accredited with ‘B’ grade by NAAC
Periodical orientation to prepare college for Re-accreditation.	All departments and office are made aware of the need for timely compilation of reports necessary for re-accreditation.
To instruct faculties to use the internet facility effectively.	Internet facilities are used by the faculties for their research work and effective teaching.
To instruct students to utilize the internet facility for their seminar preparation, etc.	Students utilize the internet facility for their seminar preparation, payment of exam fees etc.

** Attach the Academic Calendar of the year as Annexure-I.*

2.16 Whether the AQAR was placed in statutory body Yes No
 Management Syndicate Any other body

Provide the details of the action taken

The Plan of action outlined by IQAC was discussed with the members of IQAC and Management. The IQAC members expressed their views on the work to be done in the academic year 2017-18. The Management approved the Plan of action. The management supports for its implementation and also extended their full support and guidance, whenever necessary.

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	-----	-----	-----	-----
PG	03	-----	-----	-----
UG	07	-----	-----	-----
PG Diploma	-----	-----	-----	-----
Advanced Diploma	-----	-----	-----	-----
Diploma	-----	-----	-----	-----
Certificate	-----	-----	-----	-----
Others	-----	-----	-----	-----
Total	10	-----	-----	-----

Interdisciplinary	-----	-----	-----	-----
Innovative	-----	-----	-----	-----

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	U.G.: 07 AND P.G.: 03
Trimester	-----
Annual	-----

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 II**

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

The syllabus is revised and modified as per the U.G.C. regulations once in three years by the university to which the college is affiliated.

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
54	25	27	---	02

2.2 No. of permanent faculty with Ph.D. 50

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year: 2017 -18.

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
---	07	---	---	---	---	---	---	---	07

2.4 No. of Guest and Visiting faculty and Temporary faculty 01 --- ---

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars Workshops	7	7	6
Presented papers	12	11	1
Resource Persons	Nil	2	9

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

Institution has adopted various innovative teaching methods like the use of smart board, LCD projector, audio-visual aids, internal seminars, power point presentations (PPT), subject videos, group discussion, adaptive teaching, slides, charts, specimens, mini projects, etc. Student-centred teaching strategies are introduced. Hand written and printed form of study materials are provided to the students through mail and blog. Members of faculty guide the students to prepare their seminars in the form of power point presentations etc.

2.7 Total No. of actual teaching days during this academic year 190

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

Internal examinations are conducted as per the norms of university to which the college is affiliated. Students can get photocopies of their answer scripts from University Examination Office on payment of a prescribed fee within ten days from the date of publication of results. Re-evaluation of answer scripts is permitted for both U.G. and P.G. students. Evaluation for both Undergraduate and Postgraduate students is based on Continuous Internal Assessment (CIA) and the End Semester Examination.

2.9 No. of faculty members involved in curriculum restructuring/revision/ syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 09

2.10 Average percentage of attendance of students 85

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		No. of Students				
		Distinction	I	II	III	Pass
U.G.	229	25	60	19	Nil	104
P.G.	26	02	03	02	Nil	7

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

Periodical review of the teaching-learning process is organised at the end of each semester with the respective Heads of department. The Principal also discusses the general comments during the general staff meetings and specific problems are addressed with individual faculty members.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefited
Refresher courses	07
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	06
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	04
Others	01

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	25	15	Nil	Nil
Technical Staff	Nil	Nil	Nil	Nil

Criterion – III**3. Research, Consultancy and Extension**

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

- ❖ Plans to initiate Research programmes in all postgraduate departments
- ❖ IQAC has continuously encouraging the faculty members to pursue with research works,
- ❖ By constantly meeting with the faculties, the IQAC inspires them for seminar presentation and getting their articles published in reputed National and International journals.
- ❖ IQAC also motivates the faculties to start research based projects for PG students. The PG students carry out different projects in their 4th semester. This helps them to get a preliminary knowledge of different research methodologies.
- ❖ Encourages to organizing a special camp for cleanliness and education awareness programmes in local villages by NSS.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.4 Details on research publications

	International	National	Others
Peer Review Journals	14	4	Nil
Non-Peer Review Journals	Nil	4	Nil
e-Journals	4	Nil	Nil
Conference proceedings	1	4	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	Nil	Nil	Nil	Nil
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 (other than compulsory by the University)	Nil	Nil	Nil	Nil
Any other(Specify) Lecture-Workshop	Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil	Nil

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	01	Nil	Nil
Sponsoring agencies	Nil	Nil	INSA	Nil	Nil

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

3.13 No. of collaboration 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
-----	-----	-----	-----	-----	-----	-----

3.18 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	<input type="text" value="04"/>	State level	<input type="text" value="---"/>
National level	<input type="text" value="---"/>	International level	<input type="text" value="---"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="NA"/>	State level	<input type="text" value="NA"/>
International level	<input type="text" value="NA"/>	National level	<input type="text" value="NA"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="---"/>	State level	<input type="text" value="---"/>
International level	<input type="text" value="---"/>	National level	<input type="text" value="---"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="NA"/>	State level	<input type="text" value="NA"/>
International level	<input type="text" value="NA"/>	National level	<input type="text" value="NA"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="NA"/>	College forum	<input type="text" value="---"/>
NCC	<input type="text" value="NA"/>	NSS	<input type="text" value="√"/>
		Any other	<input type="text" value="---"/>

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

- ❖ The extension activities sensitize the students about their responsibility towards the society. Participation in these programmes makes them aware of the various social issues and responsibilities.
- ❖ Our college has three units of NSS consisting of nearly 150 volunteers working under the guidance of three programme officers.

- ❖ The N.S.S Special camp was organized by unit No: 64, 65 & 186 from 28.02.2018 to 06.03.2018 with a special theme of **“Youth for Cleanliness”** in Srivaikuntam, Tholappanpannai, Sethilampannai and Esavankulam villages. The following are the special camp programmes during the aforesaid period.
 - ✓ Yoga training programme at Srivaikuntam.
 - ✓ Agriculture training for farmers at Sethilampannai.
 - ✓ Veterinary camp at Esavankulam.
 - ✓ **“Cashless transaction”** conference at Srivaikuntam.
 - ✓ Health awareness programme.
 - ✓ Free medical camp at Tholappanpannai.
 - ✓ “Gandhian thought for youth” Conference.
 - ✓ “Road safety awareness”-Rally and Conference at Srivaikuntam.
 - ✓ “Aids Awareness” conference.
 - ✓ “Legal Awareness Programme” at Srivaikuntam.

- ❖ The third **“International day of yoga”** was observed on 21 June 2017. The Students of Department of history and Tourism gathered to observe the Yoga demonstration as carried out by Dr. S. Bose.
- ❖ Students and staff visited Sorimuthaiyanar Temple, Papanasam, a religious tourist centre on 24th July 2017. The purpose of the visit was to attend the **“Royal Dharbar”** conducted by the learned Singampatti Raja.
- ❖ The 75th anniversary of **“Quit India Movement”** was observed on 9.8.2017. Dr. S.Bose delivered a lecture on how the movement has the historical significance as the turning point in the history of freedom struggle of India.
- ❖ On 27th, September 2017 world tourism day was observed by the students at Sri Kallaparan Temple, the notable local tourist spot at Srivaikuntam.
- ❖ National Integration Day signifying the **“Birth Anniversary of Sardar Vallabhoj Patel”**, as architect of unitary state of India was Celebrated on 31st October 2017 at KGS Girls Higher Secondary School, Srivaikuntam on the occasion of science exhibition conducted by the Sarva Siksha Abiyam (SSA), Government of Tamil Nadu.
- ❖ On behalf of department of History and Tourism, a meeting was held honouring the **“Birthday anniversary of Subhash Chandra Bose”**, the militant fighter of freedom movement for India on 23rd January 2018.

- ❖ **“Gandhi Jayanthi”** was celebrated on 2nd October 2017 at Senthilampannai, a Dalit hamlet of Padmanabhamangalam. Gandhian Study Center volunteers, the local public and the Children were participated in the function.
- ❖ The Gandhian peace group volunteers regulated the traffic and arranging the common facilities like Drinking water for the pilgrims on the occasion of Navatirupati (Purattasi – Tamil month, September - October 2017) festivals on 23.09.17, 30.9.2017, 7.10.17 and 14.10.2017. Also the same team rendered their services to the pilgrims visiting Vaishnava temples in Srivaikuntam region on the occasion of Vaikundam Ekhadasi festival held on 29.12.2017
- ❖ Gandhian peace group volunteers regulated the traffic on the occasion of Dasara festival at Kulasekara Pattinam on September 30 and October 01, 2017
- ❖ Staff and student volunteers of Gandhian study centre were participated in the inter-religions prayer meet conducted by Gandhi Museum, Madurai on 22nd December 2017. Dr S. Bose, Director of Gandhian study centre, made the key note address.
- ❖ **“Martyr’s day”** (remembrance of heroes of freedom struggle) was observed on January 30, 2018 in the college premises. With the audience of student population of the College and staff members, Our College Secretary Dr. S. Sankaranarayanan led the taking by the entire audience pledging their locality of the ideals live integration of untouchability.
- ❖ **“The Mother’s day”** was celebrated at Government District Teacher Training Institute, Menaijipatti, near Thisayanvilai on 2nd February 2018. It was to indicate the remembrance of Annai Kasturibha and Thillaiyadi Valliammai. One day seminar programme on “Basic Education” was organised by the Gandhian Study centre. Dr. S. Bose, Director, Gandhian study centre spoke on women martyr’s and Gandhian concept of Basic Education.
- ❖ N.S.S camp’s meeting at Padamanabamangalam village took place on 4.3.2018. Dr. S. Bose, addressed the NSS volunteers and explained the importance of social services as a way of individual efforts to national duty.

See Annexure-II

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 (in acres)	54	----	----	54
Class rooms	35	----	----	35
Laboratories	07	----	----	07
Seminar Halls	02	----	----	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	----	----	----	----
Value of the equipment purchased during the year (Rs. in Lakhs)	----	2.58	Special Fees	2.58
Others (Museum and Modern Gym)	02	----	----	02

4.2 Computerization of administration and library

Administration has been partially computerised with internet access. Information on examination, certificates etc. are generated through the technology assisted mechanism. Computer literacy of each department is one of the main objectives of the IQAC. In this context, science departments maintain a separate computer with internet access and therefore regularly ensure the flow of academic information. Library has been partially computerised with “**ROVAN LMS**” software enabling students and faculties to access books, journals, reference materials, etc.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs)	No.	Value (Rs)	No.	Value (Rs)
Text Books	38,988	---	---	---	38,988	---
Reference Books	2,756	---	---	---	2,756	---
e-Books	---	---	---	---	---	---
Journals	---	---	---	---	---	---
e-Journals	---	---	---	---	---	---
Digital Database	---	---	---	---	---	---
CD & Video	---	---	---	---	---	---
Others (specify)						
Newspaper	7	10,355	---	---	7	10,355
Magazine	25	19,798	---	---	25	19,798

4.4 Technology up gradation (over all)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	22	7	10	5	Nil	6	4	Nil
Added	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Total	22	7	10	5	Nil	6	4	Nil

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

Internet browsing facilities are available for the students as well as to the faculties in a separate browsing centre. Students are allowed to use computers for their project works and also for other academic purposes.

4.6 Amount spent on maintenance in lakhs:

i) ICT	NIL
ii) Campus Infrastructure and facilities	2.25
iii) Equipments	2.58
iv) Others	0.56
Total:	5.39

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC gratifies the needs of the students for the all-round development of their personality and growth. Talented students are encouraged to take part in competitions organised by University/ Institutions.

Students are made aware of the following through academic calendar which is made available for each student at the reopening day of the college and notice board display.

- Scholarships are provided under various schemes by the government for the students.
- Social responsibility awareness programmes are organized by the NSS units of our institution.
- Filtered water facilities available to the students.
- Internet facilities are provided to the students.
- Opportunities to participate in games and sports events.

Teachers also join hands with IQAC to provide this information in the regular classes as far as possible and help the students to follow up with these processes.

5.2 Efforts made by the institution for tracking the progression

IQAC plays a significant role in this context.

The following are some of the measurements for tracking the progression.

- Students' progress was tracked both academically and extracurricular activities. Academically, the students were tracked by the Continuous Internal Assessment (CIA). In the area of sports, intramural games were conducted to select the students for representing the college in the University level competitions.
- Tutorial system, endowment award to students, guidance to students, etc. helped the students to achieve their goal.

- The faculties help the students who have any sort of mental or physical problems to recover and gain peace of mind through counselling.
- Continuous evaluation of the students' performance by conducting series of examinations.
- Those students who feel difficulties to cope up with the academic standard of the college are provided extra help by the faculties on request.
- The results of students in different internal assessment exams are kept preserved to track the progress and provide proper advice for improvement.
- The academic performance of the students is analysed every semester (Result Analysis).

5.3 (a) Total Number of students: 822

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

	No	%
Men	401	49

	No	%
Women	421	51

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
36	127	2	659	1	825	32	97	1	689	3	822

Demand ratio

U.G.	P.G
1:1	1:0.5

Dropout %

2.4

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

Students are explained in detail about various career opportunities by various faculty members. Advanced reading materials for various competitive examinations are available in the library.

No. of students beneficiaries

290

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

The college has a career planning and counselling cell. Students are given guidance on all matters of national education, to find the right academic match for higher education according to academic profile. Every possible help is extended to the students appearing for various competitive examinations by the faculty. Faculties provide extra academic support for slow and advanced learners.

No. of students benefitted

5.7 Details 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	06

5.8 Details of gender sensitization programmes

- ❖ The Grievance redressal women's complaints Committee has been constituted to provide a safe, healthy and congenial atmosphere within the college for girl students.
- ❖ International Women's day was celebrated. As part of the International Women's Day on 08.03.2018, the Chief Guest Mrs. Amirthavalli, Lawyer, emphasized the need for women to make use of their potentials.
- ❖ Cultural programmes and competitions for women students and women faculties were conducted and prizes were distributed to the winners.

5.9 Students Activities

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

State/ University level National level International level

5.9.2 No. of students participated in cultural events

State/ University level National level International level

5.9.3 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	100	35,797
Financial support from government	419	11,18,230
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: Nil

Criterion – VI**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Vision

Our motto is "*Sitruyirkum Utra Thunai Kalvi*" (*Education is the custodian of human life*). The founder's perspective vision is

- ❖ To provide exemplary service in imparting higher education to the rural, economically downtrodden society and tapping talent potentials hidden in rural areas to generate human resource equipped with contemporary skills eventually leading to nation building.
- ❖ To preserve communal harmony with religious identity.

Mission

- ❖ To disseminate the message of providing higher education to the public.
- ❖ To strive hard to provide quality academic and moral education to the rural mass.
- ❖ To make this Institution as a Vehicle of Rural Higher Education, the root of Gandhiji's vision, in providing sustainable livelihoods for village background youth.

6.2 Does the Institution has a management Information System

Yes.

Focus of the management information system in the college is to develop improved information flow among stakeholders like the students, teachers, management, office staff, library facilities, etc. The head of the institution ensures the smooth functioning of the college in collaboration with other faculty members. Regular council meetings are held to discuss and decide on matters relating to academics and administration; for the smooth and effective functioning of the College, interactions with parents, old students and faculties are regularly organised. The college displays information regarding placement opportunities, scholarships offered by State Govt.

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

6.3.1 Curriculum Development

Since our institution is an affiliated college to Manonmaniam Sundaranar University, Tirunelveli, Tamil Nadu the curriculum and syllabi of the affiliated University have been adopted. However, certain faculty members of our college served as chairman, member of Board of Studies at undergraduate and postgraduate level and academic council, wherein they present their views for curriculum development.

Within the college the following practices are adopted.

- ✓ Work load distribution as per specialization of faculty members is done at the departmental level/Head of the institution level.
- ✓ Discussions relating to subject content, allocation (according to the specialization of teachers) are done at the departmental level.
- ✓ The teachers' choice for optional papers at UG and PG levels is decided in the department meetings.
- ✓ Examination committee ensures smooth conduct of Continuous Internal Assessment.

6.3.2 Teaching and Learning

Although the syllabus is framed by the affiliated university, each department promotes some innovative processes in teaching and learning. Chalk and talk method is mostly used in the classrooms for teaching. Class room experiments are demonstrated for the students for better understanding. Internet access is provided to students under the supervision of teachers. Faculties are encouraged to impart the curriculum through innovative teaching methods such as power point presentations, assignments, discussion, seminars and field visits. Industrial visit and Educational tours are arranged so that the students get first-hand knowledge.

6.3.3 Examination and Evaluation

As per the directions of the University, semester system (Choice Based Credit System - CBCS) with Continuous Internal Assessment (CIA) is followed. Centralized internal examination system is followed. Apart from this, seminar presentations, assignments, attendance etc. are also used as part of continuous evaluation. Internal evaluation of the students is done based on the class participation, attendance, presentations and regularity of task assigned.

The college also conducts model exams for students to help them to prepare in final exams. The departments conduct surprise test and self-assessment test for better result of students. Performance of the students is monitored by making an analysis after every internal and external examination. Examination committee meet periodically to work out strategies for effective conduct of examination. The faculties make an analysis of the performance of students after every internal test. The Principal and the Heads of Department monitor the performance of the students by making an analysis after every internal tests and external examinations.

6.3.4 Research and Development

To promote research, the college encourages all the faculty members to participate and present papers in various States/National/International Seminars, Symposia, Workshop and Conferences.

- ♦ During this academic year 31 research papers are published in National and International Journals. 24 papers are presented in International/National/state level Seminars.
- ♦ Post graduate students are made to understand the importance and significance of research work by way of class projects and assignments.
- ♦ College provides an opportunity to come out with their views and experiences through college magazine to the students.

6.3.5 Library, ICT and physical infrastructure /instrumentation

- ✦ There is a centralised library with 38,988 books. There are 2756 reference books. Computer cataloguing of books is followed in the library. The “*ROVAN LMS*” software is used.
- ✦ Students can access the library and the lab at any time during college working hours.
- ✦ The college has a well-furnished internet centre.
- ✦ The Zoology department has a museum.
- ✦ The Physics department has a well-furnished computer lab.
- ✦ Provision of LPG gas line to Chemistry Lab.
- ✦ There are separate laboratory for Physics, Botany, Zoology, Chemistry with full facilities and equipments.
- ✦ Laboratory Instruments/items are serviced and procured on frequent intervals as per the requirement of the students.
- ✦ The college campus has been monitored with CCTV facility for vigilance.
- ✦ Most of the administrative work are also done using computer.
- ✦ Computer access with Internet facility is provided to the staff and the students.
- ✦ Effective implementation of teaching is ensured through the use of modern devices.
- ✦ Maintenance of Lab/Class Rooms/Fans/Lights is taken due care of, at frequent intervals.
- ✦ Renovation and painting of entire college building.

6.3.6 Human Resource Management

- Faculties are rendered their services under the guidance of principal to ensure smooth functioning of the institution.
- For the proper functioning of college different committees have been constituted like anti ragging cell, women cell, equal opportunity cell, research cell, grievance cell etc.
- Various committees of the college coordinate different activities of the college throughout the year.
- Faculty members are active representatives of various academic bodies of Manonmaniam Sundaranar University, Tirunelveli i.e. Board of Studies for Undergraduate and Postgraduate programmes.
- Faculty members are being constantly encouraged to enrich their academic career by publishing research papers in conferences and journals and by participating in the Orientation and Refresher courses.
- The faculty members prepare study materials for the needy/poor students.
- Apart from the routine academic classes, the students are also given exposure to participate in sports and cultural activities.

6.3.7 Faculty and Staff recruitment

Faculty recruitment is entirely on the basis of merit which in turn is based on guidelines issued by the U.G.C. The recruitment of non-teaching staff is done on the basis of directions provided by the Government of Tamil Nadu. The following procedure has been adopted for faculty and non-teaching staff recruitment:

Advertisements inviting applications from qualified candidates are published in leading local newspapers. Applicants who meet the eligibility criteria specified by the UGC and Government of Tamil Nadu are called for an interview. Qualified candidates with good academic record are given priority.

6.3.8 Industry Interaction / Collaboration

6.3.9 Admission of Students

Admission committee of the institution ensures a justified and proper admission system on merit basis. To ensure transparency in the admission process, merit lists are prepared and are displayed on the college notice board. Our college strictly follows the recommendations of the Government of Tamil Nadu.

6.4 Welfare schemes for

Teaching	Medical facilities through NHF Financial support as per Govt. regulations
Non teaching	Medical facilities through NHF. Financial support as per Govt. regulations
Students	Students from socially backward and economically backward get scholarships from State Government. Deserving candidates are given scholarship by the Institution.

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done - Yes

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	Govt.	Yes	Principal

6.8 Does the University/ Autonomous College declare 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?

Continuous Internal Assessment system, assignment and seminar are followed and external examination is conducted at the end of each semester by the University in which the college is affiliated. Online examination registration for U.G. and P.G. programmes is incorporated. Results are sent to all the students individually through their registered mobiles by SMS and published in the affiliated University website.

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

6.11 Activities and support from the Alumni Association

The Alumni association is functioning in the college. Many faculty members are alumni of our college.

6.12 Activities and support from the Parent – Teacher Association

6.13 Development programmes for support staff

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

Though the college is located in rural area, it has maintained large number of trees in its campus, which helps to reduce air pollution. The institute has taken all possible measures to make the campus eco-friendly. All the plants on the campus are taken care of regularly by NSS volunteers. The following steps have been taken.

- ✓ Rain water harvesting.
- ✓ Solar panels on the admin roof are used as green energy.
- ✓ Plastic-free campus.
- ✓ Tobacco free zone.
- ✓ Incinerator in the ladies rest room.
- ✓ Waste water management.

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.

- ♦ Students are oriented by the faculties concerned to get admissions for higher education.
- ♦ Prizes are given to the students who secure highest marks in different subjects, Sports and NSS from various endowments created by the donors, alumni and Faculty members of our college. This is to motivate and to encourage the students for higher studies. Department-wise association activities are also carried out.
- ♦ International Women's Day and other days of national importance for creating social responsibility and national integration are organized.

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

- ❖ IQAC is evaluating the systematic and timely implementation of the various activities according to the plan of action chalked out by the departments in the beginning of the year.
- ❖ Periodic verification of time table, monitoring and verifying the completion of portions at the departmental, college council and Principal's levels. Special classes are arranged for the completion of portions. Remedial and Tutorial classes are arranged for weak students.
- ❖ In order to promote student centric learning, the institution provides ICT enabled facilities, field trips and industrial visits.

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

Students and Staff observe morning prayers before the beginning of regular classes. Uniform dress code is followed by the students.

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

7.4 Contribution to environmental awareness / protection

- Awareness is created towards avoiding wastage of water and electricity.
- Tree saplings are planted in association with NSS.
- Rain water harvesting is done.
- Discussion on current environmental issues
- Eco-friendly initiative for minimizing paper wastage.
- Vermicomposting units were maintained and motivational programs were arranged for students to make them aware of the importance of nature conservation.
- Aware students for not spreading polythene and other material which are hazards to the environment.

7.5 Whether environmental audit was conducted? Yes No

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

STRENGTHS

- Supportive Management.
- Effective leadership and co-ordination of staff and students by the Principal
- Our hardworking staff is our one of the strength
- Eco-Friendly campus with spacious buildings
- Highly qualified and dedicated faculties; Healthy interaction between students and faculty which goes beyond the classrooms; Learning beyond curriculum.
- Education at low cost.
- More than 90% students come from Socio-economically weaker communities who trust and rely on college for their higher educational needs.
- A holistic educational experience and quality academic programs at both graduate and post graduate levels.
- A large number of scholarships disbursed to students from marginalized and economically deprived section.
- The college is recognised under 12(b) & 2(f) of UGC act 1956, hence eligible for U.G.C. grants.

- Well-equipped laboratories and gymnasium
- Uniform dress code for U.G and P.G. students
- Community extension programmes through NSS

WEAKNESS:

- Limited infrastructure
- Transport constraints prevent the introduction of self-finance courses.
- Inadequate use of technology in teaching-learning
- Inadequate collaborative research
- Limited Industry–Institution interface and linkage
- The college is affiliated to University so we don't have flexibility to change syllabus.
- Large numbers of retirements of faculty and administrative staff
- Low attendance by Students as their part time jobs affects classroom teachings
- No recognized research centre

OPPORTUNITIES

- Excellent Academic environment
- Empowering students from weaker sections of society with Employable Skills

THREATS

- ✓ Rural background of students
- ✓ Language barrier
- ✓ Getting students for science courses
- ✓ Delay in government approvals for filling up retired and resignation vacancies
- ✓ Focus on marks rather than holistic development
- ✓ Participation of students in competitive examinations
- ✓ Organization of more industrial visits
- ✓ A considerable number of students opting professional courses.
- ✓ Limited job opportunities for college students due to traditional courses.
- ✓ Teacher's active involvement in additional administrative requirements affects teaching-learning process.

8. Plans of institution for next year

- National level Seminar on “**Physical Fitness**” for college students.
- “**Yoga Camp**” for students.
- To enhance employability of students
- To facilitate remedial coaching for weaker section of the students.
- To extend community services through students’ participation.
- To strengthen the activities of Parent Teacher Association.
- To motivate the staff to apply for financial aids from funding agencies.
- To strive for the optimal utilization of infrastructure facilities available in the institution
- To encourage the research culture among the faculties.
- To organize inter- collegiate sport competitions
- As the college is **12(b) and 2f** so the institution plans to apply for grants
- Different departments are going to organized national and international sponsored seminars related to new trends and innovation.
- Registration of Alumni Association as per Society Act, Govt. of Tamil Nadu.

Name : Dr. N. VIJAYAKUMAR



Signature of the Coordinator, IQAC

Name : Dr. V. RAVICHANDRAN



Signature of the Chairperson, IQAC



PRINCIPAL I/C
SRI K.G.S. ARTS COLLEGE
SRIVAIKUNTAM

Annexure I**Academic Calendar of the year 2017-18 – Odd Semester**

SRI K.G.S. ARTS COLLEGE - SRIVAİKUNTAM										
CALENDER OF EVENTS FOR ODD SEMESTER (2017-18)										
FROM JUNE TO NOVEMBER, 2017										
Week	Month	Mon	Tue	Wed	Thur	Fri	Sat	No. of working days	Events	Meetings
1	June	12	13	14	15	16	17	1	Commencement of odd semester	16 th IQAC Meeting
2	June	19	20	21	22	23	24	5		
3	June/July	26	27	28	29	30	1	4	26 th Ramzan	2 nd - 52 nd Convocation
4	July	3	4	5	6	7	8	6		
5	July	10	11	12	13	14	15	5		
6	July	17	18	19	20	21	22	5		
7	July	24	25	26	27	28	29	5	27 th Tree Plantation-Dr. APJ Abdul Kalam memorial Day	
8	Aug	31	1	2	3	4	5	5		
9	Aug	7	8	9	10	11	12	5		
10	Aug	14	15	16	17	18	19	4	14 th Krishna Jayanthi 15 th Independence day	
11	Aug	21	22	23	24	25	26	4	21 st , 22 nd and 23 rd -First Internal Assess. Exam, 25 th Vinayagar Chathurthi,	24 th -Safety Awareness Camp
12	Aug/Sep	28	29	30	31	1	2	5	30 th -Dept. of Zoology Association Ina.	31 st - Founder's day
13	Sep	4	5	6	7	8	9	3	4 th Onam Festival 8 th Local Hoilday	
14	Sep	11	12	13	14	15	16	6	13 th Bakrid	15 th Swaach Bharath Pledge taken
15	Sep	18	19	20	21	22	23	6	22 nd & 23 rd Internal Examination	18 th Anti Dengue Awareness prog. 20 th Samathuva Pongal
16	Sep	25	26	27	28	29	30	4	22 st to 28 th Second Internal Assess. Exam, 29 th -30 th Saraswathi Pooja	
17	Oct	2	3	4	5	6	7	5	2 nd -Gandhi Jayanthi 7 th Thamirabharani River cleaning-NSS	
18	Oct	9	10	11	12	13	14	6	11 th Third Int. Asses.	
19	Oct	16	17	18	19	20	21	3	17 th to 19 th - Deepavali	21 st Dept. of Maths Association Ina.
20	Oct	23	24	25	26	27	28	5	25 th - Kantha Shasti Local Holiday	
21	Oct/ Nov	30	31	2	3	4	5	2		
22	Nov	6	7	8	9	10	11	--		
Total No. of Working days								94		
Commencement of Odd Semester 16.06.2017									Commencement of Odd Semester	
Last working day of Odd semester 31.10.2017									Holidays	
									Internal Assessment exam	
									Last working day	
									Commencement of University Examination	

Academic Calendar of the year 2017-18 – Even Semester

SRI K.G.S. ARTS COLLEGE - SRIVAIKUNTAM										
CALENDER OF EVENTS FOR EVEN SEMESTER (2017-18)										
FROM DECEMBER TO APRIL, 2018										
Week	Month	Mon	Tue	Wed	Thur	Fri	Sat	No. of working days	Events	Meeting
1	Dec	4	5	6	7	8	9	5	4 th Commencement of even semester	
2	Dec	11	12	13	14	15	16	5		
3	Dec	18	19	20	21	22	23	5		
4	Dec	25	26	27	28	29	30	5	25 th -Christmas	
5	Jan	1	2	3	4	5	6	4	1 st - New Year	
6	Jan	8	9	10	11	12	13	4	13 th Pogi,	
7	Jan	15	16	17	18	19	20	4	15 th - 16 th - Mahara Sankaranthi and Pongal	
8	Jan	22	23	24	25	26	27	4	26 th Republic day	25 th Voters Day Rally
9	Jan/Feb	29	30	31	1	2	3	4	31 st – Thai Poosam 30 th , 1 st & 2 nd Int. Exam	30 th – Mortyr's day
10	Feb	5	6	7	8	9	10	5	5 th to 8 th - Int. Exam	8 th and 9 th Two days Workshop-Dept. of Zoology
11	Feb	12	13	14	15	16	17	5		
12	Feb	19	20	21	22	23	24	6		22 nd -TB Awareness camp
13	Feb/Mar	26	27	28	1	2	3	4	1 st - Holy	
14	Mar	5	6	7	8	9	10	6	10 th Internal Exam	8 th Int. Women's day
15	Mar	12	13	14	15	16	17	5	12 th to 17 th Internal Exam	
16	Mar	19	20	21	22	23	24	6		21 st – Donor's day (College day) 24 th - Convocation
17	Mar	26	27	28	29	30	31	3	29 th Mahaveer jayanthi 30 th Good Friday	
18	Apr	2	3	4	5	6	7	5	5 th & 6 th Internal Exam	
19	Apr	9	10	11	12	13	14	5	14 th Dr. Ambedkar's Birthday	
20	Apr	16	17	18	19	20	21	5		
21	Apr	23	24	25	26	27	28	1		
Total No. of Working days								96		
Commencement of Even Semester - 04.12.2016									Commencement of Even Semester	
Last working day of Even semester - 23.04.2017									Holidays	
									Internal Exam	
									28.02.18 to 06.03.18 -NSS Special Camp	
									Last working day	
									Commencement of University Examination	

Annexure-II

Analyses of Student's Feedback

- The syllabus for each course is adequate.
- The library material and facilities for the course are adequate.
- Teacher's Classroom preparation is satisfactory.
- Teachers were able to communicate effectively.
- Teachers were very helpful in advising.
- The teacher's approach as courteous.
- Opined that the internal assessment process is up to the mark.
- Assignments were discussed with them.
- Responded that they get a prospectus before undertaking a programme.
- Responded that the student-teachers relationship is "GOOD".
- The attitude of the teachers towards Extra-Curricular activities as "Co-operative".
- Satisfied with the approach and attitude of the office administration.
- Teachers are knowledgeable, hardworking, punctual and devoted to their profession.
- Articulated that the extracurricular activities, indoor games and Yoga are also taught for the development of wholesome personality.

Analyses of Parent's Feedback

- ❖ Satisfied with the quality of teaching offered by the college.
- ❖ Expressed their satisfaction on students discipline in the campus.
- ❖ Gratified about the infrastructure, laboratory and library facilities available in the college.
- ❖ Arrangement of remedial classes for the weaker students more effectively.
- ❖ Concern about transport facility.
- ❖ Satisfied with the extracurricular activities organized by the college.

In a nutshell, the IQAC can come to the conclusion that overall the rating of the students and parents towards Syllabus, Library, Extra-curricular activities (infrastructural facilities), teacher's communication abilities, grievance redressal etc. is good.

Annexure-III

N.S.S. ACTIVITIES: 2017-2018

Month	Date	Activities
July	13.07.2017	“New eligible voters are identified” in the college and enrolled in the Electoral roll.
	27.07.2017	“Dr. A.P.J Abdul Kalam Memorials Tree plantation camp” was organized in the college premises.
August	24.08.2017	“Safety awareness programme” was organized. Thiru P.Mahendran, Superintendent of police, Thoothukudi district delivered the lecture.
September	01.09.2017	Volunteers have attended a “One day camp to clean the bank of Tamirabarani River” at Srivaikuntam. The camp was organised by District Collectorate.
	15.09.2017	The “Swacch Bharat” Pledge was taken.
	18.09.2017	“Anti Dengue Awareness” programme was organized in our college. Mr. Pitchandi. Health inspector from Primany health center, Petmangaram, has explained the precaution measures to be followed.
October	07.10.2017	N.S.S Volunteers cleaned “Thamirbarani River Banks” at Srivaikuntam in the presence of district collector Mr. Venkadesan, IAS, Government officials, our college Secretary, principal and N.S.S Po’s were participated.
December	19.12.2017	Plastics waste materials were collected and removed from our college campus by N.S.S volunteers.
January	20.01.2018	“Samathuva Pongal” was celebrated on 20.01.2018
	25.01.2018	“Voters day” meeting, Pledge, Rally and Human chain were conducted in the presence of Thasilthar and Deputy Thasilthar , Srivaikuntam.
	30.01.2018	A pledge has been taken on 30.01.2018 in remembrance of our father of Nation “Mahatma Gandhi”
February	22.02.2018	“TB awareness week” was celebrated on 22.02.2018. Dr. K.Sundaralingam, Additional Director, Thoothukudi District has participated.
March	08.03.2018	“International Women’s Day” celebrated in our college.

Abbreviations:

AISHE	-	All India Survey on Higher education
CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
CIA	-	Continuous Internal Assessment
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
U.G.	-	Under Graduate
P.G.	-	Post Graduate
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission