



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	A.P.C.MAHALAXMI COLLEGE FOR WOMEN
Name of the head of the Institution	Dr. K. SATHYA BAMA
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	0461-2345655
Mobile no.	9789105564
Registered Email	principal@apcmcollege.ac.in
Alternate Email	iqac@apcmcollege.ac.in
Address	Ettayapuram Road
City/Town	Thoothukudi
State/UT	Tamil Nadu

Pincode	628002
2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. T. Lilly Golda
Phone no/Alternate Phone no.	04612345655
Mobile no.	9789105564
Registered Email	principal@apcmcollege.ac.in
Alternate Email	iqac@apcmcollege.ac.in
3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://apcmcollege.ac.in/wp-content/uploads/2021/04/APC-AQAR-2017-2018.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://apcmcollege.ac.in/wp-content/uploads/2021/03/APC-HANDBOOK-INNER-20-06-2019.pdf
5. Accrediation Details	

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
3	B+	2.55	2019	04-Mar-2019	03-Mar-2024

6. Date of Establishment of IQAC

28-Dec-2004

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Orientation programme & Bridge Course for the fresher	18-Jun-2018 1	747
FDP on How to Use the Smart Board Effectively	05-Jul-2018 1	85
International seminar on Prospective Areas of Research in Health Care Data	09-Aug-2018 1	252
Orientation for faculty on Data uploaded in the SSR for NAAC	18-Aug-2018 1	86
Traditional Practices and Science A Cultural Extravaganza	04-Oct-2018 3	3083
Orientation Programme on Quality Assurance and Enhancement Activities	11-	85

Thiru A.P.C.V.Chockalingam Dr. John Prince and Dr. D. Radhika	Oct-2018 1	
Orientation for faculty on Preparing for the Peer team Visit	13-Nov-2018 1	90
International Conference on Recent Trends in Multi disciplinary research	20-Dec-2018 2	357
Inauguration of a series of awareness programme on Gender Sensitivity	04-Jan-2019 1	1573
Motivational programme on Self Development	22-Jan-2019 1	1445

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2019 0	0

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :	15
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
<p><input type="checkbox"/> Successful completion of the 3rd cycle of reaccreditation. <input type="checkbox"/> Initiated the establishment of the Women Empowerment Cell and the Incubation Centre. <input type="checkbox"/> Organized an international seminar on "Prospective Areas of Research in Computer Science and Health Care Data" along with the departments of Computer Science and Zoology. <input type="checkbox"/> Organised awareness programmes on health, hygiene, sanitation, gender issues, social and responsibilities through the Student Council. <input type="checkbox"/> Inaugurated a series of awareness programmes on Gender sensitivity under the name SCHEME (Safety and Security, complaints and remedies, Health and Hygiene, Eco conservation, Mental Health and Ethics).</p>	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achivements/Outcomes
To complete the reaccreditation process	SSR was uploaded in August 2018 and the Peer Team Visit was held on 20th and 21st February, 2019. The college was granted B+ grade with CGPA of 2.55
To conduct a programme to instill traditional values in students	A mega event, Traditional Practices and Science: A Cultural Extravaganza, was organised on 4th, 5th and 6th October, 2018. Settings and activities portraying the significance of traditional values and practices marked the event. Nearly 3000 school students and public visited the college and partook the celebrations which were inaugurated and appreciated by the District Collector Mr. Sandeep Nanthoori.

To shift the Library to a bigger building	The Library was shifted to a bigger building and the facilities were enhanced.
To set up APCian Academy	APCian Academy was initiated and add on courses were introduced
To set up a student Amenities Centre	Student Amenities centre set up with facilities for photocopying and browsing.
Enrichment of academic profile of staff and students	Many members attended seminars and presented papers, published them and enriched their profile. Students were also encouraged to present papers in conferences.
To establish Women Empowerment Cell and Incubation Centre	Women Empowerment Cell (WERA) and Incubation Centre (CHOCOLAKS) was inaugurated on 6th August, 2020. Many activities pertaining to women empowerment were organized by the Women Empowerment Cell. The Tailoring Unit of the college Maha Fashions has made efforts to help ncubates set up their own business and emerge as successful entrepreneurs.

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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	20-Feb-2018
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020

Date of Submission	26-Feb-2020
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I - CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Every semester begins with the Principal orienting the Staff Council regarding the syllabus and extending suggestions if any. The heads of various departments in turn, draw a plan to effectively render the prescribed courses to the students and also monitor methodical deliverance of the same. Work diary maintained by the members of staff, ICT Based teaching, Lesson Taught Note maintained by the students, Internal tests, Assignments, Seminars etc., are means by which curriculum is effectively delivered and the academic activities are also documented methodically. Whenever there is a choice in optional courses, efforts are taken to choose courses catering to women empowerment, gender sensitization, personality development, eco awareness and skills development etc.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Industrial Chemistry	-	16/06/2018	30	Employability	-
Quatitative Techniques	-	16/06/2018	30	Employability	Analytical Skill
Food Processing Technology	-	16/06/2018	30	-	-
Hand work	-	16/06/2018	30	-	creativity
Tailoring	-	16/06/2018	30	-	-
Spoken English	-	16/06/2018	30	-	Communication skill
Chartered Public	-	27/03/2019	30	Self employability	online E- Filing

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1.2 - Academic Flexibility**1.2.1 - New programmes/courses introduced during the academic year**

Programme/Course	Programme Specialization	Dates of Introduction
PhD or DPhil	MATHEMATICS	18/06/2018
MA	ENGLISH	18/06/2018
BSc	MATHEMATICS	18/06/2018
BCom	COMMERCE	18/06/2018

[View File](#)**1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.**

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Commerce	18/06/2018
BSc	Mathematics	18/06/2018
MA	English	18/06/2018

1.2.3 - Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 - Curriculum Enrichment**1.3.1 - Value-added courses imparting transferable and life skills offered during the year**

Value Added Courses	Date of Introduction	Number of Students Enrolled
Spoken English	05/12/2018	39
Corel Draw	16/06/2018	48
Photoshop	16/06/2018	58
Personal Grooming	05/12/2018	58

Nutrition Dietetics	18/06/2018	31
Vermitechnology	18/06/2018	31
Bee Keeping	18/06/2018	31
Mass Communication	18/06/2018	63
MS office	18/06/2018	188
Food Processing Technology	18/06/2018	46

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Commerce	253

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 - How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Feedback is periodically collected both online and offline at the end of the academic year for all programmes and possible remedial measures undertaken where ever applicable.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	I B.Sc., Chemistry	48	302	48
MSc	I M.Sc., Chemistry	25	18	12
BCom	I B.Com., Commerce	64	503	64
BA	I B.A., English	64	321	63
BA	I B.A History	64	153	64
BSc	I B.Sc., Mathematics	48	320	48
MSc	I.M.Sc., Mathematics	25	40	25
MPhil	M.Phil., Mathematics	13	17	11
BA	I B.A., Tamil	64	178	64
MA	I M.A., Tamil	30	16	10

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2.2 - Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1798	188	68	18	86

2.3 - Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
86	86	13	9	5	250

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

To resolve academic and personal problems of the students, mentors are assigned for a batch of students of 23. Earlier it was named as tutor ward system. Mentors counselling the students to solve their grievances. The mentors are monitored their mentees regularly and enable to know about their performance and regularity. This system made good rapport between mentor and mentee. Mentors maintained and updated the mentoring format which contains space for entering particulars and performance of students. After collecting all necessary information, mentors are expected to offer guidance and counseling, as and when required. It is the practice of mentors to meet students individually or in groups. In isolated cases parents are called for counseling/special meetings with the Principal at the suggestion of the Mentor. If a student is identified as having weakness in particular subject, it is the duty of the Mentor to apprise the concerned subject teacher. The students are encouraged to participate in different technical and other co-curricular events held on campus. Mentors always have a consistent contact with the parents of their mentee'. They contact parents through phone, whats app, email and often meet them to update their ward status. Parents of mentees periodically participate and are present during the mentor meetings. They meet their ward's mentor and monitor their ward academic activities. Their role will always to support the mentor in their endeavor to help the mentees come out in flying colours and be and be a successful.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1986	86	1 : 23

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
96	86	10	14	48

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr.N.Meenakumari	Associate Professor	Best Research Paper Award, Institute For Engineering Research and Publication, Chennai
2018	Dr.R.Rajeswari	Assistant Professor	Best Paper Award in International Conference

2018	Mrs .S. Sankaravadivu	Assistant Professor	Best Research Paper in International Conference
2018	Dr.N.Meenakumari	Associate Professor	Convener, Institute for Engineering Research and Publication
2018	Dr.D.Shunmuga Priya	Assistant Professor	Best Research Paper Award, Institute For Engineering Research and Publication, Chennai
2018	Dr. V. Shyamala Susan	Assistant Professor	Reviewer, International Journal of New Computer Architectures and their Applications
2018	Dr. V. Shyamala Susan	Assistant Professor	Excellence in Organizing, LABTECH Innovations Chennai
2018	Dr. V. Shyamala Susan	Assistant Professor	Convener, Institute for Engineering Research and Publication, Chennai
2018	Dr .H. Kohila Subathra Christy	Assistant Professor	Convener, Institute for Engineering Research and Publication, Chennai
2018	Dr .T. Lilly Golda	Assistant Professor	Conference Chair, Institute for Engineering Research and Publication, Chennai

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2.5 - Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
BSc	1517	Odd	26/11/2018	09/02/2019
BA	1113	Odd	27/11/2018	09/02/2019
BCom	1301	Odd	26/11/2018	09/02/2019
BA	1107	Odd	27/11/2018	09/02/2019
BSc	1504	Odd	26/11/2018	09/02/2019
BSc	1522	Odd	26/11/2018	09/02/2019
BSc	1527	Odd	26/11/2018	09/02/2019
BSc	1506	Odd	26/11/2018	09/02/2019

BSc	1504	Odd	26/11/2018	09/02/2019
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2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Special orientation is arranged in the first week of the academic year. With the introduction of the Choice Based Credit System (CBCS), Internal Assessment has become an integral part of the evaluation process. And thus, teachers are instructed to adhere to the teaching plan and conduct the internal tests in the university examination pattern. General Time Table is prepared for Part I, II, Major, NME and Allied and circulated to all the HODs. Moreover, students are instructed to appear for the internal tests without fail. If any student misses writing the internal tests due to the participation of extension activities like NSS/NCC camp, they are permitted allowed to write the internal tests in the special time allotted for them. HOD's are periodically convened departmental meetings and requested the faculty members to complete the syllabus within the stipulated time. Students are intimated beforehand regarding the dates of the exams and revisions are also given by the concerned faculty. Question papers are prepared in advance, printed and stored confidentially. To make Internal Evaluation System effective, three internal tests with duration of one hour each are conducted. Corrected answer scripts are distributed and a necessary remark for betterment is also made. Transparency in evaluating the answer scripts promotes good rapport between teachers and students and facilitates effective teacher-learner interaction. Assignments, quiz and class seminars are made compulsory. Average test marks (out of two best test marks) with assignment marks are taken into consideration while sending the statement of marks to the Controller of Examinations, Manonmaniam Sundaranar University, Tirunelveli. Students of I and II degree classes appear for the Viva-voce examination on Spoken English component in the General English Syllabus. Project work undertaken by the II degree students under Skill Based Subject and subject projects undertaken by the I degree Commerce students are mandatory. Mode of applying for revaluation, re-totalling and rectifying some errors in the mark statement are also clearly informed to the students. Examination Committee (internal as well as external), constituted by both teaching and non-teaching members, is quite vigilant about the changes in the evaluation process brought out by the University. External examinations are conducted at the end of each semester by the University. Questions are prepared by the affiliated university. Student has to score a minimum of 40 marks out of 75 and should have 75 attendances. Students having arrears are permitted to write the arrear paper in odd/even semester examinations. Supplementary examinations are held for the final year students, failing in any one of the semester theory papers relating to completion of his /her degree. Revaluation is also permitted on payment of prescribed fee within a stipulated time.

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

Academic calendar is prepared in advance as per University Academic Calendar. The Principal, the Coordinator of the IQAC and the Staff-in-charge prepare the calendar with the date of submission of marks and the date of issuing progress cards. Also provides general information, academic activities, examination schedule, campus activities, rules and responsibilities for the students, Scholarship details and the College provides a copy to all the students. The academic calendar is planned in such a way that after 45 working days, a centralized test is conducted. After 70 days, model examinations are conducted. When unexpected holidays are declared by the Institution or the Government, temporary changes are made. From 2008 onwards, Choice Based Credit System (CBCS), introduced by the university, is being followed by the institution. The Internal Examination Committee conducts three internal tests as per the guidelines given by the university in an interval of 25-30 days for each test and the internal marks are recorded. Details regarding the working days, internal tests, date for submitting the question papers, last date for sending progress report are given in the academic calendar. Academic plan is prepared in the meetings convened by the Principal with the consent of the Heads of all the Departments. Subsequently, Department meeting is convened by the Head of the Department who prepares the Teaching Plan which includes unitization of syllabi, distribution of curriculum and teaching hours, innovative teaching methods to be evolved, comprehensive academic plans, duty allotment and class allotment. Heads of the Departments ensure that the teaching schedule goes on in accordance with the plan prepared. Evaluation schedule, as directed by the university, is informed to the students regularly and it includes commencement of periodical tests, method of internal assessment, transparency in evaluation and marks/percentile score. As soon as the syllabus is assigned staff members plan to teach the units within the stipulated period. Class tests are conducted regularly. Internal tests are conducted as per the schedule following the university pattern. Answer scripts are evaluated and the marks are entered in the mark register. The idea behind this is to identify the diverse groups and coach them accordingly.

2.6 - Student Performance and Learning Outcomes

2.6.1 - Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://drive.google.com/file/d/1-338n3Mvj5csV8GDODXsiOUGq84a-qgM/view>

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage

1504	BSc	Chemistry	37	37	100
2504	MSc	Chemistry	12	6	50
1301	BCom	B.Com	54	50	92.59
1105	BA	English	59	55	93.22
1107	BA	History	46	40	86.96
1517	BSc	Mathematics	48	43	89.58
2515	MSc	Mathematics	25	25	100
3545	MPhil	Mathematics	5	3	60
1113	BA	Tamil	35	30	85.71
2107	MA	Tamil	12	12	100

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2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://drive.google.com/file/d/1-2Id1wY2CzLIjuft8xJNy_Vn0hm1uflh/view

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	NA	0	0

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3.2 - Innovation Ecosystem

3.2.1 - Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Prospective Areas of Research in Computer Science with	Computer Science and	09/08/2018

Healthcare Data	Zoology	
Multi disciplinary Research	IQAC	20/12/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	NA	Nil	NA

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
CHOCOLAKS	CHOCOLAKS	MANAGEMENT	MAHAFASHIONS	TAILORING	06/07/2018

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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 - Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Tamil	5

3.3.3 - Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Mathematics	88	0
National	CHEMISTRY	12	0
National	COMMERCE	6	0
National	BOTANY	2	0
National	ZOOLOGY	4	0

National	ENGLISH	2	0
National	TAMIL	8	0
National	COMPUTER SCIENCE	2	0

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3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	1
Mathematics	15
Botany	6

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3.3.5 - Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nil	0	Nil	Nil

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3.3.6 - h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil

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

Number of Faculty	International	National	State	Local

Attended/Seminars/Workshops	49	46	31	63
Presented papers	104	26	2	91

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3.4 - Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
International Yoga day	NCC	1	35
Drug abuse and Trafficking programme	NCC	1	40
Guest Lecture on Road Safety	YRC, Thoothukudi Medical College and Notary Public	2	85
Health awareness Programme	YRC and Indian Medical Corporation	9	350
Guest Lecture on First Aid	YRC	4	153
Awareness programme on Importance of Voting	NSS	2	95
Awareness programme on AIDS	NSS and District Red Ribbon Club	2	200
Awareness Rally on Avoid Plastic	NSS	2	50
Swachha Bharat Summer Internship Programme	NSS	2	50
Awareness Programme on Importance and Uses of Yoga	NSS	2	100

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Social Awareness	Award of Appreciation	SPARK	250

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3.4.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachcha Bharat	NCC	Cleaning Pearl city seashore	1	50
Lecture on Womens Health	YRC and Indian Medical Corporation	Guest Lecture	4	150
Campus Cleaning	NSS	Cleaning	2	100
Swachcha Bharat Summer Internship Programme	NSS	Cleaning	2	50
Awareness programme on AIDS	NSS and District Red Ribbon Club	Guest Lecture	2	200

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3.5 - Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	NA	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Guest Lecture	Lecture on Value based education	Sadakhthullah Appa College, Tirunelveli	05/12/2018	05/12/2018	Students from Chemistry Department
Workshop	State level workshop on Save chemicals and Save environment	ST Hindu College, Nagercoil	18/09/2018	18/09/2018	Students from Chemistry Department
Seminar	Students seminar on GST	SIRC of ICAI, Tuticorin Chapter	16/02/2019	16/02/2019	Students from Commerce Department
Guest Lecture	Lecture on Stock market and virtual trading	V.O.Chidambaram College, Thoothukudi	11/02/2019	11/02/2019	Students from Commerce Department
Guest Lecture	Lecture on Electrical safety measures	DCW Ltd.	30/01/2019	30/01/2019	Students from Physics Department
Guest Lecture	Lecture on Fundamental and advances in energy sources	St. Johns College, Palayamkottai	20/09/2018	20/09/2018	Students from Physics Department
Awareness Programme	Lecture on Bee Kepping	Kadhi Village and Industrial Commission, Madurai	10/09/2018	10/09/2018	Student from Zoology Department
Guest Lecture	Lecture on Commodity Boards of India and Opportunities for Biologist	Spices Board of India	18/08/2018	18/08/2018	Student from

**Zoology
Department**

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Indian Medical Association	07/02/2019	Health awareness progrsmme	150

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CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1509597	1509597

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Others	Newly Added

[View File](#)**4.2 - Library as a Learning Resource****4.2.1 - Library is automated {Integrated Library Management System (ILMS)}**

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
In House	Partially	1	2017

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	28765	7757175	3047	155000	31812	7912175

[View File](#)**4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc**

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	NA	NA	Nil

[View File](#)**4.3 - IT Infrastructure****4.3.1 - Technology Upgradation (overall)**

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	156	2	52	2	0	11	12	2	2
Added	12	0	0	2	0	3	1	0	6
Total	168	2	52	4	0	14	13	2	8

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

2 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

4.4 - Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3000000	3526089	2500000	2916035

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

The college ensures optimal allocation and utilization of the available financial resources for maintenance of different facilities by conducting regular meeting of various committees formed for this purpose. Laboratory: Record of maintenance account is maintained by lab technicians and supervised by HODs/concerned teachers of the concerned department. Regular maintenance of sophisticated lab equipments are done by the technicians. Network connectivity problems are solved frequently. Library: The proper account of visitors both students and teachers on daily basis is maintained To ensure return of books no dues from the library is mandatory for students appearing in exam. Every year PG students and scholars are motivated to register to use INFLIBNET. Sports: A physical director is looks after the utilization and maintenance of the sports facilities. Computers: Computer maintenance through AMC is done regularly and non-repairable systems are disposed off. Classrooms: The college has building committee for maintenance and upkeep of infrastructure. At the departmental level, HODs, submit their requirements to the principal regarding the classroom furniture, lighting facilities and other. The college development fund is utilized for maintenance.

<https://drive.google.com/file/d/12SmL1MvaZt94ptGweWYHHNpgLYneGghX/view>

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from	A.P.C Mahalaxmi Ammal Memorial	64	350111

institution	Scholarship		
Financial Support from Other Sources			
a) National	Labour Welfare board	1077	3085484
b) International	NIL	Nil	0

[View File](#)

5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Stock Market and Virtual Trading (Career Counselling)	11/02/2019	180	Dr.V.Sornaganesh, Assistant Professor of Commerce , V.O.Chidambaram College, Thoothukudi.
Financial Markets (Career Counselling)	04/02/2019	124	Mr.R.Sridhar, Financial Planner, Proprietor Right Choice Investment Services, Tirunelveli.
Soft Skill Development	22/01/2019	1986	Mrs. A. Sudha, Hindustan Academic Trainer, Rexona Confidence Academy, Hindustan Unilever Ltd

[View File](#)

5.1.3 - Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Coaching for Competitive Examinations	Nil	416	5	Nil
2018	Career Guidance Awareness	Nil	500	Nil	Nil

Programme[View File](#)

5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	7

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
IDBI Federal Life Insurance Corporation Ltd., Erode	232	33	NIL	Nil	Nil

[View File](#)

5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	26	B.Com	Commerce	V.O.C. St. Mary;s	M.Com
2019	71	B.Sc	Chemistry, physics, maths, computerscience, zoology	A.P.C Mahalaxmi College for women, VOC, others	M.Sc
2019	55	B.A	arts	other colleges	M.A

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

Items	Number of students selected/ qualifying
Civil Services	1
Any Other	3

[View File](#)

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

Activity	Level	Number of Participants
Finearts	College	300
Pongal day	college	500
Traditional festival	college	400
College cultural programmes talent show	college	300
Ball badminton	university	200
Handball inter college examination	university	200

[View File](#)

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	I prize	National	Nil	1	NA	K.Gomathi V.Saranya
2018	I prize	National	Nil	1	NA	R.Kavitha & S.Akila Srimathi

[View File](#)

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

Student Council is constituted by the Chairman, Vice-chairman, Secretary, Treasurer, and Office

Bearers of all Associations, Forums, Clubs and Class representatives. The top office bearers are elected by the students directly by means of electronic voting system devised by the students of Computer Science. These Student Council members are and honoured on the Union Inaugural Function. The major activities of the Council are:

- Acting as a connecting link between the Principal and the students to represent and redress students' grievances.
- Organising cultural events, sports meet and inter-collegiate events.
- Ensuring a harmonious atmosphere by arranging welcome party to the new entrants and in turn the freshers will entertain the seniors through the Talent Show.
- Developing leadership quality and organizing capacity.
- Finance transaction is purely manned by the student's Treasurer by which transparency is ensured.
- Civic responsibility and role in governance are enhanced. Students develop their innate talents through numerous programmes conducted by the Union Activity Committee and its allied associations. The Clubs, Associations and Cells function under the headship of the faculty. Each club, cell and association has a student President and Secretary who help the faculty in the conduct of programmes related to co-curricular, extra-curricular, sports and various social awareness programmes. The student chairman attends the meetings convened by the Staff Council. The class representatives maintain discipline in the class in the absence of the faculty. They attend the meeting convened by the office staff and give the necessary data related to students required by the office staff. The class representatives also provide information related to payment of fees, scholarship details, and exam schedule and so on to the students. They maintain cordial relations between the seniors and juniors.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

0

5.4.3 - Alumni contribution during the year (in Rupees) :

115020

5.4.4 - Meetings/activities organized by Alumni Association :

Department- wise Alumnae meetings : 2 (15.08.2018 22.12.2018) Alumnae Association Sponsored Meeting: 1 Topic - "Women Empowerment" by Mrs.Kanimozhi, M.P. Mrs.Geetha Jeevan M.L.A

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

• The President and Secretary have convened meetings and interacted with all departments and enquired about their necessities • The Principal conducted a Meeting for HODs and discussed the activities. Result review was conducted. General Staff meeting was undertaking projects and presenting research activities. • Students' activity Committee and office bearers of various Associations have assisted in arranging competitions and other activities • The Management supports the faculty members to enroll themselves as members in various academic forums • Faculty members are encouraged to attend conferences and serve as Resource Persons in various programmes organized by other Institutions and Forums To achieve efficiency the academic and administrative functions are decentralized. The organizational structure helps the committee system to achieve decentralization of functions. Each and everyone from teaching, non-teaching and student sections of the institution are assigned an area of responsibility - curricular, co-curricular, Research and Extension activities. As the academic section is under the domain of the Principal, the financial sector is looked after by the Management Committee. Suggestions are voiced out by the members of the Teaching and the Non-teaching through the respective Heads and the Superintendent and the same is presented in the Staff Council meeting and Heads meetings. And hence planning from the grass root level has become effective. In decision making, participation of stakeholders has been improved. In addition, departments and associations can finalize their own schedule of activities. To improve the quality of the educational provisions of the institutions with various committees, the IQAC, through the Principal strengthens the Networking. The Governing Body, Academic Staff Council and IQAC are formulated as per the participative structures provided by the Government, UGC and the affiliating University. The college makes sure that every faculty is involved in at least two or three committees of the college and representation from the student community is also ensured. Through the students council the students are actively involved in decision making. The regular meetings and feedback of different stakeholders is also an indication of the participative management. The institution follows the decentralized administration to a considerable extent. Regular meetings are conducted with the teaching and non-teaching staff by the Principal. The suggestions and opinions of the members of staff are considered. HODs are delegated with the academic and administrative work. The departmental meetings are conducted by the HODs with the teaching staff focusing on improving the academics, co-curricular and extra-curricular activities. Work allotment is given to the faculty. Duties include drawing timetable, teaching plans, lesson plans, course materials, work dairy, etc. which are reviewed by the HOD at the end of the month. In addition to the academic responsibility shouldered, the teaching faculty also takes up administrative work and is members of various functional bodies that cover all aspects of governance of the college. Thus the role of faculty plays a vital role in institutional achievements. As stated earlier, through participative management the faculties are involved in

various decision making bodies such as Staff Council, Internal Quality Assurance Cell, Grievance Redressal

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

Yes

6.2 - Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	<p><input type="checkbox"/> Admission of Students The admission process is widely published through the institutional website. Call for application is advertised in the leading newspapers. The admission process is carried out as per the government norms (69 reservation system of the government of Tamil Nadu is strictly followed) with the roster system. The Principal and a Selection Committee (consisting of senior teachers) interview the applicants with their parents. Selected candidates are intimated through post. Waiting list is also displayed on the Notice Board for the perusal of the public.</p>
Industry Interaction / Collaboration	<p>Nil</p>
Human Resource Management	<p>Self - appraisal method is followed for performance assessment. Teachers are required to submit the self-assessment report every year. The result of the evaluation is that the teacher becomes aware of her weaknesses and strengths. Development methods are given due importance to promote the professional development of the faculty. The faculty members are permitted to attend Refresher courses, orientation programmes, seminars, workshops and conferences and their absence is treated as leave on duty. Making accessible to FDP and pursuing Doctoral degree help the faculty to attain professional development. Members are encouraged to enrol themselves in the academic forums and professional associations and attend the programmes also. Internet facility available in each department facilitates to tap the latest information easily. The management arranges Faculty Development programme every year to enrich the Research and skills of Faculty in various domains.</p>
Library, ICT and Physical	<p><input type="checkbox"/> Library, ICT and Physical Infrastructure / Instrumentation The library provides the 'open-access' system to the staff. Books are stacked according to subjects.</p>

<p>Infrastructure / Instrumentation</p>	<p>Books are kept in the glass door almira in the reading room. A property counter is maintained in the library to keep personal belongings of the library users. Library cards are issued to the students and staff. Library clearance is checked out by the college administration before issuing admit card of final examination to the students and also to teaching and non-teaching staff before giving release orders from the college. Specialized Services Provided by the Library: <input type="checkbox"/> Reference: A Reference section is provided. <input type="checkbox"/> Barcode Printer and Reader have been provided for library management. <input type="checkbox"/> User Orientation and awareness: Provided at the time of Orientation <input type="checkbox"/> programme for new entrants. <input type="checkbox"/> Assistance in searching Databases: Provided by library staff <input type="checkbox"/> <input type="checkbox"/> INFLIBNET/IUC facilities are provided. The library staff issue/receive books to/from students and staff. In case of any difficulty in finding the required book, help is provided by the library staff. The Librarian along with the Library Advisory Committee members conducts innovative programmes and competitions to imbibe interest in reading to students. The various infrastructure facilities available are Auditorium, ICT Lab, O.H.P, Language lab and Technology Theatres. Their uses are as follows: 1. Conducting seminars, competitions, Special Day functions and Fine arts competitions in the Auditorium. 2. Paper presentation, pre - Ph.D viva, Ph.D viva are conducted in the Technology Theatres. 3. Smart Board is used to aid teaching. 4. Student seminars are taken using LCD and O.H.P 5. Communication skill classes are conducted in the Language laboratory. 6. Online Quiz competitions are conducted in the ICT lab.</p>
<p>Research and Development</p>	<p>1. 5 staff members have been awarded Ph. D 2. There are well equipped laboratories to carryout research work. 3. The Institution publishes a peer reviewed, Bi-annual multi disciplinary Research Journal 'ENRICH' with ISSN No: 2519 - 6394 4. PG, M.Phil projects are guided in the Department of Tamil and the Department of Mathematics. 5. There are 19 research scholars in Ph.D (Tamil) 6. 5 of our faculty are research guides and 8 Scholars are registered under them. 7. 13scholars have been awarded Ph.D in Tamil from the institution. The activities of Research Forum are as follows: 1. Organized Faculty Development Programmes on Research. 2. Initiates the eligible faculty to get guideship recognition. 3. Motivates the staff to publish their research contributions to various reviewed journals with high impact factor. 4. Initiates the PG students to participate in paper presentations. Consultancy: Our staff members acted as Resources persons in workshops / National seminars / International seminars in various Institutions and act as members in Academic forums and share their expertise.</p>
<p>Examination and</p>	<p><input type="checkbox"/> Examination and Evaluation According to the academic plan prepared by the</p>

Evaluation	Principal at the beginning of each semester, 1. Three internal tests are conducted at an interval of 25 - 30 days. 2. Marks are registered and for failures, parents are met in person and informed. 3. Progress reports are issued and duly got signed by parents. 4. Assignments for UG and PG students, Seminars for PG students are evaluated and class tests are also evaluated. 5. Evaluation schedule as directed by the university is intimated to students. 6. The method of applying for reevaluation, re-totalling and rectifying errors in the mark statements are also informed. 7. The Head of the department ensures the execution of Teaching - Learning and evaluation process in accordance with the plan prepared.
Teaching and Learning	<p>□ Teaching and Learning The learning aptitude of the student is scaled as per the marks obtained at the Higher Secondary level. Subsequently, semester-wise academic performance is analysed and students are classified community wise into advanced, mediocre and slow learners. Students are motivated and encouraged by 1. Conducting Remedial classes 2. Organizing coaching classes during zero hours 3. Government merged scheme coaching for SC/ST students 4. Encouraging them to attend seminars, industrial visits, mock programmes, study tours. 5. Making them participate in curricular and extracurricular activities 6. Using ICT labs for PPT presentations. 7. Utilizing smart-board classes for seminars 8. Preparing CD - packages for visual classes 9. Preparing learning materials for "Student - Teacher - Student" programmes. 10. Using Language Laboratory 11. Referring books in the Department Library 12. Participating in Quiz programmes 13. Preparing journals and albums 14. Providing psychological support.</p>
Curriculum Development	Being a university affiliated institution the Curriculum is designed and developed by the university. Some of our staff are members in Board of Studies in Manonmaniam Sundaranar University. They actively contribute to enrich the curriculum. Curriculum is enriched in the following ways: 1. Arranging Guest Lectures 2. Arranging National, State level seminars 3. Subject Project 4. Album Preparation 5. Students seminar 6. Industrial Visit 7. Paper Presentation 8. Assignments.

6.2.2 - Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	EASY-5.0 EASY-Educational Automation Software pvt Ltd. Phone:9380005207, 9283392597/598, 044-32954228 email: easysoftin@gmail.com Website: ffssoft.com Mr. H. Narayanan, Flat 1B9/5, First Main Road, Kasturba Nagar (Next to Canara Bank), Adayar, Chennai-600220
Administration	EASY-5.0 EASY-Educational Automation Software pvt Ltd. Phone:9380005207, 9283392597/

	598, 044-32954228 email: easysoftin@gmail.com Website: ffssoft.com Mr. H. Narayanan, Flat 1B9/5, First Main Road, Kasturba Nagar (Next to Canara Bank), Adayar, Chennai-600220
Finance and Accounts	EASY-5.0 EASY-Educational Automation Software pvt Ltd. Phone:9380005207, 9283392597/598, 044-32954228 email: easysoftin@gmail.com Website: ffssoft.com Mr. H. Narayanan, Flat 1B9/5, First Main Road, Kasturba Nagar (Next to Canara Bank), Adayar, Chennai-600220
Student Admission and Support	EASY-5.0 EASY-Educational Automation Software pvt Ltd. Phone:9380005207, 9283392597/598, 044-32954228 email: easysoftin@gmail.com Website: ffssoft.com Mr. H. Narayanan, Flat 1B9/5, First Main Road, Kasturba Nagar (Next to Canara Bank), Adayar, Chennai-600220
Examination	EASY-5.0 EASY-Educational Automation Software pvt Ltd. Phone:9380005207, 9283392597/598, 044-32954228 email: easysoftin@gmail.com Website: ffssoft.com Mr. H. Narayanan, Flat 1B9/5, First Main Road, Kasturba Nagar (Next to Canara Bank), Adayar, Chennai-600220

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr. T. Lilly Golda Mrs. G. Muthujothi	Dr. T. Lilly Golda Mrs. G. Muthujothi	Principals Association	2000
2018	Dr. D. Radha Dr. T. Lilly Golda	Two Day Workshop on "Revised NAAC norms and Procedures" held on 26th 27th October 2018 organized by Bharathiar University, Coimbatore	Principals Association	2500

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	How to Use the Smart Board Effectively	-	26/07/2018	26/07/2018	54	Nil
2018	-	Office Documentation	27/09/2018	27/09/2018	Nil	32

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme	6	13/02/2019	12/03/2019	28
Orientation Programme	2	07/11/2018	05/12/2018	28
Orientation Programme	1	17/05/2018	13/06/2018	28

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6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	14	Nil	4

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
. Quarters are provided 2. As directed by the Government of Tamil Nadu, Star Medical Insurance Scheme can be availed 3. Priority at the time of admission for the wards of staff	. Quarters are provided 2. As directed by the Government of Tamil Nadu, Star Medical Insurance Scheme can be availed 3. Priority at the time of admission for the wards of staff	1. Adi-Dravidar Welfare scholarship for SC, BC Students. 2. Adi-Dravidar loan scholarship only for hostel Sc students. 3. M.S.University merit scholarship. 4. C.M.

members. 4. Bank facility is available within the campus. 5. Vehicle shed is provided to park the vehicles. 6. The canteen caters to the need of staff and students

members. 4. Bank facility is available within the campus. 5. Vehicle shed is provided to park the vehicles. 6. The canteen caters to the need of staff and students

merit scholarship 5. Differently abled scholarship. 6. Assisting students to get vehicle licence 7. Bank facility, vehicle shed and canteen facility.

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal Audit: Internal financial audit is in regular practice. The financial statement is verified and signed by the auditors and the areas that come under audit are: funds received from the University for NSS, Consumer Club funds received from the Organization, Chennai to conduct conferences funds received from the UGC for Minor Research Projects IQAC Seminars In faculty sponsored seminars, the Principal authenticates financial statements. External Financial audit for the year 2011 - 2012 held from 20.05.2019 to 22.05.2019. The members of the auditing committee are 1)Mr.Senthil Kannan Superintendent The Joint Director of Collegiate Education Tirunelveli 2)Mr.Marisamy Assistant The Joint Director of Collegiate Education Tirunelveli 3)Mr.Chandra Mohan Assistant The Joint Director of Collegiate Education Tirunelveli

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
A.P.C.Mahalaxmi Ammal Memorial Scholarship Endowment	350111	Scholarship

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6.4.3 - Total corpus fund generated

11250

6.5 - Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	NAAC	Yes	Nil

Administrative	Yes	NAAC	Yes	Nil
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6.5.2 - Activities and support from the Parent - Teacher Association (at least three)

05.02.2019 Dr,D.Radha, M/O S.R.Veronica Valli, III B.Sc.(Maths) acted as a resource person in ROSL – Research Oriented Lecture Series, organized by Department of Maths Motivated the students in the field of research 09.03.2019 Parents Teachers meeting was conducted by the Department of Commerce :

1. To discuss the academic performance and general discipline about the students with their parents
2. To orient the parents once again about the rules and regulations of the college internal assessment system and the attendance system
3. To inform the parents that the classes will be handled in online mode Good response from the parents side Many parents are willing to provide laptops rather than mobile phones Online feedback system was followed to get the feedback of the parents 57 parents of IB.Com., 55 parents of II B.Com., and 52 parents of III B.Com attended the meeting 01.09.2018 and 09.03.2019 Parents Teachers meeting was conducted by the Department of English Parents were met their respective mentors and the progress report of their ward was given Suggestions and guidelines were given to the parents as well as the students to score more marks. The parents gave assurance to pay.

6.5.3 - Development programmes for support staff (at least three)

NIL

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

- Tie up established with Bharathidasan University to introduce Courses 13 members submitted proposals to ICCSSR for acquiring funded research projects . Feed back is collected from stakeholders analysed and made available on website.

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants

2018	Orientation programme Bridge Course for the fresher's and their parents	04/06/2018	04/06/2018	04/06/2018	747
2018	FDP on How to Use the Smart Board Effectively	05/07/2018	05/07/2018	05/07/2018	85
2018	International seminar on Prospective Areas of Research in Health Care Data	09/08/2018	09/08/2018	09/08/2018	252
2018	Orientation for faculty on Data uploaded in the SSR for NAAC	18/08/2018	18/08/2018	18/08/2018	86
2018	Traditional Practices and Science A Cultural Extravaganza	04/10/2018	04/10/2018	06/10/2018	3083
2018	Orientation Programme on Quality Assurance and Enhancement Activities Thiru A.P.C.V.Chockalingam Dr. John Prince and Dr. D. Radhika	11/10/2018	11/10/2018	11/10/2018	85
2018	on Preparing for the Peer team Visit - by Dr. Ramasubbiah Dr. Vimala, Mannar Thirumalai Naicker College Madurai	13/11/2018	13/11/2018	13/11/2018	90
2018	International Conference on Recent Trends in Multi disciplinary research	20/12/2018	20/12/2018	21/12/2018	357
2019	Inauguration of a series of awareness programme on Gender Sensitivity	04/01/2019	04/01/2019	04/01/2019	1573
2019	Motivational programme on Self Development	22/01/2019	22/01/2019	22/01/2019	1445

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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Available Opportunities - Women Entrepreneur	20/03/2019	20/03/2019	125	Nil
Health is Wealth	20/03/2019	20/03/2019	140	Nil
Story Telling Competition	20/03/2019	20/03/2019	200	Nil

Life and Literature	31/01/2019	31/01/2019	200	Nil
National Women's Day	13/02/2019	13/02/2019	110	Nil
Gender Equity Programme at C.M High School	28/03/2019	28/03/2019	60	40
Health Awareness Programme	07/02/2019	07/02/2019	100	Nil
Health Awareness Programme	15/10/2019	15/10/2019	100	Nil
Food safety and nutritious food	14/02/2019	14/02/2019	100	Nil
National deworming day	13/08/2018	13/08/2018	75	Nil
Nattu Vaithiyam Competition	25/09/2018	25/09/2018	75	Nil
Guest Lecture on "Benefits of taking deworming tablets"	08/02/2018	08/02/2018	80	Nil
Awareness Programme on "Iron deficiency Management"	19/01/2019	19/01/2019	85	Nil
Guest Lecture on Stress Management	04/01/2019	04/01/2019	75	Nil

7.1.2 - Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

NIL

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	7	7	18/03/2019	1	Green Belt Development Programme	Created interest in planting trees among School Students	33
2018	7	7	20/03/2019	1	Awareness Programme on	Students learnt fast multiplication	33

					teaching, Gender equity	Created Gender equity lawareness	
2018	7	7	23/03/2019	1	Innovative Teaching	Created interest in Mathematics	33
2018	7	7	27/03/2019	1	Temple Cleaning	Social service mentality is created	31
2018	7	7	28/03/2019	1	Heath Gender Equity	i)Created Hygiene awareness ii)Created Gender equity awareness	33
2018	7	7	03/04/2019	1	Election Awareness Programme	Election voting awareness created among people	32
2018	7	7	03/04/2019	1	Cleaning Programme	Students motivated to keep public places clean	31
2018	3	3	02/04/2019	1	Health Awareness Programme	Dental Camp Save Agriculture - an awareness program 100 Voting Campaign	30
2018	2	2	01/04/2019	1	Vote awareness Cleaniness	Responsibility of the citizen to vote keeping the surroundings clean	32
2018	2	2	02/04/2019	1	Planting Saplings	Pollution free by planting saplings	32

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7.1.5 - Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Academic Calendar	18/06/2018	Students were given an orientation on the code of conduct and they were made to read the college calendar.

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Guest Lecture on What is History	23/01/2019	23/01/2019	48
Guest Lecture on Leadership Quality	24/01/2019	24/01/2019	75
SathBhavanaDiwas	20/08/2018	20/08/2018	200
Trianga March	15/08/2018	15/08/2018	403
Slogan Competition on "Importance of voting"	13/03/2019	13/03/2019	397

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7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

Bicycles 20 of our College students residing nearby our college campus are using bicycle as a mode of transport to the college. Since it is eco-friendly and expands good health the department encourage them by observing world bicycle day and given token of appreciation. (Even though it is on June 3rd of every year, in the reopening day, the celebration will take place.) Public Transport As our college is located in the Madurai bye pass road frequent government and private buses especially mini buses (approximately 15) available from the old and new bus stand of the Thoothukudi city. It is so economical too. So the department encourages the students and staff to use common public transport facilities to save environment by reducing individualized automobile exhausts. More than that free bus pass also being arranged for the needed students. Pedestrian friendly roads With the assistance of traffic authorities of the city the college ensures that vehicle restrictions and speed reductions in the main road. Plastic-free campus The College constantly educate the students on environmental and health benefits of going plastic-free campus by the means of academic and non-academic activities. Moreover the students are being asked for avoid plastic things such as water bottles, carry bags, pens, boxes etc. Our carrier guidance cell also promotes the techniques of making eco-friendly products among the students. Paperless office The department always promote to lesser the usage of papers. Maximum of the study material are being distributed to the mass students by electronic means such as e-mail, Google classroom and

other social media. Even some the official information and circulars are preferred to be sent only through Whatsapp.etc. It is decided to provide free Wi Fi to the students in upcoming years Green Landscaping with trees and plants The teachers students are being encouraged to plant saplings on their birthdays. More over the sapling plantation is the consistent activities of the NSS unity. It is decided to maintain saplings in departmental lawn. A Guest Lecture on the title 'Ecocritical Concerns in Literature' was delivered for the students of literature on 17th September 2018 at the Meditation Hall. Mr.K.Ravi, Assistant Professor of English, The American College, Madurai was the guest speaker. The writings on environment and the writers on environment were discussed. The outcome of the program was successful because students interacted with the resource persons about the green concerns of human being. It motivated them to be the responsible person in preserving the natural resources and go green. Students of English Department maintain a garden in front of the guest room in the college. Faculty members support them in providing ideas and some tools to maintain the garden. Interdepartmental gardening competition is conducted to bring a positive mind set for the students to realize the importance of green practices at the campus. Eco club:

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

Best Practice - I 1.Title of the Practice: Mentorship Scheme 2.Goal: • To plan personal and career goal of students • To monitor overall progress of students during her graduation. 3.Practice: • In the mentorship scheme a Teacher (Mentor) is allocated with group of approximately thirty six students (Mentees). • Mentor has to keep the academic record of the mentees allotted to her in terms of their daily attendance, academic results, co-curricular participation within and outside campus etc. and inform the same to the parents. 4.Evidence of success: • Parents were happy to have a system where, the overall progress of their ward is monitored and informed to them timely right from the first year till the student completes her graduation. Best Practice II 1.Title of the Practice: Alumnae Association 2.Goals: • To promote a spirit of volunteering and co-operation amongst alumna in supporting the development objectives of institution. • To provide support to the training the students. 3.Practice: • Conducted alumnae meet at every year. 4.Evidence of success: • During the alumnae meeting teachers and HODs interact with one another and give them information regarding where they work. • Alumna are also guiding the PG final year students regarding their projects.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://drive.google.com/file/d/176Zd9J68ru6iaDungzDQzsNxI7cO8AdR/view>

7.3 - Institutional Distinctiveness

7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

In consonance with the wish of our Founder, his successor, President Thiru. A.P.C.V. Chockalingam fondly nurtures this temple of learning. Our Secretary Mrs. C.Subbulakshmi also firmly believes that education to women is a necessary concomitant to the development of a Nation. This prestigious institution is held in high esteem among the community as well as the academia for preserving its core ethical values. Unyielding to the temptations of the changing times, and refusing to compromise, this monument stands as a crowning glory of the Pearl City, upholding the traditions of academic excellence. The institution has, as its primary concern absorbing under privileged students and returning employable and socially sensitive graduates. The following key factors attract students and stakeholders to the institution thereby resulting in stakeholder satisfaction: a) affordable quality education with values and discipline b) moderate fee structure, fee concessions and financial support to the needy c) harmonious environment with no trace of ragging / teasing d) no practice of accepting donation / capitation e) emphasizing a modest dress code and attitude f) mentoring services - financial, material and psychological g) easily approachable Secretary, Principal, Heads of Departments and Teachers h) effective teaching methods with ICT i) well-furnished and safe hostel j) a wide range of co-curricular and extracurricular activities through various clubs and associations k) career counselling and guidance Among the total number of students the institution houses and nurtures every year, at least 80 are identified as first generation learners. The opportunities provided here promote their ability, regardless of their fortuitous circumstances of birth or position. They are taught to tackle the obstacles that come their way. The concerted effort of all those associated with the institution convert their dreams into realities. The education imparted at APCMC has helped lay the groundwork for many successful graduates through the following ways: • a harmonious co-existence with no prejudice towards caste, creed or religion. • imparting values of national integration, social justice and harmony through co-curricular, extra-curricular activities in the form of contests, competitions and special lectures. • inducting social awareness and social responsibility through campaigns and camps • moulding the nature, aptitude and aspiration of the students by providing apt platforms, both inside and outside the campus and by conferring awards like Best Outgoing Student, Best Library User, Best volunteer in NSS, Best volunteer in Student Activities Committee, and special award for 100 attendance throughout the course of study One can certainly look back with certain amount of pride on the commitment to academic excellence and the tremendous amount of work done by the Management, faculty members, staff and students of the college for the progress of the institution. The college aspires to offer more opportunities to the students to realize their responsibilities and enable them handle multiple roles in the society with dexterity. Our students are oriented on how to develop values, self-respect, dignity

and integrity. The management, the staff and the students work as a family together towards the same goal with a sense of togetherness.

Provide the weblink of the institution

<https://www.apcmcollege.ac.in/#>

8.Future Plans of Actions for Next Academic Year

Future plans: To upgrade PG departments to Research Centres To increase the number of MoUs and tie-ups with industries To organize international conferences To implement the Peer Team recommendations