

# Internal Quality Assurance Cell (IQAC)

## *Annual Quality Assurance Report*

for the Period July 2014 to June 2015

of

**Sree Saraswathi Thyagaraja College (Autonomous)**

Pollachi-642107, Tamilnadu, India



Accredited by NAAC with Grade A in 2004

Re- Accredited by NAAC at Grade A with CGPA 3.17 out of 4

Submitted to



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India The Annual Quality

Assurance Report (AQAR) of the IQAC

## Part – A

### I. Details of the Institution

1.1 Name of the Institution	SREE SARASWATHI THYAGARAJA COLLEGE
1.2 Address Line 1	PALANI ROAD, THIPPAMPATTI
Address Line 2	POLLACHI
City/Town	COIMBATORE DISTRICT
State	TAMIL NADU
Pin Code	642 107
Institution e-mail address	stc@stc.ac.in
Contact Nos.	04259-266550, 266008
Name of the Head of the Institution:	Dr. V. Venkateswaran
Tel. No. with STD Code:	04259-266550, 266008
Mobile:	9344864211
Name of the IQAC Co-ordinator:	Dr. V. Anuratha
Mobile:	9842973990
Revised Guidelines of IQAC and subn	stcnaac@stc.ac.in

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879) 14966

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/63/RAR/19

1.5 Website address:

stc@stc.ac.in

Web-link of the AQAR:

www.stc.ac.in

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 <sup>st</sup> Cycle	B++	80.40	2007	30.03.2012
2	2 <sup>nd</sup> Cycle	A	3.17	2013	22.03.2018
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

19.12.2007

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

2014-2015

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)

- i. AQAR \_\_\_\_\_ 20/06/2013 \_\_\_\_\_ (DD/MM/YYYY)
- ii. AQAR \_\_\_\_\_ 01/08/2014 \_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women   
 Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B   
 Grant-in-aid + Self Financing  Totally Self-financing

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify) B.Sc(Psychology),B.Com(Professional Accounting),  
B.Com(Business Process Services), B.Sc(IT) & B.Sc(CT)

1.12 Name of the Affiliating University (for the Colleges)

Bharathiar University, Coimbatore

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

Autonomy by State/Central Govt. / University 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 Insurance, Foreign trade Policy, E-Commerce, Dot net, Multimedia, Information & Computer Technology, Client server technology, Web designing and office Automation

## **2. 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 (Parents, IQAC Annual Meeting)

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

If yes, mention the amount

Nil

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC : 5

Total Nos.  International  National  State  Institution Level

(ii) Themes

**As per IQAC suggestions 5 conferences /seminars were organized during 2014 - 2015**

- The PG & UG Departments of Computer Science, Applications and Technologies organized an International Seminar on “Challenges and Opportunities in Computing Research” on 05.08.2014. Dr. Annamalai Associate Professor, Ministry of Education, Malaysia & Dr. Radhakrishna Palanikumar Associate Professor, College of Computer Science, King Khalid University, Kingdom of Saudi Arabia were the resource persons
- The PG department of Social work and Department of Psychology jointly organized an International Colloquium on Traditional Healing Around the Globe” on 26.09.2014. The traditional healing methods practiced in Philippines, Ethiopia, and India were highlighted in the colloquium.
- A National Conference on “Make in India” Mission – A Management Perspective was organized by the PG Department of Management on 02.01.2015. The chief Guest was Mr.S. Sakthivel, M.E., D.S.P, Valparai
- The Department of Mathematics conducted a National Level Seminar on “Modern Techniques and Applications in Mathematics (“NSMTAM’15”) on 06.02. 2015. The chief guest for the inaugural session was Dr. P.Veeramani, Associate Professor, IIT, Chennai
- The Department of Commerce and International Business conducted a two day National Seminar on, “Responsible Tourism for Sustainable Development – Issues and Prospects” on “25<sup>th</sup> and 26<sup>th</sup> March 2015. Mr.P.M.Ali Asgar Pacha, IAS, Managing Director, Kerala Tourism Development Corporation inaugurated the function

2.14 Significant Activities and contributions made by IQAC

- IQAC co-ordinator attends all department meeting and gives suggestions.
- IQAC advisory meeting is conducted once in a year with internal and external experts to improve the quality in the institution.
- A newsletter is being released once in six months

## 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 \*

S.No	Decision	Action taken
1	Mr. Johnson Immanuel, Federal Bank Manager has to help STC rural development cell for rural development programmes as a member. He should also help to open ATM at STC premises.	<ul style="list-style-type: none"> <li>• Mr. Johnson Immunvel has been included in the Rural Development Cell as an advisory member.</li> <li>• The B. Com department organized a workshop on “Banking Documentation” on 12.08.2014, for 350 S.H.G members at STC premises. The resource person for the same was Mr. Johnson Immanuel, Federal Bank Manager, Pollachi.</li> <li>• The process of opening ATM centre at STC is under progression</li> </ul>
2	Include “Financial services” as a paper in Elective and use open source certification courses in M.C.A programme.	<ul style="list-style-type: none"> <li>• The paper entitled “Financial Services is included in the fifth semester for M.C.A students under Domain Specialization Scheme.</li> <li>• The MCA students have registered in the EdX, MOOC, NPTEL for free online courses like Introduction to Functional Programming, Paradigms of Computer Programming, Embedded System, Economics of Cyber Security, etc</li> </ul>
2	STC rural development cell should organize various rural development programmes.	<ul style="list-style-type: none"> <li>• Through STC Rural Development Cell 62 villages have been adopted by the college to form Cataract Free Zone</li> <li>• STC made a joint venture with Aravind Eye Hospitals and conducted eye screening camp for making the 62 villages in and around STC as cataract free Zone</li> </ul>
3	Submit IEDC proposal to DST with innovative project every year.	<ul style="list-style-type: none"> <li>• Innovation &amp; Entrepreneurship Development Centre (IEDC), a sub-committee of Centre for Entrepreneurial Development (CED) is established to create entrepreneurial culture among the students.</li> <li>• IEDC has identified about 35 potential students in order to work on it to propose viable projects to apply for grants from DST. A meeting to this effect was conducted on 02.12.2014 to take this to the next level.</li> </ul>

4	Faculty knowledge forum schedule to be prepared well in advance and upload it in college website for the information of other college faculties.	<p>From Sep 2013 onwards knowledge forum is functioning effectively. Various topics like</p> <ul style="list-style-type: none"> <li>• Anatomy of Inflation,</li> <li>• Impact of Rupees value</li> <li>• Depreciation in Indian Economy Analysis</li> <li>• Green Computing</li> <li>• Shortcut in Aptitude</li> <li>• Lifestyle of Transgender</li> <li>• Social work intervention in Diverse setting</li> <li>• Genres of Literature</li> <li>• Indian Tax Structure &amp; provision</li> <li>• Sensor &amp; it's Application</li> <li>• Mutual fund</li> <li>• Consumer Rights</li> <li>• Digilocker</li> </ul> <p>were discussed in the same and it was also uploaded in the college website</p>
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*\* Attach the Academic Calendar of the year as Annexure. (Refer Annexure 1)*



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

Provide the details of the action taken

- Mr. Johnson Immunvel has been included in the Rural Development Cell as an advisory member.
- The B. Com department organized a workshop on “Banking Documentation” on 12.08.2014, for 350 S.H.G members at STC premises. The resource person for the same was Mr. Johnson Immanuel, Federal Bank Manager, Pollachi.
- The process of opening ATM centre at STC is under progression.
- The paper entitled “Financial Services is included in the fifth semester for M.C.A students under Domain Specialization Scheme.
- The MCA students have registered in the EdX and MOOC for free online courses like Introduction to Functional Programming, Paradigms of Computer Programming, Embedded System, Economics of Cyber Security, etc .
- Through STC Rural Development Cell 62 villages have been adopted by the college to form Cataract Free Zone
- STC made a joint venture with Aravind Eye Hospitals and conducted eye screening camp and announced the 62 villages as cataract free Zone.
- Innovation & Entrepreneurship Development Centre (IEDC), a sub-committee of Centre for Entrepreneurial Development (CED) is established to create entrepreneurial culture among the students.
- IEDC has identified about 35 potential students in order to work on it to propose viable projects to apply for grants from DST. A meeting to this effect was conducted on 02.12.14 to take this to the next level.
- From Sep 2013 onwards knowledge forum is functioning effectively. The following topics were discussed in the same
- Anatomy of Inflation,
- Impact of Rupees value
- Depreciation in Indian Economy Analysis
  - ✓ Green Computing,
  - ✓ Shortcut in Aptitude,
  - ✓ Lifestyle of Transgender
  - ✓ Social work intervention in Diverse setting
  - ✓ Genres of Literature
  - ✓ Indian Tax Structure & provision
  - ✓ Sensor & it’s Application
  - ✓ Mutual fund
  - ✓ Consumer Rights
  - ✓ Digilocker

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	04	-	-	-
PG	10	-	-	-
UG	13	-	-	-
PG Diploma	Nil	-	-	-
Advanced Diploma	-	-	-	08
Diploma	-	-	-	08
Certificate	-	-	-	08
Others	01	-	-	-
<b>Total</b>	<b>27</b>	<b>-</b>	<b>-</b>	<b>24</b>
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	<b>22</b>
Trimester	<b>Nil</b>
Annual	<b>Nil</b>

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

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

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

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

- Yes there is a revision of syllabi in various department has been done by based on the feedback received from community, alumni, industry and academic experts and students
- The revision is based on electives, values, IT skill set s, specialization, needs on hands on training ant etc. .
- The syllabus has been passed in the Board of studies, standing committee and approved at the academic council.

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

The centre for Performing Arts has been introduced for motivating skills like music and folk dances and etc

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
<b>153</b>	<b>147</b>	<b>06</b>	-	-

2.2 No. of permanent faculty with Ph.D.

**33**

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
<b>147</b>	<b>147</b>	<b>06</b>	<b>06</b>	-	-	-	-	<b>153</b>	<b>153</b>

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

02

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	<b>10</b>	<b>31</b>	<b>1</b>
Presented papers	<b>10</b>	<b>50</b>	<b>4</b>
Resource Persons	<b>1</b>	<b>1</b>	<b>2</b>

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

- Introduced Specialization and Domain based electives in curriculum as Step Ladder Method
- Baseline survey for the first year students to Identify their knowledge level
- Based on the academic performance, the students are categorized into ABCD
- Remedial coaching and tutor- ward system are carried out for the betterment of the students.
- 3-C model has been implemented for students to inculcate the responsibilities and improve the confidence level.
- Effective usage of ICT tools, Words-worth English teaching tool, Library hours at PG level .
- Faculty attended internal/external FDP's, Training programmes, Conferences, Seminars and etc to keep pace with the current trends in the academia and industry.
- Practices of Field based learning, summer projects, Institutional training, , case studies, E-assignments, M-assignments are followed in the Institution.
- Process plan, Work diaries, credit hour, question banks s are maintained by the staff members for effective teaching.

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

223

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

Online multiple

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

153

153

153

2.10 Average percentage of attendance of students

88.18

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc (Mathematics)	54	19	20	9	2	94%
B.Sc (Computer Science)	124	35	61	22	3	98%
B.C.A	62	7	39	16	-	100%
B.Sc (Computer Technology)	63	10	36	12	1	94%
B.Sc (Information Technology)	56	7	26	17	2	93%
B.Com	108	1	33	50	9	86%
B.Com (Computer Applications)	113	8	51	48	5	99%
B.Com (Professional Accounting)	40	-	14	21	3	95%
B.Com (Applied Business Accounting)	17	-	12	5	-	100%
B.B.A	40	4	20	14	-	95%
<b>Overall UG</b>	<b>677</b>	<b>91</b>	<b>312</b>	<b>214</b>	<b>25</b>	<b>95%</b>
M.Com	44	6	34	4	-	100%
M.I.B	20	-	17	3	-	100%
M.S.W	23	-	20	-	-	87%
M.B.A	31	4	25	-	-	94%
M.Sc (Mathematics)	31	12	19	-	-	100%
M.Sc (Computer Science)	34	16	15	-	-	91%
M.C.A	53	26	27	-	-	100%
M.Sc (Software Systems)	20	8	12	-	-	100%
	<b>256</b>	<b>72</b>	<b>169</b>	<b>7</b>	<b>-</b>	<b>97%</b>

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

- IQAC co-ordinator participates in every department meeting
- Academic Audit is conducted for junior faculty members
- Faculty development programme is organized frequently.
- Credit hours and Notes of lessons for teaching are prepared by all faculty members
- Work diary, credit hours, question banks, process plans, tutor ward, Remedial coaching and etc are followed and frequent audits are done.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	<b>150(internal program)</b>
UGC – Faculty Improvement Programme	<b>2</b>
HRD programmes	<b>50</b>
Orientation programmes	<b>150(internal program)</b>
Faculty exchange programme	<b>Nil</b>
Staff training conducted by the university	<b>Nil</b>
Staff training conducted by other institutions	<b>7</b>
Summer / Winter schools, Workshops, etc.	<b>5</b>
Others	<b>Nil</b>

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	40	02	05	-
Technical Staff	13	03	01	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Have an exclusive centre for Research and Consultancy. (CRD)
- Departments are assisted by CRD in preparing minor and major research proposals and also guide the faculty to pursue socio-economic research activities .
- There are 52 minor ongoing projects with worth of Rs. 79,80,000 lakhs and one major ongoing projects with the worth of Rs. 3,55,825.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	1	Result not yet publish	12
Outlay in Rs. Lakhs	4,99,251	3,55,825	---	1,85,00,000

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	52	16	20
Outlay in Rs. Lakhs	--	79,80,000	16,90,000	82,00,000

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	18	07	--
Non-Peer Review Journals	04	02	--
e-Journals	--	--	--
Conference proceedings	06	34	--

#### 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	Received
Major projects	2014-15	MOPR	3,55,825	3,55,825
Minor Projects	2014-15	UGC	16,90,000	16,90,000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total		2	20,458,825	20,458,825

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)

(Two lakhs fifty thousand for Rajiv Gandhi self employment program for youth)

3.10 Revenue generated through consultancy

- Ms. D. Balashivashri of III MCA (2012-15) Batch have developed a software for Senthur clinical lab for an amount of Rs 5000.
- Mr .K.Karthick Kumar and Mr.N.Parameshwaran of III MCA (2012-15) Batch have developed a website in the name "Idayangal.com" for Kammavar Sangam,Udumalpet for an amount of Rs.5000.
- Mr.N.Prakash and Mr.V.Prabakaran of III MCA (2012-15) Batch have developed a website for "The Natural Greens" for an amount of Rs.5000.
- Mr .N.Prakash of III MCA (2012-15) Batch have developed a software for conducting online examination.



3.11 No. of conferences

Organized by the  
Institution

Level	International	National	State	University	College
Number	01	02			
Sponsoring agencies	STC	STC			

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

17

3.13 No. of collaborations

International

-

National

-

Any other

-

3.14 No. of linkages created during this year

3 (MoU's with leading organizations)

3.15 Total budget for research for current year in lakhs :

From Funding agency

2045825

From Management of University/College

-

Total

2045825

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	04

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

14

53

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

1(Teachers fellowship from UGC)

3.21 No. of students Participated in NSS events:

University level

-

State level

-

National level

-

International level

-

3.22 No. of students participated in NCC events:

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

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum	<input type="text" value="01"/>	College forum	<input type="text" value=""/>
NCC	<input type="text" value=""/>	NSS	<input type="text" value="36"/>
		Any other	<input type="text" value="07"/>

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

- 62 villages have been adopted by the college to form Cataract Free Zone
- STC made a joint venture with Aravind Eye Hospitals for conducting eye screening camps in stage by stage to make those 62 villages as cataract free Zone.
- All departments conduct outreach programmes in the areas of Education, health, environment, Community development etc.
- Career guidance programme were conducted for school students in and around Pollachi regularly.
- The three units of NSS and Department of Social Work vibrantly work with sound motto of social responsibilities.

## 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	1,70,000	4,424	--	1,74,424
Class rooms	58	05	--	63
Laboratories	08	--	--	08
Seminar Halls	04	--	--	04
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	--	05	College Fund + Subsidy from NMRI	05
Value of the equipment purchased during the year (Rs. in Lakhs)	--	80,97,000	--	80,97,000
Others	--	--	--	--

#### 4.2 Computerization of administration and library

- A software “smart campus” is used for administration of Departmental works
- Accounting software is used for the finance Management in the college office
- The Institution has Delnet, Infilnet for the effective usage of Library.
- The Library is administrated with a software” Library management system “
- The administration work of the office and the controller of examination office is also computerized.
- A “smart techno campus” software is under development for effective administration of the academic activities

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	25597	83,11,400	1937	8,53,842	29534	91,65,242
Reference Books	6675	20,18,350	836	3,68,514	7511	23,86,864
e-Books	84163	--	--	--	84613	--
Journals	167	3,78,500	--	--	167	3,78,500
e-Journals	6664	--	--	--	6664	--
Digital Database	--	--	--	--	--	--
CD & Video	2498	--	93	--	2591	--
Others (specify)	--	--	--	--	--	--

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	636	516	8 Mbps	--	--	09	65	636
Added	02	--	--	--	--	--	02	02
Total	638	516	8 Mbps	--	--	09	67	638

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

- Moodle” ( an Online software for examination ) Training programme was given to all faculty members for conducting Online Examination for students.
- UGC sponsored Career Oriented Programs( one year certificate course) in Information and computer Technology, Web designing, Dot Net, Multimedia are provided.
- Words worth language lab training was given to all teaching staff in different phases .
- A Faculty Development Programme on “Usage of Google Apps “ was given to staff members and students.
- The students are undergoing Talents Sprint Training programme in frequent intervals. Their assessment is done through online test.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	5.35
ii) Campus Infrastructure and facilities	36.44
iii) Equipments	83.95
iv) Others	37.7
Total:	163.44

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- NSS, Rotoract, Red ribbon , Yoga, various club activities and etc. are conducted for the benefit of the students
- Group Insurance scheme is also available for students

#### 5.2 Efforts made by the institution for tracking the progression

- ABCD analysis, Tutor-ward, Remedial coaching, Quality Circles , 3C Model are followed for the students progression
- Management Review Meeting Conducted once in every semester to review the process of Departments and Centres

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2173	544	76	86 (MPhil)

(b) No. of students outside the state

9

(c) No. of international students

Nil

Men	No	%	Women	No	%
	1417	49%		1462	51%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
144	192	11	2614	-	2961	147	225	10	2497	-	2879

Demand ratio

Dropout % = 4%

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

- IAS academy - An exclusive centre for the aspirants of IAS and civil service examinations has been established.
- A paper entitled “Quantitative aptitude and verbal reasoning” is introduced for all courses.
- A paper entitled “ Communication for Executives” is also introduced at PG level for the better understanding of English

No. of students beneficiaries

19 students registered in IAS

#### 5.5 No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	2	UPSC	-	Others	-

#### 5.6 Details of student counselling and career guidance

- An exclusive centre for Counselling and Guidance is established , through which peer counsellors are formed to council the students
- A Grievance redressal Cell works effectively in solving the problems of the students
- A programme for UG final year students in the banner “ Right PG Bright Carrier”
- Career guidance is given to the Higher Secondary students of various schools

No. of students benefitted

- 185 students through Counselling and guidance cell
- 10 students through Grievance Redressal cell
- 3000 school students of 28 different schools in and around Pollachi got 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
22	436	386	34

## 5.8 Details of gender sensitization programmes

- Orientation about WECC
- Awareness on sanitation to girl's students.
- Health and Hygiene( By Dr. Jayakumari) on 22.12.2014
- Workshop on Entrepreneurship - ornaments making on 12.01.2015
- International Women's Day Celebration(06.03.2015) by Ms.Hemalatha Annamalai ,Founder and Managing director, Ampere vehicles Pvt .Ltd , Coimbatore
- On the Eve of International Women's Day celebrations Women's Empowerment and Complaints Committee has organized an exhibition cum sales on 07.03.2015.
- Legal awareness programme was by Ms.M.Sathyavani Balaji, advocate, Udumalpet on 8-07-2015

## 5.9 Students Activities

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

State/ University level  National level  International level

### No. of students participated in cultural events

State/ University level                      National level                      International level

5.9.2 No. of medals /awards w  students in Sports, C  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
Financial support from institution	680	88,78,300
Financial support from government	161	17,02,950
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- Based on the students feedback, College timings has been restructured and food court has been constructed.



## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

<b>Mission</b>
Achieve National and International recognition in the field of education and training in the areas of core competency, by ensuring highest quality in infrastructure Technology and Faculty, and their continuous Up-gradation. For producing students with Knowledge, Wisdom and Compassion.
<b>Vision</b>
To become a premier institution and emerge as a University of Excellence by 2020

#### 6.2 Does the Institution has a management Information System

Yes, the institution is equipped an excellent MIS with data server, smart campus, college website, smart campus, ( STC – Smart Techno campus under development) for effective administration
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#### 6.3 Quality improvement strategies adopted by the institution for each of the following:

##### 6.3.1 Curriculum Development

For the updation and analysis of syllabus, each department conducts Board of studies annually and it is followed by Standing Committee and Academic Council meeting
---

##### 6.3.2 Teaching and Learning

<ul style="list-style-type: none"><li>• Apart from orientation program and training program, faculty development programs are organised periodically for knowledge enrichment and enhance teaching skills of the faculty members .</li><li>• ICT tools are for f effective learning</li><li>• To improve the performance of students ABCD Analysis, remedial coaching, tutor ward system and etc. are done.</li><li>• To share the ideas and knowledge among staff members Knowledge forum is created and open to all monthly once</li></ul>
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### 6.3.3 Examination and Evaluation

- For internal marks system of continuous assessment is followed.
- Examination system is under Semester pattern
- The results of students are analysed and remedial measures are taken where ever necessary.

### 6.3.4 Research and Development

- One project under ministry of Panjayat Raj has been completed with a sanction amount of Rs.4,99,251.
- 16 Minor projects has been sanctioned under UGC with the total amount of RS. 16, 90, 000/-.
- All staff members are motivated to submit the major and minor proposals and to use the membership of the college for getting research projects

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Each department has been provided with a system along with printers and each departments is given separate system with internet facility.
- The labs and the systems can be utilized by each department for their practical's according to the time schedule based on their syllabus and time tables.
- The digital library has 10 systems.
- The internet facility bags with 8 MBPS speed.
- The college campus is supported by WIFI.

### 6.3.6 Human Resource Management

- A centre for Human Excellence is working effectively in the college which takes care of value education programmes, organizing religious festivals like Christmas, Ramzan, Pongal and etc.
- Orientation programme is organized for staff outside the campus, alternatively with “Sangamam” – a family get together festival organised every year by the management

### 6.3.7 Faculty and Staff recruitment

Based on the needs of the departments, advertisements are given in the leading newspapers. After the receipt of the applications, as per norms under scrutiny, the applicants are called for the interview. The interview process is done with internal and external subject experts. The performance is analyzed and the final decision is done by the management with transparency.

### 6.3.8 Industry Interaction / Collaboration

- B.Com (Business Process Services) programme is offered as a joint venture with Tata Consultancy service
- Our Institution holds the membership in Computer Society of India(CSI), ICTACT Academy and etc.,
- MBA department provides a PG diploma course (PMIR) in association with Coimbatore Productivity Council.
- An MOU is signed with
  - Talent Sprint, Hyderabad
  - UTL Technologies ,Bangalore
  - ESSC of Indiafor training the students and staff in various aspects.

### 6.3.9 Admission of Students

Students are admitted as per Bharathiar University Norms

### 6.4 Welfare schemes for

Teaching	Group Insurance, special increment on finishing PhD., publishing in reviewed journals and incentive for the completion of NET/SLET, maternity leave for women with 3 months' pay
Non-teaching	Group Insurance
Students	Group Insurance

6.5 Total corpus fund generated

Rs. 5, 70,000

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	ISO, Autonomy, NAAC	Yes	Dean & Directors
Administrative	Yes	ISO, Autonomy, NAAC	Yes	Dean & Directors

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

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

Supplementary exams are conducted for the outgoing students for a maximum of 3 papers. Revaluation and issuing Xerox copies of answer scripts are facilitated

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

University Representative is appointed by Bharathiar University for each Board of studies and for the Result Passing Board of the college

6.11 Activities and support from the Alumni Association

- Valuable feedback is got from the Alumni working at different sectors.
- In every department BOS members, Alumni students are members of their respective department to update and frame the syllabus according to the need base
- Alumni students placed in reputed companies share their experience of personal interview among their juniors
- They make arrangements when necessary like industry visits , training and arranging placements.
- An Annual Alumni Meet is organized on every 3<sup>rd</sup> Sunday of December

#### 6.12 Activities and support from the Parent – Teacher Association

- Parents meetings are organised for the welfare of the stake holders.
- A Freshers Day has been organised for the first year students along with their parents.
- A programme on “Right PG, Bright Career” is organized for the final year students in the end of the even semester.

#### 6.13 Development programmes for support staff

- Faculty development programmes are organized in 3 modules
  - In the beginning of the academic year, common FDP
  - Workshops on the Third Saturdays of every month
  - In the month of November Refresher course at the Department Level
- To share the knowledge of other disciplines, a forum named Knowledge Forum is created for the staff members
- Also, the staff members participate in various FDPs, Refresher courses, technical training programmes outside the college.

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

- Wind energy is used for power generation by setting three wind mills.
- Eco club is functioning in the college premises

### **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.

- An MoU was made with Talents Sprint, Hyderabad .Through the same the training program was given to all the students ,which resulted in more number of placements (the number of placement for the academic year was 516).
- As trough scrutiny of syllabus ,continuous work shops and guest lectures , the knowledge level of the students got uplifted.( The overall pass percentage of the final year UG is 95% and PG is 97%).
- The introduction of mentor – mentee relationship among the members of staff had paved a healthy climate for knowledge sharing , personal development and etc.

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

S.No	Decision	Action taken
1	Mr. Johnson Immanuel, Federal Bank Manager has to help STC rural development cell for rural development programmes as a member. He should also help to open ATM at STC premises.	<ul style="list-style-type: none"> <li>• Mr. Johnson Immanuel has been included in the Rural Development Cell as an advisory member.</li> <li>• The B. Com department organized a workshop on “Banking Documentation” on 12.08.2014, for 350 S.H.G members at STC premises. The resource person for the same was Mr. Johnson Immanuel, Federal Bank Manager, Pollachi.</li> <li>• The process of opening ATM centre at STC is under progression</li> </ul>
2	Include “Financial services” as a paper in Elective and use open source certification courses in M.C.A programme.	<ul style="list-style-type: none"> <li>• The paper entitled “Financial Services is included in the fifth semester for M.C.A students under Domain Specialization Scheme.</li> <li>• The MCA students have registered in the EdX, MOOC, NPTEL for free online courses like Introduction to Functional Programming, Paradigms of Computer Programming, Embedded System, Economics of Cyber Security, etc</li> </ul>
2	STC rural development cell should organize various rural development programmes.	<ul style="list-style-type: none"> <li>• Through STC Rural Development Cell 62 villages have been adopted by the college to form Cataract Free Zone</li> <li>• STC made a joint venture with Aravind Eye Hospitals and conducted eye screening camp and announced the 62 villages as cataract free Zone</li> </ul>
3	Submit IEDC proposal to DST with innovative project every year.	<ul style="list-style-type: none"> <li>• Innovation &amp; Entrepreneurship Development Centre (IEDC), a sub-committee of Centre for Entrepreneurial Development (CED) is established to create entrepreneurial culture among the students.</li> <li>• IEDC has identified about 35 potential students in order to work on it to propose viable projects to apply for grants from DST. A meeting to this effect was conducted on 02.12.2014 to take this to the next level.</li> </ul>

4	Faculty knowledge forum schedule to be prepared well in advance and upload it in college website for the information of other college faculties.	<p>From Sep 2013 onwards knowledge forum is functioning effectively. Various topics like</p> <ul style="list-style-type: none"> <li>• Anatomy of Inflation,</li> <li>• Impact of Rupees value</li> <li>• Depreciation in Indian Economy Analysis</li> <li>• Green Computing</li> <li>• Shortcut in Aptitude</li> <li>• Lifestyle of Transgender</li> <li>• Social work intervention in Diverse setting</li> <li>• Genres of Literature</li> <li>• Indian Tax Structure &amp; provision</li> <li>• Sensor &amp; it's Application</li> <li>• Mutual fund</li> <li>• Consumer Rights</li> <li>• Digilocker</li> </ul> <p>were discussed in the same and it was also uploaded in the college website</p>
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7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

<ul style="list-style-type: none"> <li>• <b>INNOVATIVE PROGRAMME - B.Com (Applied Business Accounting)</b></li> <li>• <b>INNOVATIVE PROGRAMME INSTITUTION AND INDUSTRY INTERACTION</b> <ul style="list-style-type: none"> <li>○ B.Com (Business Process Services)</li> <li>○ MOU with Coimbatore Productivity Council(CPC) to offer PGDPM &amp; IR</li> <li>○ MOU with Infosys to the improve the employability skills of the students</li> </ul> </li> <li>• <b>INNOVATIONS</b> <ul style="list-style-type: none"> <li>○ ABCD model</li> <li>○ 3C model</li> <li>○ Tutor ward system</li> <li>○ Transformation model</li> <li>○ Student support centres</li> <li>○ Extra hour for career oriented program and other activities</li> <li>○ Employability skills training - Talent sprint Training and Words worth</li> <li>○ Online exam</li> <li>○ Wordsworth Language Lab</li> <li>○ Exclusive centres for placement , counseling &amp; Guidance ,Research&amp; consultancy, Entrepreneurial development , faculty development ,Rural development, STC IAS Academy, Performing arts and Human excellence</li> <li>○ State of art infrastructure in lab with internet connectivity</li> <li>○ Library holds 29,534 text books and apart from that it holds sound number of reference books, e-books , journals , e-journals , digital databases and etc.</li> </ul> </li> </ul>
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*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- Eco club organises program for students regarding environment awareness.
- A good garden with many trees is maintained
- The PG department of social work issues tree saplings to the members of staff on their birthdays
- NSS and PG Department of social work conducts environment awareness camps regularly.

7.5 Whether environmental audit was conducted? Yes  No

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

- SWOT Analysis is done by all the departments
- The activities of the departments are precluded in the academic year beginning through preparation the process plan
- Management Review Meeting is conducted once in a semester to review all the activities of the departments and centres
- The drop out students are monitored and counselled.
- The Entry –Exit programme helps for the betterment of students
- The Bridge course at the beginning of the first year help the students to accommodate in their concern programmes

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

- Restructuring the Curriculum for All round Development of the Students.
- Creating stronger Academic Industry Linkage.
- Learning Centre with the use of ICT for e- learning and e-content preparation.
- To Position ourselves as Major Exporters of Higher Education.

Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

\_\_\_\_\_\*\*\*\_\_\_\_\_



**Abbreviations:**

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

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JUNE 2014				
Date	Day	D.O		Days
1	Sunday		Holiday	
2	Monday			
3	Tuesday			
4	Wednesday			
5	Thursday			
6	Friday	I	College Reopens	1
7	Saturday		FDP by Depts. / PTP for B.Com (ABA)	
8	Sunday		Holiday	
9	Monday	II		2
10	Tuesday	III		3
11	Wednesday	IV		4
12	Thursday	V		5
13	Friday	VI		6
14	Saturday		Holiday	
15	Sunday		Holiday	
16	Monday	I		7
17	Tuesday	II		8
18	Wednesday	III		9
19	Thursday	IV	Commencement of Classes for all I years UG Last date for payment of fees without fine	10
20	Friday	V		11
21	Saturday		Holiday	
22	Sunday		Holiday	
23	Monday	VI		12
24	Tuesday	I		13
25	Wednesday	II		14
26	Thursday	III	Unit I to be completed	15
27	Friday	IV		16
28	Saturday		Holiday	
29	Sunday		Holiday	
30	Monday	V		17

JULY 2014				
Date	Day	D.O		Days
1	Tuesday	VI		18
2	Wednesday	I		19
3	Thursday	II	Last date for payment of fees with fine	20
4	Friday	III		21
5	Saturday		Holiday	
6	Sunday		Holiday	
7	Monday	IV		22
8	Tuesday	V		23
9	Wednesday	VI		24
10	Thursday	I		25
11	Friday	II		26
12	Saturday		Holiday	
13	Sunday		Holiday	
14	Monday	III		27
15	Tuesday	IV		28
16	Wednesday	V		29
17	Thursday	VI	Unit II to be completed	30
18	Friday	I	I Cycle Test Begins (except of I MBA & MCA)	31
19	Saturday	II		32
20	Sunday		Holiday	
21	Monday	III		33
22	Tuesday	IV		34
23	Wednesday	V		35
24	Thursday	VI		36
25	Friday	I		37
26	Saturday		FDP by Depts. / PTP for B.Com (ABA)	
27	Sunday		Holiday	
28	Monday	II		38
29	Tuesday		Ramzan - Holiday	
30	Wednesday	III		39
31	Thursday	IV		40

AUGUST 2014				
Date	Day	D.O		Days
1	Friday	V		41
2	Saturday		Holiday	
3	Sunday		Holiday	
4	Monday	VI		42
5	Tuesday	I		43
6	Wednesday	II		44
7	Thursday	III		45
8	Friday	IV		46
9	Saturday		FDP by Depts. / PTP for B.Com (ABA)	
10	Sunday		Holiday	
11	Monday	V	Unit III to be completed	47
12	Tuesday	VI		48
13	Wednesday	I		49
14	Thursday	II		50
15	Friday		Independence Day - Holiday	
16	Saturday		Holiday	
17	Sunday		Krishna Jayanthi - Holiday	
18	Monday	III		51
19	Tuesday	IV		52
20	Wednesday	V		53
21	Thursday	VI		54
22	Friday	I		55
23	Saturday		Holiday	
24	Sunday		Holiday	
25	Monday	II		56
26	Tuesday	III		57
27	Wednesday	IV		58
28	Thursday	V		59
29	Friday		Vinayaka Chaturthi - Holiday	
30	Saturday		Holiday	
31	Sunday		Holiday	

SEPTEMBER 2014				
Date	Day	D.O		Days
1	Monday	VI		60
2	Tuesday	I		61
3	Wednesday	II		62
4	Thursday	III		63
5	Friday	IV		64
6	Saturday		Holiday	
7	Sunday		Onam - Holiday	
8	Monday	V	Unit IV to be completed	65
9	Tuesday	VI	II Cycle Test begins & I Cycle test Add on	66
10	Wednesday	I		67
11	Thursday	II		68
12	Friday	III		69
13	Saturday	IV		70
14	Sunday		Holiday	
15	Monday	V		71
16	Tuesday	VI		72
17	Wednesday	I		73
18	Thursday	II		74
19	Friday	III	Semester Practical Examinations begins	75
20	Saturday		FDP by Depts. / PTP for B.Com (ABA)	
21	Sunday		Holiday	
22	Monday	IV		76
23	Tuesday	V		77
24	Wednesday	VI		78
25	Thursday	I		79
26	Friday	II		80
27	Saturday		Holiday	
28	Sunday		Holiday	
29	Monday	III		81
30	Tuesday	IV		82

OCTOBER 2014				
Date	Day	D.O		Days
1	Wednesday	V		83
2	Thursday		Gandhi Jayanthi & Ayutha Pooja - Holiday	
3	Friday		Vijaya Dasami - Holiday	
4	Saturday		Holiday	
5	Sunday		Bakrid - Holiday	
6	Monday	VI		84
7	Tuesday	I	Unit V to be completed	85
8	Wednesday	II	Model Examination begins	86
9	Thursday	III		87
10	Friday	IV		88
11	Saturday	V		89
12	Sunday		Holiday	
13	Monday	VI		90
14	Tuesday	I		91
15	Wednesday	II		92
16	Thursday	III		93
17	Friday	IV		94
18	Saturday		FDP by Depts. / PTP for B.Com (ABA)	
19	Sunday		Holiday	
20	Monday	V		95
21	Tuesday			
22	Wednesday		Deepavali - Holiday	
23	Thursday			
24	Friday		Semester Examinations begins	
25	Saturday			
26	Sunday		Holiday	
27	Monday			
28	Tuesday			
29	Wednesday			
30	Thursday			
31	Friday			

NOVEMBER 2014				
Date	Day	D.O		Days
1	Saturday			
2	Sunday		Holiday	
3	Monday			
4	Tuesday		Muharram - Holiday	
5	Wednesday			
6	Thursday			
7	Friday			
8	Saturday			
9	Sunday		Holiday	
10	Monday			
11	Tuesday			
12	Wednesday			
13	Thursday			
14	Friday			
15	Saturday			
16	Sunday		Holiday	
17	Monday			
18	Tuesday			
19	Wednesday			
20	Thursday			
21	Friday			
22	Saturday		Holiday	
23	Sunday		Holiday	
24	Monday			
25	Tuesday			
26	Wednesday	I	College Reopens	1
27	Thursday	II		2
28	Friday	III		3
29	Saturday		Holiday	
30	Sunday		Holiday	

DECEMBER 2014				
Date	Day	D.O		Days
1	Monday	IV		4
2	Tuesday	V		5
3	Wednesday	VI		6
4	Thursday	I		7
5	Friday	II		8
6	Saturday		Holiday	
7	Sunday		Holiday	
8	Monday	III		9
9	Tuesday	IV	Last date for payment of fees without fine	10
10	Wednesday	V		11
11	Thursday	VI		12
12	Friday	I		13
13	Saturday		FDP by Depts. / PTP for B.Com (ABA)	
14	Sunday		Holiday	
15	Monday	II		14
16	Tuesday	III	Unit I to be completed	15
17	Wednesday	IV		16
18	Thursday	V		17
19	Friday	VI		18
20	Saturday	I		19
21	Sunday		Holiday	
22	Monday	II	Last date for payment of fees with fine	20
23	Tuesday	III		21
24	Wednesday	IV		22
25	Thursday		Christmas - Holiday	
26	Friday		Holiday	
27	Saturday		Holiday	
28	Sunday		Holiday	
29	Monday	V		23
30	Tuesday	VI		24
31	Wednesday	I		25

JANUARY 2015				
Date	Day	D.O		Days
1	Thursday		English New Year - Holiday	
2	Friday		Holiday	
3	Saturday		Milad un Nabi - Holiday	
4	Sunday		Holiday	
5	Monday	II		26
6	Tuesday	III		27
7	Wednesday	IV		28
8	Thursday	V		29
9	Friday	VI	Unit II to be completed	30
10	Saturday	I	I Cycle Test begins & II Cycle test Add on	31
11	Sunday		Holiday	
12	Monday	II		32
13	Tuesday	III		33
14	Wednesday		Bogi Pongal - Holiday	
15	Thursday		Thai Pongal - Holiday	
16	Friday		Thiruvalluvar Dinam - Holiday	
17	Saturday		Kannum Pongal - Holiday	
18	Sunday		Holiday	
19	Monday	IV		34
20	Tuesday	V		35
21	Wednesday	VI		36
22	Thursday	I		37
23	Friday	II		38
24	Saturday		FDP by Depts. / PTP for B.Com (ABA)	
25	Sunday		Holiday	
26	Monday		Republic Day - Holiday	
27	Tuesday	III		39
28	Wednesday	IV		40
29	Thursday	V		41
30	Friday	VI		42
31	Saturday		Holiday	

FEBRUARY 2015				
Date	Day	D.O		Days
1	Sunday		Holiday	
2	Monday	I		43
3	Tuesday	II		44
4	Wednesday	III		45
5	Thursday	IV		46
6	Friday	V	Unit III to be completed	47
7	Saturday		Holiday	
8	Sunday		Holiday	
9	Monday	VI		48
10	Tuesday	I		49
11	Wednesday	II		50
12	Thursday	III		51
13	Friday	IV		52
14	Saturday		Holiday	
15	Sunday		Holiday	
16	Monday	V		53
17	Tuesday	VI		54
18	Wednesday	I		55
19	Thursday	II		56
20	Friday	III		57
21	Saturday		FDP by Depts. / PTP for B.Com (ABA)	
22	Sunday		Holiday	
23	Monday	IV		58
24	Tuesday	V		59
25	Wednesday	VI		60
26	Thursday	I		61
27	Friday	II		62
28	Saturday		Holiday	

MARCH 2015				
Date	Day	D.O		Days
1	Sunday		Holiday	
2	Monday	III		63
3	Tuesday	IV		64
4	Wednesday	V	Unit IV to be completed	65
5	Thursday	VI	II Cycle Test begins	66
6	Friday	I		67
7	Saturday	II		68
8	Sunday		Holiday	
9	Monday	III		69
10	Tuesday	IV		70
11	Wednesday	V		71
12	Thursday	VI		72
13	Friday	I		73
14	Saturday		FDP by Depts. / PTP for B.Com (ABA)	
15	Sunday		Holiday	
16	Monday	II		74
17	Tuesday	III		75
18	Wednesday	IV		76
19	Thursday	V	Semester Practical Examinations begins	77
20	Friday	VI		78
21	Saturday		Telugu New Year - Holiday	
22	Sunday		Holiday	
23	Monday	I		79
24	Tuesday	II		80
25	Wednesday	III		81
26	Thursday	IV		82
27	Friday	V		83
28	Saturday	VI		84
29	Sunday		Holiday	
30	Monday	I		85
31	Tuesday	II		86

APRIL 2015				
Date	Day	D.O		Days
1	Wednesday	III	Unit V to be completed	87
2	Thursday	IV	Model Examination begins including Add on	88
3	Friday		Good Friday - Holiday	
4	Saturday		Holiday	
5	Sunday		Holiday	
6	Monday	V		89
7	Tuesday	VI		90
8	Wednesday	I		91
9	Thursday	II		92
10	Friday	III		93
11	Saturday	IV		94
12	Sunday		Holiday	
13	Monday	V		95
14	Tuesday		Chitraikani - Holiday	
15	Wednesday		Semester Examination begins	
16	Thursday			
17	Friday			
18	Saturday			
19	Sunday		Holiday	
20	Monday			
21	Tuesday			
22	Wednesday			
23	Thursday		Mahavir Jayanthi - Holiday	
24	Friday			
25	Saturday			
26	Sunday		Holiday	
27	Monday			
28	Tuesday			
29	Wednesday			
30	Thursday			

FDP : Faculty Development Programme

PTP : Professional Training Programme

## Ten Commandments for an Outstanding Teacher

1. Passion for Teaching : not just for money
2. Acquiring continuously the up -dated knowledge base
3. Adopting appropriate Delivery style with excellent communication skill
4. The Character of Compassion
5. Inspiring and Motivating the students and the peers
6. Stand as a Role model with Professional Ethics and Values
7. Self motivated to achieve higher ambitions
8. Hard work to achieve national and international recognition
9. Positive attitude towards Research and Innovation
10. Social Responsibility towards Nation Building and Safety of the Mother Earth

## Ten Commandments for an Outstanding Student

1. Be punctual and understand the importance of Time Management
2. Improve your listening skills, your communication and personality skills
3. Improve your reading habit, use the library to the maximum level and update your knowledge base
4. Pay utmost attention to the Classroom Lecture, Seminars and your Examinations
5. Be a computer literate and improve your computing skill
6. Understand that cleanliness is very important
7. Interact with your friends, teachers and experts on various topics
8. Remember Character is Power; Do not compromise ethics and values for anything in this world
9. Experience the joy of Sharing and Compassion
10. Follow the mantra: மாதா, பிதா, குரு, தேசம், தெய்வம்

**Annexure – 2**  
**Feedback analysis**

**Alumni**

- 3<sup>rd</sup> Sunday of December every year, an alumni meet is conducted and their valuable feedback is obtained for implementation.
- Alumni feedback is obtained to frame updated and relevant syllabus.
- Alumni actively participate in the Board of studies and also in IQAC Advisory Committee Meeting

**Parents**

- Parents meeting are conducted in the college and at department level every semester and their feed backs are collected in the areas of transport, infrastructure, curriculum and etc.
- Parents expect a holistic development of their kids during their study.

**Employers**

- The details of the performances of alumni in their jobs have been collected from the employers to assess their skills and commitment to their concerns.



**Annexure 3**  
**Best Practices**

**(i) Adoption of 62 villages**

- 62 villages have been adopted by the college to form Cataract Free Zone
- STC made a joint venture with Vaasan Eye care Hospitals and conducted eye screening camp and announced the 62 villages as cataract free Zone.
- All departments conduct outreach programmes in the areas of Education, health, environment, Community development etc.,

**(ii) Electives**

- Electives are offered in all disciplines
- Specialization courses are offered in MBA, MCA and MSW disciplines
- Domain electives are offered in MCA Discipline in the area finance, banking, Insurance

**(iii) Ethics and Culture**

- The term “Ethics and culture” may sound mysterious or esoteric, it is a reality that all working people experience whether they realize it or not.
- Ethics and Culture course is conducted for all first year UG students.
- Yoga course is also introduced for all first year students of UG and PG disciplines to make their mind and body to be fitted.

**(iv) Career guidance**

- Career guidance is conducted to higher secondary students of various schools to choose their courses in UG level.
- A career guidance programme is conducted for final year UG students in the banner “Right PG, Bright carrier” to choose their PG.