

# The Annual Quality Assurance Report (AQAR)

2017 - 18



Submitted by

**ETHIRAJ COLLEGE FOR WOMEN (AUTONOMOUS)**

*College with Potential for Excellence*

*Re accredited with 'A' Grade by NAAC in 2013*

CHENNAI- 600 008

To

**National Assessment and Accreditation Council (NAAC)**

**Bangalore**

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

#### 1. Details of the Institution

##### 1.1 Name of the Institution

Ethiraj College for Women

##### 1.2 Address Line 1

No. 70, Ethiraj Salai, Egmore

##### Address Line 2

|   |  |
|---|--|
| City/Town                                       | Chennai  |
| State   | Tamil Nadu   |
| Pin Code  | 600 008  |
| Institution e-mail address                      | <a href="mailto:ethirajprincy@yahoo.com">ethirajprincy@yahoo.com</a><br><a href="mailto:principal@ethirajcollege.edu.in">principal@ethirajcollege.edu.in</a> |
| Contact No.                                     | 044 - 28279189   |
| Name of the Head of the Institution             | Dr. S. Bhuvaneswari  |
| Tel. No. with STD Code                          | 044 - 28226795   |
| Mobile:   | 94444 18670  |
| Name of the IQAC Co-ordinator                   | Dr. Rennet Samson  |
| Mobile:   | 98413 46372  |
| IQAC e-mail address(if any at Department Level) | ethirajiqac@gmail.com  |

##### 1.3 NAAC Track ID (For ex. MHCOGN 18879)

TNCOGN 14806

1.5 Website address:

|                           |
|---------------------------|
| www.ethirajcollege.edu.in |
|---------------------------|

1.10 Institutional Status

|   |                               |
|---|-------------------------------|
| University(State /Central /Deemed / Private )                             | Inter State Body Corporate    |
| Affiliated College  | Yes                           |
| Constituent College   | No                            |
| Autonomous college of UGC   | Yes                           |
| Regulatory Agency approved Institution<br>(eg. AICTE, BCI, MCI, PCI, NCI) | Yes (AICTE)                   |
| Type of Institution / Department (Co-education/<br>Men/Women)             | Women                         |
| Financial Status( Grant-in-aid / UGC 2(f)/ UGC12B )                       | UGC 2(f) / UGC12B             |
| Grant-in-aid (Grant-in-aid + Self Financing / Totally<br>Self-Ffinancing) | Grant-in-aid + Self Financing |

1.11 Type of Faculty/Programme

| <b>Faculty</b>   | <b>Yes / No</b>     |
|------------------|---------------------|
| Arts             | Yes                 |
| Science          | Yes                 |
| Commerce         | Yes                 |
| Law              | No                  |
| PEI (Phys Edu)   | No                  |
| TEI (Edu)        | No                  |
| Engineering      | No                  |
| Health Science   | No                  |
| Management       | Yes                 |
| Others (Specify) | AICTE – MBA and MCA |

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

| <b>Special status</b>                        | <b>Yes / No</b> |
|--|-----------------|
| Autonomy by State/Central Govt. / University | Yes             |
| College with Potential for Excellence        | Yes             |
| UGC-CPE                                      | Yes             |
| DST Star Scheme                              | No              |
| UGC-CE                                       | No              |
| UGC-Special Assistance Programme             | Yes             |
| DST-FIST                                     | Yes             |
| UGC-Innovative PG programmes                 | No              |
| UGC-COP Programmes                           | No              |
| Any other ( <i>Specify</i> )                 | No              |

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

7

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

2

2.4 No. of Management representatives

2

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and community representatives

1

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

2

2.9 Total No. of members

17

2.10 No. of IQAC meetings held

12

2.11 No. of meetings with various stakeholders:

| Meetings           | Numbers |
|--------------------|---------|
| Total No.          | 12      |
| Faculty            | 4       |
| Non-Teaching Staff | 1       |
| Students           | 2       |
| Alumni             | 2       |
| Others             | 3       |

2.12 Has IQAC received any funding from UGC during the year?

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 (IF ANY AT DEPARTMENT LEVEL)

| Total Nos | International | National | State | Institution /Department Level |
|-----------|---------------|----------|-------|-------------------------------|
| 04        | Nil           | Nil      | Nil   | 04                            |

(ii) Themes

Curriculum Design on New NAAC Regulations, Globalisation, Youth for Environment, Awareness on International Studies

## 2.14 Significant Activities and contributions made by IQAC

- Conduction of Orientation programme for the I<sup>st</sup> year UG students along with the Department of Mathematics
- Conducted an Academic Audit on 20th July 2017 with subject experts from various reputed institutions.
- To monitor the knowledge quotient of the students at the entry and the exit level, online Concept level tests were conducted for the first year and the third year undergraduate students.
- The IQAC prepares the questions for the online conceptual Tests to test the General awareness, Mathematical Aptitude Skill and reasoning skill among the students.
- The College to go global by exploring options for exchange programmes and semester abroad courses. Keeping this in mind a guest lecture was organized by the IQAC and the speaker Mr. Rajgopal Sashti, Advisor, Fellowships and sponsored Programs, Sam Nunn School of International Affairs, Georgia Institute of Technology, Atlanta Georgia made a presentation on Fulbright and other externally funded fellowships and scholarships to study and travel in the US.
- The College has also agreed to partner in the new initiative of the Government of India - Study in India Programme which seeks to attract students from other countries.
- To help faculty understand the various facets of the new framework of NAAC and the revised curriculum design as per the new NAAC regulations a One Day Workshop for Faculty was organized on 2<sup>nd</sup> March 2018. Prof. Dr. S. Sivasubramanian, Former Vice Chancellor, Bharathiar University, Noorul Islam University, NAAC Peer Team Member, Coordinator and Convenor addressed the faculty on the topic, **New Framework of NAAC** while Dr. M.G Sethuraman, Gandhigram University, spoke on the topic, **Curriculum Design on New NAAC Regulation**.
- The **Go Green Campaign** to create environmental awareness among the students and on keeping the campus eco-friendly, on the topic **Youth for Environment**, was jointly organized by the IQAC and Environmental Club.
- Preparation of AQAR and submission of the same by the month of October
- Data preparation and submission for ranking of colleges were sent to - India Today 2016-17 & The Week 2017 -18 and NIRF 2016-17

## 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

| Plan of Action  | Achievements   |
|---|--|
| To conduct Orientation programme for 1 <sup>st</sup> year students in association with Department of Mathematics          | The orientation programme was held from 19 <sup>th</sup> June to 22 <sup>nd</sup> June 2017. Several eminent speakers addressed the students on various aspects of college life and future careers open to them.   |
| To Conduct an Academic Audit with subject experts from various reputed institutions.                                      | On 20 <sup>th</sup> July the Academic Audit was conducted. Several subject experts gave their inputs to enrich the syllabus to keep pace with the changing academic scenario.  |
| Conceptual Test for 1 <sup>st</sup> year students at the entry level  | Concept level test was completed in the first week of August to assess the knowledge level of the first year students.   |
| The College to partner in the new initiative of the Government of India on inviting International Students.               | The college signed an MoU with the Study in India Programme of the MHRD which seeks to attract students from other countries. The college has offered to set aside 10 seats at the PG level for these international students.<br><br>The College has also agreed to set aside the prescribed number of seats for the displaced students of Jammu and Kashmir and participate in this initiative of the MHRD<br><br>The College has also applied to RUSA for further grants to upgrade the facilities in the institution. |
| To Conduct a Workshop for Teaching staff on the topic “New Frame work of NAAC , Curriculum Design on New NAAC Regulation. | The workshop conducted with the help of eminent resource persons – Dr. Sivasubramaniam and Dr.Sethuraman helped the faculty in Goal Setting in Academics and Research and understand the various facets of the new framework of NAAC and the revised curriculum design as per the new NAAC regulations   |
| To conduct a workshop for the faculty on API Score  | A workshop on calculating the API score was conducted on 10 <sup>th</sup> April 2018. Following this all faculty were asked to submit their API score sheet as per the 2016 amendment of the 2010 UGC regulation   |
| The IQAC to issue health card for students and Non Teaching staff and conducts periodical health checkups                 | Issued the Health Cards in June 2017 to enable the Non Teaching staff and the students to keep track of their health status  |

|  |  |
|--|--|
| To explore options for exchange programmes and semester abroad courses | Guest lecture was organized by the IQAC and the speaker Mr. Rajgopal Sashti, Advisor, Fellowships and sponsored Programs presentation on Fulbright and other externally funded fellowships and scholarships to study and travel in the US.   |
| National Institutional Ranking Frame Work                              | During the second week of December the IQAC collected all the relevant data and submitted them to the MHRD for the All India ranking. The College was ranked 38 <sup>th</sup> at the National Level.   |
| Campaign to create environmental awareness among the students.         | The IQAC and Environmental Club of the college jointly organized an <b>Youth for Environment on 7<sup>th</sup> February 2018</b> . There was good participation from the students.   |
| India Today 2016-17 & The Week 2017-18 data preparation                | <p>The IQAC sent the details requested by The Week and India Today to participate in the national ranking conducted by them.</p> <p>The College was ranked 22<sup>nd</sup> in Science, 34<sup>th</sup> in Commerce and 17<sup>th</sup> in Arts, as per the ranking by India Today Magazine, for the year 2016-17</p> <p>As per The Week Hansa Research Survey the college was ranked 16<sup>th</sup> in Science, 12<sup>th</sup> in Commerce and 14<sup>th</sup> in Arts, for the year 2016-17</p> |

2.15 Whether the AQAR was placed in statutory body      Yes      No

Management  Yes    Syndicate     -    Any other body     -

Provide the details of the action taken

The suggestions given by the Management and the external Committee members were implemented wherever necessary

## 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                    | 8                             |  | -                                   | -  |
| PG                     | 21                            |  | 13                                  | 1(PD)  |
| UG                     | 30                            |  | 18                                  | 1(PD)  |
| MPhil                  | 13                            |  | 3                                   |  |
| PG Diploma             | -                             | -  | -                                   |  |
| Advanced Diploma       | -                             | -  | -                                   | -  |
| Diploma                | -                             | -  | -                                   | -  |
| Certificate            | 14                            | -  | 5                                   | -  |
| Others                 | 109                           |  |                                     |  |
| <b>Total</b>           | 195                           | -  | 99                                  | 02   |
| Interdisciplinary      |                               |  |                                     |  |
| Innovative             | 0                             | 0  | 0                                   | 0  |

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

| Flexibility of the Curriculum | Yes / No                         |
|-------------------------------|----------------------------------|
| Choice Based Credit system    | If yes, give details as annexure |
| Core                          | Yes                              |
| Elective Option               | Yes                              |
| Open Options                  | No                               |

##### (ii) Pattern of programmes:

| Pattern   | Number of programmes |
|-----------|----------------------|
| Semester  | 51                   |
| Trimester | Nil                  |
| Annual    | 13                   |

1.3 Feedback from stakeholders\* (*On all aspects in numbers*)

| Alumni | Parents | Employers | Students |
|--------|---------|-----------|----------|
| 4      | 3       | 2         | 4        |

Mode of feedback :

| Online | Manual | Co-operating schools (for PEI) |
|--------|--------|--------------------------------|
| Yes    | Yes    | -                              |

*\*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.

As per the recommendations and inputs given by the members of Academic audit, an initiative was taken to incorporate certain salient features in the existing syllabi. The departments were requested to restructure the syllabus as per the suggestion and feedback received from Audit members and stakeholders for the forthcoming academic year.

The syllabus may emphasise on

1. Current Trends in the discipline ‘
2. Technological up gradation
3. Industrial - Academic orientation
4. Value Based Education

## Criterion – II

### 2. Teaching, Learning and Evaluation

#### 2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 266   | 200              | 59                   | -          | 7      |

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

|     |
|-----|
| 128 |
|-----|

#### 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                                       |
| 0                | 62 | 0                    | 0 | 0          | 0 | 52<br>(Trust<br>Vacancies) | 0 | 52    | 10 (Work done<br>by guest<br>lecturers) |

#### 2.4 No. of

|                   |    |
|-------------------|----|
| Guest Faculty     | 27 |
| Visiting Faculty  | 20 |
| Temporary Faculty | 52 |

## 2.5 Faculty participation in conferences and symposia:

| No. of Faculty                  | International level | National level | State level |
|---------------------------------|---------------------|----------------|-------------|
| Attended Seminars/<br>Workshops | 83                  | 48             | 20          |
| Presented papers                | 66                  | 63             | -           |
| Resource Persons                | 13                  | 17             | 3           |

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

- Planning of lessons using work diary
- Using language laboratory to help improve pronunciation & communication skills in English , French & Hindi
- Use of video clippings for both theory and practicals, power point presentation
- Use of Audio – Visual rooms, OHP & LCD to teach
- Visits to institutions, ecological and historical sites.
- Destination Learning for I and II year students of the Department of Travel & Tourism
- Use of smart class rooms with interactive boards.
- Active learning through seminars, projects and group discussions
- Role plays, Simulation games, Model making
- Interactive Method – Management Games, Group Discussion, Brain Storming, Quiz – Oral & written
- Students are trained in oral and audio proficiency after College hours (Aided Stream) and sent to appear for the DELF A1 examination conducted by the Alliance Française of Madras, in collaboration with the French Embassy.
- Linking written assignments to the in-house journal.
- Case study method, internships and participatory learning
- Extra study material sent by email and weblinks provided.
- Assisting students in online registration for courses offered by Universities abroad and in India

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

180 days

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

Double Valuations, Colour code, Photocopy

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

|                             |                      |                                    |
|-----------------------------|----------------------|------------------------------------|
| as member of Board of Study | As Faculty           | As Curriculum Development workshop |
| 170                         | All teaching Faculty | 48                                 |

2.10 Average percentage of attendance of students

|     |
|-----|
| 90% |
|-----|

2.11 Course/Programme wise distribution of pass percentage :

| S.No | Title of the Programme | No. Appeared | %  | I Class Exemplary | I Class Distinction | I Class | II Class | III Class |
|------|------------------------|--------------|----|-------------------|---------------------|---------|----------|-----------|
| 1    | English                | 68           | 94 | -                 | -                   | 46      | 17       | 1         |
| 2    | Economics              | 168          | 94 | -                 | 19                  | 49      | 71       | 19        |
| 3    | History                | 50           | 82 | -                 | 2                   | 13      | 20       | 6         |
| 4    | T.T.M.                 | 61           | 93 | -                 | 4                   | 35      | 15       | 3         |
| 5    | Chemistry              | 49           | 96 | 2                 | 19                  | 26      | -        | -         |
| 6    | PB & PB                | 36           | 75 | -                 | 3                   | 15      | 9        | -         |
| 7    | Physics                | 44           | 98 | 3                 | 25                  | 15      | -        | -         |
| 8    | Mathematics            | 68           | 99 | 22                | 28                  | 16      | 1        | -         |
| 9    | N & D                  | 46           | 98 | -                 | 7                   | 31      | 7        | -         |
| 10   | Advanced Zoology       | 91           | 92 | 2                 | 23                  | 47      | 12       | -         |
| 11   | Commerce               | 66           | 97 | -                 | 21                  | 39      | 4        | -         |
| 12   | B.Com. C.S.            | 68           | 99 | -                 | 33                  | 32      | 2        | -         |

**Aided (PG) - APRIL 2018**

**Examination Results of the 2016 – 2018 Batch Students**

| S.No | Department         | No. Appeared | %   | I Class Exemplary | I Class Distinction | I Class | II Class |
|------|--------------------|--------------|-----|-------------------|---------------------|---------|----------|
| 1    | Tamil              | 9            | 100 | -                 | 4                   | 5       | -        |
| 2    | English            | 39           | 100 | -                 | 1                   | 37      | 1        |
| 3    | Economics          | 25           | 100 | -                 | 2                   | 15      | 8        |
| 4    | History            | 17           | 100 | -                 | 2                   | 6       | 9        |
| 5    | Zoology            | 18           | 100 | -                 | 12                  | 6       | -        |
| 6    | Chemistry          | 12           | 92  | -                 | 3                   | 8       | -        |
| 7    | Commerce           | 24           | 79  | -                 | 5                   | 14      | -        |
| 8    | Business Economics | 21           | 95  | -                 | 1                   | 14      | 5        |

## Self Supporting (UG) - APRIL 2018

### Examination Results of the 2015 – 2018 Batch Students

| S.No | Department                             | No. Appeared | %   | I Class Exemplary | I Class Distinction | I Class | II Class | III Class |
|------|--|--------------|-----|-------------------|---------------------|---------|----------|-----------|
| 1    | English                                | 69           | 97  | -                 | -                   | 29      | 29       | 9         |
| 2    | English and Communication Skills       | 52           | 98  | -                 | -                   | 23      | 26       | 2         |
| 3    | Business Economics                     | 56           | 98  | -                 | 5                   | 20      | 28       | 2         |
| 4    | Mathematics                            | 67           | 99  | 1                 | 49                  | 14      | 2        | -         |
| 5    | Computer Science                       | 99           | 99  | 1                 | 22                  | 73      | 2        | -         |
| 6    | Biochemistry                           | 48           | 96  | -                 | 10                  | 31      | 5        | -         |
| 7    | Microbiology                           | 46           | 87  | -                 | 7                   | 30      | 3        | -         |
| 8    | Psychology                             | 48           | 92  | -                 | 9                   | 24      | 11       | -         |
| 9    | Clinical Nutrition and Dietetics       | 29           | 90  | -                 | 5                   | 12      | 9        | -         |
| 10   | Visual Communication                   | 45           | 87  | -                 | 1                   | 31      | 7        | -         |
| 11   | Mathematics with Computer Applications | 60           | 98  | 1                 | 25                  | 32      | -        | 1         |
| 12   | Commerce                               | 127          | 97  | -                 | 22                  | 80      | 20       | 1         |
| 13   | B.Com C.S.                             | 138          | 98  | -                 | 32                  | 94      | 9        | -         |
| 14   | B.Com BM                               | 135          | 96  | -                 | 14                  | 92      | 24       | -         |
| 15   | B.Com (Hons)                           | 40           | 100 | -                 | 18                  | 22      | -        | -         |
| 16   | Business Administration                | 68           | 97  | -                 | 3                   | 41      | 22       | -         |
| 17   | BCA                                    | 50           | 100 | -                 | 14                  | 31      | 5        | -         |

## Self Supporting (PG) - APRIL 2018

### Examination Results of the 2016 – 2018 Batch Students

| S.No | Department           | No. Appeared | %   | I Class Exemplary | I Class Distinction | I Class | II Class |
|------|----------------------|--------------|-----|-------------------|---------------------|---------|----------|
| 1    | Commerce             | 14           | 71  | -                 | 1                   | 7       | 2        |
| 2    | HRDE                 | 9            | 100 | -                 | 1                   | 8       | -        |
| 3    | PB & PB              | 20           | 95  | 1                 | 6                   | 12      | -        |
| 4    | Mathematics          | 36           | 94  | 2                 | 14                  | 18      | -        |
| 5    | M.Com.C.S.           | 20           | 100 | -                 | 2                   | 16      | 2        |
| 6    | Food & Nutrition     | 14           | 93  | -                 | 3                   | 10      | -        |
| 7    | Physics              | 14           | 93  | -                 | 5                   | 8       | -        |
| 8    | Biochemistry         | 25           | 100 | -                 | 10                  | 15      | -        |
| 9    | Applied Microbiology | 23           | 100 | -                 | 8                   | 15      | -        |
| 10   | MBA                  | 39           | 100 | -                 | 4                   | 35      | -        |
| 11   | MCA (2015-2018)      | 28           | 93  | -                 | 8                   | 18      | -        |
| 12   | M.Com. BI            | 35           | 100 | -                 | 1                   | 22      | 12       |
| 13   | M.A Journalism       | 13           | 85  | -                 | 2                   | 9       | -        |

### M.Phil 2016 - 2017(Aug 2017)

| S.No | Department       | No. Appeared | %   |
|------|------------------|--------------|-----|
| 1    | Tamil            | 9            | 100 |
| 2    | English          | 11           | 100 |
| 3    | Economics        | 8            | 100 |
| 4    | History          | 5            | 100 |
| 5    | Chemistry        | 1            | 100 |
| 6    | Commerce         | 5            | 100 |
| 6    | PB & PB          | 1            | 100 |
| 7    | Mathematics      | 5            | 100 |
| 8    | Corporate        | 2            | 100 |
| 9    | Food & Nutrition | 4            | 100 |
| 10   | Physics          | 3            | 100 |
| 11   | Computer Science | 12           | 100 |

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

(i) Conduction of Orientation programme for First year students.

- Every year, the IQAC in association with a department conducts a week long Orientation programme for the Freshers of UG and PG courses.
- The IQAC also collects feedback from the students to enhance the quality of the programme.
- Feedback from the parents about admission process on Orientation day.

(ii) Conduct of Conceptual Test for students of First year and Final Year .

The IQAC conducts a conceptual test for the first year and final year UG students (entry level & exit level) to assess their general knowledge, aptitude and conceptual knowledge in their respective discipline and helps to develop appropriate teaching and evaluative methodologies.

(iii) Review for the admission procedure:

The IQAC, along with the College admission committee, studies the admission process aided by inputs from parents (collected through a structured questionnaire) and the Public Relations Team. This data is vital as it helps in the streaming of admission process for the next academic year. The IQAC analyses the feed-back collected and helps to improve activities during the admission process.

(v) Conduction of Workshop:

- (a) Every academic year, Workshop is conducted to train faculty with less than five years of experience in teaching learning and evaluating methods.
- (b) The IQAC periodically organizes seminars, symposia, workshops and conferences for Teaching and Non teaching staff ,Awareness about Health Consciousness.

(vi) Redressal of Grievances:

The IQAC is instrumental in the establishment of students' grievances cell, Anti ragging committee and Anti sexual harassment cell in the College.

### 2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i>  | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses                              | 6                                   |
| UGC – Faculty Improvement Programme            | 96                                  |
| HRD programmes                                 | -                                   |
| Orientation programmes                         | 12                                  |
| Faculty exchange programme                     | -                                   |
| Staff training conducted by the university     | 20                                  |
| Staff training conducted by other institutions | 10                                  |
| Summer / Winter schools, Workshops, etc.       | 39                                  |
| Others   | 4                                   |

### 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 | 109                           | 27                         | 01   | 0                                      |
| Technical Staff      | 28                            |                            |  |  |

## Criterion – III

### 3. Research, Consultancy and Extension

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

(1) Conduction of seminars / symposiums / workshops on various aspects of research like patent, statistical Tools for research, applying for grants etc.,

**(2) Formation of Research Committee:**

The IQAC is instrumental in the establishment of a Research Committee in the College. The Research Committee is headed by the Dean of Research. The IQAC Coordinator is one of the members of the Research Committee.

**(3) Policy measures to promote research:**

The IQAC coordinates with the Management for the grant of the following strategies to promote Research.

- (a) Permission to the Self Supporting Stream faculty to avail leave on loss of pay for a maximum period of two years, to complete their research work and one month paid leave at the time of submission of thesis
- (b) Financial assistance to staff presenting papers in seminars / conferences by way of reimbursing the registration fees and by providing travel allowance.
- (c) 15 days of On–Duty leave per year for staff members participating in academic activities
- (d) Providing an amount of Rs. 10,000/- per annum (Minor research project-Management funded) towards conduct of research by faculty.

### 3.2 Details regarding major projects

|                     | Completed | Ongoing  | Sanctioned | Submitted |
|---------------------|-----------|----------|------------|-----------|
| Number              | -         | -        | -          | -         |
| Outlay in Rs. Lakhs | -         | 1 (FIST) | -          | -         |

### 3.3 Details regarding minor projects

|                            | Completed | Ongoing | Sanctioned       | Submitted        |
|----------------------------|-----------|---------|------------------|------------------|
| Number                     | 1         | 4       | 4                | 4                |
| <b>Outlay in Rs. Lakhs</b> | -         | -       | <b>800000.00</b> | <b>422250.00</b> |

### 3.4 Details on research publications

|                          | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals     | 103           | 58       | 1      |
| Non-Peer Review Journals |               |          | 4      |
| e-Journals               |               | 54       |        |
| Conference proceedings   | 49            | 43       |        |

### 3.5 Details on Impact factor of publications:

|               |               |
|---------------|---------------|
| Range         |               |
| Average       | 2             |
| h-index       | 5.75(Average) |
| Nos.in SCOPUS | 3.9+ chem.-1  |

### 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   | 2016-21       | FIST  | 95 Lakhs   | 77 Lakhs             |
| Minor Projects   | 2             | AICTE-ISCE, UGC   | 3 Lakhs<br>8 Lakhs   | 3 Lakhs<br>422250.00 |
| Interdisciplinary Projects   |               |   |  |                      |
| Industry sponsored   |               |   |  |                      |
| Projects sponsored by the University/ College                                  | 1             | Ethiraj College   | 8089   |                      |
| Students research projects<br><i>(other than compulsory by the University)</i> | 2017-18       | Ms.Shwetha<br>S.S., M.Phil<br>Malcom<br>Elizabath<br>Adhiseha trust-<br><b>Zoology-</b><br>Ms.N.Amirtha,<br>Ms.E.Logeswari,<br>Ms.N.Janani- | 25000/-<br><br><br><br><br><br><br><b>yearly amount of</b> |                      |

|                    |  |  |   |  |
|--------------------|--|--|---|--|
|                    |  | <b>Tamil Nadu State Government Scholarship Zoology- Ms.Fathima Shireen</b> | <b>Rs.75,000/-</b><br><br>4.25 lakh rupees yearly by Inspire Scholarship. |  |
| Any other(Specify) |  | IBCN   | 25000/-   |  |
| Total              |  |  |   |  |

### 3.7 No. of books published

|                          |      |
|--------------------------|------|
| With ISBN No             | 1    |
| Chapters in Edited Books | 8    |
| Without ISBN No          | 13   |
| UGC-SAP                  | -    |
| CAS                      | -    |
| DST-FIST                 | FIST |
| DPE                      | -    |
| DBT Scheme/funds         | -    |

### 3.9 For colleges

|                           |     |
|---------------------------|-----|
| Autonomy                  | Yes |
| CPE                       | Yes |
| DBT Star Scheme           | -   |
| INSPIRE                   | Yes |
| CE                        | -   |
| Any Other (Specify)- FIST | Yes |

3.10 Revenue generated through consultancy

**Rs.3,00,000 – AICTE-ISTE Refresher Programme**

3.11 No. of conferences organized by the Institution

| Level               | International  | National | State | Univer<br>sity | College |
|---------------------|--|----------|-------|----------------|---------|
| Number              | 6  | 20       | 4     |                | 10      |
| Sponsoring Agencies | NABARD,SIDBI ,LIC<br>NBA,SERB,National Human Rights Commission,Human Rights Foundation,Tech Diva, Management , UGC |          |       |                |         |

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

28

3.13 No. of collaborations

|               |   |
|---------------|---|
| International | 1 |
| National      | 4 |
| Any other     |   |

3.14 No. of linkages created during this year

HR: 1. As part of the 16 days Campaign on violence against women, on 29<sup>th</sup> November 2017, the Department in association with Prajnaya Trust organized a panel discussion Violence against human rights defenders and women journalists.

On 3<sup>rd</sup> March 2018 the Department of Human Rights organised an extension activity in Association with Tech Diva on Rebooting women's career after a career break and its importance.

**Memorandum Of Understanding (MOU)**

CONCORDIA COLLEGE, NEW YORK

ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS (ACCA), UK

CII- YI, YOUNG INDIANS – CONFEDERATION OF INDIAN INDUSTRY

INDIAN OVERSEAS BANK - MBA

INSTITUTE OF MANAGMENT ACCOUNTANCE – NEW JERSEY

TVS – MBA

ICICI BANK LTD

CONSUMER ASSOCIATION OF INDIA

THE SOUTHERN INDIA CHAMBER OF COMMERCE - ECONOMICS

TAMIL NADU STATE DEPARTMENT OF ARCHAEOLOGY – HISTORY ,TOURISM AND TRAVEL  
MANAGEMENT

**ICMR- INDIAN COUNCIL OF MEDICAL RESEARCH**

3.15 Total budget for research for current year in lakhs :

|                                       |          |
|---------------------------------------|----------|
| From Funding agency                   | 10400312 |
| From Management of University/College | 10,000   |
| Total                                 | 10410312 |

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/Department |
|-------|---------------|----------|-------|------------|------|--------------------|
| 18    | 5             | 2        | 4     |            | 5    | 2                  |

3.18 No. of faculty from the Institution

|                                |    |
|--------------------------------|----|
| who are Ph. D. Guides          | 26 |
| students registered under them | 57 |

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

|    |
|----|
| 10 |
|----|

3.20 No. of Research scholars receiving the

s (Newly enrolled + existing ones)

| JRF | SRF | Project Fellows | Any other |
|-----|-----|-----------------|-----------|
|     |     | 5               | 1         |

- Ms.Shwetha S.S., M.Phil Scholar of the Post Graduate and Research Department of Economics received Rs.25,000/- from the Malcolm and Elizabeth Adhisheshaiah Trust for the Best Project.
- Ms.N.Amirtha, Ms.E.Logeswari, Ms.N.Janani of the Post Graduate and Research Department of Zoology have received an yearly amount of Rs.75,000/- from Tamil Nadu State Government Scholarship.
- Ms.Fathima Shireen of the same department received a sum of 4.25 lakh rupees yearly by Inspire Scholarship.

### 3.21 No. of students Participated in NSS events:

| University level | State level | National level | International level |
|------------------|-------------|----------------|---------------------|
| 2                | -           | -              | -                   |

### 3.22 No. of students participated in NCC events:

| University level | State level | National level | International level |
|------------------|-------------|----------------|---------------------|
| 65               | 8           | 7              |                     |

### 3.23 No. of Awards won in NSS:

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

### 3.24 No. of Awards won in NCC:

| University level | State level | National level | International level |
|------------------|-------------|----------------|---------------------|
| 7                | 3           | -              | -                   |

### 3.25 No. of Extension activities organized

| University forum | college forum | NCC | NSS | Any other |
|------------------|---------------|-----|-----|-----------|
| 5-NSS            | 10-NSS        | 6   | 4   | 140       |

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

#### **Extension activities:**

### **NCC Activities**

Marching towards success and glory is the paradigm of our NCC .The cadets have been part of several Training camps and Shooting Inter Group Competitions held at various places in and around Tamil Nadu.

- Cadet. N. Jothilakshmi of II B.A. Economics represented Madras‘ A ’in Training-I Camp held at Idaiyapatti, Madurai during August 2017.
- Cadet R. Pavithra of II B.Sc Biochemistry, Cadet M. Monisha of II B.A. Economics and Cadet N. Jothilakshmi of II B.A. Economics (Aided) represented Madras‘ A ’in Thai Sainik Camp Inter Group Competition held at Madurai during July 2017 .
- Cadet A. Madhumitha of II BCA represented Madras‘ A ’in Pre-National Integration Camp-II held at Trichy during December 2017 .
- Cadet Under Officer P. Kamakshi of III B.Sc Mathematics, Sergeant R. Preethi of III B.A. English Literature, Cadet Corporal V. H. Sanjushree of III B.Sc Psychology and Lance Corporal M. Kiruthika of III B.Sc Mathematics (Aided) represented Tamil Nadu, Puducherry and Andaman & Nicobar in All India Trekking Camp held at Nilgris during May 2017 .
- Senior Under Officer S. Sivapriya of III B.Sc Mathematics represented Madras‘ A ’in Shooting Inter Group Competition held at Erode during May 2017.
- They bagged the first place in March Pastat A.L. Mudaliar Meet 2017. They represented Tamil Nadu, Puducherry and Andaman & Nicobar in Independence Day Parade at Secretariat, Republic Day Parade and All India Trekking Camp held at Nilgiris.

### **NSS Activities**

- Commenced with“ World Elder Abuse Awareness Day ”and an Awareness Programme for Online Registration of Voter’s ID was conducted for the students of Ethiraj College in the age limit of 18 to 21years.
- NSS, in connection with Swachhta Pakhwara, conducted a rally on Dengue Awareness from Ethiraj College for Women to Chennai Museum.
- An extension activity, in Association with Tech Diva, on Rebooting Women’s Career after a Career Break and its Importance was conducted by the Department of Human Rights and Duties Education.

### **Citizen Consumer Club**

- The achievement of the Citizen Consumer Club is commendable. A Memorandum of Understanding with Consumer Association of India with 251 students as members was the cornerstone of success this year.
- In collaboration with CAI, several Consumer Awareness Programmes, Inter-departmental competitions and surveys were conducted and the students of Business Economics presented their findings in the Consumer Guidance Seminar (GST) organised by Consumer Association

of India (CAI) at Anna Institute of Management and the same was published in Dinamani September 11th issue.

- The Biannual Newsletter“ Consumer Connect ”was released and an exhibition on consumer awareness was also conducted in differentvenues.

### **Enactus Club**

- Conducted a Workshop on“ Entrepreneurship ’for the Ethiraj students and a workshop on ‘Waste Management and Segregation ’at the adopted village at Nemillichery.
- Various inter-departmental competitions, as part of‘ GESCHAFFT ,’17’were organized at the college.
- The students of the club also participated in‘ Carnival 2017 ’at Rajalakshmi Engineering College and bagged the first prize in various cultural events.

### **Enviro Club**

Going green is the motto of the College. Several eco friendly approaches have been taken up this year.

- To commemorate the 70th year, the Enviro Club, in association with IQAC of Ethiraj College, organized a Workshop on the topic“ Youth for Environment ”on 7th February 2018. They initiated display of information on notice Board from daily newspapers and science magazines related to preserving the biodiversity.
- Three more vermi composting units were added to the existing units, to compost more wastes generated from the canteens in Campus 1 & 2.
- Enviro club students were involved in the gardening work of the college.
- To enhance the floral diversity of our campus, a few rare plants were planted in the campus.

### **Red Ribbon Club**

- The Red Ribbon Club conducted a lecture on“ Awareness on HIV/AIDS ”.and on“ Stress Management.
- An Oratorical competition was conducted by the Lion’s Club of Central Madras where our students won II place. Walkathon“ – Winners Walk ”for creating Awareness on Cancer was conducted by Life Again Foundation headed by Actress Gouthami.
- The club observed AIDS week and organized an Inter-collegiate fest“ MAATRAM-18 ” presided over by a leading Women entrepreneur during which various competitions such as Mime, Channel surfing, Poster designing, Junk art etc. were conducted .

**Rotaract Club** has continued to see a roaring success this year, receiving several awards to their credit

- Navaratna Award, which is given to one of the Best Top Nine Clubs under the Rotary International, Best Project Platinum Category Award, and Best Innovative Project Award and Best Presentation Award – in the Group Rotaract Meet. Rotaract Report was presented at “Rotaract South Asian Conference” in Pune.
- To commemorate 70th year, Rotaract Board Members have instituted “Rotaract Scholarship” for UG II year students of both Aided and Self-Supporting stream comprising two students each from in Self-Supporting and twenty four students in Aided on merit-cum-means basis

### **Students 'Union Activities**

- The Students 'Union of Ethiraj College unveils the intrinsic talent of the students by exposing them to a plethora of opportunities.
- Several inter departmental and Inter collegiate competitions were conducted and coordinated by the Union. The eventful year began with the Inauguration, followed by Aarambh and Maithri conducted on the theme “Millennial-Rewind to the 90s.”
- Chronicles ,17' Ethirajil Thiruvaiyaru and Rhapsody17' were conducted.
- The Intercollegiate cultural fest Srishti with its theme Srishti-18' Fiesta emanating a sense of connectivity, friendship and spacet to exhibit the talents of the youth was conducted on 8th & 9th February, 2018 , where over 55 colleges and about 4000 students participated in 17 events .
- **League activities** The Students League ,*the Ethi Shakthi* in the second year since its inception, has undertaken various projects during this academic year.
- **Holistic Well-Being League** A Poster-Making and Slogan Writing competition for students, as part of National Nutritional Week, on the topic “Optimal Infant and Young Child Feeding Practices for Better Child Health ”were organized. A Walkathon was organized in the name NUTRITHON 2017 in Elliot's Beach. An Acupuncture awareness session on Poly Cystic Ovarian Disease and Solutions to its problems faced by young girls was conducted.
- **Disaster Mitigation League** A Street Play on ‘ Azhivai Arivaal Azhipom ’performed by Ethiraj Koothu Patarai was performed for the students. An Awareness Programme on “Disaster Management ”was conducted, in collaboration with the Disaster Management Authority of India. A Street Play was organized to create awareness on prevention, diagnosis and treatment of infectious diseases .
- **Campus Innovation League** An Interdepartmental photography contest on environment, architecture, student's life and sports was organized as part of the Founder's Day Celebrations .A dynamic open forum related to Food Adulteration, Mental Health Awareness was conducted. Commemorating the birth anniversary of our former president Dr.A.P.J. Abdul Kalam, various competitions, in association with Dr.A.P.J Abdul Kalam International Foundation, were organized .

- **Green Enviro League** To mark the second death anniversary of India's Bharat Ratna Dr. A.P.J. Abdul Kalam, ornamental plants were planted in the campus. 10 tree saplings of medicinal value were planted in two villages adopted by our college near Avadi - Nemilichery and Karunagaracheri. 70 trees were planted in the campus, marking the Platinum Jubilee celebration of the college.
- **Social Works League** A Workshop was conducted, jointly with Youth Development Consortium, on Social Service, Music therapy at Cancer Institute. A session on " World Peace ,"in association with World Constitution and Parliament Association, was organized. Stationery items and provisions were donated to Government schools and Orphanages .
- **Swachh Ethiraj League** Laminated cards were stuck on all the rest room doors in Campus II. Paper bags were made by the students and placed in rest rooms. A Workshop on Junk Art and an Inter departmental competition were organized. A talk by Dr.M.B. Nirmal, Founder of Exnora International and a Group Discussion were also conducted .
- **Alumnae Connect League** Ensured the opening of a face book page by all departments. Ethibandhan 2018 was organized by the league, along with the Old Students Association of the college. The league was instrumental in organizing the stalls by alumni and current students.
- **Website Committee League** Initiated the concept of adding student and staff achievements on a monthly basis under the title " Star of the month "and a Calendar compartment in the college website. A new link was created under Library section to access the EBSCO data bases to aid the research scholars.

### **Institutional social responsibility:**

The College targets at the wholesome development of the students with a plethora of extension activities structured by National Cadet Corps, Citizen Consumer Club, Enactus, E-Cell, Enviro Club, Rotaract Club, National Service Scheme, Community Service Scheme, Red Ribbon Club and Youth Red Cross.

The College has set a trend in sharing the value of social responsibility by adopting two villages, **Nemmilichery and Karunakarachery**. The Rotaract Club of our College installed an RO plant spending Rs.1.25 lakhs and the Management contributed a shed for a sum of about Rs.60000/-. Medical camps, Awareness Programmes and Entrepreneurial Skill Development sessions were organized periodically with active participation of Students, Departments and Clubs.

Amidst the growth of the institution, economic accessibility to education is an important concern. To reduce the disparity and surmount the financial challenge numerous scholarships have been instituted by former and present faculty. Thiru V.L.Ethiraj Estate Scholarships, ECDF

and Ethiraj College Alumni Association (ECAA) Scholarships are worth mentioning. Rotaract Board Members, 2017-18 has constituted Rotaract Scholarship which will aid several students.

## 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   | 9 acres                |               |                     |                |
| Class rooms   | 178                    |               |                     |                |
| Laboratories  | 44                     |               |                     |                |
| Seminar Halls   | Auditorium-<br>4+OAT-1 |               |                     |                |
| No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year. | Year<br>2017-18        | 1             | UGC                 | 341550.00      |
| Value of the equipment purchased during the year (Rs. in Lakhs)                   |                        | 3             | UGC<br>COE + Trust: | 6375050        |
| Others  |                        |               |                     | 2577397        |
|   | 2017-18                |               |                     | <b>9293997</b> |

4.2 Computerization of administration and library

Computerization of the Library has been upgraded from eBLIS in house software to KOHA International Open source software to enable us in technical work (Book entry, generating book labels, etc.) circulation of books against Bar- coded ID, RFID technology and resource sharing through Lan etc.

#### 4.3 Library services at Department Level

|                  | Existing |         | Newly added |         | Total |         |
|------------------|----------|---------|-------------|---------|-------|---------|
|                  | No.      | Value   | No.         | Value   | No.   | Value   |
| Text Books       | 94391    | 7976955 | 929         | 503525  | 95320 | 8480480 |
| Reference Books  | 13435    |         | 38          |         | 13473 |         |
| e-Books          | -        |         | -           | -       | -     | -       |
| Journals         | 43       | 109739  | 45          | 129445  |       | 129445  |
| e-Journals       | -        |         | -           |         |       |         |
| Digital Database | 2        | 951110  | 2           | 1047163 | 2     | 1047163 |
| CD & Video       | 83       |         | -           |         | 83    |         |
| Others (specify) |          |         | -           |         |       |         |

#### 4.4 Technology up gradation (overall)

|          | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 618             | 9(403)        |          |                  |                  | 38     | 93          | 70     |
| Added    | 28              | 14            | 7        |                  |                  | 3      | 18          | 7      |
| Total    | 646             | 417           | 7        |                  |                  | 41     | 93          | 66     |

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

|  |
|--|
| 1. WIFI –access to faculty members , final year students of UG,PG and research scholars of M.Phil & PhD                                      |
| 2. Smart class room facility has been provided in campus I and II to facilitate computer aided teaching & learning                           |
| 3. Uninterrupted internet service is available in the College  |
| 4. All the College offices and departments are provided with computers with internet which help in the day today functioning of the College. |

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

|                                      |           |
|--------------------------------------|-----------|
| ICT                                  | 68,69,608 |
| Campus Infrastructure and facilities | 8066500   |
| Equipments                           | 11,83,890 |

|        |                |
|--------|----------------|
| Others | 6422756        |
| Total  | 2,25,42,754 /- |

## Criterion – V

### 5. Student Support and Progression

5.1 Contribution of IQAC (IF ANY AT DEPARTMENT LEVEL) in enhancing awareness about Student Support Services

- Issue of health cards to First year students containing details of blood group, height, weight, medical history and Doctors advice are provided to students
- The IQAC coordinated with Physics in conducting the orientation programme for the First years to introduce them to curricular/co-curricular activities and various support services available in the college.
- The IQAC in association with various clubs motivates students to join various clubs like i) Arts club ii) Literary and debate club iii) Quiz club, Art club, Theatre club, Model United Nation, Film appreciation and photography
- Students are encouraged to take up any one extension activity in the College viz: NCC, NSS, CSS, and YRC.
- The IQAC coordinated with enviro club and conducted various programmes for the students to create awareness on GO GREEN Project in the college.
- Differently-abled students are provided with special facilities.
- Scholarship like Ethiraj SC scholarship & Govt scholarships are provided to the students
- The College follows a mentor system in which each staff member is a counsellor for students.
- The Student counsellor also gives counselling to students.

5.2 Efforts made by the institution / Department for tracking the progression

- Effective interaction between class teacher and students.
- Conducting periodical test, encouraging peer group learning, parent teacher meeting, Group Discussion, surprise tests etc.,
- Alumni meet, created a face book account, contact through e-mail oral & written feedback from the alumni, convocation, & social networking

5.3 (a) Total Number of students

| UG   | PG   | Ph. D. | Others | Total |
|------|------|--------|--------|-------|
| 6490 | 1008 | 136    | 51     | 7685  |

(b) No. of students outside the state

128

(c) No. of international students

|       | In number |
|-------|-----------|
| Men   | 0         |
| Women | 27        |
| Total | 27        |

(d)

| Last Year |      |    |      |                       |       | This Year |      |    |      |                       |       |
|-----------|------|----|------|-----------------------|-------|-----------|------|----|------|-----------------------|-------|
| General   | SC   | ST | OBC  | Physically Challenged | Total | General   | SC   | ST | OBC  | Physically Challenged | Total |
| 1514      | 1144 | 36 | 4819 | 24                    | 7537  | 1448      | 1182 | 36 | 5019 | 8                     | 7685  |

(e)

|              |   |
|--------------|---|
| Demand ratio | Com-1:38,Sc-1:20,BBA-1:40,BCA-1:25,Arts1:30 |
| Dropout %    | 2.5%  |

5.4 Details of student support mechanism for coaching for competitive examinations (If any)  
No. of students beneficiaries

|     |
|-----|
| Nil |
|-----|

| NET | SET/SLET | GATE | CAT | IAS/IPS etc | State PSC | UPSC | Others |
|-----|----------|------|-----|-------------|-----------|------|--------|
| 10  | 18       | -    | 13  | -           | -         | -    | -      |

5.6 Details of student counselling and career guidance

|  |
|--|
| Individual Counselling<br>Group Sessions- Personal growth of Students<br>The Student Counsellor advices students and conducts group discussion on a regular basis<br>Mentor meeting for the students arranged once in every month<br>Career fair called Bhavishya is arranged for Final Year students every year |
|--|

No. of students benefitted

|      |
|------|
| 1900 |
|------|

### 5.7 Details of campus placement

| Number of Organizations Visited | <i>On campus</i>                |                           | <i>Off Campus</i>         |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
|                                 | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 19                              | 1110                            | 424                       | 193                       |

### 5.8 Details of gender sensitization programmes

|   |
|---|
| <p>Gender sensitization programmes were conducted by the Centre for Women’s Studies.</p> <ul style="list-style-type: none"> <li>• The Centre conducted a Women’s Day Programme on 8.03.2018 and the speakers highlighted how a woman should have greater economic power in terms of material assets such as income, land and technology.</li> <li>• Another lecture by an advocate focused on the disparity between male and female, while yet another speaker spoke about getting ahead despite personal struggles.</li> </ul> |
|---|

### 5.9 Students Activities

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

|                         |                                      |
|-------------------------|--------------------------------------|
| State/ University level | State -45/ university-43/district-47 |
| National level          | 41                                   |
| International level     | 01                                   |

#### 5.9.1 No. of students participated in cultural events

|                         |     |
|-------------------------|-----|
| State/ University level | 800 |
| National level          | 63  |
| International level     | -   |

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

|                         |                        |
|-------------------------|------------------------|
| State/ University level | State-35/University-09 |
| National level          | 20                     |
| International level     | 01                     |

### 5.10 Scholarships and Financial Support

|  | Number of students | Amount         |
|--|--------------------|----------------|
| Financial support from institution                                   | 136                | 6,19,811 /-    |
| Financial support from government                                    | 2334               | 1,14,56,223 /- |
| Financial support from other sources                                 | 31                 | 253651 /-      |
| Number of students who received International/ National recognitions | 62                 | 607500 /-      |

### 5.11 Student organised / initiatives Fairs:

|                         |               |
|-------------------------|---------------|
| State/ University level | 1 (ED bazaar) |
| National level          | -             |
| International level     | -             |

### 5.12 No. of social initiatives undertaken by the students

National Service Scheme (NSS),Community Service Scheme (CSS) ,Red Ribbon Club (RRC) National Cadet Corps ( NCC ),Youth Red Cross (YRC),Rotaract Club,Youth Red Cross Enactus,E-Square ( Entrepreneurship Cell),Enviro Club,Citizen Consumer Club,Students Union Department Associations,Book Club,Sports,Literary club,Theatro club,Quiz club,Short film club Arts club,Social work club,Debating Society,,Students Leaguei. Swachh Ethiraj League,ii. Green Enviro League,iii. Social works League,iv. Holistic wellbeing,v. website League,vi. Campus Innovation League,vii. Disaster Mitigation Club,viii. Alumnae Connect League,

### 5.13 Major grievances of students (if any) redressed:

The students grievances cell of the college is actively functioning. The students grievances are addressed by the students counsellor by giving counselling to them

## Criterion – VI

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

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

**Mission:**

- To achieve economic and social equity for women and through them strengthen the Nation to help usher in an egalitarian society.
- To become a globally recognized Women's University.

**Vision:**

- To sensitize young women to their rights and place in society through advancement and application of relevant knowledge.

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

Yes, the College has Management Information System.

- Admission procedure is automated.
- Controller of Examination Office is fully automated.
- College Administrative office is automated.

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

##### 6.3.1 Curriculum Development

Based on the recommendations given by the members of the Board of Studies the department incorporates innovative papers to suit the needs of the students in the changing global scenario.

##### 6.3.2 Teaching and Learning

- Faculty members use alternative teaching aids like OHPs, LCDs, audio-visual aids etc., along with chalk and talk method.
- Teaching methodology such as case study in Business studies, Role plays, Group discussion, Seminar, Reading & writing of assignments, Quiz are practised by the faculty to promote active participation of the students. Students are taken on field trips to gain first hand knowledge of the topics covered in their syllabuses.
- Learning is made student-centric through interactive teaching methods such as brain storming sessions, experiential learning, quiz, and seminars where the students are encouraged to make presentations and to raise questions and participate actively. Open book test, product development and teaching through case studies are other important methods adopted by teachers. Internships are encouraged to enhance their experience and development of knowledge.
- Apart from the above ICT enabled learning is being adopted by the faculty members to enable the students to keep up with the latest knowledge development

### 6.3.3 Examination and Evaluation

- Marks in two Internal Tests, Assignment, Seminar and class participation are used to calculate the continuous assessment marks of the students.
- End semester Examinations are conducted in both Theory & Practical.
- Double valuation is followed.
- Semester pattern is followed.

### 6.3.4 Research and Development

- The Dean of Research monitors all research activities.
- Workshops are conducted by the Dean on various topics.
- Staff members and research scholars present their research work in academic Conferences / Symposium. The College provides a grant of Rs.5000/- for paper presenters nationally and Rs.10,000/- internationally, among the faculty every year out of Autonomy Grant (UGC) to attend such academic meetings. The financial assistance is provided by way of reimbursing the registration fees and by providing travel allowance.
- The College management provides a grant of Rs.10,000/- for the Teaching faculty & Rs. 5,000/- for the students towards conduct of minor research project.
- The EBSCO facility available in central library is an effective source of information for researches of the institution
- The College has an Instrumentation Lab that serves the needs of the researchers in the campus and also to students from neighbouring institutions
- The staff members and research scholars publish their research work in National /International / Peer reviewed journals
- Research awards given by the College –promote research culture
- Hi Tech computer's with Internet facility help researchers to do their work with Ease.

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

- Smart class rooms are in campus I & II
- Computers have been purchased by the College and given to College offices and departments to facilitate computer aided teaching and to maintain departmental data
- The library organises a books exhibition every year named 'Cornucopia' to inculcate the reading habits among students in which leading book publishers participate
- The library conducts a Orientation Programme to the First year students in the beginning of the year towards effective use of the library resources
- An Instrumentation Centre with latest equipments enables staff and students of science departments to carry out research work in their own environment.
- Audio visual rooms are used for conduction of seminars / presentations

### 6.3.6 Human Resource Management

- The Management interacts with Teaching and Non teaching staff at frequent intervals of time and solutions are arrived for various problems.
- The Management and staff are available for interaction with parents during PTA meeting,
- A team of office staff, empowered by training through various workshops on soft skills and computer skill looks into matters relating to the Aided Stream.

### 6.3.7 Faculty and Staff recruitment

Whenever a vacancy arises in the Aided Stream the Management appoints temporary staff and maintains an ideal ambience for teaching faculty. Non teaching staff, Technical staffs are appointed by the Management as and when vacancy arises in the College

### 6.3.8 Industry Interaction / Collaboration

- The College has an active Placement Cell which acts as an interface between College & industries
- Representatives from industry are members of /board of studies
- Students are taken regularly on industrial visits

### 6.3.9 Admission of Students

- i) Admission is based purely on merit strictly adhering to the State Government reservation policy
- ii) The admission process is fully automated
- iii) Merit lists are generated based on +2 marks for various categories OC /BC/MBC/SC/ST. A similar procedure is adopted for PG admission and selection is based on marks scored at the UG level.
- iv) The same procedure is followed for MPhil also.

### 6.4 Welfare schemes for

|          |                    |
|----------|--------------------|
| Teaching | TPF /NHIS /FBF/EPF |
|----------|--------------------|

|   |           |
|---|-----------|
| Non teaching                                  | EPF + ESI |
| 1,25,00,000 (one crore and twenty five lakhs) |           |

#### 6.5 Total corpus fund generated

|              |  |
|--------------|--|
| Teaching     | <ul style="list-style-type: none"> <li>• A Day-Care Centre for children has been established within the campus for the benefit of staff helping them to balance family and career with a sense of ease.</li> <li>• The Teaching staff of the Self Supporting Stream are covered by PF Scheme and LIC Group Gratuity Scheme .</li> <li>• In recognition of the service rendered by Teaching faculty their daughters are given priority at the time of admission.</li> </ul>   |
| Non teaching | <ul style="list-style-type: none"> <li>• Provision of Noon meal every day, three sets of uniforms every alternate year, and distribution of gifts on festive occasions like Christmas and Pongal, motivate the non-teaching staff to integrate themselves into the mainstream and render their service with a sense of belonging . All the staff have enjoyed the benefits of these welfare schemes.</li> <li>• Medical loan facilities, Educational loans and loans on the occasion of weddings or functions at home are made available to the non teaching staff without any delay. All the non- teaching staffs have availed the benefits of any one or more of these schemes.</li> <li>• Care is also taken to look into their physical wellbeing. Medical Camps are arranged every year for master health check up and financial assistance is provided by the Management whenever necessary.</li> <li>• The College Doctor also offers necessary Medical Assistance free of cost.</li> <li>• Necessary arrangements are made for the non-teaching staffs to go on an excursion once in a year.</li> <li>• The IQAC conducts programmes on Computer skills, Income Tax and Accounting and Interpersonal relations periodically for updating the knowledge and skills of the Non-teaching staff.</li> <li>• In recognition of the service rendered by Non teaching staff their daughters are given priority at the time of admission</li> <li>• Non- teaching staff of Self Supporting Stream are covered by ESI, PF scheme and LIC group gratuity scheme</li> </ul> |
| Students     | <ul style="list-style-type: none"> <li>• Breakfast and Lunch is provided to needy students</li> <li>• Remedial class are conducted for weak students</li> <li>• Department library is maintained for SC/ST students</li> <li>• Students can attend IAS coaching , Bank coaching and NET coaching class by the UGC</li> <li>• Needy students are given scholarship by well-wishers’.</li> <li>• PTA scholarship and Ethiraj estate scholarship are provided based on merit cum means</li> <li>• Certificate courses are conducted to improve the employability skills.</li> </ul>   |

#### 6.6 Whether annual financial audit has been done

| Audit Type     | External |   | Internal |   |
|----------------|----------|---|----------|---|
|                | Yes/No   | Agency  | Yes/No   | Authority                               |
| Academic       | Yes      | -   | Yes      | IQAC                                    |
| Administrative | Yes      | Regional Joint Directorate of Collegiate Education & Chartered Accountant | Yes      | Internal Auditing & Accounts Consultant |

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

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

|                   |     |
|-------------------|-----|
| For UG Programmes | Yes |
| For PG Programmes | Yes |

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

Double Valuations, Colour Code, Photocopy, supplementary Examination, Participatory Learning for Continuous Assessment.

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

1. Freedom has been given to frame and amend the syllabus once every 3 years with members of the Board of Studies
2. Freedom to fix Examination Schedule for both regular and arrears.

6.11 Activities and support from the Alumni Association

- Alumini Association scholarship for one PG student on merit cum means basis
- Guest Lecture lectures of interaction with current students

6.12 Activities and support from the Parent – Teacher Association

- 1) PTA Endowment scholarships are given to students based on merit cum means
- 2) PTA meetings – i) Executive Committee Meeting & ii) General Body Meeting is held once in a year. In the General body meeting, parents can interact with the Management and the staff to clarify any issues.

### 6.13 Development programmes for support staff

- Programmes for non teaching staff on how to improve their quality of life and work such as workshop on “Health, Stress & Diabetes”

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

- Planting of pollutant tolerant plants in the college premises.
- Using eco-friendly techniques such as vermicomposting to minimize waste generation.
- The institution is made tobacco-free zone to reduce pollution.

## 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.

- Conduction of Interdisciplinary conferences by the joint efforts of two or more departments.

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

The IQAC closely monitored the plan of action decided upon at the beginning of the year and ensured that the plans were all put into action. The Orientation programme for the students was conducted as scheduled. The Academic Audit was held as planned. The workshops for teaching and nonteaching staff on various topics with renowned resource persons were fixed and conducted as scheduled.

7.3 Give two Best Practices of the Institution/ Department (*Annexure 'II'*) Provide the details in annexure need to be numbered as i,ii,iii)

i.E Cell, ED Bazaar

ii. To create a healthy relationship between the Teaching and Non-teaching staff, the non-teaching staff are provided with breakfast and lunch from contributions made by the staff and students. Needy students are provided lunch. Non-teaching staff also enjoy benefits of loans for medical and educational needs besides loans for special occasions like wedding and other domestic functions.

Granting an amount of Rs. 10,000/- per annum (Minor research project- Management funded) towards conduct of research by faculty.

iii. Departments are given a seed grant of Rs.10,000/ Rs.30,000 and Rs.50,000 for the conduct of state level, national level and international level seminars, conferences and workshops

#### 7.4 Contribution to environmental awareness / protection

- Various talks were organized by environmentalists and experts in the field to give an insight to the students about the need for environmental care.
- Competitions were organized for students on various themes related to environment protection and conservation by the IQAC in association with Enviro Club
- Street plays and audio-visual presentations are done to educate students about cleanliness and keeping the environment clean.

#### 7.5 Whether environmental audit was conducted?

No external auditing was done .

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

- The College offers a wide range of courses and the admission process is transparent – It has an inclusive approach in admission.
- The teaching learning process is highly commendable motivating the students to progress to higher levels.
- Greater emphasis is given on Value Education.
- Encouragement is given by the College for various extension and community Service activities
- Adequate scholarships are provided to needy students. Retired Teachers and Alumni also institute Scholarships

##### **Weakness:**

- Less number of formulized linkages and collaboration with institutions of International repute
- Lack of cluster-college programmes

##### **Opportunities:**

- Financial Aid from the UGC, FIST, DBT and other national, state and private funding agencies , Industry exposure and training programme

##### **Challenges :**

- Catering to the needs / demands of diverse and heterogeneous student community
- To become a globally recognized Women's University

## 8. Plans of institution for next year

- To become a globally recognized Women's University
- To create state of the art infrastructure and ambience that gives an environment of academic growth and freedom to attract overseas students and faculty
- Introduction of Job-Oriented courses to improve employability among the student population
- To increase the number of linkages and collaborations with other universities both at the national and international level
- To have more student and staff exchange programmes with international institutions
- To enhance the management information system of the College
- To have more socially powerful outreach activities.
- To increase the number of research departments and to motivate staff members to apply for more research projects

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Rennet Samson

Signature of the Coordinator, IQAC

CO-ORDINATOR  
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Name S. BHUVANESWARI  
S. Bhu. 17/10/18

Signature of the Chairperson, IQAC

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Annexure I

**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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