



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		ETHIRAJ COLLEGE FOR WOMEN (AUTONOMOUS)
Name of the head of the Institution		Dr S Kothai
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04428279189
Mobile no.		9884355429
Registered Email		ethirajiqac@gmail.com
Alternate Email		iqac@ethirajcollege.edu.in
Address		70, Ethiraj Salai Egmore
City/Town		Chennai
State/UT		Tamil Nadu
Pincode		600008
<b>2. Institutional Status</b>		

Autonomous Status (Provide date of Conformant of Autonomous Status)	12-Feb-1999
Type of Institution	Women
Location	Urban
Financial Status	private
Name of the IQAC co-ordinator/Director	Dr Rennet Samson
Phone no/Alternate Phone no.	04428226795
Mobile no.	9841346372
Registered Email	rennetsamson@hotmail.com
Alternate Email	ethirajiqac@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.ethirajcollege.edu.in/pdf/AOAR2017-18.pdf">http://www.ethirajcollege.edu.in/pdf/AOAR2017-18.pdf</a>
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### 4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:  
Weblink :

<https://www.ethirajcollege.edu.in/images/Calender-2018-2019-2019-2020.pdf>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
3	A	3.36	2013	25-Oct-2013	24-Oct-2020

### 6. Date of Establishment of IQAC

08-Jul-2004

### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Extended & Regular	14-Mar-2019	19

Meetings of the IQAC

1

[View File](#)

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Ethiraj College for Women	CPE	UGC	2004 14	10000000
Ethiraj College for Women	FIST	Ministry of Science & Technology Department of Science & Technology	2016 5	7750000

[View File](#)

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

9

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

Orientation Programme for Freshers and Parents 24th June 27th June 2018

One Day Workshop on MOOC NPTEL 16th August 2018

One day Faculty Development Programme on Quality Publications E - Learning 19th September 2018

One day Seminar on Study Abroad (Education Matter) 1st October 2018

One day Awareness Programme for UPSC Civil Service Aspirants 8th October 2018

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
Orientation Programme	First Year students 2273
Workshop on MOOC	1355 students registering for MOOC-NPTEL
National Institutional Ranking Framework	38th at the National Level.
<a href="#">View File</a>	

**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Ethriaaj College - Board of Trustees	25-Oct-2019

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2019

Date of Submission

18-Feb-2019

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

As part of egovernance, several of the regular procedures and operations of the institution were automated. Some of the modules that are functional in the institution to manage academic and administrative activities of the students, faculty and the institution are:

- Student Admissions
- Fee collections
- Student enrolment
- Elective Course selection and allocation
- Students Examination Management
- Student results
- Student Feedback System
- Entry and Exit Concept Level Test for the students
- Library Management
- Payroll

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
PhD or DPhil	Physics	03/04/2018
<a href="#">View File</a>		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
<b>No Data Entered/Not Applicable !!!</b>		

#### 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

#### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

• The feedback collected from the stakeholders on a periodic basis is utilised effectively for the revision of the curriculum. The feedback analysis has provided significant pointers to the enhancement of syllabus in terms of flexibility and learner centric approaches. Self study courses for advanced learners and major elective papers along with the existing non major elective papers were designed to be introduced in the Board of Studies. Keeping in tune with the need to bridge the gap between Industries' demands and meet global standards of skills competence, courses in the curriculum were realigned and updated. • Based on the inputs given by the students on teaching methodology, evaluation pattern, placement opportunities, internship, certificate courses, subject options necessary ratifications were made. • Faculty have been encouraged to use the latest in teaching learning methodologies to make the learner an independent and invested learner. • The inputs by experts from Industry has helped to design courses with more focus on employability. • The demand to widen domain knowledge both by the student and faculty was met by tapping on the pool of expert resource persons for Guest lectures and Workshops • Feedback from Employers helped to gauge career development opportunities for students and to place the thrust on imparting skill development. • Students' Feedback, the need for an awareness on MOOC courses was identified and a workshop was organised. • The feedback analysis ascertained that the curriculum is relevant and need based.

**CRITERION II – TEACHING- LEARNING AND EVALUATION**

**2.1 – Student Enrolment and Profile**

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

**2.2 – Catering to Student Diversity**

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	6539	993	160	42	134

**2.3 – Teaching - Learning Process**

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
336	292	17	23	8	40
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### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Well ahead of time, Ethiraj College had introduced the mentorward system. Currently with a 1: 23 ratio of mentor and mentee, a very effective mentoring system is practised in the college. A healthy and conducive atmosphere for students' academic and personal wellbeing is ensured through interaction at regular meetings with mentors scheduled on the last Friday of each month from 12.30 pm to 1.30 pm in the Aided stream and 3 pm to 4 pm for the Self Supporting stream. Students could also meet their mentors anytime to seek any guidance they require. All teaching faculty are available to provide academic support and guidance from 1.30 pm to 2 pm in the Aided stream and from 11 am to 11.30 am in the SelfSupporting stream on all working days. Apart from this each class of UG and PG programmes have one or two class teachers. These faculty members monitor and manage students' attendance, registration of courses, examination queries, all official communication, scholarships, participation in extracurricular activities, field trips, awards and rewards. These class teachers are available as the first point of contact for any requirement of the student, both academic and personal. As the average age of the students is 19 years, the institution had long recognised the need for experts to counsel young adults, who are vulnerable to peer and societal pressures. The institution has employed well trained and experienced students counsellor fulltime on campus from 9.30 am to 4 pm in a room dedicated for counselling. Faculty incharge of various clubs, student extension activities and sports mentor their student leaders and volunteers to organise all student events. The hostel deputy warden and 3 faculty residing in the hostel offer support to the 566 hostellers.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
7532	336	1 : 22

### 2.4 – Teacher Profile and Quality

#### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
336	261	75	75	134

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

### 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

#### 2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
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0

0

0

## 2.6 – Student Performance and Learning Outcomes

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

<https://www.ethirajcollege.edu.in/academic/syllabus>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

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

<http://www.ethirajcollege.edu.in/pdf/studentsfeedbackreport.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

[View File](#)

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

10

### 3.3 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
<b>No Data Entered/Not Applicable !!!</b>		



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### 3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
<b>No Data Entered/Not Applicable !!!</b>				
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### 3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
<b>No Data Entered/Not Applicable !!!</b>					
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## 3.4 – Research Publications and Awards

### 3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
TAMIL	3
ENGLISH	4
ECONOMICS	4
ZOOLOGY	3
CHEMISTRY	1
PLANT BIOLOGY AND BIO TECHNOLOGY	3
COMMERCE	1

### 3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

### 3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
<b>No Data Entered/Not Applicable !!!</b>	
<a href="#">View File</a>	

### 3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
<b>No Data Entered/Not Applicable !!!</b>			
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### 3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
<b>No Data Entered/Not Applicable !!!</b>						

[View File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

### 3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

## 3.5 – Consultancy

### 3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
<b>No Data Entered/Not Applicable !!!</b>			
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### 3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
<b>No Data Entered/Not Applicable !!!</b>				
No file uploaded.				

## 3.6 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

### 3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
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No Data Entered/Not Applicable !!!

[View File](#)

### 3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
547.47	160.43

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Video Centre	Existing
No file uploaded.	

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
EBLIS	Fully	2.0	2005

#### 4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	644	9	644	1	0	41	111	12	81
Added	27	5	27	0	0	3	3	50	16
<b>Total</b>	<b>671</b>	<b>14</b>	<b>671</b>	<b>1</b>	<b>0</b>	<b>44</b>	<b>114</b>	<b>62</b>	<b>97</b>

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

50 MBPS/ GBPS
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##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
<b>No Data Entered/Not Applicable !!!</b>	

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
13179000	3683947	60450000	74029836

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

Utilization: All facilities, especially, library, laboratory computers are accessible to students and faculty on producing College Identity card. Logs of entry and exit are maintained. Smart classrooms and ICT enabled tools are
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available for faculty through formal request in the department. In case of damage or loss of books and laboratory equipment the individuals or the departments, have to replace or reimburse. There is a late fee collected from defaulters on library books. Maintenance: Annual Maintenance Contracts are functional to maintain equipment, computers and other physical facilities. All classrooms are regularly cleaned and whitewashed when required.

<https://www.ethirajcollege.edu.in/pdf/ecw-college-policy.pdf>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
<b>No Data Entered/Not Applicable !!!</b>		

### 5.2 – Student Progression

#### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

#### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students	Programme graduated from	Department graduated from	Name of institution joined	Name of programme
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	enrolling into higher education				admitted to
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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

Items	Number of students selected/ qualifying
<b>No Data Entered/Not Applicable !!!</b>	
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

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

The college has a long standing tradition of a Student's union comprising of 8 elected representatives as office bearers. The Student's union members are organising members of National and State level events. Each department has an association that organises academic and extraacademic events through the year. Students are selected as Association Secretary and Joint Association Secretary, who plan and execute the departments' association activities with the faculty incharge. 8 Club heads, are selected from the student community through application for the post, they lead all activities of the club with the guidance of faculty in charge of them. 8 League heads are appointed to carry out the administrative tasks of the college through participatory management model. Students are members of the Board of Studies in each department. Academic and Administrative units such as Centre for Women Studies, IQAC, Anti Ragging Committee, Students' Grievance Cell, and Sports Committee have student as members.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumnae Association of the College aims to maintain and foster friendship and communications among the alumnae, assisting in the establishment and development of alumnae chapters and promoting a bond between the former and present Ethirajians to support the goals and priorities of the College. ETHIBANDHAN, the Annual Alumnae Meet of the College was held on 26th January 2019 in the college premises. Dr. S. Kothai, Principal and Secretary welcomed the gathering and briefed the alumnae about the various activities of the

college since the last alumnae meet such as conferences, seminars and workshops organised by various departments. She expressed her gratitude for the contribution of the ECAA Ethiraj College Alumni Association and proudly remembered the milestones of the college in the seventy one years of its history. The Chairman of the Board of Trustees, Tmt. Chandradevi Thanikachalam highlighted the role of the alumnae in the development of the institution and stressed that the PTA and the Alumnae Association form two main pillars of the institution. She appealed the alumnae to extend their continuous support for the augmentation of college. She felt that alumnae holding high offices in various fields could contribute to the betterment of the curriculum and help in keeping the students abreast of the latest happenings in around the world. She solicited them to keep the college informed about their progress and achievements so that the institution would felicitate distinguished alumnae from different walks of life. An audiovisual presentation was made on the important activities and momentous achievements of the college. Mementoes were presented to the alumnae. The function was added colour and vigour by entertainment programmes by students, both past and present. Games were organised for the alumnae and a lot of nostalgic moments were shared as the alumnae relived their yesteryears walking down the memory lane.

5.4.2 – No. of registered Alumni:

7502

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

3751000

5.4.4 – Meetings/activities organized by Alumni Association :

Convocation - 2 (October March) Ethibandhan

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

i. ) Post of Dean of Research created in the Self Supporting stream to facilitate the management of all research activities of the college along with the Dean of Research (Aided). ii) Students are involved in the Management of the College. Eight leagues have been formed to help in the administrative activities of the College.

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

Partial

### 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<ul style="list-style-type: none"> <li>Based on the latest NACC Guidelines the college prepared itself towards Outcome Based Education (OBE).</li> </ul>
Teaching and Learning	<ul style="list-style-type: none"> <li>Faculty members use alternative teaching aids like OHPs, LCDs, audiovisual aids.</li> <li>Teaching methodology such as case studies, Role plays, Group discussion, brain storming sessions, experiential learning</li> </ul>

Seminar, Reading, writing of assignments and Quiz are practised by the faculty to encourage active participation of the students. Flipped class rooms and Blended learning have been adopted to make learning studentcentric and interactive. • Students are taken on field trips to gain hands on knowledge of the topics covered in their syllabi. • Open book test, product development and 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 students to keep up with the latest developments in knowledge sharing electronic resources such as lectures, videos, expert opinions, journal and magazine articles through social media for closed classroom group

Examination and Evaluation

• Students' learning is assessed through two Internal Tests, Assignment and Seminar and class participation to calculate the continuous assessment marks. • End semester Examinations are conducted in both Theory Practical. • Double valuation for UG , PG and MPhil is followed. • There is provision for revaluation of answer scripts on students' request

Research and Development

• The Dean of Research manages and keeps track of all research activities. • Workshops related to research and innovation are organized by the Dean on various topics. • Faculty and research scholars present their research work in Academic Conferences / Symposia regularly. The College has allocated 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 facilitate the participation of faculty in academic forums. The financial assistance is provided by way of reimbursing the registration fees and by providing travel allowance. • The College management provides a seed grant of Rs.10,000/ for Faculty Rs. 5,000/ for students to do a minor research project. • The college subscribes to EBSCO and INFLIBNET to facilitate researchers' access to essential academic research databases of peerreviewed, fulltext journals. •



An Instrumentation Lab caters to the needs of the researchers of the college and the neighbouring institutions • The staff members and research scholars publish their research work in National /International / Peer reviewed journals • To promote a research culture and to strengthen it, Research Awards are given by the College Management.

Library, ICT and Physical Infrastructure / Instrumentation

- Smart class rooms are in campus I II
- Desktop and Laptops have been purchased by the College to be used for both administrative and academic work.
- The library organises a book exhibition every year named 'Cornucopia' to inculcate the reading habits among students in which leading book publishers participate • The library conducts an orientation for the First year students for the effective use of the library resources. • An Instrumentation Centre with latest equipments enables staff and students of all Science departments to carry out research work in their own environment.
- Audio visual rooms are used for organising seminars / presentations

Human Resource Management

- The Management interacts with Teaching and Non teaching staff at frequent intervals to discuss and address concerns and to implement new ideas of administrative and academic interest. • The Management and Faculty 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. The Finance Officer along with his trained staff coordinates matters relating to the Trust as well as the Self Supporting Stream • Placement Officer appointed by the Management interacts efficiently with the corporate sector. • Counsellor and inhouse doctor are available during college working hours for consultation by all members on campus. • There is a fully functional crèche to create a stress free workplace for young mothers among faculty and students.

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 • MoU with a few industries/ commercial institutions
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. iv) A similar procedure is adopted for PG admission and selection is based on marks scored at the UG level. v) Madras university guidelines govern the admissions into the M.Phil research programme. Selection is based on PG Marks and an entrance test.

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

E-governance area	Details
Administration	To save human resource and as part of green practices, 80 of communication within the institution is through email and Whats app. Effective Whats App groups formed by departments and various teams and committees communicate efficiently through it.
Finance and Accounts	The institution manages its finance and account with the upgraded Tally 9 from 201819.
Student Admission and Support	Student admissions procedure is online: Applicants for admission register online and all communication regarding selected list and call letter is available through the applicants dashboard. The selected lists and call letters are generated online. Students are also enrolled online and courses are allocated. Students register for Non Major Electives online. Fee collection is online.
Examination	All communication regarding examinations is posted on the Institution's website. Application for semester examination is online. Results are available online through students' dashboard. Student's Attendance and Continuous assessment is posted online through the ERP's Academic module. Exam Fee payments are online.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended	Name of the professional body for	Amount of support
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		for which financial support provided	which membership fee is provided	
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Crèche Earned Leave and Medical Leave for SelfSupporting staffs.	Festival Fund Daily breakfast and lunch from contributions made by the staff and students Loans for medical and educational needs besides loans for special occasions like wedding and other domestic functions	Group Insurance Scheme Noon meal scheme for the needy students.

## 6.4 – Financial Management and Resource Mobilization

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

Internal Audits are conducted by the Financial Officer. External Audits are conducted by Gopal Murthi Chartered Accountants. Every year the Aided and SelfSupporting Office, Controller of Examination's Office, Trust Office and departments submit the Receipts and Payments account for the bank accounts maintained by them. Those accounts are audited both by the internal and external auditor. The budgets are prepared every year for the receipts and payments anticipated. The actuals are compared with the budgeted amount and it

is subject to internal and external audit.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

80071587.00
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Faculty Members from other Colleges	Yes	IQAC
Administrative	Yes	Regional Joint Directorate of Collegiate Education Chartered Accountant	Yes	Financial Officer

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1) Feedback is collected from the parents are their suggestions are considered for better management of the College, syllabus revision etc. 2) PTA Endowment scholarships are given to students on merit cum means basis. 3) PTA Executive Committee Meetings are held on a regular basis and General Body Meeting is held once in a year. In the General body meeting parents are given the opportunity to interact with the Management and the faculty to discuss and seek clarification on any matter related to the College and the students. Their suggestions are also welltaken.
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6.5.3 – Development programmes for support staff (at least three)

1) Yoga session was organised by Holistic Wellbeing league. 2) Tally class.
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

1) WiFi 2) Recruited Permanent Teaching Staff in the Self Supporting Stream
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6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

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

No Data Entered/Not Applicable !!!

[View File](#)

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women Entrepreneurship Programme Workshop on Carving Skills	23/07/2018	24/07/2018	80	0
Session on Gender Equality	13/08/2018	13/08/2018	510	0
Jagruti - cyber violence targeting women (Human Right & Duties Education)	01/10/2018	01/10/2018	1000	40
16 day campaign on Women Empowerment	10/12/2018	16/12/2018	150	0
Awareness creation workshop on LGBT rights	18/09/2018	18/09/2018	25	0
Campus cleaning Place: Ethiraj College for Women	08/02/2019	08/02/2019	4	0
Cleanliness campaign Place: Ethiraj College for Women	21/02/2019	21/02/2019	104	0

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

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

Waste recycling is done by Vermicomposting method and Pit composting method in the college campus. 5 composting units are in function to generate compost using raw materials like kitchen wastes collected from college hostel mess and the canteens, dry leaves and other garden litters of the campus. Signboards are placed in the campus to spread the message of a plasticfree campus. Single use plastics are prohibited in canteens and college hostel mess. Planting new tree species in the campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries

Physical facilities	Yes	4
Provision for lift	Yes	7
Ramp/Rails	Yes	4
Braille Software/facilities	Yes	0
Rest Rooms	Yes	4
Scribes for examination	Yes	5
Special skill development for differently abled students	Yes	5
Any other similar facility	Yes	0

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	5	3	10/09/2018	10	Scribe For Blind Students	Assisting Visually Impaired For Writing Exam	30
2018	5	3	01/09/2018	7	Eco Drive Plastic Free Zone	Distributed Cloth Bags	30
2018	5	3	11/09/2018	1	Dine With Devine	Food Provided To Blind Economically Under Privileged	15
2019	5	3	31/01/2019	1	Road Safety	Drunk And Drive, Pedestrian Safety	200
2019	5	3	11/03/2019	1	First Aid	Help Accident Victims	200
2019	5	3	01/04/2019	1	Consumerism	Awareness Of Consumer Rights	200
2019	2	1	13/02/2019	1	Adolescents Health Issues	Anaemia Pcos Balanced	15

						Diet Junk Foods	
2018	2	1	09/12/2018	1	Ill Effects Of Eating Junk Foods And Importance Of Having Breakfast	Ill Effects Of Eating Junk Foods And Importance Of Having Breakfast	15
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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
College Calendar Hand Book 201819	18/06/2018	Page No. 23 to 27

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Assisting the students of Aravind Foundation, Charitable Organisation for Children with special needs in doing various activities and market the products prepared by them	28/02/2019	15/03/2019	8
Assisting the students of Aravind Foundation, Charitable Organisation for Children with special needs in doing various activities and market the products prepared by them	08/04/2019	16/04/2019	8
Blood donation camp along with NSS club of Ethiraj Place: Ethiraj College for Women	12/09/2019	12/09/2019	126
Guest lecture on "Social responsibility of the students of the society" Speaker: Mrs. Ramya Ashok, Chairperson, Ramyam	14/12/2018	14/12/2018	150

Educational  
Charitable trust  
Place: Ethiraj  
College for Women

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

1) Adopting e-governance has drastically minimised on the usage of paper within the campus for administrative work. 2) Waste recycling is done by Vermi composting method and Pit composting method in the college campus. 5 composting units are in function to generate compost using raw materials like kitchen wastes collected from college hostel mess and the canteens, dry leaves and other garden litters of the campus. 3) Canna plants are propagated as a measure of waste water treatment in areas near laboratories. And Egg shells are used as a source of manure for potted plants. Planting of pollutant tolerant plants in the campus Cassia fistula, Ficus, Tecoma, Nerium, Bougainvillea etc. 4) Organising awareness programmes in the form of audiovisual presentations during assembly, workshops and inviting pioneers in the field to create ecofriendly environment. 5) Students take up gardening activities to make the college a Greencampus. Planted new tree species like Mimusopselengi (Magizham), Courapetaguineensis (Cannon ball tree), Ficuscarica (Fig tree), Callistemon (Bottle brush tree), Jacaranda mimosifolia (Blue Jacaranda), Spathodeacompanulata (tulip tree) etc in the campus to increase floral diversity. 6) Signboards are placed in the campus to spread the message of a plasticfree campus. Single use plastics are prohibited in canteens and college hostel mess. Oath is administered to the students to avoid the usage of singleuse plastics in the campus

#### 7.2 – Best Practices

##### 7.2.1 – Describe at least two institutional best practices

**BEST PRACTICES** Title of the Practice 1 : Enhancement of Research, Innovation and Extension The Context that Required the Initiation of the Practice On identifying that the institution, an arts and science college, had established itself as a premier women's college in city on for more than three decades, the logical step forward was to begin research programmes and to thus contribute to the growth of knowledge. Faculty began to apply for Minor and Major research projects to funding agencies. In order to augment the participation of faculty the Management established a few systems to encourage further research. Steps such as appointment of M.Phil. Coordinators, creation of a Research Committee which later progressed to the establishment of the Office of the Dean of Research. To enhance research culture and to strengthen multidisciplinary research in Ethiraj College a Research Forum "Ethi Research Forum" was created on 11.12.17 which later developed into a formal research body-ECRIC (Ethiraj Centre for Research, Innovation and Creativity). Objectives of the Practice: • Contribute to societal development through research. • Foster innovative thinking and promote creative solutions for contemporary issues. • Enhance quality research with focus on publications in quality journals • Increase the number of patents. The Practice Institutional seed money is provided for students and faculty. The registration fee for paper presentation is reimbursed. International travel grants for research purposes are provided. Incubation centre to channelize entrepreneurial ventures with internal and external mentors. Obstacles Faced Identifying funding agencies and writing effective research proposals was one of the barriers to getting research projects. With an intention of providing an ideal environment for incubation of ideas the Management stepped forward and provided funds and provided seed grants to encourage faculty and research scholars. As finding quality time to engage in research was a premium with existing responsibilities of teaching



workloads the Management has provided Faculty pursuing Ph.D flexibility in work schedule to facilitate research work. They are also allowed a month's leave for the submission of thesis. Impact of the Practice • The visible research output has been the publication of one patent. • A twofold increase in faculty management research project. • An exponential increase in student projects. • An increase in number of publication in quality journals and also in the number of startups. Resources required Stateoftheart Laboratories,

Instrumentationcenter and ELibrary and Sustainable Funding. Title of the Practice 2 : Welfare Schemes The Context that Required the Initiation of the Practice As a gesture of goodwill towards the NonTeaching staff of the college the teaching faculty and students contribute funds for the operation of a Noon Meal Scheme, emulating the tradition of the State Government in providing healthy and hygienic meals at schools. The noon meal scheme ensures that the NonTeaching staff and economically disadvantaged students have a balanced, wholesome meal of variety on the campus. Several other welfare schemes have also been introduced to maintain a good worklife balance for the support staff.

Objectives of the Practice: • Meet the minimum nutrition requirement of employees • Provide hygienic and healthy food • Provide interest free loans for personal requirements • Provide Medical loans for Health emergencies • Create a sense of belonging • Reduce stress among them The Practice Provision of Noon meal every day, three sets of uniforms every alternate year, and gifts on festive occasions like Durga Pooja, Christmas and Pongal, motivate the non teaching staff to integrate themselves into the mainstream and render their service with a sense of belonging. The institution has provided a Crèche for the children of faculty members, nonteaching staff and students. In recognition of the service rendered by the nonteaching faculty their daughters are given priority at the time of admission and a partial fee waiver is given.

Educational scholarships are also offered to their wards. 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. Care is also taken to look into their physical wellbeing through the arrangement of medical camps. The College Doctor also offers medical assistance free of cost. Necessary arrangements are made for the nonteaching staff to go on an excursion once in a year. Impact of the Practice • The non teaching staffs are healthy • The non teaching staff are regular and punctual • There is an increased sense of belonging to the institution and all its stakeholders. • Lesser stress levels and a cordial atmosphere is fostered. .

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

<https://www.ethirajcollege.edu.in/pdf/best-practices.pdf>

### 7.3 – Institutional Distinctiveness

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

Exploration of knowledge through research In order to promote research culture, staff members are permitted to avail two hours research permission from their working hours two times a month. They are also granted one month's research leave with pay for the submission of thesis. Participatory Management Exponent for development of a rounded personality with global vision and social responsibility through Participatory Management Ethni Sakthi, a group of Eight student leagues was formed to include them in the day to day administration of the college to develop organisational and leadership skills. The Motto of Ethisakthi is "Impress, Influence Inspire". The eight leagues are: Swachh Ethiraj , Alumnae Connect, Campus Innovations, Disaster Mitigation, Green Enviro , Holistic WellBeing, Social Works and Website league. The involvement and commitment of the students, as a significant stakeholder, of the

institution creates a distinctive culture. This distinctiveness of our institution creates young, responsible and efficient leaders to participate in regional, national and global arenas. The strength of the leagues lies in its potential to tap innate capabilities of young women. To observe the 125 th birth centenary celebrations of the founder and to commemorate his vision of women empowerment this student initiative was launched. Each League comprises of student leaders from across departments under the guidance of one faculty coordinator. The objective of Ethisakthi was to involve more number of student leaders who would to render Service and support in the administration of the college. Each league takes on at least two projects each semester. This student's initiative ensures participation by the students instils a sense of responsibility, values and promotes camaraderie and the joy of shared accomplishments. These being the quintessence of the College's vision and mission as a global leader in the field of higher education and learning. .

Provide the weblink of the institution

<https://www.ethirajcollege.edu.in>

### **8.Future Plans of Actions for Next Academic Year**

- The college proposes to establish a state of art incubation centre.
- To upgrade the existing research club into an exclusive research and innovation centre to promote a culture of research.
- Upgrade the college infrastructure to meet global standards
- To attract foreign students to pursue education and research
- To introduce new courses to meet the local, national and global demands.
- To upgrade post graduate departments into research departments
- To upgrade the Centre for Women Studies into a fullfledged research department.
- To become a Deemed University.