

The Annual Quality Assurance Report (AQAR)

2015 - 16



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

NAAC

National Assessment and Accreditation Council

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;

I. 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	Chennai
City/Town	Chennai
State	Tamil Nadu
Pin Code	600 008
Institution e-mail address	Ethirajprincy@yahoo.com
Contact Nos.	044 - 28279189
Name of the Head of the Institution:	Dr. A. Nirmala
Tel. No. with STD Code:	044 - 28226795
Mobile:	9444655304

Name of the IQAC Co-ordinator:

Dr. Rennet Samson

Mobile:

9841346372

IQAC e-mail address:

ethirajiac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

TNCOGN14806

1.4 Website address:

www.ethirajcollege.in

Web-link of the AQAR:

http://www.ethirajcollege.in/AQAR2015-16.doc

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	5 Star status	-	1999	5 years
2	2 nd Cycle	A	-	2006	5 years
3	3 rd Cycle	A	3.36	2013	5 years

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

08/07/2004

1.7 AQAR for the year (*for example 2010-11*)

2015-16

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

i. AQAR 30/09/2014(2013-2014) (DD/MM/YYYY)

ii. AQAR 30/09/2015 (2014-2015) (DD/MM/YYYY)

1.9 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College ☐ Yes ☒ No ☐

Autonomous college of UGC Yes ☒ No ☐

Regulatory Agency approved Institution Yes ☒ No ☐

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

Type of Institution Co-education ☐ Men ☐ Women ☒

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☒ Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☒

Others (Specify)

AICTE - MBA and MCA

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

University of Madras

1.12 1.13 Special status conferred by Central/ State Government--

UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

College with Potential for Excellence	<input type="text" value="Yes"/>	UGC-CPE	<input type="text" value="Yes"/>
DST Star Scheme	<input type="text" value="No"/>	UGC-CE	<input type="text" value="No"/>
UGC-Special Assistance Programme	<input type="text" value="Yes"/>	DAT-FIST	<input type="text" value="No"/>
UGC-Innovative PG programmes	<input type="text" value="No"/>	Any other (<i>Specify</i>)	<input type="text" value="No"/>
UGC-COP Programmes	<input type="text" value="No"/>		

2. IQAC Composition and Activities

	<input type="text" value="7"/>
2.1 No. of Teachers	
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="2"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="2"/>
2.9 Total No. of members	<input type="text" value="18"/>
2.10 No. of IQAC meetings held	<input type="text" value="14"/>
2.11 No. of meetings with various stakeholders:	<input type="text" value="4"/> No. <input type="text" value="2"/> Faculty
Non-Teaching Staff Students	<input type="text" value="1"/> Alumni <input type="text" value="1"/> Others <input type="text" value="-"/>

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

If yes, mention the amount

-

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

-

International

National

-

State

-

Institution

3

Level

(ii) Themes

- Workshop on “Health, Stress & Diabetes” for Teaching faculties
- Medical Camp – Screening for Glucose, Lipid profile, Bone Density, Eye Check up for Teaching and Non Teaching staff
- IQAC in coordination with Enviro Club created awareness among students to conserve and protect the environment by conducting inter departmental competitions towards Go Green project.
on the theme “ Youth for Environment”

2.14 Significant Activities and contributions made by IQAC

- Conduction of Orientation programme for the Ist year UG students along with the Department of Commerce
- Preparation of AQAR and submission of the same by the month of September
- Conceptual Test for testing the General awareness, Mathematical aptitude skill, knowledge in the respective disciplines were conducted for the I year UG students
- Medical awareness camp for Teaching and Non Teaching staff
- Anthropometric measurement for both Teaching and Non Teaching staff was done.
- Health card was introduced for Non – Teaching staff members
- Issue of Health card to Ist year students of the academic year 2015-16.
- Workshop for Teaching faculties was conducted implicating on the goodness of **“Health , Stress and Diabetes”**
- An Extended meeting with the external members was conducted to discuss the ongoing process in the IQAC with regard to upgradation with new reforms.
- Data preparation and submission for ranking between colleges were sent to - India Today 2014-15 & The Week 2015 – 16 and NIRF 2012-15

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	Outcome
Conduct of Orientation programme for 1 st year students in association with Department of Commerce	Orienting Fresher's on academics, co-curricular & extra- curricular activities
Conceptual Test for 1 st year students	Assessment of the intellectual capability of the students and adopting appropriate teaching methodologies
Medical Camp and Anthropometric analysis for Teaching and Non Teaching staff	Staff benefited from the Health Check up
Introduction of Health card for Non – Teaching staff	Routine monitoring of Blood Pressure , Glucose levels etc., emphasising the importance of health and wellness
Workshop for Teaching staff “Health , Stress and Diabetes”	Appropriate measures for prevention and Management of NCD's were taught
Ranking India Today 2014-15 & The Week 2015 – 16 data preparation	<p>The College was ranked 23rd position in Science, 23rd position in Commerce and 20th position in Arts, as per the ranking by India Today Magazine , in 2015-16 (out of 50 selected renowned Colleges all over India)</p> <p>As per The Week Hansa Research Survey the college was ranked 14th position in Science, 10th position in Commerce and 15th position in Arts, in 2015-16 (out of 50 renowned Colleges selected from all over India).</p>

* Attached the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

The suggestions given by the Management and the external Committee members were implemented where ever 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	-	-	
M.Phil	13	-	3	-
PG	20	-	12	-
UG	29	-	17	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	24	-	12	-
Others(Skill Based)	Soft Skill 81+ 8 Personality Enrichment	8	19 Soft skills	17+21(Aided 16 NME+1 Soft skill) + (SS 16 NME +1 Soft skill)
Total	183	8	63	38

Interdisciplinary		-	1	
Innovative	24	0		0

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options -
(ii) Pattern of programmes:

CBCS

Pattern	Number of programmes
Semester	<input checked="" type="checkbox"/>
Trimester	-
Annual	-

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

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

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

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

The syllabus for the academic year 2015-16 was done as per TANCHE and University regulation with the inputs given by the Board of Studies constituted by various departments. The departments structured the syllabus as per the suggestions given by the Board as well as considering the feedback from various stakeholders.

The syllabus emphasised on

1. Current Trends in the discipline ‘
2. Technological updation
3. Industrial - Academic orientation

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	264	215	46	0	3

2.2 No. of permanent faculty with Ph.D.	89
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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
	103	72	0	0	0	0	3	0	106	72

2.4 No. of Guest and Visiting faculty and Temporary faculty

27	2	44
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	78	65	91
Presented papers	50	37	2
Resource Persons		32	

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 practical's, power point presentation
- Use of Audio – Visual rooms, OHP & LCD to teach
- Visits to institutions, ecological and historical sites.
- Use of smart class rooms
- 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
- Assisting students in online registration for courses offered by Universities

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

180

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

Bar Coding, Double Valuation

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

170

69

48

2.10 Average percentage of attendance of students

90%

2.11 Course/Programme wise distribution of pass percentage :

Aided (UG) - APRIL 2016

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
English	65	0	58	28	11	97
Economics	173	9	23	41	16	88
History	49	0	6	31	20	57
T.T.M.	55	0	47	31	0	78
Chemistry	48	33	63	0	0	96
PB & PB	40	8	45	15	0	68
Physics	49	43	51	4	0	98
Mathematics	65	58	23	3	0	85
N & D	47	19	62	15	0	96
Advanced Zoology	94	43	43	10	0	95
Commerce	67	22	61	12	0	96
B.Com. C.S.	67	12	78	10	0	100

Aided (PG) - APRIL 2016

Tamil	67	33	0	100
English	0	92	8	100
Economics	12	64	16	92
History	21	64	7	93
Zoology	86	7	0	93
Chemistry	42	58	0	100
Commerce	15	75	10	100
Business Economics	21	79	0	100

Self-supporting (UG) - APRIL 2016

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
English	68	0	26	68	3	97
English and Communication Skills	57	0	33	56	5	95
Business Economics	60	3	35	30	8	77
Mathematics	66	35	48	9	0	92
Computer Science	101	27	65	3	0	95
Biochemistry	49	18	65	12	0	96
Microbiology	45	18	67	16	0	100
Psychology	48	13	60	23	4	100
Clinical Nutrition and Dietetics	30	17	50	23	0	90
Visual Communication	47	6	55	19	0	81
Mathematics with Computer Applications	59	31	44	7	0	81
Commerce	131	16	55	21	1	93
B.Com C.S.	132	13	62	24	0	99
B.Com BM	136	5	74	20	1	100
B.Com (Hons)	37	51	35	0	0	86
Business Administration	66	9	47	36	5	97
BCA	47	51	47	0	0	98

Self Supporting (PG) - APRIL 2016

Title of the Programme	Total no. of students appeared	Division			
		Distinction %	I %	II %	III%
HRDE	10	0	58	28	97
PB & PB	12	9	23	41	88
Mathematics	37	0	6	31	57
M.Com.C.S.	25	0	47	31	78
Food & Nutrition	12	33	63	0	96
Physics	13	8	45	15	68
Biochemistry	16	43	51	4	98
Applied Microbiology	17	58	23	3	85
MBA	37	19	62	15	96
MCA (2013-2016)	36	43	43	10	95
M.Com. BI	37	22	61	12	96
M.A Journalism	8	12	78	10	100

M.Phil 2014 - 2015(Aug 2015)

Title of Programme	No. Appeared	No. Passed	%
Tamil	11	11	100
English	11	11	100
Economics	8	8	100
History	2	2	100
Zoology	4	4	100
Commerce	6	6	100
Mathematics	6	6	100
Corporate	6	6	100
Food & Nutrition	3	3	100
Physics	4	4	100
Computer Applications	11	11	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.

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

The IQAC conducts a conceptual test for the first year UG students 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. It was with the use of such feed-back, that the College was able to improve activities during the admission process.

(iv) Work Diary:

The IQAC helps in designing a work diary cum attendance register for the Course Teacher. This tool helps the teacher to plan a comprehensive teaching and evaluation schedule. The work diary also has the rubrics for various continuous assessment strategies like seminars, Assignment etc. This diary helps the teacher to keep continuous track of the students' performance (Continuous Assessment) besides serving as a record of all academic and administrative work done by the teacher during her stay in the campus.

(v) Conduction of Workshop:

- (a) At the beginning of every academic year, a two day Orientation Programme 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 like "Health, Stress & Diabetes "and 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.

(vii) Autonomy Review:

The IQAC coordinated with the autonomy review team for the grant of extension of Autonomous status to the College.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	7
UGC – Faculty Improvement Programme	5
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	6
Summer / Winter schools, Workshops, etc.	20
Others	9

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	85	7	0	0
Technical Staff	26			

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.

(e) Providing an amount of Rs. 5000/-per student to undertake research projects.

(f) Felicitating faculty members who significantly contribute towards the upliftment of research activities

(g) Two hours of special permission twice a month for staff members doing a research work

3.2 Details regarding major projects

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

*About 20 proposals have been submitted and the results are awaited.

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	-	-	-
Outlay in Rs. Lakhs	1,26,000.00	-	-	Yes

3.4 Details on research publications

	International	National	Others
Peer Review Journals	55	10	0
Non-Peer Review Journals	19	22	2
e-Journals	6	0	0
Conference proceedings	27	26	15

3.5 Details on Impact factor of publications:

Range	5.1PBPB 0.2MBA	Average	0.86 MBA	h-index	8 phy	Nos. in SCOPUS	0.5 Biochem 1 MBA
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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	-	-	-	-
Minor Projects	2014-16	UGC College	4,28,500	Yes
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College		Ethiraj College	Eco 15,000 H&TTM 10,000 Chem 15,000 PBPB 20,000 Physi 10,000 Bu.Eco10,000 Micro 15,000 Biochem10,000	
Students research projects (other than compulsory by the University)		Ethiraj Collge	BBM 5000	
Any other(Specify)				
Total			5,38,500.00	

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	2 (Zoology, PBPB) 1 (Biochemistry- Recent advances in Life sciences) 2 (i)BBM Conference – Redefining Entrepreneurship Globally-An Indian way ii)Workshop – Entrepreneurship in Life Science)	2 (French,Economics + 1 psychology+ 1MBA)	2 Chemistry & Physics		1 (BBM Visioning Life)
Sponsoring agencies	NBA, UGC,	French Embassy – Institut Français, Management			

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this Year

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

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

Total	International	National	State	University	Dist	College
5	1+1	1+1	1	2	0	1

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

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

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellow Any other

3.21 No. of students Participated in NSS events:

University level	450	State level	150
National level	1	International level	-

3.22 No. of students participated in NCC events:

University level	30	State level	6
National level	1	International level	0

3.23 No. of Awards won in NSS:

University level	50	State level	3
National level	-	International level	-

3.24 No. of Awards won in NCC:

University level	20	State level	2
National level	1	International level	-

3.25 No. of Extension activities organized

University forum	-	College forum	√		
NCC	2	NSS	6	Any other	-

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

SOCIAL SERVICE ACTIVITIES:

National Cadet Corps (Ncc)

- **ORGAN DRIVE**

As a part of its commitment to social services Ethiraj College NCC Company has taken the initiative and conducted an organ drive with Mohan foundation and took the first step to give a life after death and took a pledge on donating their organs on 24th November 2015.

- **MAKING A DIFFERENCE**

Our college cadets came out as volunteers helping out the flood victims and went a step ahead in cleaning an orphanage and hostel at Thakar Bapa Vidhyalaya T.Nagar which was flooded during the Chennai floods on 11th December 2015.

National Service Scheme (NSS):

- **HUMAN CHAIN**

Corporation of Chennai in association with Ethiraj College NSS Unit on September 4th 2015, formed a Human Chain to create awareness among the students and general public on the incidence of Dengue.

- **COASTAL CLEANUP RALLY**

In commemoration of the **Coastal Cleaning Day** on 19th September 2015, 150 NSS volunteers took part in cleaning the coastal area of Marina Beach in association with the Indian Coast Guard, Loyola College and Tree Foundations. Our NSS volunteers joined hands with the Aim organization to clean the premises of Anna Park at Kodambakkam. This was done as a part of the Clean and Green India Project, **a tribute paid to our late President Dr. A.P.J. Abdul Kalam**. Various saplings were also planted in the premises.

- **WORLD ELDER'S DAY**

Ethiraj College NSS volunteers proudly hosted the **World Elder's Day** Celebrations on 7th October 2015 in association with the Senior Citizens Bureau. Tmt. B. Valarmathi, Honourable Minister for Social Welfare and Nutritious Noon Meal Program, Government of Tamil Nadu graced the occasion. Many senior citizens participated and enjoyed the day.

Citizen Consumer Club (CCC):

- **MIME PERFORMANCE AT AVM SCHOOL, VIRUGAMBAKKAM**

The student members of the club, as a part of an outreach program, performed a mime show at AVM School, Virugambakkam on 15th August, 2015 on the topic **SUSTAINABLE CONSUMPTION** covering the concept of **REDUCE, RECYCLE & REUSE (3r's)** to sensitize the young consumers to wisely use the limited available resources.

- **MOU with Consumer Association of India**

On 18th of September 2015, the club signed a MOU with Consumer Association of India.

- **Other Activities**

- Seminar On Medical Ethics, Negligence And Patient's Rights
- Release Of News Letter, Issue – 13 On 25th September 2015
- Seminar On Medical Ethics, Negligence And Patient's Rights
- Citizen Consumer Club Commemorated World Food Day, World Standards Day & Students Day On 16th And 17th October 2015.
- Workshop On Food Safety And Personal Hygiene-Master Training Programme On 12th & 14th January 2015
- Organised Seminar On “Sustainable Consumption”
- World Consumer Rights Day Celebrations- Consofestum'16
- Release Of News Letter, Issue – 14 On 9th February 2015

Red Ribbon Club (RRC):

- The Red Ribbon Club (SS) of Ethiraj College for Women commenced its activities for the academic year 2015-2016 with an inaugural session on the topic “Awareness on HIV/AIDS” on August 12th 2015.
- The club conducted an awareness session on “Anorexia” on August 22nd 2015.
- The club conducted an awareness session on “Eye Donation and Blood Donation” along with the Lions Club of Central Madras on September 7th 2015.
- The club along with SARAYU Medical Foundation conducted an awareness session on “Pre-Marital Stress and Dental Hygiene” on October 6th 2015.
- The club participated in the workshop for “National Youth Day” conducted by YRG Care at Madras School of Social Work (MSSW), Egmore on January 12th 2016.
- An awareness session on “Tuberculosis” was conducted by the club on January 20th 2016.
- An awareness session on “Sexually Transmitted Infections/ Diseases” was conducted on January 20th 2016.
- The club participated in the 42nd Trade Fair representing Higher Education on January 31st 2016 at Island Ground, Kamaraj Salai, Chennai.
- Future events of the club include inter-departmental competitions on the topics “Getting to zero, No new HIV infections, No AIDS related deaths” and the most awaited cultural extravaganza, “MAATRAM'16, an inter-college fest” in the month of March 2016.

Community Service Scheme (CSS):

- The Community Service Scheme aims to mould our students into caring and helpful citizens who are taught to contribute to the society's welfare. The activities of the CSS for the academic year 2015-16 were coordinated by Dr. Arangamallika (Department of Tamil), C. Vaishnavi (Department of Business Economics) (SS) and Ms. Regala (Department of Mathematics) (SS).
- The CSS club of Ethiraj College for women, organized a **Flood relief** initiative, joining hands with the **Agaram organization** to help the flood victims. The college auditorium served as the centre for the distribution relief materials. The CSS volunteers from our college took the first initiative to help the flood victims on a large scale and took necessary measures to provide aid.

- A successful event on **Media Ethics** was held by the CSS in which Dr.Arangamallika, CSS in-charge, delivered the welcome address to the guest of honour Mr. Evidence Kathir, an active independent journalist. It was an interactive session in which he shared his knowledge about media and some of the trending public issues, and students shared their opinions too.
- A day trip to Kosapur village and a visit to a shelter were organized by the Community Service Scheme of Ethiraj College for Women as a part of the extension activities. The task assigned to the students was to collect the data relating to socio-economic status of the residents. Followed by this, they visited “**SAFE ILLAM**” which sheltered children affected by HIV.
- To create awareness on drug abuse, a human-chain was formed by the Community Service Scheme volunteers on June 26th, 2015 at Ethiraj Salai. Over 150 students stood with charts, placards and posters which attracted the attention of the public. Dr.Nirmala, Principal, Ethiraj college for women was the guest of honour and the event was a great success and created a hope for an international society free of drugs.
- The CSS club of Ethiraj College for women celebrated the 125th birth anniversary of Dr.B.R.Ambedkar and for that, conducted an event called **YOUTH AND AMBEDKAR** on January 8th 2016 in the college mini-auditorium. Vice principal Dr.M.Jeeva gave away prizes to the students who had taken part in the respective competitions held, and Dr. C. Lakshmanan, Associate professor, MIDS was the guest of honour.
- A lecture on “**Women Safety and Empowerment**” was conducted by the CSS club of Ethiraj College for women on 6th August, 2015. Mrs. Prabha, an active member of Chennai Counsellor Foundation, addressed the students on numerous challenges faced by women today and how to face them. It was a very lively and interactive session.
- CSS members volunteered in the Organizing Education Department Stall in the **42nd India Tourism and Industrial Trade Fair** organized by the Department Of Tourism, Govt. of Tamilnadu. The fair was held at The Island Grounds, Chennai, where models of our college were exhibited and feedback was obtained from the visiting public.

Youth Red Cross (YRC):

- The Ethiraj college YRC unit marched formed a human chain for International day against DRUG ABUSE and ILLICIT TRAFFICKING in marina.
- On 8th September 2015, a Study Camp was organized by the Chennai District, the vivacious YRCians of Ethiraj College were the proud participant of the Chennai city college.
- The YRC organized two day workshop on 11th and 12th of September 2015 in the Branch office of IRCS Egmore Titled ‘First aid and Disaster management’.
- The YRC connected with the Branch office of YRC for clean India Mission Project on 22nd September 2015.
- The energetic volunteers of YRC took active part in relief measures during Chennai flood .

Entrepreneurial Action Us (ENACTUS):

- **ENACTUS** Ethiraj is proud to be a regular supplier of **FSSAI certified oyster mushrooms** for **Vivanta by Taj Connemara and Kovai Pazhamudhir Chalai**. It has also been bestowed with a grant of **\$589** (40,000 rupees) by logistics giant, **Blue Dart**.
- Enactus Ethiraj participated in the Session for Staff members conducted in Mysore by Enactus India.
- The students of the club also attended several training sessions on presentation skills conducted at Syntel, Chennai.
- We also participated in the **Enactus Nationals 2015** which was held in Leela Ambience, Delhi and presented Project Pleurotus in the Rookie League. The project was well received by the entrepreneurs and the judges and Enactus Ethiraj was one of the **Top Three** finalists in the Rookie League.
- For the year 2016, Enactus Ethiraj is continuing Project Pleurotus with a community in Pudupet wherein the previous community (from Thideer Nagar) is now the trainers for the Pudupet Community. We also have two other projects on our agenda. One of the projects will focus on Candle making with a community in Villivakkam. The other focuses on cultivation of biofertilizers with a community in Chengalpet.

E-SQUARE ENTREPRENEURSHIP CELL:

- E-Square- the E-cell of Ethiraj College aims at nurturing the students and moulds them into bright business minds by offering workshops, speaker sessions and competitions.
- In the year 2015-2016 the E-cell conducted 14 certificate courses like glass painting, mural art, cosmetology, tailoring, interior designing, jewellery making, etc with the idea of enabling the students to start their own ventures using the skills acquired from the courses.

5 DEGREES:

- **“5 Degrees”** - an Aavin cum confectionery outlet is an on campus business unit to provide milk based products for the students and staff of Ethiraj College. The parlour offers a variety of flavoured milks, icecreams, milk sweets and other bi-products of milk like ghee, curd, lassi and butter. They have broadened their customer base, by extending their services to the hostel of our college, nearby residents and have deepened their range of products by introducing softy ice cream in different flavours.

ALTITUDE:

- Another campus venture was initiated by the students, who came up with the idea of transforming their learning into a venture. Altitude, an on campus printing unit here they design and print visiting cards, certificates, invitations and greeting cards at reasonable prices. Started in 2014, this campus venture continues to be a successful unit.

ENVIRO CLUB

- The activity of Enviro club commenced in June 2015 to commemorate the World Environment day jointly with **Pasumai Vigatan** from Vigatan group. A tree planting campaign was initiated at Ethiraj College campus on June 5th 2015. Tree saplings of ornamental plants like *Cassia* and *Thespesia* were planted in the main campus and near the hostel premises.
- The 125th anniversary of our revered Founder began with the planting of a *Tecoma* sapling by the Chief Guest Mr. M. Anandakrishnan, Chairman, Board of Governors, IIT, Kanpur in the main campus.
- The Department of Corporate Secretaryship sponsored around 100 saplings to Enviro club on the occasion of 125th anniversary celebrations of our founder Shri V. L. Ethiraj. The saplings were planted all over the campus in the available space and were maintained.
- A survey was done by the Enviro club members to mark the areas for beautifying the campus by landscaping and by planting ornamental trees and shrubs. Around 20 *Lantana* plants which are known to be efficient pollutant tolerant plants were planted around the founder's statue as well as around the fountain in the main campus. 40 pots and soil with manure were procured and used for repotting and propagation of plants. Potted ornamental plants like *Ixora*, *Tecoma* orange, *Penthos* were purchased and maintained. Dust bins were also provided near the wash areas to avoid food wastages being dropped in drains.
- As part of the Enviro club activity, interdepartmental competitions were organized in association with IQAC to create awareness among the students to conserve and preserve the environment. The theme of the competition was **‘Youth for Environment’**. Various events like Face Painting, Wealth from waste, Posters and slogan making were conducted. The students enthusiastically participated and won prizes and certificates which were distributed in the evening assembly.
- **A special assembly** was organized by the students to create awareness for clean and green environment in Ethiraj College for Women. It was an eye opener for the students who were deliberately involved in spoiling the campus environment. The programme was appreciated and well received by staff and students. A street play was enacted to bring out the importance of keeping the surroundings clean and litter free. The students were administered with a pledge for the same.

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	160	-	-	-
Laboratories	48	-	-	-
Seminar Halls	3+1 MBA	-	-	-
No. of important equipments purchased (\geq 1lakh) during the current year.	Spin Coating System Dept. of Physics	2,29,000.00		
	Digital Bomb calorimeter Dept. of N&D	1,58,500.00		
	Flask for Lyophiliser Heavy Wall Lyophiliser Dept. of PBPB	3,30,065.00		
	Rotary vacuum evaporator (Digital Model) Rotary Vacuum Digital Flask Dept. of Zoology	2,96,552.00		
	Ultrasonic Processor Dept. of Chemistry	1,33,455.00		
	Green Ceramic Board No:65 12 Dept.	5,46,000.00		
	EBSCO Journal Mar'2015 to Feb,2016	5,00,000.00		
	Computer-2	90,950.00		
	Computer-1 Printer-2	55,800.00		
	Modem-15 Nos Full College Campus	15,09,578.00		
Value of the equipment purchased during the year (Rs. in Lakhs)	TOTAL	38,49,900.00		
Others	-	-	-	-

4.2 Computerization of administration and library

Computerization of the Library using the eBLIS library software enables us in technical work (Book entry, generating book labels, etc.) circulation of books against bar- coded ID, resource sharing through Lan etc.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	89721	6439817	3546	1083125	93267	7522942
Reference Books	13270		128		13398	
e-Books	-	-	-	-	-	-
Journals	52	75321	52	71354	52	71354
e-Journals	-		-			
Digital Database	2	760055	2	799589	2	799589
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	601	9 labs (412 Computers)	601	1 (7 nos. of Computers)	NIL	32	80	75
Added	16	5 Computers added	16	NIL	NIL	1	5	5
Total	617	9	617	1	NIL	33	85	80

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 :

i) ICT	788400/-
ii) Campus Infrastructure and facilities	75,78,117/
iii) Equipments	25,08,067
iv) Others	3,27,03,329/-
Total :	4,35,77,913/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC 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
- IQAC coordinated with Commerce in conducting Orientation programme for the First years to introduce them to curricular/co-curricular activities and various support services available in the college.
- 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.
- 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
- College follows a mentor system in which each staff member is a counsellor for 25 students.
- Student counsellor also gives counselling to students.

5.2 Efforts made by the institution 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.	Mphil(others)
6206	679	154	57+MBA-80 &MCA-96)

(b) No. of students outside the state

138 +2 MCA+1 MBA

(c) No. of international students

20

No	%
Nil	NA

Men

No	%
20	NA

Women

Last Year(2014-15)						This Year(2015-16)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1617	1145	52	4383	-	7197	1706	1095	42	4429	20	7252

Demand ratio Commerce- 1:15: Arts – 1:8; Science – 1:14 Dropout 3.7%

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

NET Coaching Centre UGC Cell has conducted classes from August, 2015 to January, 2016 and Workshop on 17th February 2016.

No. of students beneficiaries

75

5.5 No. of students qualified in these examinations

NET	3	SET/SLET		GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	

5.6 Details of student counselling and career guidance

Individual Counselling
Group Sessions- Personal growth of Students
Student Counsellor Counsel students and conducts group discussion on a regular basis
Mentor meeting for the students arranged once in every month
Career fare called Bhavishya arranged for Final Year students every year

No. of students benefitted

1700

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
27	1066	895	-

5.8 Details of gender sensitization programmes

<ul style="list-style-type: none"> • Certificate course in Gender Studies sponsored by UGC • Awareness Lectures on Human Rights Education of State Human Rights Commission • Centre for Women's Studies of the College was co organiser for a SouthernRegion Workshop on "Documenting Contributions of Women's Movements: Women's Organisation and Women" along with IAWS (Indian Association for Women's Studies) • Seminar on Women and Cyber Safety : Dynamics of Constitutional and Legal Protection • Seminar by various Departments/Centres for Women's Studies abd Regional Association for Women's Studies • Students are encouraged to take up topics relat3ed to women's studies for their Post

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

India Ranking-
22
International
Ranking 1624

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	63	4,96,350
Financial support from government	2260	1,11,24,962
Financial support from other sources	-	3,67,657
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

16 (Rotract, RRC,YRC, CSS, NSS,NCC, ECell, Enactus, Enviro club, Literary club, Theatro club, Quiz club, Short film club, Arts club, Social work club, Debating Society)

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

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

Under the CBCS the syllabus for all the courses is revised once in three years. The syllabus to be followed in 2016-17 was restructured by inviting subject experts to give impetus to enhance quality in curriculum. While revamping the syllabus the departments followed the guidelines laid down by the University of Madras, the UGC, TANSCH and the AICTE

The departments collected feedback from various stakeholders and placed the restructured syllabus in the board of studies.

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.

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.
- The Finance Officer along with his trained staff co-ordinates matters relating to the Trust as well as the Self Supporting Stream
- Placement Officer appointed by the Management interacts efficiently with the corporate sector.

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

Various departments of the College have established linkages with academic institutions and industries which enable students to do their project work

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 computerized and software is installed in all departments.
- 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	<ul style="list-style-type: none"> • 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. • The teaching staff of the Self Supporting Stream are covered by PF Scheme and LIC Group Gratuity Scheme . • In recognition of the service rendered by Teaching faculty their daughters are given priority at the time of admission.
Non teaching	<ul style="list-style-type: none"> • 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 .100% of the staff have enjoyed the benefits of these welfare schemes. • 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. • 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. • The College Doctor also offers necessary medical assistance free of cost. • Necessary arrangements are made for the non-teaching staffs to go on an excursion once in a year. • 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. • In recognition of the service rendered by Non teaching staff their daughters are given priority at the time of admission • Non- teaching staff of Self Supporting Stream are covered by ESI, PF scheme and LIC group gratuity scheme
Students	<ul style="list-style-type: none"> • Breakfast and Lunch provided to needy students • Remedial class conducted for weak students • Department library maintained for SC/ST students • Students can attend IAS coaching , Bank coaching and NET coaching class by the UGC • Needy students are given scholarship by well-wishers'. • PTA scholarship and Ethiraj estate scholarship are provided based on merit cum means

6.5 Total corpus fund generated

55,84,423/-

6.6 Whether annual financial audit has been done Yes ☒ No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	IQAC
Administrative	Yes	Regional Joint Directorate of Collegiate Education	Yes	Internal Auditing

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

For UG Programmes Yes ☒ No ☐

For PG Programmes Yes ☒ No ☐

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

- 1) On line payment of Semester Examination Fees
- 2) On line submission of continuous Assessment Marks, Attendance.
- 3) Provision for supplementary examination for final year UG & PG students
- 4) Photo copies of the answer scripts are provided to the students on demand
- 5) Revaluation of Answer scripts for students done.

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

The College is an Autonomous Institution

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 Management, staff and clarify any issues.

6.13 Development programmes for support staff

- Workshop for non teaching staff on “Health, Stress & Diabetes”
- Noon meals & uniform facility
- Free Medical check-up

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

1. Planted tree saplings jointly with Pasumai Vigatan group to commemorate World Environment Day (June 5th)
2. Planted about 130 saplings in the campus which includes pollution tolerant plants

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.

- Formation of the Student League which has been actively conducting seminars and workshops on important topics.
- Conduction of Interdisciplinary seminars by the joint efforts of two or more departments.
- Ethiraj College emerged as a pilot project for electoral campaign and students participated actively in helping the voters to enrol.
- An Aadhar Card procurement drive was initiated by the College and Faculty and Students who did not have an Aadhar Card were helped to get one.

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

- Special classes were conducted to help weak students to pass. Syllabus was revamped by several departments to meet the needs of the students, to cope with scientific challenges and help the students to face competitive exams.
- Online fees payment and online entry of attendance and internal marks were implemented so that teachers can concentrate on academics.
- Additional Digitalized boards placed at strategic locations.

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

- To create a healthy relationship between the Teaching and Non-teaching staff, the non-teaching staffs is 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.
- The management motivates the staff members to upgrade themselves by granting the following:
 - 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 fully paid leave at the time of submission of thesis
 - Financial assistance to staff presenting papers in seminars / conferences by way of reimbursing the registration fees and by providing travel allowance.
 - 15 days of on – Duty leave per year for staff members participating in academic activities
 - Providing an amount of Rs. 10,000/- per annum (Minor research project-Management funded) towards conduct of research by faculty.

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.

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

7.4 Contribution to environmental awareness / protection

- Organised special assembly programme on creating awareness on the importance and significance of maintaining college campus clean and green
- Organised interdepartmental competitions with IQAC to create awareness among students to conserve and protect the environment on the theme “Youth for Environment”

7.5 Whether environmental audit was conducted?

Yes



No



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

- 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.
- Staff are motivated to conduct and attend workshops , seminars & conferences
- 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 programme

Opportunities:

- Financial Aid from the UGC , DBT and other Funding agencies , FIST
- 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

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

Every year, the IQAC in association with the select departments' conduct a week long Orientation programme for freshers of UG and PG courses.

The IQAC also collects feedback from the students to enhance the quality of the programme.

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

The IQAC conducts conceptual test for the first year UG students to assess their general knowledge, aptitude and conceptual knowledge on the 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 Relation Team. This data is vital as it helps in the streaming of admission process for the next academic year. It was with the use of such feed-back, the College was able to improve activities during the admission process.

(iv) Work Diary:

The IQAC helps in designing a work diary cum attendance register for course Teacher. This tool helps the teacher to plan a comprehensive teaching and evaluation schedule. The work diary also has the rubrics for various continuous assessment strategies like seminars, Assignment etc., This diary helps teacher to keep continuous track of students performance (Continuous Assessment) besides serving as a record of all academic and administrative work done by the teacher during her stay in the campus.

(v) Conduction of Workshop:

- (a) At the beginning of every academic year, a two day Orientation Programme is conducted to train faculty with less than five years of experience in teaching learning and evaluating methods.
- (b) The IQAC periodically organize seminars, symposia, workshops and conferences for Teaching and Non teaching staff like "Knowledge Management in Higher Educational Institutions, Holistic Well Being, Life Style Associated Diseases. IQAC also conducts training programmes on Computer skills, Income Tax and Accounting (Tally package), Awareness about Health Consciousness, Spoken English and Interpersonal relations periodically for updating the knowledge and skills of Teaching & Non teaching staff members.

(vi) Redressal of Grievances:

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

(vii) Autonomy Review:

The IQAC coordinated with the autonomy review team for the grant of extension of

Autonomous status to the College

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 of student population
- To increase the number of linkages and collaborations with other universities both in India and Abroad.
- To have more student and staff exchange programme with international institutions
- To enhance the management information system of the College
- To become a Deemed University
- To have more socially powerful outreach activities.
- To increase the number of research departments and motivating staff members to apply for more research projects

Name : DR. RENNET SAMSON

Signature of the Coordinator, IQAC

CO-ORDINATOR
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Name : DR.A.NIRMALA

Signature of the Chairperson, IQAC

Principal
ETHIRAJ COLLEGE FOR WOMEN
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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
