

# Jayaraj Annapackiam College for Women (Autonomous)

(A Unit of the Sisters of St. Anne of Tiruchirapalli)

**PERIYAKULAM - 625 601**

**THENI DISTRICT**

(Nationally Accredited at 'A' Grade with 3.36 CGPA in Cycle-3 by NAAC)

(DST – FIST Supported College)

Affiliated to Mother Teresa Women's University, Kodaikanal



# AQAR

(Submitted to NAAC)

# 2016-2017

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

2016-2017

Part – A

## 1. Details of the Institution:

1.1 Name of the Institution	:	<b>Jayaraj Annapackiam College for Women (Autonomous)</b>
1.2 Address Line 1	:	<b>Jayaraj Annapackiam College for Women (Autonomous)</b>
Address Line 2	:	<b>Periyakulam</b>
City/Town	:	<b>Theni</b>
State	:	<b>Tamil Nadu</b>
Pin Code	:	<b>625 601</b>
Institution e-mail address	:	<b><u>principal@annejac.com</u></b>
Contact Nos.	:	<b>04546 – 231482</b>
Name of the Head of the Institution	:	<b>Dr. Sr. T. Nirmala</b>
Tel. No. with STD Code	:	<b>04546 – 233205</b>
Mobile	:	<b>94426 – 23205</b>
Name of the IQAC Co-ordinator	:	<b>Dr. Mrs. A. Clara Dhanemozhi</b>

- Mobile : **9865749217**
- IQAC e-mail address : **iqac@annejac.com**
- 1.3 NAAC Track ID : **TNCOGN10128**
- 1.4 NAAC Executive Committee No. & Date : **EC(SC)/01/RAR/90**  
**Date: 05.05.2014**
- 1.5 Website address : **www.annejac.com**
- Web-link of the AQAR : **http://www.annejac.com/index.php/iqac/AQAR - 2016-2017.doc**

1.6 Accreditation Details :

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1.	1 <sup>st</sup> Cycle	Four Star Status	--	2001	2001 to 2006
2.	2 <sup>nd</sup> Cycle	'A'	3.02	2008	2008 to 2013
3.	3 <sup>rd</sup> Cycle	'A'	3.36	2014	2014 to 2019

1.7 Date of Establishment of IOAC : **06.08.2004**

1.8 AQAR for the year : **2016- 2017**

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

**AQAR for 2015-2016 was submitted to NAAC on 26.08.2016**

1.10 Institutional Status

University : State  Central  Deemed  Private

Affiliated College : **Yes**  No

Constituent College : Yes  No

Autonomous College of UGC : **Yes**  No

Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI) : Yes  No

Type of Institution : Co-education  Men  **Women**   
Urban  **Rural**  Tribal

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

1.11 Type of Faculty/ Programme :

**Arts**  **Science**  **Commerce**  Law  PEI (Phys.Edu.)   
TEI (Edu.)  Engineering  Health Science  **Management**

Others (Specify) **UGC Sponsored Community College (Diploma Courses)**

1.12 Name of the Affiliating University : **Mother Teresa Women's University, Kodaikanal, Tamil Nadu, India.**

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

**Autonomy by State/Central Govt./ University** :

University with Potential for Excellence :  UGC-CPE :

DST Star Scheme	: <input checked="" type="checkbox"/>	UGC-CE	: <input checked="" type="checkbox"/>
UGC-Special Assistance Programme	: <input checked="" type="checkbox"/>	<b>DST-FIST</b>	: <input checked="" type="checkbox"/>
UGC-Innovative PG programmes	: <input checked="" type="checkbox"/>	Any other (Specify)	: <input checked="" type="checkbox"/>
<b>UGC-COP Programmes</b>	: <input checked="" type="checkbox"/>		

## 2. IQAC Composition and Activities

2.1	No. of Teachers	:	<input type="text" value="14"/>
2.2	No. of Administrative/ Technical staff	:	<input type="text" value="02"/>
2.3	No. of Students	:	<input type="text" value="02"/>
2.4	No. of Management representatives (Principal & Chairman)	:	<input type="text" value="01"/>
2.5	No. of Alumni	:	<input type="text" value="01"/>
2.6	No. of any other stakeholder and community representatives	:	<input type="text" value="01"/>
2.7	No. of Employers/ Industrialists	:	<input type="text" value="01"/>
2.8	No. of other External Experts	:	<input type="text" value="01"/>
2.9	Total No. of Members	:	<input type="text" value="23"/>
2.10	No. of IQAC Meetings held	:	<input type="text" value="7"/>

2.11 No. of meetings with various stakeholders : **No.**  **Faculty**

**Non-Teaching Staff**  **Students**  **Alumni**  Others -

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. : 8** International  National  State  Institution Level

(ii) Themes	:	<p><b>Faculty Development Programmes:</b></p> <ul style="list-style-type: none"> <li>✦ Communication Skills by Miss Marie Therese Lacey &amp; Laura Seddon, Liverpool Hope University, Liverpool, UK on 13<sup>th</sup> July, 2016.</li> <li>✦ Orientation for Junior Teachers on 23<sup>rd</sup> July, 2016.</li> <li>✦ Handle the Students with Care by Fr. S. M. Jeyaseelan, Sivagangai on 6<sup>th</sup> August, 2016.</li> <li>✦ Examination Reforms by Dr. M. G. Sethuraman, Professor &amp; IQAC Co-ordinator, Gandhigram Rural Institute, Gandhigram &amp; Dr. P. Shanmugavadivu, Head, Dept. of Computer Science &amp; Applications, Gandhigram Rural Institute, Gandhigram on 27<sup>th</sup> August, 2016.</li> <li>✦ Two day National Conference on “Quality Assessment and Quality Sustenance in HEI’s: Issues and Challenges on 29<sup>th</sup> &amp; 30<sup>th</sup> September, 2016 sponsored by NAAC.</li> <li>✦ To be an Effective Teacher by Rev. Fr. Sebastian, Dindigul on 16<sup>th</sup> February, 2017.</li> </ul>
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		<p>✦ Emotional Intelligence by Rev. Fr. David, Redemptorist, Bengaluru from 15<sup>th</sup>-17<sup>th</sup> June, 2017.</p> <p><b>Non - Teaching Development Programmes</b></p> <p>✦ Handle the Students with Care by Fr. S. M. Jeyaseelan, Sivagangai on 6<sup>th</sup> August, 2016.</p> <p><b>Student Development Programmes</b></p> <p>✦ Orientation &amp; workshop on Online Feedback System.</p> <p><b>Alumni Meeting</b></p> <p>✦ Alumni meet was held on 16<sup>th</sup> July, 2016.</p>
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**2.14 Significant Activities and contributions made by IQAC :**

- i) Release of 4 Quarterly issues of **IQAC - JAC News**.
- ii) Monitoring the Action Plans, Execution and Evaluation of Plans in all spheres of the College.
- iii) Maintaining e-attendance.
- iv) Promotion of Communication Skills through a Workshop held for the Junior teachers by a team of 5 members headed by Daniela from Liverpool Hope University, United Kingdom, on 13<sup>th</sup> July, 2016.
- v) Conducted Seven Faculty Development & one Non - Teaching Staff Development Programmes.
- vi) Organised a two day National Conference on “Quality Assessment and Quality Sustenance in HEI’s: Issues and Challenges on 29<sup>th</sup> & 30<sup>th</sup> September, 2016 sponsored by NAAC.
- vii) 27 papers were presented in the above conference and 17 papers were published in the JACJOSHAM December, 2016 issue, related to quality sustenance in HEI’s.
- viii) E-feedback was done by the outgoing students for the first time from 21<sup>st</sup> March, 2017.

## 2.15 Plan of Action by IQAC/Outcome

The plan of action and the outcome of the various activities of IQAC are :

Plan of Action	Achievements
Faculty Development Programmes, Non - Teaching Staff Development Programmes, Student Development Programmes and Alumni Development Programmes	7 Faculty Development Programmes, 1 Non - Teaching staff Development Programme, and 1 Student Development Programme were conducted during 2016-2017
Online submission of AQAR to NAAC	Annual Quality Assurance Report for the year 2015 - 2016 was submitted online to NAAC on 26 <sup>th</sup> August, 2016
Release of IQAC - JAC News	4 Quarterly issues of IQAC - JAC News have been released
Collection of Feedback from students, parents and alumni	Feedback from students, parents and alumni on curriculum, teaching, learning and evaluation has been obtained, consolidated and evaluated the same
Planning and Evaluation Committee Meeting and Academic Audit	Scrutiny of Action Taken Reports for 2016-'17 and submission of Action Plans for 2017-'18 by all Departments/Clubs/Cells
Preparation of Annual Quality Assurance Report for the year 2016 - 2017	Annual Quality Assurance Report for the year 2016 - 2017 was submitted to Governing Body Meeting convened on 1 <sup>st</sup> June, 2017 for approval

\* **Academic Calendar of 2016-2017 is attached as Annexure - I.**

2.16 Whether the AQAR : Yes  No   
was placed in  
statutory body

Management  Syndicate --- Any other body ---

**Provide the details of the action taken:**

Achievements of the staff & students were appreciated and suggestions were given for further improvement



**Part - B**

**Criterion - I**

**1. 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
Ph.D.	<b>06</b>	--	<b>06</b>	--
M.Phil.	<b>06</b>	--	<b>06</b>	--
PG	<b>09</b>	--	<b>06</b>	--
UG	<b>16</b>	--	<b>07</b>	--
PG Diploma	<b>01</b>	--	<b>01</b>	--
Advanced Diploma	<b>02</b>	--	--	<b>02</b>
Diploma	<b>06</b>	--	<b>01</b>	<b>02</b>
Certificate	<b>16</b>	--	<b>14</b>	<b>02</b>
<b>Total</b>	<b>62</b>	--	<b>41</b>	<b>06</b>
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

(ii) Pattern of Programmes :

Pattern	Number of programmes
Semester	<b>40</b>
Trimester	--
Annual	<b>16</b>

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

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

**\*An analysis of the feedback is provided in Annexure – II**

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

1. The Syllabi of all departments have been revised every 3 years to make it relevant for the students, the society and the job market.
2. Board of studies was conducted by all the departments on 3<sup>rd</sup> December, 2016 to revise the syllabus for the next academic year 2017-18.

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

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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1	Total No. of permanent faculty	:	Total	Asst. Professors	Associate Professors	Professors	Others
			44	10	34	-	-

2.2	No. of permanent faculty with Ph.D	:	28
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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
			10	26	34	-	-	-	-	3	44	29

2.4	No. of Guest and Visiting faculty and Temporary faculty	:	26	--	76
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State/Regional Level	Total
Attended Seminars/ Workshops	13	26	1	40
Presented papers	33	75	2	110
Resource Persons	--	03	29	32

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

- ⇒ Introduction of on-line examinations by Computer Science Department
- ⇒ Updating the subject knowledge and presentation skills of the staff through the Study Circle in Departments
- ⇒ ICT enabled class rooms
- ⇒ Internship / Hands on Training

- ✦ Development of Marketing Skill through College Bazaar
- ✦ Conduct of Exhibitions to promote creativity and novelty
- ✦ Self Study Papers introduced by all the departments to instil confidence and enhance self reliance
- ✦ Comprehensive exams for PG students to prepare them for NET/SET Examinations
- ✦ Promotion of reading through Reading Club, Communication Skills through Hope Club and presentation skills through Journal Club
- ✦ Field Work and Case Study
- ✦ Instilling Eco Concern through 3 days EVS Programme on Education and Training Nature Conservation and Eco-Development, at Anglade Institute of Natural History, Sacred Heart College, Shenbaganur, Kodaikanal for I U.G. students.
- ✦ Promotion of production and entrepreneurial skills through Entrepreneur Cell.

2.7	Total No. of actual teaching days during this academic Year	:	<b>192</b>
2.8	Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)	:	<b>Online exam for comprehensive Examination (MCQ)</b>
2.9	No. of faculty members involved in curriculum restructuring/revision / syllabus development as member of Board of Study/ Faculty/ Curriculum Development workshop	:	<b>140</b>
2.10	Average percentage of attendance of students	:	<b>95.6</b>

2.11 Course/Programme :  
wise distribution of  
pass percentage

Title of the Programme	Total no. of students appeared	Division in %				
		Distinction ≥75%	I Class	II Class	III Class	Pass
UG	644	87	302	166	12	88.7
PG	183	35	98	21	--	84.7
M.Phil.	23	20	3	--	--	100

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

- IQAC organises FDP, NDP and SDP to enhance the competencies of Teachers, Non - Teaching Staff and Students.
- Guidelines are given to the Departments, Clubs and Cells to prepare Action Plan with the criteria for Evaluation and Ranking.
- Planning and Evaluation Committee Meeting was conducted on 3<sup>rd</sup> April, 2017 to provide suggestions for the improvement of Action Plans of Departments, Clubs and Cells. **(Annexure III)**
- Action Taken Report is thoroughly examined, evaluated and ranked to foster competitive spirit among the Departments, Clubs and Cells.
- Online feedbacks were obtained from the students through structured questionnaires to assess the proficiency of the teachers in their subjects, physical facilities of the college and areas that need improvement.
- Feedback from the alumni and parents were collected and assessed.
- Individual teachers and the departments are encouraged to incorporate ICT based teaching techniques in action plans and lesson plans.
- The Lesson Plans of the teachers and their exchange of classes are monitored by the Heads of Departments every week and by the Principal, every month.

- The Students' participation in Seminars/ Conferences/ Collegiate/ Intercollegiate Meets, Presentation/ Publication of Research Papers and their performance in examinations are monitored and ranked by IQAC.
- Students' attendance and their discipline are monitored by the Heads of Departments, the Vice Principals and the Discipline Committee.
- The results of the students are analyzed in the Exam Board Meeting, Staff Council, Departments, the Governing Body, and the General Body to assess students' performance.
- Suggestions have been given by the Evaluators to the Heads of Departments, the Deans and the Co-ordinators of Clubs/ Cells to make their plans viable.

### 2.13 Initiatives undertaken towards faculty development

<b>Faculty / Staff Development Programmes</b>	<b>Number of faculty benefitted</b>
Refresher courses	<b>01</b>
UGC – Faculty Improvement Programme	<b>07</b>
HRD programmes	--
Orientation programmes	<b>02</b>
Faculty exchange programme	--
Staff training conducted by the university	<b>05</b>
Staff training conducted by other institutions	<b>04</b>
Summer / Winter schools, Workshops, etc.	<b>08</b>
Others	
NCC	<b>01</b>
IQAC Conferences	<b>03</b>

#### 2.14 Details of Administrative and Technical staff

<b>Category</b>	<b>Number of Permanent Employees</b>	<b>Number of Vacant Positions</b>	<b>Number of permanent positions filled during the Year</b>	<b>Number of positions filled temporarily</b>
Administrative Staff	<b>17</b>	<b>9</b>	---	<b>9</b>
Technical Staff	<b>11</b>	<b>2</b>	---	<b>2</b>

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Special impetus is given to research in Department/Individual Action Plans in terms of Minor/Major Research Projects/Publications/ Presentation of Research Papers/Edition/Authoring of Books.
- 20 Research Scholars presented the progress of their research work in the research forum on 3<sup>rd</sup> November, 2016 & 47 M. Phil scholars on 22<sup>nd</sup> June, 2017.
- 30 Research Scholars are pursuing Ph.D. under 19 Guides.
- Research Committee published two issues of the Research Journal “JAC JOSHAM”, with 15 Articles in June and 29 Articles, in December, 2016.
- Four Major and 4 Minor completed Research Project Reports were submitted to UGC.
- One International, 13 National and 4 State Level Conferences/ Seminars / Workshops were organised by the Departments and IQAC.
- 40 staff members participated and 110 staff members presented papers in the International/National conferences.
- 100 staff members published 143 Research Papers in Reputed Journals.
- Five staff members published 2 books.

#### 3.2 Details regarding major projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	04	01	---	---
Outlay in Rs. Lakhs	37.849	14.55	---	---

#### 3.3 Details regarding minor projects :

	Completed	Ongoing	Sanctioned	Submitted
Number	04	--	01	--
Outlay in Rs. Lakhs	11.01	--	4.90	---



### 3.4 Details on research publications :

	<b>International</b>	<b>National</b>	<b>Others</b>
Peer Reviewed Journals	<b>74</b>	<b>69</b>	--
Non-Peer Reviewed Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	<b>22</b>	<b>4</b>	--

### 3.5 Details on Impact factor of publications :

**Range: 0.5 – 6.805 Average: 3.60 h-index : 21 - 58 Nos. in 03 SCOPUS :**

### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

<b>Nature of the Project</b>	<b>Duration Year</b>	<b>Name of the funding Agency</b>	<b>Total grant sanctioned (Rs.)</b>	<b>Received (Rs.)</b>
Major projects	---	<b>UGC</b>	---	<b>1,06,533</b>
Minor Projects	<b>18 months</b>	<b>UGC</b>	---	<b>2,88,000</b>
Interdisciplinary Major Projects	---	---	---	---
Industry sponsored	---	---	---	---
Projects sponsored by the University/ College	---	---	---	---
Students research projects (other than compulsory by the University)	<b>Student Project Scheme</b>	<b>TNSCST, Chennai</b>	<b>10,000</b>	<b>10,000</b>
Any other (Specify)	---	---	---	---
<b>Total</b>				<b>4,04,533</b>

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)   
**DST – FIST**

3.10 Revenue generated through consultancy : 

3.11 No. of conferences organized by the Institution:

Level	Inter - national	National	State	Univer - sity	College
Number	<b>1</b>	<b>13</b>	<b>4</b>	--	--
Sponsoring agencies	--	<b>UGC, Autonomy Grant</b>	<b>Autonomy Grant, PCRA</b>	--	--

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	--
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

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

Total	International	National	State	University	Dist	College
<b>02</b>	--	<b>02</b>	--	---	---	---

3.18 No. of faculty from the Institution who are Ph. D. Guides : **19**

and students registered under them : **30**

3.19 No. of Ph.D. awarded by faculty from the Institution : **4**

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

JRF :  SRF :  **Project Fellows**  Any other :

3.21 No. of students Participated in NSS events : University level :  State level :

National level :  International level :

3.22 No. of students participated in NCC events : University level :  State level :

3.23 No. of Awards won in NSS : National level :  International level :   
 : University level :  State level :

National level :  International level :

3.24 No. of Awards won in NCC : University level :  State level :

National level :  International level :

3.25 No. of Extension activities organized :

University forum:  College forum:

NCC :  NSS :  Any other :   
**(JACEP)**

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

- JACEP is an outreach programme that provides scope for the students to take learning experience and gain life experience from the adopted villages, Sakkarapatti, Savadipatti, Jetloor, Jallipatty, Jeyamangalam & Meenatchipuram through **Environment, Education, Health and Hygiene, Liaison, People Organization and Application of Knowledge** teams. The Environment team emphasized the need for protecting the environment through competitions and cultural programmes. They carried out their work by organizing a one day programme in the adopted villages;
- Educational Team gave awareness on Loan Opportunities, Adulteration, Education to Girl Child, Career Guidance, Right to Vote, Pension Schemes, Rain Water Harvesting and also organised Medical Camps for the village people. Various Cultural Programmes, Games and Discussions were conducted;
- **Application of knowledge** team gave demonstration on Mushroom

Cultivation and preparing Phenyl, Candles, Pickles, Tomato Jam, Chocolate and Fruit Jam. This helps the villagers to become an entrepreneur and encourage domestic industries and thereby support them to earn their livelihood. Students trained the school children to gain better knowledge in their subjects.

- **Health and Hygiene** team organised awareness programmes on Cleanliness, Health & Hygiene;
- **Liaison** team gave awareness on Pension Schemes, Government Schemes for Pregnant Ladies & Prime Ministers Schemes.
- A **rally** was organised on 16<sup>th</sup> February 2017, to create awareness on “இளையோரே! விழித்திருங்கள்! முதியோரை காத்திருங்கள்!”, “வீட்டின் முதுகெலும்பாம் முதியோரை பராமரிப்போம்”.
- To protect the grandparents, "தாத்தா பாட்டி குழு" was created in all the villages on 18<sup>th</sup> February, 2017.
- N.S.S. creates community based programmes to make the volunteers other centred.
- A special lecture on **Blood Grouping and Blood Donation** was arranged on 18<sup>th</sup> July, 2016 and a Blood Grouping Camp was organised on 21<sup>st</sup> July, 2016.
- Oath taking ceremony was arranged on **International Youth Day** on 29<sup>th</sup> August, 2016, **NSS Day** on 7<sup>th</sup> October, 2016, **National Unity Day** on 31<sup>st</sup> October, 2016. A Special Camp was organised on **Involvement of Youth towards Clean India** from 17<sup>th</sup> to 23<sup>rd</sup> November, 2016 which emphasized the responsibilities of the youth towards family and country.
- Celebration of **Independence Day** on 15<sup>th</sup> August, 2016 in the adopted villages, **National Voters' Day** on 23<sup>rd</sup> January and **Republic Day** on 26<sup>th</sup> January, 2016 had instilled love for the country in the stake holders, in and off the campus.
- **Free Coaching for School Children** at T. Kallipatti by 15 NSS Volunteers in 2016 - 2017;
- A Special **Cleanliness Campaign** in collaboration with Indian Overseas Bank, Thamaraikulam, Rotary Club, Periyakulam, Lions Club, Periyakulam, Thenkarai Town Panchayat & Thamaraikulam Town

Panchayat on 11<sup>th</sup> August, 2016.

- **Special Medical Awareness Camp** on Women Health Awareness and Health Checkup in collaboration with Nattathi Nadars Hospital (Multi Speciality Hospital) on 26<sup>th</sup> October, 2016
- An awareness talk on **AIDS, CANCER, TB, DRUGS and ALCOHOLS** to commemorate World Aids Day on 1<sup>st</sup> December, 2016
- **Free Dermatology Checkup** Camp in collaboration with Theni Skin Hospital, Theni on 26<sup>th</sup> January, 2017.
- A Human Chain on 9<sup>th</sup> February, 2017 to create awareness on **Eradication of Seema Karuvelam Trees.**
- Avian Club offers the members to undertake adventures outside the Campus. It also engages them to watch the fauna that visit the JAC Campus, identified and recorded the species of birds on 16<sup>th</sup> and 31<sup>st</sup> July, 24<sup>th</sup> August, 30<sup>th</sup> September, 6<sup>th</sup> & 7<sup>th</sup> October, 22<sup>nd</sup> December, 2016 and 17<sup>th</sup> January, 2017. On 23<sup>rd</sup> December, 2016 & 29<sup>th</sup> January, 2017, cleaning work was carried out in the Avian Park.
- Lectures were given on Tips for Bird Identification on 24<sup>th</sup> August, 2016, Wetland Bird Identification on 27<sup>th</sup> September, 2016 and Importance of Birds on 14<sup>th</sup> December, 2016.
- Avian Club members watched Avi Fauna in Sothuparai Dam on 18<sup>th</sup> February, 2017 and identified 15 species.
- ECO Club members' maintained the Campus as Plastic Free Campus by collecting plastic and polythene bags once in 15 days. All the plants were irrigated regularly and they were maintained. World Environmental Day was observed on 2<sup>nd</sup> July 2016, Wild Life Conservation Week on 6<sup>th</sup> October, 2016 and World Pollution Day on 6<sup>th</sup> August, 2016. Rally was conducted on “சீமைக் காடுகளை அழித்தல்” on the same day.

## 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	58.74 acres	---	---	<b>58.74 acres</b>
Class rooms	34507.25 sqft.	---	---	<b>34507.25 sqft.</b>
Laboratories	9443 sqft.	---	---	<b>9443 sqft.</b>
Seminar Hall (Infant Jesus Hall)	12638 sqft	---	Management	<b>12638 sqft.</b>
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	--	02	DST-FIST	<b>02</b>
Value of the equipment purchased during the year (Rs. in Lakhs)	52.96	06	DST-FIST	<b>52.96</b>
Others	---	---	---	---

#### 4.2 Computerization of administration and library

- The College Office is fully computerized. HiGrade is used in the College Office for Admission Procedure, Fee Collection, Maintenance, Attendance etc.
- Scholarship Section in the College Office procures scholarships through online despatch of the application forms of students.
- Salary Section of the College Office submits the Salary Bills to the Government through on-line.
- The Office of the Controller of Examinations is fully automated with the software, Flair.
- E-attendance and e-feedback is done through Hi-Grade Software.
- The Marks of (CIA) Continuous Internal Assessment of the students of all departments are sent to the Controller of Office through intranet entry.
- The Central Library is fully automated through Management Package

'NIRMALS' for feasible gate entry, circulation and OPAC. Bar-coding is used for circulation and stock verification.

- Biometric system for Staff Attendance.
- An account Software AKMI + is installed in the College Office, Principal's and the Secretary's Offices.

#### 4.3 Library services :

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	8,254	14,61,234	366	1,00,590	8,620	15,61,824
Reference Books	37,011	63,15,762	1,600	6,35,566	38,611	69,51,328
e-Books	1,00,000	25,000	1,00,000	5,750	1,00,000	30,750
Journals	151	4,26,989	151	2,74,829	151	7,01,818
e-Journals	3,000	25,000	3,000	5,750	3,000	30,750
Digital Database	--	--	--	--	--	--
CD & Video	377	1,12,223	41	8,451	418	1,20,674
Others (specify)	--	--	--	--	--	--

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Others
Existing	297	05	14 (MBPS)	75	--	33	37	19
Added	62	01	--	--	--	02	--	--
<b>Total</b>	<b>359</b>	<b>06</b>	<b>14</b>	<b>75</b>	<b>--</b>	<b>35</b>	<b>37</b>	<b>19</b>

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

Computer education (Both practical and theory) is given to all I year students.



4.6 Amount spent on maintenance in lakhs :

i) ICT	:	<b>11.10</b>
ii) Campus Infrastructure and facilities	:	<b>73.18</b>
iii) Equipments	:	<b>11.67</b>
iv) Others	:	---
<b>Total</b>	:	<b>95.95</b>

## **Criterion – V**

### **5. Student Support and Progression**

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

- ↻ IQAC has promoted competitive spirit among the Departments/Clubs/Cells towards progress through publication of JAC IQAC News.
- ↻ The reports of the extra ordinary activities of the support services in organizing Seminars/Conferences/Workshops/securing awards, grants for research pursuits and Degrees win recognition and applause in the Students' Assembly, Staff Council, Staff Club Meeting, College Day, Academic Council, Graduation Day, Governing Body and College Committee Meetings.
- ↻ The Support Services provide opportunities for the students to hone and display their skills and procure their Prizes / Cash Awards / Certificates / Trophies are duly recognized and appreciated at all levels from the weekly Assembly to the Governing Body Meeting.
- ↻ Adequate training is provided by the support services to achieve the overall development of the Students' personality.

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

- Progression of the teachers is monitored by the Heads of Departments regularly and by IQAC in the Academic Audit.
- Good Performances are honoured.
- Lapses are identified and suggestions are offered for improvement.
- Academic Progress of the students is assessed through internal tests and sent to their parents through Progress Reports.
- Academic and non – academic Progress of the students is recorded in their Resume by the mentors.
- Remedial Classes & extra coaching are provided to enhance the progression of the weak students between 3.00-4.00 p.m. on all working days.

5.3 (a) Total Number of students :

UG	PG	Ph.D.	Others
<b>2272</b>	<b>372</b>	<b>30</b>	<b>196</b>

(b) No. of students outside the state : **02**

(c) No. of international students : **Nil**

	No	%
Men	--	--

	No	%
<b>Women</b>	<b>2870</b>	<b>100</b>

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
<b>19</b>	<b>585</b>	<b>02</b>	<b>1960</b>	<b>07</b>	<b>2573</b>	<b>121</b>	<b>580</b>	<b>3</b>	<b>2159</b>	<b>7</b>	<b>2870</b>

**Demand ratio :** **1:1.2**

**Dropout % :** **0.77%**

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

- SC/ST/OBC & Minority Cell conducts coaching classes on NET/SET and other Competitive Examinations.
- Career Lab facilitates the students to improve their soft skills and Interview skills.
- Regular training in Aptitude / Soft Skills is offered by the Placement Cell to endow the final year students with employable competencies.
- Comprehensive examinations in their respective subjects to the final year PG students are conducted in the pattern of competitive examinations.
- Periodical tests in current affairs are conducted by the supportive services to equip the students for Competitive Examinations.
- Career Oriented Courses/Core papers/Subject Elective/Skill Based Elective Papers are prescribed by all the departments to enable the students to tackle Competitive Examinations.

No. of students beneficiaries : **2720**

**5.5 No. of students qualified in these examinations** :

NET :  SET/SLET :  GATE :  CAT :

IAS/IPS etc :  State PSC :  UPSC :  Others :

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

- The Mentoring System bridges the gap between the mentors and the mentees. The Physical, mental, emotional, psychological, social and spiritual problems could be solved by the mentors as they were professionally trained in Counselling by the Expert Counsellors from Anugraha Institute of Social Sciences, Dindigul.
- Counsellors counsel the Students suffering from complicated issues and are referred to Anugraha Institute of Social Sciences, Dindigul.
- A Soft Skill Training Programme for all the III U.G. students by Dr. K. Alex, Associate Professor of Commerce, Mr. S. Aruldass, Assistant Professor of Commerce, Mr. A. Vimal Jerald, Assistant Professor of Computer Science, Mr. K. Rajkamal, Assistant Professor of English and Dr. S. John Bosco, Assistant Professor of English, St. Joseph's College, Tiruchirappalli from 5<sup>th</sup> to 10<sup>th</sup> June, 2017.
- Career Development Programme on Focus Your Future for the final year students on 16<sup>th</sup> June, 2016. Mr. Bennet Joy Ragland, Regional Manager, Voice Training and Research Institute, Madurai and Mr. R. Damodaran, Business Development Manager, Kalvi Higher Education & Research Institute, Periyakulam were the Resource Persons.
- Mr. Raja Annamalai, Executive Director, Mr. Mario Jegan, Chief Skill Trainer and Mr. Sam, Co-ordinator, FYNNSOFT Educational Trust, provided a Career Oriented Programme Secret of Success on 23<sup>rd</sup> July, 2016 for all the UG and PG students.
- In collaboration with Mango City Lions Club and Theni Kalai Illakia

Mayyam, Mr. P. Venkatachalam, B.Tech., Managing Director, National Institute of Banking Madurai, provided Career Oriented Programme for all the final year UG students on 29<sup>th</sup> September, 2016.

⇒ Aptitude Training was provided to 750 Outgoing students by a team of Trainers from Right Choice Manpower Solutions, on 25<sup>th</sup> & 26<sup>th</sup> November, 2016.

⇒ An Orientation Programme on From Zeros to Heroes for the final year students was organized on 15<sup>th</sup> February, 2017. Mr. K. Arulprabhu, M.A., M.B.A., Director, Sigaram Foundation, Chennai addressed the students.

No. of students : **2720**  
benefitted

**5.7. Details of campus :  
placement**

<b>On campus</b>			<b>Off Campus</b>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
<b>02</b>	<b>150</b>	<b>22</b>	--
<b>30</b>	--	--	<b>80</b>

**5.8 Details of gender sensitization programmes:**

Women Cell sensitizes the students on Women related issues;

⇒ Being a Women's College, the College focuses on the dignity, the competencies, the threats, the rights and their responsibilities in all the activities.

⇒ Women Cell Programmes are glued to women empowerment to emphasize gender parity.

⇒ Talks on Sensitisation Programme on Inter-Generational Bonding and Legal Awareness for Women on 13<sup>th</sup> February, 2017.

- ⇒ One staff and 3 students attended the two day programme on Legal Awareness Programme for Women at Lady Doak College, Madurai, on 17<sup>th</sup> & 18<sup>th</sup> February, 2017.
- ⇒ International Women's Day was celebrated on 8<sup>th</sup> March, 2016 with the message by M. Krishnaveni, Advocate, High Court Madurai Bench, Madurai.
- ⇒ No gender issue in our campus.

## 5.9 Student 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 :

Cultural: State/University level :  National level:  International level :

## 5.10 Scholarships and Financial Support :

	Number of Students	Amount (Rs.)
Financial support from the institution	94	4,35,300
Financial support from the government	1301	63,76,831
Financial support from other sources	189	4,60,300
Number of students who received International/ National recognitions	---	---

**5.11 Student organised / initiatives :**

**Fairs:** State/University level

1

National level

---

International level

---

**Exhibition:** State/University level

1

National level

---

International level

---

**5.12 No. of social initiatives undertaken by the students :**

31

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

--

## **Criterion – VI**

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

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

##### **Vision**

Empowerment of rural women to be the agents of social change and liberation of women, with special reference to the poor, the marginalized and the destitute, from all forms of shackles in life, through quality and value based education.

##### **Mission**

Holistic formation of students by developing intellectual, emotional, physical, social, cultural and spiritual dimensions of their personalities, to make them competent, self-reliant, employable and service oriented with love and faith and with the futuristic perspective of social transformation, ecological, national and global consciousness.

#### **6.2 Does the Institution has a Management Information System**

**NO**

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

##### **6.3.1 Curriculum Development**

- Curriculum is revised once in three years . BoS is conducted every year to study the viability of the existing syllabus and analyse the requirements and relevance with the subject experts, industrialists and alumni to offer need based curriculum after getting it approved in the Academic Council.
- Faculty members are motivated to participate in seminars/conferences/workshops to learn the current trends that can be incorporated in the curriculum of the College.
- They are encouraged to hold membership on the BoS of other Colleges to extend them their expertise and keep abreast with the syllabi of other institutions.
- Self study paper is offered to widen the intellectual perspective of



the bright students.

- Job Oriented Courses are included in Core, Skill Based and Non Major Electives for UG students and Extra Departmental Courses for PG students.
- Career Oriented Courses, Certificate/ Diploma/ P.G. Diploma/ Advanced Diploma Courses are designed to enhance professional competencies of the students.
- Mini Projects in UG and Research Projects in all PG Courses open new avenues for the students in research.

### **6.3.2 Teaching and Learning**

- Teachers are encouraged to adopt e-learning methodology
- Teachers progress their teaching methodologies by attending workshops, presenting papers in conferences, being resource persons in conferences and association meetings.
- ICT assisted learning is encouraged among the teachers
- Introduction of on-line examinations enhances their computer oriented examination skills.
- Teaching efficiency of the faculty members is promoted by the oral presentation of research papers in the Study Circles in the Departments
- Student interaction is insisted in the classes through group discussions.
- Peer teaching improves the subject knowledge of the students and their proficiency in communication skills.
- Power Point Presentation is promoted and appreciated.
- PG students present their findings in conferences and Project Reports in External Viva Voce; and M.Phil. & Ph.D. Scholars, in the Research Forum too.
- Reading Books and presentation of Reviews are insisted among the members of the 'Reading Club' to empower them with language proficiency.

- Students' Paper Presentation through Techno Bee-Journal Club provides scope for subject knowledge, acquaintance with new trends and presentation skills.
- Remedial Education is imparted at a slow pace and explained through bilingual language to enhance the understanding of the academically weak students.
- Practical sessions to improve the experimental skills of the students.
- 15 days 'In-plant training' in Industries enriches the skills of the B.B.A. students.

### **6.3.3 Examination and Evaluation**

- Internal Examinations are conducted twice a term as Mid and End semester Examinations. Each Internal Examination covers half of the prescribed syllabus for each paper. Absentees on valid reasons are given retests with the permission of the Principal.
- Awareness is created by the Principal in the Assembly and by the Heads and the mentors in the Departments on the evil effects caused by malpractices in the examinations.
- Strict vigilance is observed by the invigilators in the examination halls.
- Fair evaluation of the answer scripts is insisted to the faculty members in Internal and Semester Examinations.
- Chairmen of different Examination Boards are appointed by the Controller of Examinations to authenticate the valuation of the teachers.
- Promptness in Central Valuation for UG and Double Valuation for PG and M.Phil. are emphasized for timely publication of results.
- Comprehensive Examinations for PG students instil the confidence to appear for NET/SET Examinations.
- Online Comprehensive Examination was conducted to PG computer science students

### **6.3.4 Research and Development**

- Special impetus is given to research in Department/Individual Action Plans in terms of Minor/Major Research Projects/Publications/Presentation of Research Papers/Edition/Authoring of Books.
- 30 Research Scholars are pursuing Ph.D. under 19 Guides.
- Four faculty have completed their Ph.D
- Two staff have been approved as guides from Mother Teresa Women's University, Kodaikanal.
- 47 Research Scholars presented the progress of their Research in the First Research Forum on 5<sup>th</sup> April, 2016 and 20 M.Phil Scholars, in the Second Research Forum on 3<sup>rd</sup> November, 2016.
- Research Committee published two issues of the Research Journal "JAC JOSHAM", with 15 Articles in June and 29 Articles, in December, 2016.
- Four Major and 4 Minor completed Research Project Reports were submitted to UGC.
- One International, 13 National and 4 State Level Conferences/Seminars / Workshops were organised by the Departments and IQAC.
- 40 staff members participated, 110 staff members presented Papers in the International and National conferences.
- 100 staff members published 143 Research Papers in the Reputed Journals
- Five staff have published 2 books.
- 59 students and scholars have published papers in the refereed Journals and 199 Students and Scholars have presented Papers in the International, National & Regional Conferences
- 32 staff acted as resource persons and enriched others with their expertise in their subjects.
- Department Study Circle renews the research experience and output of the staff members. 13 staff members from the Department of Tamil, 7 from English, 4 from History, 3 from Mathematics, 4 from Physics, 2 from Chemistry, 8 from Zoology, 5 from Computer Science, 13 from

Commerce, 6 from B.B.A. and 7 from Commerce CA have spoken on the advanced topics in their subjects.

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

- Central Library is a Treasure House. Hence it enriches the minds of the internal and external stakeholders of the College.
- Library displays the new arrivals of the previous year to motivate the students positively towards reading.
- 1966 Books worth of Rs. 7,36,156 and 151 Journals worth of Rs. 2,74,829/- were added to the Library during this academic year and to make the students familiar with the newly purchased books, there was a display of new arrivals from 9<sup>th</sup> to 11<sup>th</sup> August, 2016 for the staff & students.
- 1,00,000 e-books and 3,000 journals are available at the cost of Rs. 61,500/-
- 418 CDs & Video are at the service of the students and the staff, at the cost of Rs. 1,20,674/-
- 362 Computers are used in Computer Labs, Browsing Centres, Computer Centres, College Office, Departments and the Office of the Controller of Examinations.
- The Software Nirmals is used in the Library, Flair, in the Controller of Examination Office, HiGrade, in the College Office for Attendance, AKMI + in the office for Accounts & Language Theatre in Language Lab.
- Information and Knowledge explosion enabled by internet facility, e – books and e – journals has widened the perspective of academic research.
- The activities of the College Office, the Controller of Examinations and the Central Library Office are completely automated.

### **6.3.6 Human Resource Management**

- College Union (Students Council) and the affiliated Associations (Clubs and Cells) mould the wholesome personality of the students.

- Outreach Programmes like JACEP, NSS, YRC etc., provide community experiences to the students.
- The Associations, Clubs and Cells unearth the potentials of the students.
- The participation of the office bearers in planning and execution of the activities of the Associations/ Clubs/Cells hones their analytical and decision making skills.
- Internship in projects provides the application of the subjects learnt.
- Campus ministry nurtures spiritual values in students.
- Mentoring system strengthens interpersonal relationships.

### **6.3.7 Faculty and Staff recruitment**

- Applications that contain the required eligibility criteria are issued from the College Office to the candidates.
- The components of the proficiency of teachers are ranked to ensure the fair procedure of recruitment and short list the candidates before the interview.
- The Appointment Committee consisting of the Mother General, Mother Provincial, Mother Superior and General Co-ordinator for Higher Education from the Congregation, the Secretary, the Principal, External Subject Expert and the HoD of the concerned discipline selects the faculty for appointment.
- Written test and micro teaching are followed by oral interview of the candidates by the Appointment Committee.
- The Vacant positions in the Aided Programmes are filled by the Management temporarily, until the vacancies are approved by the Government.
- Substitute teachers are appointed by the Management in the leave vacancies.
- Appointment of the staff in the Permanent/self-financed vacancies is approved in the governing body meeting.

### 6.3.8 Industry Interaction / Collaboration.

- Industrialists are the members of BoS and Academic Council to affirm the relevance of the courses prescribed for study.
- Linkages are formed with industries for the projects undertaken by all departments and for the internship of Computer Science students and the internship and placement of JAC Community College Students.
- Industrial Experts and Bankers are invited for guest lectures to get familiarized with the modern trends and advanced practices.

### 6.3.9 Admission of Students

- All the Programmes are publicized.
- Transparency in admission process is observed.
- The norms of the Government and the rights of the Minority Colleges are followed with due consideration to the merits of the students.

### 6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"><li>➤ ACPF, NHIS, CPF Scheme of Management Staff</li><li>➤ Festival Gift for Management Staff</li></ul>
Non teaching	<ul style="list-style-type: none"><li>➤ College Bus Fee Concession</li><li>➤ ACPF, NHIS, CPS</li></ul>
Students	<ul style="list-style-type: none"><li>➤ Students Safety Insurance</li><li>➤ Concession in Mess Fee, Term Fee, Exam. Fee and College Bus Fee.</li><li>➤ Free Meals for the Poor Students</li></ul>

**6.5 Total corpus fund generated** : 

<b>20,83,365</b>
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**6.6 Whether annual financial audit has been done** : Yes  No



- The job requirements are discussed with the Alumni to incorporate them in curriculum.
- Alumni interaction reveals the choice of Higher Education, demand for the subject, content needed for writing competitive examinations and the skills needed for interviews and appointment.
- Alumni entrepreneurs motivate others towards self employment.
- The visit of the Alumni to the Alma Mater is confirmed by fixing **the third Saturday of July as Alumni Day** at the College.

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

- The Co-operation of the parents with the teachers helps to regulate attendance and discipline among the students.
- Employable needs are conveyed by the parents that have enabled the College to introduce job oriented, Skill Based and Non-Major Elective papers.
- Parents have recorded their appreciation and satisfaction on the progress of the students.
- Parent – Teachers’ meet has disclosed the additional Physical facilities expected by the parents.

#### **6.13 Development programmes for support staff**

- The Non-Teaching Staff Development programme was organised by Rev. Fr. S. M. Jeyaseelan, Sivagangai on 6<sup>th</sup> August, 2016 on the topic **Handle the students with care.**

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

- ↗ Nerium Plants in the campus were watered and maintained to reduce Air pollution.
- ↗ Separate dustbins, green for degradable and blue for non-degradable waste are provided in the College Campus.
- ↗ Continuous efforts are taken to maintain Polythene free Campus.
- ↗ All I U.G. Students participated in the 3 day EVS Programme on Education and Training Nature Conservation and Eco-Development at Anglade Institute of Natural History, Sacred Heart College, Shenbaganur, Kodaikanal.



- ↻ A Special Cleanliness Campaign was organized by NSS volunteers in collaboration with Indian Overseas Bank, Thamaraiikulam, Rotary Club, Periyakulam, Lions Club, Periyakulam, Thenkarai Town Panchayat & Thamaraiikulam Town Panchayat .
- ↻ A Human Chain was organized by NSS Volunteers and Eco Club members to create awareness on Eradication of Seema Karuvelm Trees.
- ↻ Motivational talks were arranged on How to Completely Eradicate Seema Karuvelm Trees & Heed the Warning of Global Warming
- ↻ Avian Club offers the members of the Club to undertake adventures outside the Campus. It also engages them to watch the fauna that visit the JAC Campus and identified and recorded the species of birds
- ↻ Lectures were given on Tips for Bird Identification, Wetland Bird Identification & Importance of Birds.
- ↻ Avian Club members watched Avi Fauna in Sothuparai Dam and identified different species of birds.
- ↻ World Environmental Day was observed on 2<sup>nd</sup> July, 2016.
- ↻ Wild Life Conservation Week was observed on 6<sup>th</sup> October, 2016 and Various Competitions like Caption Writing, Verse Writing, Drawing, Solo Singing, Group Singing, Mime and Skit were conducted.
- ↻ World Pollution Day was observed on 6<sup>th</sup> August, 2016 and a talk was given on Protecting our Mother Earth from Pollution.

## Criterion – VII

### 7. Innovations and Best Practices

#### 7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- **On-line Comprehensive Examinations** for computer science PG students were conducted
- **Comprehensive Examination** for PG students promotes confidence to appear for NET/SET examinations.
- **Self study papers** introduced by all the departments for the III UG students provided extra credits for them.
- **Career Lab** provides career options to the outgoing students.
- Language Theatre is updated to enhance communication skills.
- Innovations in Teaching and Learning are appreciated by the Parent University.
- **Community College** places a record of 100% Placement
- Research facilities were strengthened with the funding from **DST- FIST**.

#### **Awards for Excellent Performance:**

- Dr. Sr. T. Nirmala, Principal, Associate Professor of Zoology, was honoured with **Best Researcher Award** by GRABS Educational Trust, Chennai and **Outstanding Woman Educator & Scholar Award** from National Foundation For Entrepreneurship Development (NFED), Coimbatore.
- Mrs. R. Medonna Mary, Assistant Professor of Zoology, was awarded with **Best Young Teacher Award** by GRABS Educational Trust, Chennai.
- Dr. J. Arul Iruthaya Jeyanthi, Consumer Club co-ordinator received the **Best Consumer Club Co-Coordinator Award** and the club received the **Best Consumer Club Award** .

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

- One International, 13 National and 4 State Level Conferences/ Seminars / Workshops were organised by the Departments and IQAC.

- Towards the development of the Faculty, the Non Teaching Staff and the students through 8 FDP, 1 NDP were conducted by IQAC.
- Four Major & 4 Minor Research Projects were completed and consolidated Reports were sent to UGC.
- Four staff have completed Ph.D
- 40 staff members participated, 110 staff members presented Papers in the International and National conferences.
- 100 staff members published 143 Research Papers in the Reputed Journals
- Five Staff have published 2 books.
- 59 students and scholars have published papers in the refereed Journals and 199 Students and Scholars have presented Papers in the International, National & Regional Conferences
- 32 staff acted as resource persons and enriched others with their expertise in their subjects.
- 13 staff members from the Department of Tamil, 7 from English, 4 from History, 3 from Mathematics, 4 from Physics, 2 from Chemistry, 8 from Zoology, 5 from Computer Science, 13 from Commerce, 6 from B.B.A. and 7 from Commerce CA have spoken on the advanced topics in their subjects in the department study circles.
- 59 students and scholars have published papers in the refereed Journals and 199 Students and Scholars have presented Papers in the International, National & Regional Conferences
- Five staff and students have cleared SET Examination.
- Communication Skills of the students were enhanced by an extraordinary training programme by a team of 2 teachers and 3 students from Liverpool Hope University, Liverpool, UK from 19<sup>th</sup> June to 3<sup>rd</sup> July, 2015 and by the special activities designed by Hope Club of the College.
- Spiritual aura pervades the entire campus through daily intercom prayer, Lord's Prayer in the beginning of each class, prayer before functions, celebration of Eucharist, Bible Day, X'Mas etc. on important occasions, Holistic Personality Development are the special efforts and service of Campus Ministry.

- X-Mas day celebrations were broadcasted in Madha TV on 25<sup>th</sup> December, 2016.
- Democratic Spirit is evinced through College Union Election to elect the Student Secretary and the Student joint Secretary on 21<sup>st</sup> June, 2016
- Patriotic Spirit was fostered by the celebration of the Independence Day and the Republic Day by the College Union at the college and by NSS in the adopted villages on 15<sup>th</sup> August, 2016 and 26<sup>th</sup> January, 2017.
- Parent – Teachers’ Meet was held on 1<sup>st</sup> July, 2016 for the parents of I UG and I PG Students.
- 65 Guest Lectures have been organized by all Departments to keep in track of the advanced trends in their subjects.
- Journal Club – Techno Bee encourage students’ presentation of papers, in Computer Science Department.
- A Bridge Course is organized for all the first years to enrich the English Communication Skills of the students from 4<sup>th</sup> to 13<sup>th</sup> July, 2016
- Apart from the Weekly Assembly, some noteworthy programmes have been performed by College Union.
- Youth Awakening Day was observed in connection with the Birth Anniversary of Dr. A. P. J. Abdul Kalam on 15<sup>th</sup> October, 2016.
- Teachers’ Day celebration on 6<sup>th</sup> September, 2016 is a special gesture. Retired Teachers were invited and honoured.
- The Intercollegiate Meet, IT Galaxy ’16 & JACADAS FEST by Computer Science Department, on 27<sup>th</sup> September, 2016 & 21<sup>st</sup> February, 2017 respectively, College Bazar by Business Administration Department on 20<sup>th</sup> September, 2016, JACMAT FEST – 2017, by Maths Department on 21<sup>st</sup> February, 2017 , Science Exhibition by Physics Department on 28<sup>th</sup> February, 2017, promoted the interaction of our students with those of other colleges.
- A two-day Training Programme on Human Rights Education was organized for 66 students on 21<sup>st</sup> and 22<sup>nd</sup> February, 2017
- Commerce Day by Commerce Department on 22<sup>nd</sup> February, 2016 and JACADAS FEST by Computer Science Department on 26<sup>th</sup> February, 2016 culled out the potentials of the students.
- 34 Students won proficiency prizes on the College Day.

- One II M.Sc. Physics student received Summer Research Fellowship 2017 sponsored by Indian Academy of Sciences and 1 II M.Sc. Zoology student received Rs. 10,000/- under student project scheme sponsored by TNSCST, Chennai.
- Two students from II M.Sc. Mathematics participated in the Eighth Summer Training Programme in Mathematics conducted by the Ramanujan Institute for Advanced Study in Mathematics, University of Madras from 23<sup>rd</sup> May to 11<sup>th</sup> June, 2016.
- Two II M.Sc. Chemistry students have passed the Online Screening Test conducted by ANJAC College, Sivakasi on 25<sup>th</sup> June, 2016. They were selected to undergo an Intensive ANJAC CHEMISTRY CSIR / GATE / SET Coaching Programme from July, 2016 to February, 2017.
- Two Research Scholars in the Department of Mathematics, presented a paper in the 5<sup>th</sup> Asian Conference on Membrane Computing organized by Faculty of Information Science & Technology, University Kebangsaan, Malaysia from 14<sup>th</sup> to 16<sup>th</sup> November, 2016.
- The exemplary performance of 6 students won Swami Vivekenanda Award from Bharathi Yuvakendra, Madurai.
- One student received a Certificate for outstanding Performance in a Talk Show யாவரும் கேளிர், conducted by Puthuyugam TV Channel.
- Study Tour for the final year UG and PG Students to Kudankulam Nuclear Power Plant, ISRO Propulsion Complex, Mahendragiri Keelady, Archaeological Excavation Centre, Pommys Nighty at Thalavaipuram, Mysuru, Bengaluru, Coorg, Cochin, Agra, Jaipur , New Delhi , Hyderabad provided the first hand practical knowledge of Industries to the students.
- Inculcation of Civic values moulds the Cadets into responsible citizens
- 47 NCC Cadets attended 3 Combined Annual Training Camps (CATC), 3 Cadets attended 9 Thal Sainik Camps (TSC) and 1 Cadet attended Inter Group Competition.
- Lt. L. Merlin Dayana, Associate NCC Officer attended the ANO Conference at 2(TN) Girls Bn, NCC, Madurai and the Combined Annual Training cum Inter Unit Competition Camp (IUC-RDC) at Ponjesily Engineering College from 27<sup>th</sup> July, 2016 to 6<sup>th</sup> August, 2016.

- S. Shanthi, II B.Com.with CA was selected and participated in the Thal Sainik Camp (TSC) at New Delhi from 18<sup>th</sup> August, 2016 to 29<sup>th</sup> September, 2016.
- Four Cadets attended Himachal Trek –I from 28<sup>th</sup> June, 2016 to 5<sup>th</sup> July, 2016 at Himachal Pradesh and 3 Cadets participated in the National Integration Camp-I at Ghaziabad, Uttar Pradesh from 20<sup>th</sup> to 31<sup>st</sup> January, 2017. Various International and National Important Days were celebrated.
- N.S.S. creates community based programmes to make the volunteers other centred.
- Numerous welfare activities heading from **Blood Grouping and Blood Donation** on 18<sup>th</sup> July, 2016 and Identification of Blood Group of 162 students in the Blood Grouping Camp on 21<sup>st</sup> July, 2016 have been arranged to give and save life.
- Oath taking on **International Youth Day** on 29<sup>th</sup> August, 2016, **NSS Day celebrations** on 7<sup>th</sup> October, 2016, **National Unity Day** on 31<sup>st</sup> October, 2016 and the Special Camp on the theme **Involvement of Youth towards Clean India** from 17<sup>th</sup> to 23<sup>rd</sup> November, 2016 has emphasized the responsibilities of the youth towards family and country.
- Celebration of **Independence Day** on 15<sup>th</sup> August, 2016 in the adopted villages, on 23<sup>rd</sup> September, 2016, **National Voters' Day** on 23<sup>rd</sup> January and **Republic Day** on 26<sup>th</sup> January, 2016 has instilled love for the country in the stake holders, in and off the campus.
- **Free Coaching for School Children** at T. Kallipatti by 15 NSS Volunteers in 2016 - 2017;
- A Special Cleanliness Campaign in collaboration with Indian Overseas Bank, Thamaraiikulam, Rotary Club, Periyakulam, Lions Club, Periyakulam, Thenkarai Town Panchayat & Thamaraiikulam Town Panchayat on 11<sup>th</sup> August, 2016.
- **Special Medical Awareness Camp** on Women Health Awareness and Health Checkup in collaboration with Nattathi Nadars Hospital (Multi Speciality Hospital) on 26<sup>th</sup> October, 2016
- An awareness talk on **AIDS, CANCER, TB, DRUGS and ALCOHOLS** to commemorate World Aids Day on 1<sup>st</sup> December, 2016

- **Free Dermatology Checkup** Camp in collaboration with Theni Skin Hospital, Theni on 26<sup>th</sup> January, 2017.
- A Human Chain on 9<sup>th</sup> February, 2017 to create awareness on **Eradication of Seema Karuvelm Trees**.
- **Regular Practice** was offered to the students for the Outdoor, Indoor Games and Athletics. This provides platform for the players for better performance in the Inter-Collegiate and Open Competitions.
- Our students were the runner in the inter- collegiate Ball Badminton tournament held at Nadar Saraswathi College for Women, Theni on 30<sup>th</sup> & 31<sup>st</sup> August, 2016 and 2 students represented the University in the All India Inter-University Ball Badminton Tournament held at SRM University, Chennai, from 23<sup>rd</sup> to 26<sup>th</sup> January 2017.
- Our students were also Runner Up in the Table Tennis and Badminton in the Inter-Collegiate Tournament held in our College on 22<sup>nd</sup> and 23<sup>rd</sup> September, 2016
- We are extremely proud and happy that our Basket Ball Team has won a resounding victory in the intercollegiate match for the 4<sup>th</sup> consecutive year and selected to represent Mother Teresa Women's University in the South Zone Inter-University Basket Ball Tournament organized by Calicut University, Calicut.
- Six Kho-Kho Players were selected to represent Mother Teresa Women's University in the South Zone Inter-University Kho-Kho Tournament organized by Chettinad Academy of Research and Education, Kancheepuram from 2<sup>nd</sup> to 7<sup>th</sup> February, 2017.
- Five Basket Ball players were selected to represent Mother Teresa Women's university in the South Zone Inter-University Basket Ball Tournament organized by Calicut University, Calicut.
- M. Alagu Meena, III B.Sc. Computer Science represented Mother Teresa Women's University in the All India Inter-University Badminton Tournament at ANJAC, Sivakasi from 2<sup>nd</sup> to 7<sup>th</sup> October, 2016.
- Mother Teresa Women's University conferred an opportunity for organizing the Coaching Camps for Badminton Players and Kho-Kho players in our

Campus from 25<sup>th</sup> to 30<sup>th</sup> September, 2016 and from 25<sup>th</sup> to 31<sup>st</sup> January, 2017.

- Our Kho-Kho Team exhibited their talent in the State Level Inter-Collegiate Chairman's Trophy at Vaishnav College, Chennai and snatched the Runner-up Trophy with a Cash Award of Rs.7000/- on 6<sup>th</sup> to 10<sup>th</sup> August, 2016.
- Our college sports students brought laurels to our college by winning the Overall Championship in the Inter- Collegiate Tournaments held at of Mother Teresa Women's University, with 19 points.
- Sports Day was conducted on 6<sup>th</sup> February, 2017. The Overall Rolling Shield for Games and Athletics went to the Department of Commerce with C.A. C. Anushiya, III B.Sc. Computer Science was the proud Winner of the Individual Championship.
- The Management has provided financial assistance to 23 Players during this academic year 2016 – 2017 and were given Hostel accommodation and education
- JACEP is an Extension Programme designed to perform Community Service under the headings Education, Environment, Liaison, Application of Knowledge, Health and Hygiene and People Organization in the adopted villages, Sakkarapatti, Savadipatti, Jetloor, Jallipatti, Jeyamangalam, Jayamangalam Colony & Meenatchipuram.
- Youth Red Cross motivated the volunteers towards compassionate service through motivational talks.
- Consumer Club co-ordinator received the **Best Consumer Club Co-Coordinator Award** and the club received the **Best Consumer Club Award**, noted for its active functioning;
- Entrepreneur Cell provides training in Production through a Workshop on Cottage Industrial Goods – Candle, Phenol and Sanitary Napkin making and imparts the students to be an entrepreneur.
- Hope Club focuses in developing the Communication Skills in English of the students by organising an **International Workshop** on Communication Skills in collaboration with Liverpool Hope University, Liverpool, U.K., a talk on **Technology Based English Enrichment** on 16<sup>th</sup> July, 2016. A two day



Faculty Development Programme on Communication Skills was conducted on 12<sup>th</sup> & 13<sup>th</sup> December, 2016.

- Journal Club provided the platform for PG students to present 6 Research Papers.
- Fine Arts Club taps out the potentialities of the students by conducting competitions and making them to participate in various competitions held at other colleges. Students participated in Pasumai 2016 an Intercollegiate Cultural Extravaganza on 17<sup>th</sup> September, 2016 at Lady Doak College, Madurai.
- Fine Arts Bonanza 2K16, Hilarious Youth: Vibrant India was held from 15<sup>th</sup> to 17<sup>th</sup> December, 2016. 390 students participated in the stage events and 213 students participated in the off-stage events. The participants came out with their best performance and artistic talents. The overall shield was won by the II UG and II PG students.
- Miss. M. Pathala Selvi, M.Phil Zoology, participated in the District Level Declamation Contest on Patriotism and Nation Building as a part of Republic Day Celebration 2017 on 20<sup>th</sup> December, 2016, organized by Nehru Yuva Kendra, Theni.
- Our students secured first Prize in Folklore Competition organised by Government of India, Ministry of Youth Affairs and Sports, Nehru Yuva Kendra on 22<sup>nd</sup> February, 2017 and they awarded Certificate of Merit to our College.
- Bharath Niketan Engineering College organized an Intercollegiate Cultural BNEC FEST on 10<sup>th</sup> February, 2017. Fine Arts Team, Computer Science Team and B.Com (CA) Team participated in all the events Ad-zap, Solo dance, Dumb Charade, Facial Painting, Essay Writing, Group Dance, Dub Smash, Extempore, Kavithai Writing and Pencil Drawing and won First Place and Second Place in all the Events. The Overall Shield was presented to our esteemed institution JAC.
- Vijay Institute of Management, Gandhigram organized Regional Level Intercollegiate meets Talentron & Feminaa Delight 2017 on 16<sup>th</sup> and 17<sup>th</sup> February. Our students participated and won prizes in Paper Presentation, Ad-Zap, Business Quiz, Best Manager, Dance, Mehendi, Rangoli, Culinary

and Ramp Walk. The Overall Shield was presented to our esteemed institution JAC.

- A special meeting for the Alumni was held on **16<sup>th</sup> July, 2016** and 3<sup>rd</sup> Saturday of July is fixed as Alumni Day every year.
- Motivational talks on **Hard Work and Perseverance Lead to Success, Characteristics of an Effective Leader, Self Discipline makes a Perfect Human, Heed the Warning of Global Warming, Shaping the Confidence through Fine Arts, Steps to lead a Healthy Life** were given to the volunteers of Students Service, Youth Welfare and JACSAFA .
- Karate promotes self defence among the volunteers; Four students participated in the Karate Demonstration at Pankajam School, Bodi on 12<sup>th</sup> August, 2016.
- Three students attended one-day Training Programmes at Kanniga Parameshwari Hr. Sec. School, Kombai on 11<sup>th</sup> September, 2016, Sri Athi Chunchunagiri College, Cumbum on 19<sup>th</sup> October, 2016, & Kovindan Mailthayammal Mandapam, Periyakulam on 3<sup>rd</sup> January, 2016.
- Four students won Gold Medals, 5 students won Bronze Medals in KATTA and KUMITHE for Women in the School Students Karate Championship Competition.
- Three students passed the Mental Physical Development for 6<sup>th</sup> Kyu in the art of Shito-Ryu Karate-Do (Yellow Belt).
- Four of our students participated and won in Katta & Kumite Competitions in School Students Karate Championship held at Periyakulam, on 24<sup>th</sup> January, 2016.
- One student got III Prize, in the Individual Kata for Women above 18 years in the School Students Karate Championship held at Periyakulam, Theni District.
- Four students won Prizes in KATTA for Women above 18 years WHITE BELT Event and four, in KUMITE for Women above 18 years WHITE BELT Event in the ALL INDIA OPEN KARATE CHAMPIONSHIP - 2016 organized by Alan-Raj Shito-Ryu Karate School, India held at Cardamom Planters Association College, Bodinayakanur, Theni Dist. on 28<sup>th</sup> February, 2016.

- Placement and Career Guidance Cell offered a **Soft Skill Training** from 6<sup>th</sup> to 11<sup>th</sup> June, 2016, **Career Development Programme on Focus Your Future** on 16<sup>th</sup> June, 2016, **Secret of Success** on 23<sup>rd</sup> July, 2016, **Career Oriented Programme** on 29<sup>th</sup> September, 2016, **Aptitude Training** on 25<sup>th</sup> & 26<sup>th</sup> November, 2016, **An Orientation Programme** on From Zeros to Heroes on 15<sup>th</sup> February, 2017 for the outgoing students.
- Current Events Club acquaints the members with current affairs through talks, conducts periodical Quizes on Current Affairs and Quiz on Rio-Olympics
- Avian Club offers the members to undertake adventures outside the Campus. It also engages them to watch the fauna that visit the JAC Campus and identified and recorded the species of birds on 16<sup>th</sup> and 31<sup>st</sup> July, 24<sup>th</sup> August, 30<sup>th</sup> September, 6<sup>th</sup> & 7<sup>th</sup> October, 22<sup>nd</sup> December, 2016 and 17<sup>th</sup> January, 2017. On 23<sup>rd</sup> December, 2016 & 29<sup>th</sup> January, 2017. Cleaning Work was carried out in the Avian Park.
- Lectures were given on Tips for Bird Identification on 24<sup>th</sup> August, 2016, Wetland Bird Identification on 27<sup>th</sup> September, 2016 Importance of Birds on 14<sup>th</sup> December, 2016.
- Avian Club members watched Avi Fauna in Sothuparai Dam on 18<sup>th</sup> February, 2017 and identified 15 species.
- ECO Club members' maintains the Campus as Plastic Free Campus by collecting plastic and polythene bags in the campus once in 15 days. All the plants were irrigated regularly and they were maintained. World Environmental Day was observed on 2<sup>nd</sup> July 2016, Wild Life Conservation Week on 6<sup>th</sup> October, 2016 and World Pollution Day on 6<sup>th</sup> August, 2016. Rally was conducted on “சீமைக் காடுகளை அழித்தல்” on the same day.

### **7.3 Give two Best Practices of the institution**

#### **Best Practice - I**

#### **1. Title of the Practice : JAC Extension Programme (JACEP)**

JACEP, Jayaraj Annapackiam College Extension Programme envisages the noble aspiration of freeing the marginalized and weaker sections of rural areas, mainly, the rural women from the shackles of social, political, cultural, educational and economical oppression with the voluntary social service of

students and staff in Meenatchipuram, Jallipatty, Sakkarapatty, Jetloor, Jeyamangalam Colony and Jeyamangalam. It provides simultaneously social dimension to the educational system of the college and inculcates social responsibility and commitment in the students.

## **2. Objectives of the practice**

The lofty objectives of JACEP are

- To liberate the weaker sections of the rural areas from the shackles of the perennial, economic, social, political and educational constraints.
- To provide social dimension to the educational system of the college and inculcate social responsibility and commitment in students.
- To bring forth the team spirit and leadership qualities of the students and broaden their social outlook that will help them work for the welfare of the community.
- To restore gender equity, provide equal opportunities and take up new ventures.

## **3. The Context**

Periyakulam is surrounded by villages populated mostly by untrained and unskilled daily wage earners who have been denied education due to economic constraints. Illiteracy has made them susceptible to exploitation, malnutrition, ill health, ignorance, superstitious beliefs and unhealthy customs and practices. It is the dire need of the villages to enlighten the innocent victims to be aware of their rights and provide necessary resources to uplift them from the mire of inequality and make their life worthwhile.

The students and the staff reach the villagers through JACEP that devises plans to promote their welfare and live a dignified life like the privileged class of the society.

## **4. The Practice**

JACEP is an Extension programme offered to all UG students in IV and V Semesters under Part V of the curriculum. The students launch on the development of the villages through 70 contact hours. The students are trained to undertake the beneficial social service in three phases.

1. Conducting a meticulous survey of the villages to record the particulars of

the residents and the available resources.

2. Analysing the collected details to draft viable plans.
3. Executing the action plans and evaluating them to assess the outcome to ensure the fulfilment of the target.

Since JACEP aims at overall development of the adopted villages, the students are divided into six groups to carry out the assigned tasks in 70 hours. Each of the six groups is entrusted with one of the six tasks - Environment, Health and Hygiene, Education, People's organization, Application of Knowledge and Liaison with Government Agencies.

JACEP adopts the common techniques to perform their tasks- organizes awareness camps and meetings, conducts competitions and screens documentaries to realize their goals.

The **first group** (Education) propagates literacy programmes, advises against discontinuation of education, provides non-formal education, to adults and school dropouts and encourages people to watch educational programmes.

The **second group** (Environment) advocates sanitation, cleanliness, frugal use of natural resources, conservation and protection of environment.

The **third group** (Liasion with Government Agencies) binds the villagers with Government Agencies like District Rural Development Agency, Social Welfare Board, Block Development Office, Panchayat Union Office and Transport Corporation to fulfil their needs. It informs them of the Government Welfare schemes to reap the maximum benefits from them.

The **fourth group** (Application of Knowledge) enables the students to apply their knowledge acquired in their respective subjects for the use of the people in the adopted villages.

The **fifth group** (Health and Hygiene) undertakes a survey of health problems scrutinizes the reasons for illness and suggests remedy for healthy life.

The **sixth group** (People's Organizations) enlightens the Youth of the value of unity and team spirit and helps them form Youth Club, Women's Club and '**Sangams**'. They bring agricultural labourers and masons and supportive workers into their fold and educate them on the need for skills to make them competent in their profession.

Each group prepares and submits the action plan and executes it produced tangible results in accordance with the nature and convenience of its resources.

The highlights of the activities carried out by six groups:

All the departments conducted one day programme in their adopted villages.

<b>Departments</b>	<b>Places</b>	<b>Dates</b>
All Departments	Adopted villages	15 <sup>th</sup> August, 2016
Tamil	Sakarapatti & Savadipatti	16 <sup>th</sup> September, 2016
History	Meenatchipuram	1 <sup>st</sup> October, 2016
English	Veerajagammalpuram	16 <sup>th</sup> September, 2016
	Meenatchipuram	1 <sup>st</sup> October, 2016
Maths	Meenatchipuram	1 <sup>st</sup> October, 2016
Physics	Jeyamangalam	17 <sup>th</sup> September, 2016
		1 <sup>st</sup> October, 2016
Chemistry	Jeyamangalam	17 <sup>th</sup> September, 2016
Zoology	Jeyamangalam	24 <sup>th</sup> September, 2016
	Meenatchipuram	1 <sup>st</sup> October, 2016
Commerce	Jeyamangalam	3 <sup>rd</sup> October, 2016
B.B.A. & Computer Science	Meenatchipuram	16 <sup>th</sup> September, 2016
B.Com. (CA)	Meenatchipuram	1 <sup>st</sup> October, 2016
All departments	Adopted villages	28 <sup>th</sup> January, 2017

### **i) EDUCATION**

- The Education group created awareness on the **Needs of Education**. **Students** enacted a skit on “அடிப்படைத் தேவை – கல்வி” and a speech on “கல்வியாளன் நற்பண்பு” and a verse on “கல்விக்கு வணக்கம்”.
- School children were taught on Basic Education & General Knowledge.
- Short film on Education was screened.
- Competitions were conducted for the school children.
- **The necessity of Female Education** and the steps taken to improve the status of Higher Education by the Government were explained.

### **ii) ENVIRONMENT**

- The Environment group provided awareness on pollution, Global warming and the disaster due to the usage of plastics
- Demonstrated the **Demerits of Using Plastic Bags** and **Merits of Using Paper Bags** and gave training to 3 women (K. Meena, R. Rani and P. Kavitha) in making of **Paper Bags**
- Screened video on **Awareness on Pollution Free Environment**.
- Planted **lemon tree** at K. Meena, W/o T. Kaasimayan, Door No.36/5/8, Muthalamman Kovil Street, Jallipatti.
- Removed **Partheniyum plants** in the Jallipatti village with the help of women and children in the village.
- Various cultural events like group song & Drama on **Pollution free India** were presented
- Students gave awareness to plant more Trees, and on **Benefits of Tree Plantation**
- They motivated the villagers **to save and harvest rain water**

### **iii) LIAISON**

- The Liaison group gave the villagers orientation on various **Government Welfare Schemes**,
- The students provided the details about government loans that are provided for agriculture and for setting up small scale cottage industries.
- The students gave information about the pension scheme and other schemes offered by the State & the Central Governments of our
- Some basic awareness about **Small savings** was given for villagers

### **iv) APPLICATION OF KNOWLEDGE**

- The Application of knowledge group taught some simple formulas used for

solving problems in mathematics.

- created awareness on **Self Employment**
- Basic Mathematics and Basic English were taught to the school students.
- Students were trained in Problem solving skills.
- **The preparation of Phenoyl, candle and washing Powder** was taught to the villagers

#### **v) HEALTH AND HYGIENE**

- Health and Hygiene group explained **the Importance of Cleanliness and motivated the villagers to lead a healthy life..**
- The volunteers explained **the importance of vitamins.**
- They showed them a video related to health and hygiene and created awareness among the villagers
- Awareness was given on the Expiry of Medicines
- Villagers were insisted not to take packed foods in plastic covers.
- Video clips were screened on **Food Habits**
- Awareness on Typhoid, Dengue fever were given.

#### **vi) PEOPLE ORGANIZATION**

- People Organization Group promoted self – employment among the villagers.
- 4 Staff members with 750 Students organised a rally on 16<sup>th</sup> February, 2017, to create awareness on “இளையோரே! விழித்திருங்கள்! முதியோரை காத்திருங்கள்!”, “வீட்டின் முதுகெலும்பாம் முதியோரை பராமரிப்போம்”.
- To protect the grandparents, "தாத்தா பாட்டி குழு” was created in all the villages on 18<sup>th</sup> February, 2017.
- The students also gave training to the villagers on the preparation of Jams and Pickles
- Entrepreneurship awareness and self employment tips were given.
- screened videos related to self – employment
- The students taught to make Phenol, Candle and washing powder
- They explained about **Bank Loans and Schemes** offered by the government for self employment

#### **Evidence of Success**

- The services in the form of awareness programmes, vocational training programmes, demonstration and education training programmes have instilled confidence in the target groups who have evinced great interest in improving their standard of life.



**i) Outcome (Target Groups)**

- The school children have displayed tremendous improvement in their studies.
- The youth have been preparing to appear for Competitive Examinations.
- The members of Self Help Groups have been generating income through making Phenoyl, Artificial Jewellery, Candle, Jam etc.,
- The people are able to utilise bank loan schemes.
- They have been trying to apply for loans to start Self Employment Units.
- Preventive measures were taken to safeguard people against health hazards.
- The rate of dropouts has come down.

**ii) Outcome (Students)**

- JACEP has provided them experiential learning.
- The students have been excited in educating the villagers.
- They have been aware of the challenges prevailing in the society.
- The link between the College and the adopted villages has strengthened the ties between the students and the people.
- It has improved their organisational and managerial abilities of the students.
- JACEP has developed the personality of the students.

**5. Problems encountered and resources required**

- The negative attitude of the people has posed a great challenge to the students.
- Gathering people for programmes was a tough task.
- Lack of proper bus facility to the villages is another impediment to the prompt execution of plans.
- Inadequacy of water and toilet facilities and lack of public buildings for conducting programmes are other problems encountered by the students.

Measures taken to rectify the problems:

- Counselling was given to people for motivation
- Panchayat Unions were approached for physical facilities.
- Appeal is made to Minibus owners to provide bus facility.

## ✦ **Best Practice - II**

### **1. Title of the Practice: Promotion of Research**

Research is the Major component of Higher Education. It widens the intellectual perspective of both the staff and the students. The mental calibre of an individual is adjudged by the contribution made by him/ her to research. The research achievement of both the teachers and the students is the most important factor that determines the rank of the institutions. Generation of new knowledge and the expansion of the existing knowledge pave way for the progress of the country in the world arena as the economic development of any country depends solely on research. JAC vies with other institutions in providing opportunities, creating and augmenting infrastructure facilities encouraging and supporting staff and students to launch on research projects.

### **2. Objectives of the Practice**

- To keep pace with the relentless wheel of change and update the intellectual calibre of the faculty.
- To encourage the faculty to pursue Ph.D.
- To acquire guideship to produce more research scholars.
- To motivate the faculty to apply for the major and minor research projects by providing guidelines and details of funding agencies.
- To fulfil the requirements to promote the research departments into research centres.
- To collaborate with other institutions and universities in and abroad.
- To arrange for interface among the institutions, industries and the public to take up research projects relevant for the present day.
- To encourage the faculty and the students to organize and present research papers in the national/ international seminars/ conferences/ workshops.
- To publish quality research articles in reputed journals, edit study materials for the prescribed syllabus and author books of high originality.
- To provide seed money for research activities.
- To take steps for publishing a Research Journal.

### **3. The Context**

Being aware of the need of research in Higher Educational Institutions, the college has multiplied the required infrastructure facilities for research in the College.

- Science Departments have been provided with laboratories filled with advanced High Tech equipments.
- The number of books required for research has been added to the library stock.
- The research section in the library displays the copies of dissertations, theses and project reports of the scholars.
- Easy access is made to net facility in the college browsing centres and departments.
- Staff and students are encouraged to organise/ attend and present papers in the research oriented conferences/ seminars within and out of the Colleges and publish research papers in peer reviewed journals with high impact factor.

#### **Challenging issues to be addressed while designing and implementing the practice:**

- Lack of interest to take up research.
- Hindrance from domestic problems faced by the students - drunken fathers, financial constraints , lack of facilities at home etc.,
- Lack of time on the part of the teachers who are bent on improving the academic standard of the first generation learners.
- Reluctance to learn and use modern technological devices for research.

### **4. The Practice**

The Research committee has created a research environment at the college through Research Forum. It has provided a platform for the 30 Ph.D. Research Scholars to make the presentation of their findings in the Research forum. The views and comments offered by the Principal, the Guides of the Research Scholars, the other teachers and peers have instilled in them confidence to focus on their research. JAC JOSHAM, (Journal of the College) publishes research articles from the scholars within and out of the College.

The institution motivates the faculty to do research for Ph. D. under FIP scheme from the UGC or individually through Part Time. The College

encourages the teachers to undertake Major and Minor Research Projects funded by UGC or other agencies.

#### **Support facilities for research**

- Leave is sanctioned to the staff who are on the verge of completing their research work.
- Special Permission and Leave are given on request to visit to various Universities and libraries for data collection.
- The management motivates the staff to go to the educational institutions in other countries for paper presentation by procuring travel grant from the UGC.
- Linkage is formed with Liverpool Hope University, U.K. to promote teaching, learning and research.
- The management extends financial assistance to the self-financed faculty who make research publications in the journals with high impact factor.
- Teachers are rewarded with medals for their publications in journals on the College Day.

#### **Constraints faced in the pursuit of research**

- The gap between academia and industries is not fully bridged to fulfil the needs of industries due to lack of time for the internship of the students in the industries.
- Getting funds from various funding agencies is a challenge to the staff and the students.
- The period of hands-on training in the industries is inadequate to address challenges faced in the job market.
- Field Research is planned to be under taken in Extension Programme to solve real life problems.
- The students and the teachers have to be encouraged to take up Interdisciplinary and socio-economic developmental research.
- Ph.D. holders can be motivated to publicize their research in the form of books.

#### **5. Evidence of Success**

- ✦ 30 Research Scholars are pursuing Ph.D. under 19 Guides.
- ✦ Four faculty have completed their Ph.D
- ✦ Two Staff have been approved as guides from Mother Teresa Women's University, Kodaikanal.

- ⇒ 20 Research Scholars presented the progress of their Research in the Research Forum on 3<sup>rd</sup> November, 2016.
- ⇒ Research Committee published two issues of the Research Journal “JAC JOSHAM”, with 15 Articles in June and 29 Articles, in December, 2016.
- ⇒ Four Major and 4 Minor completed Research Project Reports were submitted to UGC.
- ⇒ One International, 13 National and 4 State Level Conferences/ Seminars / Workshops were organised by the Departments and IQAC.
- ⇒ 40 staff members participated, 110 staff members presented Papers in the International and National conferences.
- ⇒ 100 staff members published 143 Research Papers in the Reputed Journals
- ⇒ Five Staff have published 2 books.
- ⇒ 59 students and scholars have published papers in the refereed Journals and 199 Students and Scholars have presented Papers in the International, National & Regional Conferences
- ⇒ 32 staff acted as resource persons and enriched others with their expertise in their subjects.
- ⇒ Department Study Circle renews the research experience and output of the staff members. 13 staff members from the Department of Tamil, 7 from English, 4 from History, 3 from Mathematics, 4 from Physics, 2 from Chemistry, 8 from Zoology, 5 from Computer Science, 13 from Commerce, 6 from B.B.A. and 7 from Commerce CA have spoken on the advanced topics in their subjects.

## **6. Problems Encountered and Resources Required**

- More grants from the UGC and other funding agencies will bring out rich research output in the form of publications of books and papers in reputed journals.
- More funds can be given by the UGC to increase the infrastructure facilities in terms of equipments, books, ICT facilities etc.,
- Grants can be given to teachers and students to participate and present research papers in State Level and National Level Conferences and seminars .
- Special grants can be provided by the UGC to open research centres in all the departments.
- International collaboration and co-operation can be sought to make research more qualitative.

#### **7.4 Contribution to environmental awareness / protection**

- JAC Eco Club members advocate polythene free campus.
- Blue and Green Dustbins are provided for collecting non degradable and degradable waste.
- Vermi compost is prepared from the waste.
- The plants were irrigated regularly to keep the campus green.
- The Nerium plants have been maintained to reduce air pollution.
- The College resorts to the consumption of the renewable (solar) energy.
- Electricity is judiciously and frugally used in the Campus
- Modern kitchen appliances are installed in the hostel to reduce cooking gas consumption.
- Rain water is harvested within the campus.
- Saplings are planted in the Eco Garden by the distinguished guests invited for functions.

**7.5** Whether : **Yes**  **No**   
environmental audit  
was conducted?

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

#### **SWOT Analysis**

##### **Strengths**

- On-line examinations and comprehensive examinations
- Revision of curriculum in every 3 years cater to the needs of all students
- ICT teaching and participatory learning
- Well equipped laboratories
- Rich Research Output
- Excellent infrastructure
- Decentralized responsibilities in administration.
- Personality Developing Support Services.

##### **Weaknesses**

- Poor economic background to majority of the students.
- Lack of Educational background of first generation learners.
- The students' ease at Communication in Tamil.

## **Opportunities**

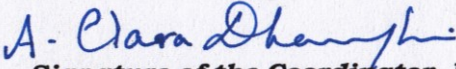
- Coaching in Communication Skills in English.
- Coaching for NET / SET and other competitive examinations
- Soft skill training to provide employment opportunity.
- Campus placements
- Career guidance for higher studies

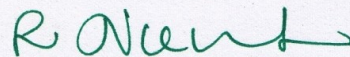
## **Challenges**

- To produce 100% success rate.
- To make the students communicate in English.
- To organize exchange programme with institution abroad.

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

- To motivate the Departments, the Clubs, the Cells and the individuals to draft performance and target oriented viable action plans.
- To provide Faculty Development Programmes for Teachers, NDP for Non-Teaching staff and Student Development Programmes for the students holding leadership positions.
- To develop e-library and e-laboratory.
- To make the campus 100% Eco friendly.
- Undertake more number of research projects.
- To increase number of campus placements.
- To promote exchange programme.

  
**Signature of the Coordinator, IQAC**  
Name: **Dr. Mrs. A. Clara Dhanemzhi**

  
**Signature of the Chairperson, IQAC**  
Name: **Dr. Sr. T. Nirmala**  
**Principal**  
**Jayaraj Annapackiam College**  
**for Women (Autonomous)**  
**Periyakulam - 625 601.**  
**Theni District.**

## CALENDAR OF IQAC FOR THE YEAR 2016-2017

Activity	Month
Submission of Monthly Report with evident documents	5 <sup>th</sup> of every month
Faculty Development Programmes IQAC Meeting Planning and Evaluation Committee Meeting	June
Faculty Development Programmes for Junior teachers IQAC Meeting International Workshop on Communication Skills for Students	July
Online submission of AQAR to NAAC IQAC Meeting Workshop on Examination Reforms	August
Release of IQAC JAC NEWS Faculty Development Programme – National Seminar IQAC Meeting	September
IQAC Meeting Student Development Programme	October
Academic Audit IQAC Meeting	November
Release of IQAC JAC NEWS (Sept. Oct. & Nov.) Submission of Academic Audit Report to the Principal IQAC Meeting	December
Faculty Development Programme IQAC Meeting	January
IQAC Meeting Student Development Programme	February
Planning and Evaluation Committee Meeting Release of IQAC JAC NEWS (Dec. Jan. & Feb.) Feedback from outgoing students	March
Processing the feedback obtained using, statistical package Preparation of AQAR 2016-2017	April
Preparation of AQAR 2016-2017 Release of IQAC JAC NEWS (March, Apr. & May)	May & June



**ACTIVITIES OF IQAC TO BE INCLUDED IN THE CALENDAR OF 2017-2018**

<b>Activity</b>	<b>Month</b>
Submission of Monthly Report with evident documents	5 <sup>th</sup> of every month
Faculty Development Programmes IQAC Meeting Planning and Evaluation Committee Meeting Preparation for Autonomy Review visit	June
Faculty Development Programmes for Junior teachers IQAC Meeting International Workshop on Communication Skills for Students Preparation for Autonomy Review visit	July
Online submission of AQAR to NAAC IQAC Meeting Workshop on Examination Reforms Preparation for Autonomy Review visit	August
Release of IQAC JAC NEWS Faculty Development Programme – National Seminar IQAC Meeting	September
IQAC Meeting Student Development Programme	October
Faculty Development Programme IQAC Meeting	November
Release of IQAC JAC NEWS (Sept. Oct. & Nov.)	December
Faculty Development Programme IQAC Meeting	January
IQAC Meeting Student Development Programme	February
Planning and Evaluation Committee Meeting Release of IQAC JAC NEWS (Dec. Jan. & Feb.) Feedback from outgoing students	March
Preparation of AQAR	April
Preparation of AQAR Release of IQAC JAC NEWS (March, Apr. & May)	May

**Annexure II****Analysis of the Feedback:****Outcome of Students Feedback on Academic Programmes & Evaluation**

<b>Aspects of Programme Evaluation</b>	<b>Good %</b>	<b>Ave %</b>
The Syllabi of courses are relevant and updated	97.89	2.11
The contents of courses are designed to secure job	94.55	5.45
Relevance of the Courses in leading to research	81.49	18.51
Availability of Books/Journals for study/reference	96.44	3.56
Quality of dissertation/project work expected by the department	96.44	3.56
Quality of Viva conducted by the department	81.49	18.51
The components of syllabus and the design of each course pattern	93.57	6.43
Time for Science/Computer Practical and their credits	94.66	5.34
Teaching hours per week and the credits allotted for each paper	81.49	18.51
Choice provided to select Elective Courses	87.69	12.31
The depth of knowledge acquired through the course content	98.09	1.91
Quality of teaching in your subjects	94.87	5.13
Adherence to the syllabus by the teacher	98.09	1.91
Treatment by teachers of your department	91.01	8.99
Academic Guidance received from your department	93.57	6.43
Behaviour of teachers on the whole	94.55	5.45
Weightage given to different components of CIA	83.46	16.54
Question paper covers the prescribed portion	93.57	6.43
Quality of question papers in semester CIA examination	87.69	12.31
Valuation of the answer scripts	81.49	18.51
Impartiality in the valuation of the answer scripts	85.23	14.77
Semester examination question papers covers the prescribed portion	93.57	6.43
Standard of the Semester examination question paper is	97.89	2.11
Valuation of the semester examination paper	98.09	1.91

### Outcome of Students feedback on Teachers

Sl. No.	Criteria	Good%	Avg. %
1.	The teacher is punctual to the class	97.59	2.41
2.	The teacher is able to maintain discipline in the class	96.99	3.01
3.	The teacher comes prepared to the class	96.40	3.60
4.	The teacher has a clear knowledge of the subject	96.24	3.76
5.	The teacher communicates well	95.68	4.32
6.	The teacher encourages students to ask questions in the class	95.58	4.42
7.	The teacher clears doubts in the subject	95.90	4.10
8.	The teacher provides course material	96.10	3.90
9.	The teacher is helpful to the weaker students	95.19	4.81
10.	The teacher takes all her classes without cancelling any	96.03	3.97
11.	The teacher completes the syllabus on time	96.05	3.95
12.	The teacher sets a balanced question paper	96.38	3.62
13.	The valuation of the answer script is objective	94.74	5.26
14.	The teacher returns the valued answer scripts on time	96.42	3.58
15.	The teacher treats every student equally without favouritism	96.38	3.62
16.	The teacher is available to the students outside the class hours	95.07	4.93
17.	The teacher gives references for further study	95.79	4.21
18.	The teacher takes interest in extracurricular and co-curricular activities	95.13	4.87
19.	The teacher uses creative methods of teaching	95.59	4.41
20.	The teacher is easily approachable when students are in need of help	96.49	3.51
21.	The teacher motivates the students and creates interest	96.32	3.68
22.	The teacher does not victimize the students	96.74	3.26
23.	The teacher gives guidance for the future	96.54	3.46
24.	The teacher is an example to students in her behaviour	95.95	4.05
25.	The teacher has a positive attitude towards the institution	97.51	2.49

### Outcome of the Feedback from Parents

Sl. No.	Aspects	Yes (%)	No (%)
1.	JAC maintains discipline and inculcates good values in students.	100	--
2.	JAC encourages the students to learn thoroughly.	100	--
3.	The curriculum helps the wards to write competitive examinations confidently.	99.6	4
4.	The courses offered in the college are based on the present needs of the day.	99.2	8
5.	The teaching methods of JAC make learning meaningful and interesting.	98.8	1.2
6.	The teachers motivate and coach the slow learners.	98.0	2
7.	The teachers train the students to speak and write well in English.	97.2	2.8
8.	JAC has excellent Library facilities.	99.2	8
9.	The working hours of the Library are sufficient to satisfy the needs of the students.	98.0	2
10.	The Science Laboratories are well equipped.	98.0	2
11.	Sufficient time is allotted for Science Practical.	98.0	2
12.	The Computer Centres are adequately equipped with advanced computers.	100	--
13.	The college has INTERNET facility.	98.4	1.6
14.	Students are motivated to participate in co-curricular and extracurricular activities (such as Sports & Games, Fine Arts, NSS, NCC etc. for personality development.)	99.2	8
15.	College Hostels have adequate Boarding and Lodging facilities.	87.0	13.0
16.	The College has affordable fee structure for all courses.	96.5	3.5
17.	The Management extends financial assistance to the deserving poor students and outstanding players.	97.2	2.8
18.	JA College promotes the St. Anne's Congregational policy Empowerment of Rural Women through Quality Higher Education.	99.2	8

### Outcome of the Feedback from Alumnae

<b>Reasons for selecting the College</b>	<b>Agree%</b>	<b>Disagree %</b>
Good teaching	100	--
Discipline	100	--
Minimum fee Structure	95.7	4.3
Good Learning Facilities/Atmosphere	97.9	2.1
Encouragement of extracurricular activities	88.3	11.7
<b>Aspects of Programme Evaluation</b>	<b>Agree%</b>	<b>Disagree %</b>
The syllabi of courses are relevant and updated	90.4	9.6
Completion of the syllabus in time	98.9	1.1
Teaching methods are satisfactory	93.6	6.4
Teaching aids used are satisfactory	92.6	7.4
Moral classes inculcate values in students	96.8	3.2
Teachers come to the level of below average students	83.0	17.0
Participation in NSS/NCC/Sports helps the students in personality development	96.8	3.2
Importance given to sports, games, fine arts is good	87.2	12.8
Availability of text books and reference books in the library is excellent	91.5	8.5
Book bank facility is good	95.7	4.3
Journals and Periodicals subscribed by the library are sufficient	96.8	3.2
Service Provided by the College Library is good	93.6	6.4
Service Provided by the College Office is good	90.0	10.0
Service Provided by the College Canteen is good	85.6	15.4
Proud to be a student of JAC	93.6	6.4
JAC students are empowered to bring social change	93.6	6.4

**Report on Internal Academic Audit**

Internal Quality Assurance Cell conducted Evaluative Committee Meeting on 3<sup>rd</sup> April, 2017.

The Committee consisted of the following officials.

Dr. Sr. T. Nirmala	-	Principal
Dr. Sr. B.J. Queensly Jeyanthi	-	Secretary
Dr. Sr. R. Fatima Mary Sylvia	-	Vice -Principal (Admin.)
Dr. Mrs. Arockiam Thaddeus	-	Vice Principal (Academic)
Dr. Mrs. J. Delphin Prema Dhanaseeli	-	Dean (Academic)
Dr. Mrs. A. Clara Dhanemozhi	-	IQAC Co-ordinator

All the HoD's and Secretaries of the various Clubs and Cells presented the report for the academic year 2017-18.

**The committee appreciated and congratulated the staff members for**

- Presenting and publishing their research findings in conferences and journals respectively.
- Completing Major and Minor Research Projects.
- Organizing conferences, seminars and workshops at various levels.
- Being the resource persons / Board of studies members in various institutions.
- Organising exhibitions, Business Bazaar.
- Conducting study circles regularly to update their knowledge
- Arranging study tours / industrial visits to upgrade the knowledge of the students.
- Bringing laurels by the students to the departments by winning various prizes in the intercollegiate, State and National level competitions.
- Providing extra coaching to the slow learners and NET/SET coaching to the PG Students.
- Presenting and publishing papers by the students.

### **The committee appreciated the secretaries of the various Clubs and Cells**

- For their efforts taken to promote their activities to the social and the Needy people.
- Instructed to keep the campus clean, plastic free and to plant more number of trees.
- To identify more welfare schemes to help the rural, uneducated people.

### **The Committee registered the following remarks for the future benefits**

- Students must be motivated and trained to communicate in English inside the campus.
- Reports prepared and presented in English should be error free.
- Extension activities should be strengthened more.
- Students must be motivated and trained to take up many competitive examinations.
- Discipline among the students has to be maintained inside the campus.
- The departments should prepare the action plan for the departments and the individuals for the academic year – 2017-18.