

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)

2017-2018

The Annual Quality Assurance Report (AQAR) of the IQAC

2017 - 2018

Part – A

1. Details of the Institution:

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

- 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 - 2017-2018.doc**

1.6 Accreditation Details :

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

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

1.8 AQAR for the year : **2017- 2018**

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

AQAR for 2016-2017 was submitted to NAAC on 01.09.2017

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"/>	DST-FIST	: <input checked="" type="checkbox"/>
UGC-Innovative PG programmes	: <input checked="" type="checkbox"/>	Any other (Specify)	: <input checked="" type="checkbox"/>
UGC-COP Programmes	: <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="6"/>

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. : 14 International National State Institution Level

	(ii) Themes	:	<p>Faculty Development Programmes:</p> <ul style="list-style-type: none"> ✦ Workshop on Communication Skills for Junior teachers by a team of 6 members headed by Miss. Laura Seddon and Miss. Faye Sharpe from Liverpool Hope University, United Kingdom, from 26th June to 8th July, 2017. ✦ An orientation programme on You and Your Students was organised for Junior teachers on 22nd July, 2017 by Rev. Fr. Paul C. Jesuraj, S.J., Former CoE, St. Joseph's College, Tiruchirappalli. ✦ A workshop on Examination Reforms on 21st November, 2017 by Dr. E.C. Henry Amirtharaj, Controller of Examinations, Bishop Heber College, Tiruchirappalli. ✦ Workshop on Stress Management on 25th November, 2017 by Dr. S. Kadhiravan, Head, Department of Psychology, Periyar University, Salem. ✦ Workshop on Spirituality of Health by Rev. Fr. Packianathan, Chancellor, Bishop's House, Sivagangai on 12th January, 2018. ✦ A two day workshop on Women in Science and Research (Speaker Series Programme 2018) in
--	-------------	---	---

			<p>collaboration with United States Educational Foundation, Chennai on 19th & 20th February, 2018.</p> <p>✦ Workshop on Value Education by Mr. Rajesh Fernando, Head, Value Education Cell, Bengaluru on 18th June, 2018.</p> <p>✦ Faculty Development Programme on Teachers and Values by Rev. Fr. Barnabas, Director, Don Bosco IAS Academy, Keeranur on 19th June, 2018.</p> <p>Non - Teaching Development Programmes</p> <p>✦ Spirituality of Health by Rev. Fr. Packianathan on 12th January, 2018.</p> <p>✦ Workshop on Value Education by Mr. Rajesh Fernando, Head, Value Education Cell, Bengaluru on 18th June, 2018.</p> <p>Student Development Programmes</p> <p>✦ Orientation & workshop on Online Feedback System on 26th March, 2018.</p> <p>✦ A two day workshop on Women in Science and Research (Speaker Series Programme 2018) in collaboration with United States Educational Foundation, Chennai on 19th & 20th February, 2018.</p> <p>Alumni Meeting</p> <p>✦ Two Alumnae meet was held on 22nd December, 2017 & 6th April, 2018.</p>
--	--	--	--

2.14 Significant Activities and Contributions made by IQAC:

- Release of 4 Quarterly issues of **IQAC - JAC News**.
- Monitoring the Action Plans, Execution and Evaluation of Plans in all spheres of the College.
- Maintaining e-attendance.
- Promotion of Communication Skills through a workshop held for the junior teachers by a team of 6 members headed by Miss. Laura Seddon and Miss. Faye Sharpe from Liverpool Hope University, United Kingdom, from 26th June to 8th July, 2017.

- Organised Eight Faculty Development Programmes, Two Non - Teaching Staff Development Programmes & Two Student Development Programmes.
- Organised a two day workshop on Women in Science and Research (Speaker Series Programme 2018) in collaboration with United States Educational Foundation, Chennai on 19th & 20th February, 2018.
- A paper was presented by IQAC Co-ordinator and an IQAC member in the Round Table Discourse in The Present Context of Higher Education Impacting Universities and Colleges: Preparing for High Quality Initiatives organized by the Centre for Education Beyond Curriculum (CEDBEC), CHRIST (Deemed to be University), Bengaluru from 15th to 17th March, 2018.
- E-feedback was done by the outgoing students from 26th March, 2018.

2.15 Plan of Action by IQAC/Outcome

The plan of action and the outcome of the various activities of IQAC during 2017-'18 are:

Plan of Action	Achievements
Faculty Development Programmes, Non – Teaching Staff Development Programmes and Student Development Programmes	8 Faculty Development Programmes, 2 Non – Teaching staff Development Programme, and 2 Student Development Programme were organised
Online submission of AQAR to NAAC	Annual Quality Assurance Report for the year 2016 – 2017 was submitted to NAAC on 1 st September, 2017
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	Presentation of Action plan for the academic year was held on 1 st July, 2017 and Scrutiny of Action Taken Reports were presented by all Departments/Clubs/Cells on 7 th April, 2018
Academic Audit	External Academic Audit was conducted on 15 th September, 2017 and Internal Academic Audit was conducted on 12 th October, 2017.
Preparation of Annual Quality Assurance Report for the year 2017 – 2018	Annual Quality Assurance Report for the year 2017 – 2018 was submitted to Governing Body Meeting convened on 23 rd June, 2018 for approval

*** Academic Calendar of 2017-2018 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 to start new courses in social sciences

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.	06	--	06	--
M.Phil.	06	--	06	--
PG	09	--	06	--
UG	16	--	07	--
PG Diploma	01	--	01	--
Advanced Diploma	02	--	--	02
Diploma	06	--	01	02
Certificate	16	--	14	02
Total	62	--	41	06
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

✓ ✓ ✓

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

(ii) Pattern of Programmes :

Pattern	Number of programmes
Semester	40
Trimester	--
Annual	16

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 1st December, 2017 to discuss the syllabus for the year 2017-2020 batch students.
3. I year students follow the newly revised syllabus during this academic year

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1	Total No. of permanent faculty	:	Total	Asst. Professors	Associate Professors	Professors	Others
			73	22	30	-	-

2.2	No. of permanent faculty with Ph.D	:	43
-----	------------------------------------	---	----

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
			22	18	30	-	-	-	1	2	53	20

2.4	No. of Guest and Visiting faculty and Temporary faculty	:	--	--	73
-----	---	---	----	----	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International Level	National Level	State/Regional Level	Total
Attended Seminars/ Workshops	33	18	32	83
Presented papers	17	61	--	78
Resource Persons	--	01	13	14

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

- ✦ **On-line Comprehensive Examination** was introduced for the PG students of English, Physics, History, Computer Science, Zoology and Commerce
- ✦ **Comprehensive Examination** for PG students promotes confidence to appear for NET/SET examinations.
- ✦ **Inter Disciplinary Courses** were introduced for the PG students to give multidisciplinary approach.

- ↻ A paper on “**Soft Skills**”, introduced to the PG students enhances their Communication Skills.
- ↻ **Self study papers** by all the departments for the III UG students provided extra credits for them.
- ↻ **New job oriented certificate courses** were introduced.
- ↻ **Career Lab** provides career options to the outgoing students.
- ↻ Establishment of **E-library** provides ample opportunities in digital information.
- ↻ Language Theatre is updated to enhance communication skills.
- ↻ 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.
- ↻ 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 on Nature Conservation and Eco-Development at Anglade Institute of Natural History, Sacred Heart College, Shenbaganur, Kodaikanal for I U.G. students.

2.7 Total No. of actual teaching days during this academic Year :

192

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

Comprehensive Examination (MCQ)
--

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

138

2.10 Average percentage of attendance of students :

94.4

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	715	83	316	186	19	83.7
PG	175	59	73	09	--	81.8
M.Phil.	43	27	13	--	--	93.47

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.
- External Academic Audit was conducted by the external experts to evaluate the performances of all the departments and various clubs and cells on 15th September 2017.
- Internal Academic Audit was conducted on 12th October, 2017 by the internal committee experts with the principal as Chairman.
- Evaluation Committee Meeting was conducted on 7th April, 2018 to present the achievements of Departments, Clubs and Cells.

- 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.
- 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

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	6
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	12
Faculty exchange programme	--
Staff training conducted by the university	05
Staff training conducted by other institutions	14
Summer / Winter schools, Workshops, etc.	03
Others IQAC Conferences	03

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	19	7	---	7
Technical Staff	11	2	---	2

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 Ph.D. Scholars and 40 M.Phil Scholars presented the progress of their research work in the research forum on 19th December, 2017 and 25th June, 2018.
- 34 Research Scholars are pursuing Ph.D. under 15 Guides.
- Research Committee published two issues of the Research Journal “JAC JOSHAM”, with 11 Articles in June and 31 Articles in December, 2017.
- One completed Major Research Project Report was submitted to UGC.
- Three International, 13 National and 14 State Level Conferences/ Seminars / Workshops were organised by the Departments and IQAC.
- 78 staff have presented 91 papers in the International & National Conferences. 83 staff have participated in the International, National & State Level Conferences.
- 97 staff have published 141 papers in the National and International Journals.
- Eighteen staff members published 6 books.

3.2 Details regarding Major projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	1	1	---	---
Outlay in Rs. Lakhs	12,50,800	14,55,000	---	---

3.3 Details regarding Minor projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	1	--
Outlay in Rs. Lakhs	--	--	4,90,000	---

3.4 Details on research publications :

	International	National	Others
Peer Reviewed Journals	82	59	--
Non-Peer Reviewed Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	6	--	--

3.5 Details on Impact factor of publications:

Range: 0.654 – 6.86 Average: 3.39 h-index : -- Nos. in SCOPUS : 02

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

Nature of the Project	Duration Year	Name of the Funding Agency	Total grant sanctioned (Rs.)	Received (Rs.)
Major Projects	2015-'18	UGC	14,55,000	3,75,196
Minor Projects	2017-'19	UGC	4,90,000	3,70,000
Interdisciplinary Major Projects	---	---	---	---
Industry sponsored	---	---	---	---
Projects sponsored by the University/ College	---	---	---	---
Students research projects (other than compulsory by the University)	2017-'18	TNSCST, Chennai	10,000	10,000
		IASc - INSA - NASI	16,000	16,000
Any other (Organising Seminar)	2017-'18	TNSCST, Chennai	15,000	15,000
Total				7,86,196

3.7 No. of books published : i) **With ISBN No.**

06

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	3	13	14	--	--
Sponsoring agencies	-	UGC, Autonomy Grant, USIEF	Autonomy Grant, PCRA, TNSCST	--	--

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
12	1	2	9	---	---	---

3.18 No. of faculty from the Institution who are Ph. D. Guides : **15**

and students registered under them : **34**

3.19 No. of Ph.D. awarded by faculty from the Institution : **6**

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

JRF : **---** SRF : **---** **Project Fellows 01** 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 : **148**

National level : **2** International level : **---**

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

National level : International level :

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

National level : International level :

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** - Extension Service enables the students to become more benevolent and active. Their exposure to the villages adopted is of great importance. They plunge willingly into their duty to serve the people. They create awareness among those who dwell in the villages, through their live enactment. Their selfless service has reached all the corners of the villages, which in turn had led the people to understand the importance of education, life and its value. They extend their community service in the adopted villages - Sakkaraipatty, Savadipatti, Jetloor, Jallipatti, Jeyamangalam and Jeyamangalam Colony, Meenachipuram, Pomminayakkampatti through the teams **Environment, Education, Health and Hygiene, Liaison, People Organization and Application of Knowledge**. Short films on cleanliness were screened to the public and various games were conducted for the village children. Awareness Programmes on Old age pension, Widow Pension, Educational loans, Scholarships were given. The importance of Education through Cultural Events like skit and street Play were depicted. Trainings were given to the

villagers to prepare paper bags. A one day workshop was organised on **Organic Farming Techniques** which was technically supported by the special lecture of Dr. C. Mabel Joshaline, Assistant Professor, Department of Rural Development Science, Arul Anandar College, Karumathur, Madurai Dt. under the sponsorship of Tamil Nadu State Council for Science and Technology.

- ✦ On 15th July, 2017, the students of Education Group visited their respective adopted villages namely Sakkaraiipatty, Savadipatti, Jetloor, Jallipatti, Jeyamangalam and Jeyamangalam Colony, Meenachipuram, Pomminayakkampatti. Students gave awareness on the importance of Education through cultural events like skit and street Play. They helped the village students in their studies. Senior citizens and illiterate people were trained to put their signature on their own.
- ✦ The students of Liaison Group went to their respective adopted villages namely Sakkaraiipatty, Savadipatti, Jetloor, Jallipatti, Jeyamangalam and Jeyamangalam colony, Meenachipuram, Pomminayakkampatti. They explained the Government schemes like Old age pension, Widow Pension, Educational loans, Scholarships etc, to the villagers. Students conducted games and distributed prizes to the winners on 29th July, 2017.
- ✦ The students of Environment Group went to Jallipatti, Jeyamangalam and Meenachipuram to celebrate Independence Day on 15th August, 2017. Short films on cleanliness were screened to the public and various games were conducted for the village children. After the celebration prizes were distributed to the winners and 47 saplings were distributed to the villagers for plantation.
- ✦ On 21st August, 2017 student volunteers of JACEP went to Meenachipuram for the preliminary arrangement of **SWACHHTA BHARAT** visit.
- ✦ Students' of **Application of Knowledge** trained the villagers to prepare Paper Bags and the Bags were distributed to the shopkeepers in the respective villages. A Special Awareness was created among the villagers to keep their surrounding clean.
- ✦ The students of JACEP gathered in groups on 1st September, 2017 to assess the observations made by them during their visits to the adopted

villages. Thematic street plays were video graphed for the villagers to create awareness.

- ⇒ 38 Farmers from Vadugapatty, Thamaraikulam and Meenakshipuram were trained on **Organic Farming Techniques** on 16th September, 2017.
- ⇒ The JACEP members of 2017-2018 batches celebrated their Annual Day at the adopted villages and organized various competitions. A special awareness programme on Dengue were organized from 21st to 27th October, 2017.
- ⇒ Art from **Electronic Waste** competition was conducted on 17th October, 2017.
- ⇒ Students prepare paper bags and sell it to the canteen and stationery to make the campus '**Plastic Free Zone**'.
- ⇒ NSS carries out its regular activities in the campus and in the adopted villages on various programmes: Cleaning, Applying Voter's ID for the staff and students, Blood Group Identification, Awareness Camps, Rallies, Medical Camps, Eye Camps and Guest Lectures.
- ⇒ A special NSS Camp was organized at Vadugapatty from 12th to 18th November, 2017 on the theme **Involvement of Youth towards Super Power India**.
- ⇒ NSS and Youth Red Cross organised an Awareness Camp on **Disaster Management and First Aid**, on 27th July, 2017. Thiru Arumugam, Training Officer (Govt. of India), Tamil Nadu, National Disaster Management Authority, New Delhi, Thiru. Krishnamoorthy, District Co-ordinator, Disaster Management Authority, Theni and his team trained the students on **How to Save Lives from Natural Disasters**.
- ⇒ A **Special Medical Camp** on Dengue Fever was organized on 7th August, 2017 and Nilavembu Kudineer was distributed to all.
- ⇒ Independence Day was celebrated on 15th August, 2017 in the adopted villages.
- ⇒ Dr. M. Devendran, Sakthi Diabetes Foundation, Batlagundu delivered a talk on **How to Guard Ourselves against Diabetes** on 9th August, 2017.
- ⇒ A series of workshops were organized, which was supported and catalysed

by Tamil Nadu State Council for Science and Technology, Chennai.

- ✦ A Cleanliness Campaign and a Rally were organized at Vadugapatty on 23rd September, 2017.
- ✦ With Lions Club of Periyakulam and Fire Service Office, Periyakulam an Awareness Programme on Fireless Deepavali and Dengue Fever was organized on 14th October, 2017.
- ✦ A Special NSS Camp was organized at Vadugapatty Town Panchayat from 12th to 18th November, 2017 on the theme **Involvement of Youth towards Super Power India** for NSS volunteers. Free General Medical Checkup, Dermatology Checkup, Eye Camp, Veterinary Camp, Processing and Value Addition of Fruits, Vegetables and Millets, Preparation of Phenoyl, Washing Powder and Soap Oil, Jewel Making, Dengue Awareness Programme, Organic Farming Techniques, Tree Plantation were the various activities carried out in the village.
- ✦ Three one day Camps were organized at Kamakkapatty on 15th November, 2017, T. Kallipatty on 16th November, 2017, E. Pudupatti on 16th November, 2017.
- ✦ Comprehending the societal responsibility, 50 saplings were planted on 9th January, 2018, at the college premises with the motto of forming **GO GREEN** Campus.
- ✦ An awareness programme on **How to Guard Ourselves against Cancer** was delivered by Dr. Selvaraj, Shankar Clinic, Vadugapatti on 17th February, 2018 for NSS volunteers.
- ✦ In collaboration with Vasan Eye Care Hospital, Theni, the NSS of JAC conducted a one day Free Eye Camp for all the students in the college on 22nd February, 2018.
- ✦ 30 volunteers participated in the Friends of Police training conference conducted by the Tamil Nadu Police Department at Veerapandi on 24th February, 2018.
- ✦ An awareness programme on Udalae Maruthuvam was arranged on 2nd April, 2018.
- ✦ Intra-Collegiate competitions were conducted during the 1st week of October, 2017 in connection with the feast of St. Francis of Assisi, Patron of Birds.

- ↻ Dr. Sr. A. Irudhaya Kalai Selvam, Assistant Professor of Zoology, gave a guest lecture on **Birds Conservation** on 15th March, 2018.
- ↻ Dr. Sr. T. Nirmala, Principal & Associate Professor of Zoology and Dr. Sr. A. Irudaya Lourdu Gladis, Assistant Professor of Zoology and Ms. Nivashini, Assistant Professor of Physics attended meeting and Rally on **Masilla Theni** at New Bus stand, Theni on 6th July, 2017.
- ↻ Plastic carry bags were removed from the campus once in a week.
- ↻ Herbal Garden was maintained by the Eco Club volunteers.
- ↻ Manuring and Cleaning Eco Club Garden twice in a month.
- ↻ A written quiz was conducted on account of **Environment** on 12th October, 2017.
- ↻ Tree plantation was done on 7th December, 2017 in front of the Zoology Department by Club members. (Indian Black Berry Tree)
- ↻ Tree plantation was done on 9th January, 2018 and 10th February, 2018 in front of the Zoology Department by club members. Saplings of Bottle Brush, Pomegranate, Custard apple and Coffee were planted.
- ↻ Essay writing and Verse writing competitions were conducted on 12th February, 2018.
- ↻ Mime, Art from waste and Drawing competitions was conducted on 15th February, 2018.

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	---	---	58.74 acres
Class rooms	34507.25 sqft.	---	---	34507.25 sqft.
Laboratories	9443 sqft.	---	---	9443 sqft.
Seminar Hall (Infant Jesus Hall)	12638 sqft.	---	Management	12638 sqft.
e-library	---	7600 sqft.	Management	7600 sqft.
100 Bedded Sports Hostel	---	14437 sqft.	UGC	14437 sqft.
No. of important equipments purchased (\geq 1-0 lakh) during the current year	---	46	UGC	46
Value of the equipment purchased during the year (Rs. in Lakhs)	---	---	UGC	14.94
Others	---	---	---	---

4.2 Computerization of administration and library

- The College Office is fully computerized. HiGrade software is used in the College Office for Admission, 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 Flair software.
- 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	8,620	15,61,824	571	1,70,358	9,191	17,32,182
Reference Books	38,894	69,51,328	1,208	7,11,578	40,102	76,62,906
e-Books	1,00,000	30,750	1,00,000	5,725	1,00,000	36,475
Journals	151	7,01,818	151	2,35,681	151	9,37,499
e-Journals	3,000	30,750	3,000	5,725	3,000	36,475
Digital Database	--	--	--	--	--	--
CD & Video	432	1,20,674	52	7,920	484	1,28,594
Others (specify)	--	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	359	06	14 (MBPS)	75	--	35	37	19
Added	101	01	--	--	--	--	12	--
Total	460	07	14	75	--	35	49	19

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. Initial training is given to teachers and students when new technology is introduced.

4.6 Amount spent on maintenance in lakhs :

i) ICT	:	5.00
ii) Campus Infrastructure and facilities	:	15.30
iii) Equipments	:	2.26
iv) Others	:	---
Total	:	22.56

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
2376	397	34	167

(b) No. of students outside the state :

02

(c) No. of international students :

Nil

	No	%
Men	--	--

	No	%
Women	2974	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
121	580	3	2159	7	2870	16	610	5	2334	9	2974

Demand ratio :

2:2.1

Dropout % :

1.44%

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 : **2940**

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

- Placement Cell has successfully placed our students in various concerns. They are trained and are prepared to face Competitive Exams and Interviews.
- A Soft Skill Training Programme for all III U.G. students was organized from 5th to 10th June, 2017. 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 trained the students.
- TCS Affirmative Action Free Employability Training was conducted from 20th July to 31st August, 2017 by Mr. Venkatesh Murthy, Consultant Trainer, TCS, Chennai, for 32 students.
- Campus Drive was conducted on 8th September, 2017 and P. Jeevitha Devi, III B.A. English (2014-17 Batch) U. Leelavathi, III B.Sc., Chemistry (2014-17 Batch) S. Priyadharshini, III B.A. English (2014-17 Batch), N. Pavithra, R. Prasanthi and T. Veeralakshmi, I M.Sc., Mathematics were placed in Tata Consultancy Services, Chennai.
- Dr. Thangaganesan, State President, Tamil Nadu Graduation Federation, Chennai and Dr. Victor Joseph, Co-ordinator, Tamil Nadu Graduation Federation, Chennai, provided a Career Focusing Programme on 20th September, 2017 for all the UG and PG students.
- Mr. Raja Annamalai, Executive Director, Mr. Maria Jegan, Chief Skill Trainer and Mr. Sam, Co-ordinator, FYNNSOFT Educational Trust, provided a Career

Oriented Programme Sparkle Your Thoughts on 7th October, 2017 for all the UG and PG students.

- Aptitude Training was provided by the team of Mr. A. Selvin, MSW, Executive Director, Ms. K. Krishna Priya, B.C.A, Soft Skill Trainer, Mr. P. Muralidharan, M.B.A, Soft Skill Trainer, Mr. S. Ravi, M.C.A, Aptitude Trainer, Mr. M. Ilanchezhian, B.E, Aptitude Trainer, Mr. R. Arun Kumaran, B.E, Aptitude Trainer, Mr. C. Eswar, B.E, Aptitude Trainer, Mr. V. Ashok, B.E, Aptitude Trainer, Mr. M. Praveen, B.E, Aptitude Trainer, Mr. Y. Jaffar, B.E, Aptitude Trainer, from Right Choice Manpower Solutions, Chennai for 917 outgoing students from 23rd to 25th November, 2017.
- A Career Development Programme on “Path to Corporate” for the final year U.G students was organized on 11th January, 2018. Mr. R. Venkatesh, M.B.A., H.R, Aircel Ltd, Coimbatore exposed the students to employability skills and introduced various employability opportunities.
- A Career Development Programme on CA Awareness Programme, for the final year students was organized on 9th February, 2018. CA. R. Jegadeesh, Chairman of MBSIRC, Madurai motivated the students about the future scope of CA. K. Navapriya, B.Com. belonged to 2012-2015 batch was selected as Probationary Officer at Lakshmi Vilas Bank on 20th December, 2017.
- TCS Affirmative Action Free Employability Training was conducted from 21st February, 2018 by Mr. Venkatesh Murthy, Consultant Trainer, TCS, Chennai for 112 students.
- A Campus Drive was held on 6th April, 2018. 49 students were placed in hr@bankstreets.com / (A unit of Gowstrika Business Solutions Pvt. Ltd) Chennai.
- Campus Drive was held on 4th May, 2018 by Tata Consultancy Service, Chennai. 78 students participated and 35 students were placed.

No. of students benefited : 2940

5.7 Details of Campus Placement:

<i>On campus</i>			<i>Off campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
03	209	90	--
--	--	--	48

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 and Legal Awareness for Women were organised on 27th February, 2018.
- ↻ International Women's Day was celebrated on 9th March, 2018.
- ↻ 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	175	13,66,990
Financial support from the government	1658	47,62,602
Financial support from other sources (Leadership Scholarship)	2	31,000
Number of students who received International/ National recognitions	---	---

5.11 Student organised / initiatives :

Fairs: State/University level National level International level

Exhibition: State/University level National level International level

5.12 No. of social initiatives undertaken by the students :

5.13 Major grievances of students (if any) redressed :

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 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.
- 34 Research Scholars are pursuing Ph.D. under 15 Guides.
- Six faculty have completed their Ph.D.
- Four staff have been approved as guides from Mother Teresa Women's University, Kodaikanal.
- 20 Ph.D. Scholars and 40 M.Phil Scholars presented the progress of their research work in the research forum on 19th December, 2017 and 25th June, 2018.
- Research Committee published two issues of the Research Journal "JAC JOSHAM", with 11 Articles in June and 31 Articles, in December, 2017.
- One completed Major Research Project Report was submitted to UGC.
- Three International, 13 National and 14 State Level Conferences/ Seminars / Workshops were organised by the Departments and IQAC.
- 78 staff have presented 91 papers in the International & National Conferences. 83 staff have participated in the International, National & State Level Conferences.
- 97 staff have published 141 papers in the National and International Journals.
- Eighteen staff members published 6 books.
- 56 students have published 45 papers in the Journals and 76 students have presented 56 Papers in the 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. 11 staff members from the Department of Tamil, 14 from English, 2 from History, 5 from Mathematics, 2 from Physics, 7 from Chemistry, 2 from Zoology, 2 from Computer Science, 5 from Commerce, 8 from B.B.A. and 6 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.
- 49,293 Books worth Rs. 93,95,088 and 151 Journals worth Rs. 9,37,499/- 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 31st July to 2nd August, 2017 & 4th to 6th October, 2017 for the staff & students.
- 1,00,000 e-books and 3,000 e-journals are available at the cost of Rs. 72,950/-.
- 484 CDs & Video are at the service of the students and the staff, at the cost of Rs. 1,28,594/-.
- 460 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 are issued from the College Office to the eligible 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, micro teaching and oral interview are conducted to 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">➤ ACPF, NHIS, CPF Scheme of Management Staff➤ Festival Gift for Management Staff
Non teaching	<ul style="list-style-type: none">➤ College Bus Fee Concession➤ ACPF, NHIS, CPS
Students	<ul style="list-style-type: none">➤ Students Safety Insurance➤ Concession in Mess Fee, Term Fee, Exam Fee and College Bus Fee.➤ Free Meals for the Poor Students

6.5 Total corpus fund generated : **Rs. 44,83,365/-**

6.6 Whether annual financial audit has been done : **Yes** **No**

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	<p>1. Rev. Sr. Dr. M.R. Basil Rose, Principal, Holy Cross College, Nagercoil</p> <p>2. Dr. Antony Paul, Associate Professor (Retd.) Arul Anandar College, Karumathur</p> <p>3. Dr. K. Alex Associate Professor of Commerce, St. Joseph's College, Trichy</p>	Yes	The Principal, the Controller of Examinations the Dean and the IQAC Co-ordinator
Administrative	Yes	Auditors (Finance)	Yes	Management

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

For UG Programmes **Yes** No
 For PG Programmes **Yes** No

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

- Each of Examination Committee and Awards Committee meets once a semester to discuss the examination reforms suggested by the CoE, the Chief Superintendent, Chairman and paper valuers.
- To keep abreast with the modern trends, **Online Examination** was introduced during this year for final year PG Physics, Chemistry, Mathematics, English and History students.

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

6.11 Activities and support from the Alumni Association

- Alumni Association helps the departments to identify the prominent Alumni for the Board of Studies and eligible candidates for appointment.
- 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

- ✦ **Spirituality of Health** by Rev. Fr. Packianathan on 12th January, 2018.
- ✦ Workshop on **Value Education** by Mr. Rajesh Fernando, Head, Value Education Cell, Bengaluru on 18th June, 2018.

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.
- ⇒ Plastic carry bags are removed from the campus once in a week.
- ⇒ Herbal Garden was maintained by the Eco Club students.
- ⇒ Manuring and cleaning Eco Club Garden twice in a month.
- ⇒ Tree plantation was done on 7th December, 2017 in front of the Zoology Department by Club members. (Indian Black Berry Tree)
- ⇒ Tree plantation was done on 9th January, 2018 and 10th February, 2018 in front of the Zoology Department by Club members. Saplings of Bottle Brush, Pomegranate, Custard apple and Coffee were planted.

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 all PG students were conducted.
- **Comprehensive Examination** for PG students promotes confidence to appear for NET/SET examinations.
- **Inter Disciplinary Courses** were introduced for the PG students to give multidisciplinary approach.
- **Self study papers** by all the departments for the III UG students provided extra credits for them.
- **New job oriented certificate courses** were introduced.
- **Career Lab** provides career options to the outgoing students.
- Establishment of **E-library** provides ample opportunities in digital information.
- 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**.

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

- 30 Conferences / Workshops have been organized by various departments.
- Towards the development of the Faculty, the Non Teaching staff and the students through 8 FDP, 2 NDP were conducted by IQAC.
- 34 Research Scholars are pursuing Ph.D. under 15 Guides.
- Six faculty have completed their Ph.D.
- Four staff have been approved as guides from Mother Teresa Women's University, Kodaikanal.

- 20 Ph.D. Scholars and 40 M.Phil Scholars presented the progress of their research work in the research forum on 19th December, 2017 and 25th June, 2018.
- Research Committee published two issues of the Research Journal “JAC JOSHAM”, with 11 Articles in June and 31 Articles, in December, 2017.
- One completed Major Research Project Report was submitted to UGC.
- 78 staff have presented 91 papers in the International & National Conferences. 83 staff have participated in the International, National & State Level Conferences.
- 97 staff have published 141 Papers in the National and International Journals.
- Eighteen staff members published 6 books.
- 56 students have published 45 Papers in the Journals and 76 students have presented 56 Papers in the 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. 11 staff members from the Department of Tamil, 14 from English, 2 from History, 5 from Mathematics, 2 from Physics, 7 from Chemistry, 2 from Zoology, 2 from Computer Science, 5 from Commerce, 8 from B.B.A. and 6 from Commerce CA have spoken on the advanced topics in their subjects.
- Five of our faculty members completed 5 New Courses in MOOC to widen their perspective to be of maximum use to the fellow teachers and the students.
- Seven staff have cleared SET Examination.
- 24 competent staff members of the College have extended their expertise to strengthen the fellowship and network with other Higher Educational Institutions.
- 2 faculty members have procured them the place of honour as Reviewers and Editors of Journals.
- 16 Guest Lectures were organized by various departments.

- College Union Election was held on 23rd June, 2017 to elect the Student Union Secretary and Joint Secretary.
- Holy Spirit Mass was professed on 14th July, 2017.
- Inauguration of the College Union and its affiliated Associations was held on 14th July, 2017.
- PTA Meeting was organised for all II, III UG and II PG students on 12th August, 2017.
- 71st Independence Day was celebrated on 15th August, 2017.
- The teachers were honoured by the student community on Teachers Day on 5th September, 2017.
- 'Holistic Development Programme' was organized from 11th to 13th September, 2017.
- The staff and students observed 'SWACHHTA HI SEWA' Day and administered the pledge on 20th September, 2017.
- Ten Rev. Sisters imparted the Life Coping Values and Skills to the students of UG, PG and M.Phil. Programmes through the three day Orientation Programme conducted from 22nd to 24th November, 2017.
- Graduation Day was held on 22nd December, 2017 and 698 New Graduates received the Diplomas.
- Pongal, the harvest festival of Tamilnadu was celebrated by all the departments on 17th January, 2018.
- 69th Republic Day was celebrated on 26th January, 2018.
- College day was celebrated on 3rd March, 2018.
- Valediction of all Associations, Clubs and Cells was held on 2nd April, 2018.
- Candle Lighting Ceremony for the final year students was organised on 4th April, 2018.
- Graduation Day was held on 6th April, 2018 for the new graduates of 2016-'17 batch.
- COLLEGE BAZAAR was organized by the Department of Business Administration along with Self Help Groups from 8th to 10th August, 2017 and Business Expo on 5th October, 2017.

- JAC-CHEM FEST was organized by the Department of Chemistry on 5th October, 2017.
- An Intercollegiate Meet IT Galaxy' 17 was organized by the Department of Computer Science on 19th September, 2017.
- PG and Research Centre of Chemistry organized an Intercollegiate Meet “Chem Spring 2018” on 8th January, 2018.
- JACADAS Fest was organized by the Department of Computer Science on 21st February, 2018.
- Two Best Researcher Awards, Three Individual Awards and five Overall Shields were received by the students.
- A. Murugeswari & P. Stella, II M.Sc. Physics, guided by Dr. R. Mary Mathelane, Associate Professor of Physics was sanctioned with an amount of Rs. 10,000/- to the Project titled “Domestic Waste Water Management – Removal of Flouride” by Tamilnadu State Council for Science and Technology, Chennai.
- Ms. K. A. Dhivyalakshmi, I M.Sc. Chemistry, was selected for an IASc-INSA-NASI Summer Research Fellowship in 2018 for a period of two months under the guidance of Prof. Jyotirmayee Mohanty, Bhabha Atomic Research Centre, Mumbai.
- Study tour of the final year UG and PG students to Gandhi Musuem, Food Processing Industry, Shri Mahila Griha Udyog Lijjat Papad, Renewable Energy Unit, Handloom Industry, Siddha & Ayurveda Cluster Under SFURTI - Lakshmi Seva Sangham, Plastic Pot Manufacturing Industry, SGP PVC Pipes, Aavin Industries, Radio Astronomy Centre (RAC), Dotabetta Tea Factory, Karunya University gives practical knowledge to the students.
- NCC Cadets, who are duty minded, attend all the Camps such as CATC, THAL SAINIK CAMP and RDC.
- 160 of our NCC Cadets celebrated the International Yoga Day on 21st June, 2017.
- Dr. L. Merlin Dayana, Associate NCC Officer and 30 NCC cadets participated in the Friends of Police training conference conducted by the Tamil Nadu Police Department at Veerapandi on 24th February, 2018.

- NSS carries out its regular activities in the campus and in the adopted villages on various programmes: Cleaning, Applying Voter's ID for the staff and students, Blood Group Identification, Awareness Camps, Rallies, Medical Camps, Eye Camps and Guest Lectures.
- A special NSS Camp was organized at Vadugapatty from 12th to 18th November, 2017 on the theme Involvement of Youth towards Super Power India.
- NSS and Youth Red Cross organised an Awareness Camp on Disaster Management and First Aid on 27th July, 2017.
- A special Medical Camp on Dengue Fever was organized on 7th August, 2017 and Nilavembu Kudineer was distributed to all.
- A series of workshops were organized by NSS, which was supported and catalysed by Tamil Nadu State Council for Science and Technology, Chennai.
- Three one day camps were organized at Kamakkapatty on 15th November, 2017, T. Kallipatty on 16th November, 2017, E. Pudupatti on 16th November, 2017.
- Physical Education students trained in sports field have proved their agility strength and power. Our college has consistently won the Overall Rolling Shield in Basket Ball and Kho-Kho & Over all Games Championship for the 6th Consecutive Year, of Mother Teresa Women's University Inter-Collegiate meet.
- S. Eamimal, I B.Sc. Mathematics (S.F) won I Place in the Silambam Competition organised by Dindigul District Silambam Sports Association at Batlagundu.
- Our Ball Badminton players won the Shield in Mother Teresa Women's University Inter- Collegiate Tournament on 23rd & 24th August, 2017 at M.V. M. Govt. Arts College for Women, Dindigul.
- Our Kho-Kho players won the Trophy in the Mother Teresa Women's University Inter-Collegiate Tournament on 31st August and 1st September, 2017, at St. Antony's College of Arts and Science for Women, Dindigul.
- Our Basket Ball players won the Trophy in Mother Teresa Women's University Inter-Collegiate Tournament on 27th & 28th September, 2017 at

Thiravium College of Arts and Science for Women, Kailasapatty, Periyakulam.

- S. Sureka, II B.A., English (R) won III Place in 1500 mts. Running for C.M. Trophy held at Theni Collectorate, on 15th October, 2017 .
- Our Badminton and Table Tennis players won the shield in Mother Teresa Women's University Inter-Collegiate Indoor Tournaments on 5th & 6th October 2017, at Nadar Saraswathi College of Arts and Science for Women, Theni.
- Our Basket Ball players won the shield and Volley Ball players won the Runner-up Shield in the District Level Dr. M.G.R. Centenary Celebration Open Tournament on 15th October, 2017 at Theni.
- P. Ramya, II B.A., History won the 2nd Place in 100mts Dash and M. Lavanya, II B.B.A., won the 1st Place in Triple Jump in the District Level Dr. M.G.R. Centenary Celebration Open Tournament on 15th October, 2017 at Theni.
- Our Basket Ball players won the District Level Chief Minister Trophy organized by Sports Development Authority of Tamil Nadu, on 23rd & 24th November, 2017 at Theni. Our students received a Cash Award of Rs. 12,000/-. Six of our players were selected to represent, Theni District in the Divisional Level Chief Minister Trophy, at Chennai.
- Our Volley Ball players won the 3rd Place in the District Level Chief Minister Trophy organized by Sports Development Authority of Tamil Nadu, on 23rd & 24th November, 2017 at Theni and received a Cash Award of Rs. 6000/-. Three of our players were selected to represent, Theni District in the Divisional Level Chief Minister Trophy, at Chennai.
- Our Badminton players won the 3rd Place in single in the District Level Chief Minister Trophy organized by Sports Development Authority of Tamil Nadu, on 23rd & 24th November, 2017 at District Stadium, Theni. Our student received a Cash Award of Rs.500/-. Based on the performance, three of our players were selected to represent, Theni District in the Divisional Level Chief Minister Trophy, at Chennai.
- M. Lavanya, II B.B.A., won the 2nd Place in Long Jump in the District Level Chief Minister Trophy organized by Sports Development Authority of Tamil Nadu, on 23rd & 24th November, 2017 at District Stadium, Theni. Our student received a Cash Award of Rs.750/-.

- K. Anusuya, II B.A. History won the 3rd Place in Javelin in the District Level Chief Minister Trophy organized by Sports Development Authority of Tamil Nadu, on 23rd & 24th November, 2017 at District Stadium, Theni. Our student received a Cash Award of Rs.750/-.
- 47th Annual Sports Day was conducted on 25th January, 2018
- M. Lavanya, II B.B.A & P. Ramya, II B.A. History represented the 6th State Level Kho-Kho Tournament organised by Theni District Association from 23rd to 25th February, 2018 and won the Trophy.
- 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, Jallipatty, Jeyamangalam, Jayamangalam Colony & Meenatchipuram.
- Youth Red Cross motivated the volunteers towards compassionate service through motivational talks. **World Disabled Day** was observed & Christmas was celebrated at St. Anne's Day Star on 20th December, 2017.
- Mr. P. Puduraja, Head, Consumer Guidance Cell, Theni, delivered a talk on **The Necessity and Awareness of the Consumer** & vil msT kw;Wk; ngh;lyg; nghUl;fspd; tpjpKiwfs; on 4th August, 2017 & 16th October, 2017 respectively. **Essay Writing** competition on cyfk; cq;fs; ifapy; was organised on 28th September, 2017.
- **Field Visit** to Thamaraikulam and Ganapathi Silks, Theni was organised on 20th October, 2017. The students came out with a remark about a product, **'Kanmark - Pickle'** and letters were sent to the owner of the Company, Consumer Department, Periyakulam and Chennai.
- A one day seminar was organised on czTg; ghJfhg;G ePjpkd;w eltbf;iff;,, czTg; nghUl;fspy; mDkjpf;fg;glhj tz;q;fSk; jLg;G KiwfSk;> czTG; ghJfhg;G kw;Wk; juq;fs; rl;lk;;;, kw;Wk; fyg;glKk; fz;lwpAk; KiwfSk; on 22nd November, 2017. An Exhibition on Adulterated Packet Food items was also conducted.
- Consumer Club co-ordinator received the **Best Consumer Club Co-ordinator Award**, noted for its active functioning.

- Entrepreneur Cell provides training in production through a workshop on Cottage Industrial Goods – Candle, Phenyl 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.
- Journal Club provided the platform for PG students to present Research Papers.
- **Fine Arts Bonanza 2K17, Excel and Enjoy: Be a Winner** was held from 11th - 16th December, 2017. The II years bagged the **I Prize** and III years won the **II Prize**. 100th Birth Anniversary Celebration of Dr. MGR was organized by the Madurai Region at Theni on 26th September, 2017. 46 students from our college enthusiastically participated in the programs and bagged 3rd Prize in Elocution, 2nd Prize in Essay writing, 1st Prize in Verse writing, 1st and 2nd Prize in Drawing and 1st and 2nd Prize in Dance competitions. Our students won the **Overall Shield**. National Commission for Women sponsored programme on **Legal Rights of Women** was organised on 14th February, 2018.
- A one day seminar on NET/ SET Coaching was organized for P.G. students on 1st March, 2018.
- Current Events Club concentrates on Current Affairs such as the present state of the world and burning issues of our Country. Written Quiz is periodically conducted to enhance the General Knowledge of the students.
- Campus Ministry organized a seminar on **The Power of Word in Character Formation** on 14th July, 2017 and **Bible Day** was celebrated on 4th September, 2017. Students attended the National Youth Conference: Youth For Societal Transformation, from 7th to 10th December, 2017 organized by Marian College, Kuttikkanam (Autonomous), (Catholic Students' Movement and Jesus Youth), in association with Xavier Board of Higher Education in India.
- Students Service, Youth Welfare and JACSFAFA organized various competitions to throw open a wide screen to witness their lending hands and cordial hearts. 5 lectures were organised.

- In accordance with “**Joy of Giving Week Celebrations - Daan Utsav**”, “**Thaatha Paati Kuzhu**” volunteers of JACSFAFA visited the Old Age Home - the Power House on 7th October, 2017.
- **Karate** as a martial art has changed our students to a great extent of winning in all competitions. Their active participation has brought laurels to our College.
- **Reading Club** enhances the methodology of reading English accurately with diction and style. Eight English Novels were introduced to the PG students of English.
- New Arrivals of Books exhibited from 31st July to 2nd August, 2017 & 4th to 6th October, 2017 enriched the mind with modern informative knowledge. **Mr. Aathmarthi, Writer** gave a talk on **thrpg;Nghk; tho;it tsg;gJj;JNthk;** during the Exhibition.
- Books and Journal review program was organised by Library committee from 3rd to 23rd October, 2017 for all the departments to make use of the Journals and the books in the Library. A one day state level Intercollegiate meet on **Enlightening the young minds** was organized on 16th February, 2018.

7.3 Give two Best Practices of the institution

Best Practice - I

Title of the Practice: JAC Extension Programme (JACEP)

- ◆ **JACEP** - Extension Service enables the students to become more benevolent and active. Their exposure to the villages adopted is of great importance. They plunge willingly into their duty to serve the people. They create awareness among those who dwell in the villages, through their live enactment. Their selfless service has reached all the corners of the villages, which in turn had led the people to understand the importance of education, life and its value. They extend their community service in the adopted villages - Sakkaraiipatty, Savadipatti, Jetloor, Jallipatti, Jeyamangalam and Jeyamangalam Colony, Meenachipuram, Pomminayakkampatti through the teams **Environment, Education, Health and Hygiene, Liaison, People Organization and Application of Knowledge.**

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.

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.

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.
- ◆ Conducting a meticulous survey of the villages to record the particulars of the residents and the available resources.
- ◆ Analysing the collected details to draft viable plans.
- ◆ 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:

- ◆ On 15th July, 2017, the students of Education Group visited their respective adopted villages namely Sakkaraiipatty, Savadipatti, Jetloor, Jallipatti, Jeyamangalam and Jeyamangalam Colony, Meenachipuram,

Pomminayakkampatti. Students gave awareness on the importance of Education through cultural events like Skit and Street Play. They helped the village students in their studies. Senior citizens and illiterate people were trained to put their signature on their own.

- ◆ The students of Liaison Group went to their respective adopted villages namely Sakkaraiipatty, Savadipatti, Jetloor, Jallipatti, Jeyamangalam and Jeyamangalam colony, Meenachipuram, Pomminayakkampatti. They explained the Government schemes like Old Age Pension, Widow Pension, Educational loans, Scholarships etc, to the villagers. Students conducted games and distributed prizes to the winners on 29th July, 2017.
- ◆ The students of Environment Group went to Jallipatti, Jeyamangalam and Meenachipuram to celebrate Independence Day on 15th August, 2017. Short films on cleanliness were screened to the public and various games were conducted for the village children. After the celebration prizes were distributed to the winners and 47 saplings were distributed to the villagers for plantation.
- ◆ On 21st August, 2017, student volunteers of JACEP went to Meenachipuram for the preliminary arrangement of **SWACHHTA BHARAT** visit.
- ◆ Students' of **Application of Knowledge** trained the villagers to prepare Paper Bags and the Bags were distributed to the shopkeepers in the respective villages. A special awareness was created among the villagers to keep their surrounding clean.
- ◆ The students of JACEP gathered in groups on 1st September, 2017 to assess the observations made by them during their visits to the adopted villages. Thematic street plays were video graphed for the villagers to create awareness.
- ◆ 38 Farmers from Vadugapatty, Thamaraiikulam and Meenachipuram were trained on **Organic Farming Techniques** on 16th September, 2017.
- ◆ The JACEP members of 2017-2018 batches celebrated their Annual Day at the adopted villages and organized various competitions. A special awareness programmes on Dengue were organized from 21st to 27th October, 2017.
- ◆ Art from **Electronic Waste** competition was conducted on 17th October, 2017.

- ◆ The action plan for the year was consolidated on 30th November, 2018 and started executing the year plan of creating '**Plastic Free Zone**' in and around the College and finalized to prepare and sell Paper Bags to the Canteen and Stationery.
- ◆ Students were trained to prepare bags with newspapers on 20th & 27th January, 2018.

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.

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.

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.

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
- ◆ Approached Panchayat Unions for physical facilities.
- ◆ Appeal is made to Minibus owners to provide bus facility.

Best Practice - II

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. The college is supported by DST - FIST from the academic year 2015-16 to enhance the research activities. DST-FIST & BSR Labs fetches revenue for its maintenance receiving samples from the universities in Tamil Nadu & Kerala. 653 samples were received from outside and analysed using XRD, UV, FTIR & AAS, during this academic year.

- ◆ 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 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.

Evidence of Success

- ◆ 34 Research Scholars are pursuing Ph.D. under 15 Guides.
- ◆ Six faculty have completed their Ph.D.

- ◆ Four staff have been approved as guides from Mother Teresa Women's University, Kodaikanal.
- ◆ 20 Ph.D. Scholars and 40 M.Phil Scholars presented the progress of their research work in the research forum on 19th December, 2017 and 25th June, 2018.
- ◆ Research Committee published two issues of the Research Journal "JAC JOSHAM", with 11 Articles in June and 31 Articles, in December, 2017.
- ◆ One completed Major Research Project Report was submitted to UGC.
- ◆ Three International, 13 National and 14 State Level Conferences/ Seminars / Workshops were organised by the Departments and IQAC.
- ◆ 78 staff have presented 91 papers in the International & National Conferences. 83 staff have participated in the International, National & State Level Conferences.
- ◆ 97 staff have published 141 papers in the National and International Journals.
- ◆ Eighteen staff members published 6 books.
- ◆ 56 students have published 45 papers in the Journals and 76 students have presented 56 papers in the 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. 11 staff members from the Department of Tamil, 14 from English, 2 from History, 5 from Mathematics, 2 from Physics, 7 from Chemistry, 2 from Zoology, 2 from Computer Science, 5 from Commerce, 8 from B.B.A. and 6 from Commerce CA have spoken on the advanced topics in their subjects.

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

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

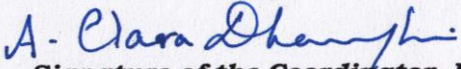
- Coaching in Communication Skills in English
- Coaching for NET / SET and other competitive examinations
- Soft skill training to provide employment opportunity
- Campus placements
- Career guidance for higher studies

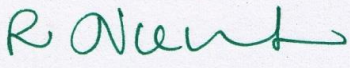
Challenges

- 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 establish new courses in Social Sciences.
- 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 make the campus 100% Eco friendly.
- Undertake more number of research projects by various agencies.
- To increase number of campus placements.
- To promote exchange programme.


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


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 2017-2018

Activity	Month
Submission of Monthly Report with evident documents	5 th 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
IQAC Meeting Workshop on Examination Reforms	August
Online submission of AQAR to NAAC Release of IQAC JAC NEWS Faculty Development Programme – National Seminar IQAC Meeting External Academic Audit	September
IQAC Meeting Student Development Programme Internal Academic Audit	October
Faculty Development Programme IQAC Meeting Preparation for NIRF Ranking	November
Release of IQAC JAC NEWS (Sept. Oct. & Nov.) Submission of Autonomy Report to the Principal Submission of NIRF Ranking report	December
Faculty Development Programme	January
IQAC Meeting FDP, NDP & Student Development Programme	February
Release of IQAC JAC NEWS (Dec. Jan. & Feb.) Feedback from outgoing students	March
Planning and Evaluation Committee Meeting Processing the feedback obtained using, statistical package Preparation of AQAR 2017-2018	April
Preparation of AQAR 2017-2018 Release of IQAC JAC NEWS (March, Apr. & May)	May & June

ACTIVITIES OF IQAC TO BE INCLUDED IN THE CALENDAR OF 2018-2019

Activity	Month
Submission of Monthly Report with evident documents	5 th of every month
Faculty Development Programmes IQAC Meeting Planning Committee Meeting	June
Faculty Development Programmes for Junior teachers IQAC Meeting International Workshop on Communication Skills for Staff and Students	July
Online submission of AQAR to NAAC IQAC Meeting Workshop on Examination Reforms	August
Release of IQAC JAC NEWS Faculty Development Programme IQAC Meeting	September
IQAC Meeting Non-Teaching Development Programme Preparation for NIRF Ranking	October
Faculty Development Programme Submission of data to NIRF	November
Release of IQAC JAC NEWS (Sept. Oct. & Nov.) National Seminar	December
Faculty Development Programme IQAC Meeting	January
IQAC Meeting Student Development Programme	February
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**

Aspects of Programme Evaluation	Good %	Avg %
The Syllabi of courses are relevant and updated	81.2	18.8
The contents of courses are designed to secure job	89.6	10.4
Relevance of the Courses in leading to research	84.5	15.5
Availability of Books/Journals for study/reference	91.4	8.6
Quality of dissertation/project work expected by the department	90.8	9.2
Quality of Viva conducted by the department	94.1	5.9
The components of syllabus and the design of each course pattern	77.16	22.84
Time for Science/Computer Practical and their credits	82.06	17.94
Teaching hours per week and the credits allotted for each paper	81.76	18.24
Choice provided to select Elective Courses	83.43	16.57
The depth of knowledge acquired through the course content	85.2	14.8
Quality of teaching in your subjects	87.94	12.06
Adherence to the syllabus by the teacher	89.61	10.39
Treatment by teachers of your department	83.92	16.08
Academic Guidance received from your department	84.71	15.29
Behaviour of teachers on the whole	82.84	17.16
Weightage given to different components of CIA	83.82	16.18
Question paper covers the prescribed portion	93.33	6.67
Quality of question papers in semester CIA examination	82.25	17.75
Valuation of the answer scripts	88.14	11.86
Impartiality in the valuation of the answer scripts	89.22	10.78
Semester examination question papers covers the prescribed portion	91.57	8.43
Standard of the Semester examination question paper is	85	15
Valuation of the semester examination paper	82.94	17.06

Outcome of Students feedback on Teachers

Sl. No.	Criteria	Good%	Avg. %
1.	The teacher is punctual to the class	98.35	1.65
2.	The teacher is able to maintain discipline in the class	97.79	2.2
3.	The teacher comes prepared to the class	97.6	2.4
4.	The teacher has a clear knowledge of the subject	97.07	2.93
5.	The teacher communicates well	96.96	3.04
6.	The teacher encourages students to ask questions in the class	96.88	3.11
7.	The teacher clears doubts in the subject	97.45	2.55
8.	The teacher provides course material	97.19	2.81
9.	The teacher is helpful to the weaker students	96.32	3.68
10.	The teacher takes all her classes without cancelling any	97.49	2.51
11.	The teacher completes the syllabus on time	97.17	2.82
12.	The teacher sets a balanced question paper	97.55	2.44
13.	The valuation of the answer script is objective	95.46	4.53
14.	The teacher returns the valued answer scripts on time	96.92	3.07
15.	The teacher treats every student equally without favouritism	96.74	3.25
16.	The teacher is available to the students outside the class hours	96.13	3.86
17.	The teacher gives references for further study	96.61	3.38
18.	The teacher takes interest in extracurricular and co-curricular activities	96.48	3.51
19.	The teacher uses creative methods of teaching	96.89	3.11
20.	The teacher is easily approachable when students are in need of help	97.19	2.81
21.	The teacher motivates the students and creates interest	97.22	2.77
22.	The teacher does not victimize the students	97.4	2.59
23.	The teacher gives guidance for the future	97.32	2.67
24.	The teacher is an example to students in her behaviour	96.76	3.24
25.	The teacher has a positive attitude towards the institution	98.05	1.94

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.	99.6	4
3.	The curriculum helps the wards to write competitive examinations confidently.	98.8	1.2
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.	99.6	4
6.	The teachers motivate and coach the slow learners.	99.2	8
7.	The teachers train the students to speak and write well in English.	98.4	1.6
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.	96.8	3.2
10.	The Science Laboratories are well equipped.	96.4	3.6
11.	Sufficient time is allotted for Science Practical.	98.4	1.6
12.	The Computer Centres are adequately equipped with advanced computers.	98.4	1.6
13.	The college has INTERNET facility.	97.6	2.4
14.	Students are motivated to participate in co-curricular and extracurricular activities (such as Sports & Games, Fine Arts, NSS, NCC etc. for personality development.)	99.6	4
15.	College Hostels have adequate Boarding and Lodging facilities.	84.9	15.1
16.	The College has affordable fee structure for all courses.	95.6	4.4
17.	The Management extends financial assistance to the deserving poor students and outstanding players.	97.6	2.4
18.	JA College promotes the St. Anne's Congregational policy Empowerment of Rural Women through Quality Higher Education.	100	--

Outcome of the Feedback from Alumnae

Reasons for selecting the College	Agree%	Disagree %
Good teaching	100	--
Discipline	100	--
Minimum fee Structure	95.6	4.4
Good Learning Facilities/Atmosphere	98.9	1.1
Encouragement of extracurricular activities	95.8	4.2
Aspects of Programme Evaluation	Agree%	Disagree %
The syllabi of courses are relevant and updated	95.6	4.4
Completion of the syllabus in time	98.9	1.1
Teaching methods are satisfactory	97.8	2.2
Teaching aids used are satisfactory	94.9	5.1
Moral classes inculcate values in students	97.8	2.2
Teachers come to the level of below average students	94.7	5.3
Participation in NSS/NCC/Sports helps the students in personality development	98.5	1.5
Importance given to sports, games, fine arts is good	95.6	4.4
Availability of text books and reference books in the library is excellent	96.9	3.1
Book bank facility is good	96.5	3.5
Journals and Periodicals subscribed by the library are sufficient	96.3	3.7
Service Provided by the College Library is good	97.1	2.9
Service Provided by the College Office is good	88.8	11.2
Service Provided by the College Canteen is good	86.4	13.6
Proud to be a student of JAC	98.7	1.3
JAC students are empowered to bring social change	98.0	2.0