



SELF STUDY REPORT

FOR

4th CYCLE OF ACCREDITATION

**JAYARAJ ANNAPACKIAM COLLEGE FOR WOMEN
(AUTONOMOUS)**

JAYARAJ ANNAPACKIAM COLLEGE FOR WOMEN(AUTONOMOUS)
PERIYAKULAM, THENI DISTRICT.

625601

www.annejac.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Jayaraj Annapackiam College for Women (Autonomous), Periyakulam, renowned for its yeoman service in the field of Higher Education exclusively for women, was established on 5th July 1971. It is a pioneering institution committed to the cause of women empowerment through academic excellence and formation of character. Named after the parents of the donors, the philanthropic members of the illustrious family of Mr. Jayaraj & Mrs. Annapackiam, the college is run by the Sisters of St. Anne of Tiruchirappalli.

The college was affiliated to Madurai Kamaraj University, Madurai up to September 2002 and to Mother Teresa Women's University, Kodaikanal since October 2002.

Besides the unique distinction of being the **FIRST AUTONOMOUS COLLEGE IN THENI DISTRICT**, JAYARAJ ANNAPACKIAM COLLEGE FOR WOMEN enjoys the prestigious status of being the **FIRST GRADE COLLEGE** among the Colleges affiliated to Mother Teresa Women's University, Kodaikanal.

The potential of the college manifested through academic excellence, productive and need based research and effective governance was duly recognized and rewarded with Institutional Autonomy by UGC in 2004 and it has been further extended for five years from 2018-2019.

Recognition of UGC under Sec.2(f) & Sec.12(B) enabled the College to be brought into the purview of the schemes of financial assistance of UGC.

The college was supported by DST-FIST in the year 2015-2016 to enrich the research activities in the college.

The college received **Excellence in Swachh Bharat Summer Internship Programme – 2018** from Mother Teresa Women's University, Kodaikanal on completion of the summer internship programme by NSS Volunteers, received certificate from the Ministry of Human Resource Development for **SWACHHTA RANKING 2017** and selected for Unnat Bharat Abhiyan scheme in the year 2018.

Location

The College is located on a hillock, Mount St. Anne, nesting in lush green surrounding, which is 2 km away to the west of Periyakulam towards Theni. The College campus is endowed with an atmosphere of serenity and quietude, conducive to research and academic pursuit.

Type of Institution: Christian minority, Grant-in-aid 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.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- First Autonomous Women's college in Theni district to empower rural women
- First college in Theni district to be supported by DST - FIST to augment research activities
- Adequate, competent and committed teachers with assorted teaching methodologies
- Good infrastructure and ambience for teaching, learning and research
- Fully automated library with a collection of 50,704 books
- Diversifying the education through UGC sponsored community college
- Communication skill workshop to all the students every year by the team members from **Liverpool Hope University, UK**
- 22 value added courses to promote skill development and 9 start ups to stimulate the entrepreneur drive of the students
- Introduction of Interdisciplinary courses and compulsory project for PG students to enrich their interdisciplinary research
- Publication of the bi-annual journal by the research committee and research forums for M.Phil and Research scholars
- A specially designed outreach programme (Jayaraj Annapackiam College Extension Programme) to deliver the fruits of higher education to the society
- Earn while you learn scheme for the students through Departments and Entrepreneur Cell
- Mentoring system and counseling centres to establish a caring environment.
- 15 MoUs with other institutions, training centres and hospitals to hone the skills of the students
- Maximum use of renewable energy and plastic free campus assures awareness on green, clean environment in the inmates of the campus

Institutional Weakness

- Most of the students hail from rural background with lack of motivation
- Lack of students from other states and countries
- Less consultancy services
- Absence of revenue generation through corporate trainings
- A few students opting for civil services / competitive examinations

Institutional Opportunity

- Provide a holistic education to the young rural girls hailing from riot prone areas
- Extend consultancy services through BSR and DST-FIST sponsored laboratories to the students and scholars of different colleges from Tamilnadu and Kerala
- Availability of resources to train and empower the rural women of this area
- Prospect for shift system in the functioning of the college to have maximum utilization of the infrastructure facilities and to add new courses
- Scope to start school systems
- Possibility to train the entrepreneurial skills of the students through start-ups and UGC sponsored community college

Institutional Challenge

- Change the mindset of the parents to send their daughters away from their home town to participate in conferences/competitions or for work
- Difficulty in developing communication skills in English
- Motivating the students to take up research
- Taking up more collaborative projects by the staff
- Resource mobilisation from other resources apart from Government and UGC
- Promotion of student and staff exchange programmes with other institution
- Exploring avenues at international level due to geographical disadvantage

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The grant of autonomy to the college in 2004 gives the academic freedom to frame the curricula to cater to the needs of the students. The college offers 16 UG, 9 PG, 6 M.Phil, 6 Research Programmes and one Post Graduate Diploma programme under choice based credit system. Syllabi of all the programmes are designed once in three years with relevance to the local, regional, national and global development. Projects, field projects/visits and internships are included in the curriculum to have experiential knowledge. The Curriculum provides a fulfilled education which is expected for higher education to transform the society according to the need of the hour. The institution gives importance to Gender, Environmental sustainability, Human Values & Professional Ethics related issues by incorporating such values in the curriculum of Under Graduate & Post Graduate programmes. Serious efforts were taken by the management to assure quality in the newly designed courses after consultation with subject experts.

- Four M.Phil, four Research programmes and three UGC sponsored Diploma courses under community college were introduced

- 34.21% of programmes were revised
- 29.38% of courses have focus on employability, entrepreneurship, and skill development.
- 228 new courses were introduced
- Outcome based education with PO, PSO and CO are initiated
- 22 value added courses are imparted to inculcate life skills
- 57.3% of students were enrolled in the value added courses
- 24.45% of students undertook field projects and internships
- Feedback from the stakeholders is collected regularly, analysed and feedback report is considered for curriculum revision

Teaching-learning and Evaluation

The college complies with the Government Reservation Policy for Minority institutions and gives preference to economically and socially backward rural students, first generation learners, the differently-abled and outstanding sports persons. The academic calendar and examination schedule are prepared at the beginning of the academic year. Bridge Course inducts the freshers into the collegiate atmosphere. The curriculum development, teaching methodology, evaluation process and reforms are student - centric. ICT enabled teaching and on-line examinations enhance the learning experiences of the students. Advanced learners and slow learners are identified through various parameters. Advanced learners are provided with added advantages to take up self-study courses, attend and present papers in conferences, and publish papers. Special coaching is offered to appear for NET/SET and competitive examinations. Slow learners are given special coaching through remedial classes. The college has a mentoring system which provides the students with effective counseling and support needed to solve the emotional, psychological and sociological issues experienced by the students. The lecture method is complemented by other methods of experiential learning. ICT- enabled teaching strategies enhance the quality of learning process. The attainment of POs, PSOs and COs of students are evaluated through internal tests and external examinations.

- The average demand ratio is 1: 1.8
- Student Teacher ratio is 21.5
- 100% of full time teachers against sanctioned posts and 36.71% of full time teachers are with Ph.D
- Average teaching experience of full time teachers is 10.04
- 100% of teachers use ICT for effective teaching
- Mentor mentee ratio is 1:21.51
- Average number of days of the declaration of results is 22.4
- Revaluation is permitted
- On-line examinations for Skill based and comprehensive courses
- Average pass percentage of students is 74.85

Research, Innovations and Extension

The college promotes research culture among staff and students by forming a Research Committee, constituting of Dean of Research and resourceful researchers from each department as members.

- 6 Departments are promoted as research centres.
- 21.71% of teachers are recognized as research guides, five scholars have completed Ph.D and 44 are pursuing
- 692 papers were published by the staff in which 101 papers were in UGC journals and 162 books and papers in the conference proceedings were published
- A bi-annual research journal – JACJOSHAM is published by the research committee
- 7 major and 7 minor projects sponsored by UGC were completed by the staff
- 3 Student projects sponsored by TNSCST, 4 summer research fellowships sponsored by IASc, one summer research fellowship by Kalasalingam university, Krishnankoil and one by TIFR, Mumbai for PG projects were completed
- Department of Science and Technology sponsored Rs. 70 lakhs under FIST in the year 2015
- A separate instrumentation centre for research that does consultancy services.
- Research policies, code of ethics and research outputs are displayed in the college website
- The College recognizes and honours the faculty on the annual day for publication of books and articles in journals and on completion of Projects
- Seed money is provided to teachers to execute their researches and 15 were benefitted
- The college has 15 functional MoUs, 196 linkages and 87 collaborative activities
- Nine Startups were initiated by 4 Departments and Entrepreneur cell through JAC incubation centre
- The students are socially sensitized and made aware of their responsibilities through community service programmes organized by NSS, NCC, Extension and outreach programmes
- 195 outreach activities were organized, 27.85% of students participated in it and 10 awards were received by the institution for outreach activities

Infrastructure and Learning Resources

The college is situated in a hillock with campus area 58.74 acres and built-in area of 20563.99 sq.m. The college has

- 66 classrooms , 8 Seminar halls and one open Auditorium
- 45 LCD projectors, 11 Interactive pen displays, 2 smart boards, a digital visualizer , 45 Laptops and 5 over head projectors
- 466 computers including laptops with required software, servers and 39 printers for academic and administrative works
- Internet and intranet facilities and secured Wi-Fi with a speed of 110 MBPS
- Three computer centres, two browsing centres and a language lab with sufficient software
- Playground spread out in 4.5 acres with all the necessary facilities for sports and games
- A Multipurpose Indoor Sports Centre and 100 bedded sports hostel
- Six research rooms with internet facilities, separate laboratories for UG, PG and M.Phil. programmes to perform Practical and research
- A centralised instrumentation centre funded by UGC and DST-FIST
- Fully automated library with 50,704 books, 151 journals, 3,000 e-journals, 31,35,000 e-books, 418 CD's with OPAC facilities, INFLIBNET and NIRMALS 6.1 software to access the e-resources and book bank facility for the economically weaker students
- A museum with a collection of historically important objects, a Zoological museum with specimens, workshop with lathe and its accessories

- Separate UG and PG hostels to accommodate nearly 800 students
- Four generators, Inverters and UPS, 38 air conditioners, Solar panels and solar street lights, CCTV surveillance with 48 cameras
- Counseling and Health Centre, Ramp facilities, Public address system, Digital display board and Air conditioned Guest rooms

Adequate budgetary provision has ensured the proper maintenance of infrastructure and academic support facilities.

Student Support and Progression

The College consists of a comprehensive student support system with structural and functional aspects to facilitate women empowerment. The College extends its support to the socially and financially weak students, especially SC, ST, OBC and the differently abled student communities in full concession in term and examination fees, mess fees for the hostellers, bus fees and new clothes on functions and festivals. The college has got an excellent track record in academics, cultural programmes, sports and games at the regional, state and national levels.

- 6675 students received scholarships from central/State Governments and 1303 students received scholarships and concessions from the management
- 98.39% of students were benefited by the coaching for competitive examinations and career counseling
- 41 students have cleared NET/SET and other competitive examinations
- 297 students were placed through on campus drive and 128 students through off-campus drives
- 34 Medals/awards were won by our students in sports and cultural programmes at National levels
- 15.11% of students are pursuing higher education
- College union election is held in a peaceful atmosphere and functions under the guidance of Dean of students
- The co-curricular and extra-curricular activities organized by the College Union and the affiliated associations assure the holistic development of the students
- Minority Cell arranges intensive coaching classes for slow learners and for the other students, organizes classes for entry into service in private/public sectors and clear SET/NET examinations
- Alumnae association is registered. 3263 alumnae are registered, Rs.6,00,925 was contributed by them and 65 meetings were conducted during this assessment period

Governance, Leadership and Management

The College has clearly defined Vision, Mission, Goals and Objectives in keeping with the objectives of Higher Education and reflecting the quality parameters. Leaders at various levels from the Principal and the Secretary to the student leaders encompassing the statutory and non-statutory bodies participate in planning, decision making, executing, monitoring and evaluating the practices / functions for organizational development and effective management.

The college being an autonomous institution, there is an extensive and healthy consultation among the various stakeholders of the college to promote the system of participative administration.

The organizational structure decentralizes the power and responsibilities to cultivate the organizational culture among the internal stakeholders for developing and drafting policies and strategic plans for teaching and learning, research and development, community engagement, and internationalization. The academic and administrative activities are designed and carried out in agreement with the policies and the strategic plans with the inclusion of e-governance to obtain desired outcome. IQAC has institutionalized many quality parameters for promotion and sustenance of quality. It follows a well-structured performance appraisal to evaluate the teachers and it is collected and analysed.

Staff members are encouraged to attend Refresher Courses, Orientation Programmes and short - term courses so as to get opportunities to update their knowledge.

- 95 professional development programmes were organized and 91.93% of teachers attended such programmes
- Internal and External financial audits are conducted regularly
- The college has active staff clubs for both teaching and non-teaching staff
- Rs. 18,79,200 was received from the individuals/Philanthropists
- Rs. 11,21,500 was funded by UGC towards Major and Minor projects, Rs. 56,55,000 by DST, Rs.2,37,500 by TNSCST, Chennai, Rs. 2,26,500 by IASc, Rs. 2,500 by TIFR, Rs. 2,00,000 by RGNIYD, Rs. 1,00,000 by ICHR and Rs. 10,700 by IAPT were mobilized for various activities
- 63 quality assurance initiatives were carried out by IQAC for promoting quality culture

Institutional Values and Best Practices

The college promotes Eco culture among students through Eco and Avian clubs. The campus is covered with trees and plants and is free from plastics. The institution has taken all measures required to ensure that the campus is free from plastics and other wastes that harm the environment. The college utilizes solar energy to the maximum. All the buildings have rain water harvesting system and two ponds to collect it. Two vermi compost pits are created in the campus. During the post-accreditation period, the College gave importance to green initiatives such as organic farming, solid waste management and preservation of water resources. Maximum facilities and resources are available to the differently abled students. The institution maintains complete transparency in financial, academic, administrative and auxiliary functions. The college has implemented many best practices to ensure continuous improvement to achieve the vision and mission of the institution. The goals and objectives of the College and the core values of Higher Educational Institutions are pursued and kept in view in all the practices of the College.

- 40 gender equity promotion programmes were organized
- 31.46 % of annual power requirement is met by renewable energy sources
- 42.51% of annual lighting power requirements is met through LED bulbs
- Green audit was done during March 2019

- 2% of the total expenditure was spent for green initiatives and waste management
- 54 programmes /activities were organized to address locational advantages and disadvantages
- 42 initiatives were taken to engage with and contribute to local community
- 88 activities were organized for promotion of Universal values, National values, Human values, Communal harmony and Social cohesion

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	JAYARAJ ANNAPACKIAM COLLEGE FOR WOMEN (AUTONOMOUS)
Address	Jayaraj Annapackiam College for Women(Autonomous) Periyakulam, Theni District.
City	Periyakulam
State	Tamil Nadu
Pin	625601
Website	www.annejac.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Sr. S. Jesurani	04546-232205	9442623205	04546-23148 2	principal@annejac.ac.in
IQAC / CIQA coordinator	A. Clara Dhanemozhi	0-	9865749217	0-0	jdhanemozhi@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	Yes JAC Minority.pdf
If Yes, Specify minority status	
Religious	Religious
Linguistic	
Any Other	

Establishment Details	
Date of Establishment, Prior to the Grant of 'Autonomy'	05-07-1971
Date of grant of 'Autonomy' to the College by UGC	18-08-2004

University to which the college is affiliated		
State	University name	Document
Tamil Nadu	Mother Teresa Women's University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	22-11-1979	View Document
12B of UGC	31-03-2006	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE, NCTE, MCI, DCI, PCI, RCI etc (other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day, Month and year (dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	Yes
If yes, name of the agency	Department of Science and Technology
Date of recognition	18-11-2015

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Jayaraj Annapackiam College for Women(Autonomous) Periyakulam, Theni District.	Semi-urban	58.74	20563.99

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Tamil	36	Higher Secondary	Tamil	69	67
UG	BA,English	36	Higher Secondary	English	69	69
UG	BA,English	36	Higher secondary	English	66	66
UG	BA,History	36	Higher Secondary	English	60	24
UG	BA,History	36	Higher Secondary	Tamil	60	55
UG	BSc,Mathematics	36	Higher Secondary	English	60	55
UG	BSc,Mathematics	36	Higher Secondary	English	60	35

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UG	BSc,Physics	36	Higher Secondary	English	40	37
UG	BSc,Physics	36	Higher Secondary	English	40	39
UG	BSc,Chemistry	36	Higher Secondary	English	40	39
UG	BSc,Zoology	36	Higher Secondary	English	46	45
UG	BSc,Zoology	36	Higher Secondary	English	40	38
UG	BCom,Commerce	36	Higher Secondary	English	69	64
UG	BCom,Commerce	36	Higher Secondary	English	60	28
UG	BSc,Computer Science	36	Higher Secondary	English	44	43
UG	BBA,Business Administration	36	Higher Secondary	English	60	28
UG	BCom,Commerce With Computer Applications	36	Higher Secondary	English	80	71
PG	MA,Tamil	24	Graduate	Tamil	36	7
PG	MA,English	24	Graduate	English	36	19
PG	MA,History	24	Graduate	English	36	4
PG	MSc,Mathematics	24	Graduate	English	36	27
PG	MSc,Physics	24	Graduate	English	25	19
PG	MSc,Chemistry	24	Graduate	English	25	10
PG	MSc,Zoology	24	Graduate	English	25	13
PG	MCom,Commerce	24	Graduate	English	36	4
PG	MSc,Comput	24	Graduate	English	25	4

	er Science					
PG Diploma recognised by statutory authority including university	PGDCA, Computer Science	12	Graduate	English	25	8
Doctoral (Ph.D)	PhD or DPhil, History	36	Post Graduate	English	6	0
Doctoral (Ph.D)	PhD or DPhil, Mathematics	36	Post Graduate	English	6	4
Doctoral (Ph.D)	PhD or DPhil, Physics	36	Post Graduate	English	22	8
Doctoral (Ph.D)	PhD or DPhil, Chemistry	36	Post Graduate	English	18	3
Doctoral (Ph.D)	PhD or DPhil, Zoology	36	Post Graduate	English	24	13
Doctoral (Ph.D)	PhD or DPhil, Commerce	36	Post Graduate	English	12	8
Pre Doctoral (M.Phil)	MPhil, History	12	Post Graduate	English	12	0
Pre Doctoral (M.Phil)	MPhil, Mathematics	12	Post Graduate	English	7	6
Pre Doctoral (M.Phil)	MPhil, Physics	12	Post Graduate	English	11	0
Pre Doctoral (M.Phil)	MPhil, Chemistry	12	Post Graduate	English	6	2
Pre Doctoral (M.Phil)	MPhil, Zoology	12	Post Graduate	English	18	0
Pre Doctoral (M.Phil)	MPhil, Commerce	12	Post Graduate	English	6	4

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				24				49			
Recruited	0	0	0	0	0	24	0	24	0	49	0	49
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				62			
Recruited	0	0	0	0	0	0	0	0	0	62	0	62
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				36
Recruited	2	34	0	36
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				32
Recruited	8	24	0	32
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				3
Recruited	2	1	0	3
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				13
Recruited	3	10	0	13
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	24	0	0	34	0	58
M.Phil.	0	0	0	0	0	0	0	56	0	56
PG	0	0	0	0	0	0	0	21	0	21

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG Diploma recognised by statutory authority including university	Male	0	0	0	0	0
	Female	8	0	0	0	8
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	0	0	0	0	0
	Female	36	0	0	0	36
	Others	0	0	0	0	0
Pre Doctoral (M.Phil)	Male	0	0	0	0	0
	Female	12	0	0	0	12
	Others	0	0	0	0	0
UG	Male	0	0	0	0	0
	Female	802	1	0	0	803
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	107	0	0	0	107
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	101	103	101	100
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	1	4	1
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	265	273	280	265
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	164	170	173	164
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	530	546	558	530
	Others	0	0	0	0
Total		1060	1093	1116	1060

2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
Business Administration	View Document
Chemistry	View Document
Commerce	View Document
Commerce With Computer Applications	View Document
Computer Science	View Document
English	View Document
History	View Document
Mathematics	View Document
Physics	View Document
Tamil	View Document
Zoology	View Document

3. Extended Profile

3.1 Program

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
38	38	38	38	34
File Description			Document	
Institutional Data in Prescribed Format			View Document	

3.2 Students

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2839	2845	2718	2462	2121
File Description			Document	
Institutional Data in Prescribed Format			View Document	

Number of outgoing / final year students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
986	940	876	756	652
File Description			Document	
Institutional Data in Prescribed Format			View Document	

Number of students appeared in the examination conducted by the Institution, year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2695	2725	2628	2380	2059
File Description			Document	
Institutional Data in Prescribed Format			View Document	

Number of revaluation applications year-wise during the last 5 years

2018-19	2017-18	2016-17	2015-16	2014-15
18	19	43	26	74

3.3 Teachers**Number of courses in all programs year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
647	674	647	632	649

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
134	133	132	129	118

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
134	133	132	129	118

File Description	Document
Institutional Data in Prescribed Format	View Document

3.4 Institution**Number of eligible applications received for admissions to all the programs year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
2081	2167	2579	2240	2178

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1250	1344	1366	1267	1054

File Description	Document
Institutional Data in Prescribed Format	View Document

Total number of classrooms and seminar halls

Response: 74

Total number of computers in the campus for academic purpose

Response: 410

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
403.33	628.54	422.24	282.71	297.64

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curriculum Design and Development

1.1.1 Curricula developed /adopted have relevance to the local/ national / regional/global developmental needs with learning objectives including program outcomes, program specific outcomes and course outcomes of all the program offered by the Institution

Response:

Jayaraj Annapackiam College for Women aims to provide education to fulfil the needs of rural and first generation learners. It offers 16 UG, 9 PG, 6 M. Phil and 6 Ph.D Programmes and one Post Graduate Diploma Programme under choice based credit system. In addition, 2 Advanced Diploma, 3 Diploma, 17 Certificate courses and 3 UGC sponsored Diploma courses under Community College are offered with need-based, relevant, learner-centered, skills developing, job oriented and value enhancing curriculum.

The Curricula are designed, revised and updated once in three years with an aim to cater to the local diverse needs and emerging trends. Necessary changes are ascertained and incorporated in the curriculum periodically for the qualitative enhancement of the course.

The college empowers the rural women in Theni district by giving holistic education.

Learning Objectives

- To offer broad-based and learner-centered education
- To enhance the communication skills
- To provide need-based research
- To empower the rural women and develop entrepreneurial skills
- To strengthen the students physically, mentally and emotionally through excellent and value based education

Special Features:

- The College embarked with the introduction of personality programme through mentoring system, remedial coaching, placement and career counseling
- Exposure to the realities of life through extension service
- Concern for ecology is promoted through Eco club and Avian club
- Soft skill training programme to crack the interviews
- Training to crack competitive examinations

Regional/Local Relevance

- Communication skills of the first generation learners is strengthened through courses on communication skills, English for communication, presentation skills, writing for the media, training on communication skills through language lab
- Courses on Folklore, Tourism, Tamil regional arts and culture, History of Tamilnadu, Indian Herbal

- plants, Human rights literature provide knowledge on local needs
- Courses on scientific and mathematical theories related to local needs
- Projects on the study of tourist places, Temples in Theni district are done
- Basic knowledge/training on computers through Office Automation, Desk Top Publishing, Web Designing and Computer Hardware
- Training to service the mobiles through Mobile Technology course
- In-plant training in local industries promotes experiential learning
- Environmental studies course creates ecological concern for nature
- Activities in NCC, NSS and Extension programme supports the adopted villages

National/Global Relevance

- Courses offered on Nanoscience, Matlab, Bio and Pharmaceutical Chemistry, Biostatistics and Bioinformatics depict wide knowledge on the recent developments in science
- Study on Stock Market, E-commerce, Data Mining, International Business at National/ Global level is imparted
- Literature and History at world level are offered
- PG courses are set standard with NET /CSIR syllabi

Outcome

On completion, the students will be able to

- Think critically, evaluate analytically and apply the expertise of their discipline universally
- Communicate effectively and disseminate knowledge through oral, verbal communications
- Compete in global market of higher education
- Carry out multiple roles in society, efficiently handling their social responsibilities

The Curriculum provides a fulfilled education which is expected for higher education to transform the society according to the need of the hour.

File Description	Document
Any additional information	View Document

1.1.2 Percentage of programs where syllabus revision was carried out during the last five years

Response: 34.21

1.1.2.1 How many programs were revised out of total number of programs offered during the last five years

Response: 13

1.1.2.2 Number of all programs offered by the institution during the last five years

Response: 38

File Description	Document
Minutes of relevant Academic Council/BOS meeting	View Document
Details of program syllabus revision in last 5 years	View Document
Any additional information	View Document

1.1.3 Average percentage of courses having focus on Employability/ Entrepreneurship/ Skill development during the last five years

Response: 29.38

1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
185	223	141	196	542

File Description	Document
Program/ Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document
Average percentage of courses having focus on employability/ entrepreneurship	View Document
Any additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 5.15

1.2.1.1 How many new courses are introduced within the last five years

Response: 228

1.2.1.2 Number of courses offered by the institution across all programs during the last five years

Response: 4424

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 97.37

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 37

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

The institution gives importance to Gender, Environmental Sustainability, Human Values & Professional Ethics related issues by incorporating relevant courses in the curriculum of Under Graduate & Post Graduate programmes.

Gender:

- Courses on Feminism in Tamil Literature (Tamil Ilakkiyamum Penniyamum), Feminist writing, Women's Writing, Women Studies, Women in India's Freedom Struggle, Women Entrepreneurship are incorporated in the curriculum.
- Value Education course emphasize the role of Women in society, Women's rights, Social discrimination, Strategies for the protection of women's rights and Rehabilitation of women.

Environment and Sustainability

- Courses on Indian Medicinal Plants, Industrial Chemistry, Green Chemistry, Nano Chemistry and Environmental Biology are offered
- Mandatory course on environmental studies and Training at Anglade Institute of Natural Historical Sciences at Kodaikanal
- Extension activities (JACEP) enhance the students to cater to the needs of the families in the neighbouring villages which enable them to know the reality.
- Regular watching of birds and recording them in the campus and nearby ponds in Periyakulam.
- Concern on environment is disseminated through ban on plastics, separate dustbins, Vermi compost pits and plantation of Nerium in the campus

Human Values

- Human rights in Literature is offered by the Department of Tamil
- Inclusion of National Integration and Personality Development and Organisation and Health Programme courses by NCC as a non-major elective
- The syllabi for Value Education focuses on women issues and rights, personality development and challenges of the society
- Moral instruction classes impart the additional human values
- Mentoring sessions, group discussions, screening of documentary films, personality development sessions and seminars make them self motivated and self disciplined

Professional Ethics

- Religion and Literature, Business Law, Big Data Techniques, Human Resource Management, Industrial Relations are the courses concentrating on Professional Ethics
- Business Environment, Business communication, and Human resource Management courses lead to Professional Ethics
- Communication Skills to all first year undergraduate students for professional competency
- Course on Soft skills enhance the skills of Post Graduate students at all levels

The curriculum also includes courses with focus on cross cutting issues to have a value based education-the need of the hour.

File Description	Document
Any additional information	View Document

1.3.2 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 18

1.3.2.1 Number of value-added courses are added within the last five years

Response: 18

File Description	Document
List of value added courses	View Document
Brochure or any other document relating to value added courses	View Document

1.3.3 Average percentage of students enrolled in the courses under 1.3.2 above

Response: 57.3

1.3.3.1 Number of students enrolled in value-added courses imparting transferable and life skills offered year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1651	1653	1577	1583	1017

File Description	Document
Any additional information	View Document

1.3.4 Percentage of students undertaking field projects / internships

Response: 24.45

1.3.4.1 Number of students undertaking field projects or internships

Response: 694

File Description	Document
List of programs and number of students undertaking field projects / internships	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni 5) Parents for design and review of syllabus Semester wise /year-wise

A. Any 4 of above

B. Any 3 of above

C. Any 2 of above

D. Any 1 of above**Response:** A. Any 4 of above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:**A. Feedback collected, analysed and action taken and feedback available on website****B. Feedback collected, analysed and action has been taken****C. Feedback collected and analysed****D. Feedback collected****Response:** A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.17

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
8	6	5	3	1

File Description

Institutional data in prescribed format

Document

[View Document](#)

2.1.2 Demand Ratio(Average of last five years)

Response: 1.8

2.1.2.1 Number of seats available year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1250	1344	1366	1266	1054

File Description

Demand Ratio (Average of Last five years)

Any additional information

Document

[View Document](#)

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 83.15

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1060	1116	1093	1060	888

File Description	Document
Average percentage of seats filled against seats reserved	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

After admission, the learning levels of the students are assessed and special programmes are organised for advanced and slow learners.

The learning level of the students is assessed based on their performance in class test, continuous internal assessment and external examination.

Bridge course is organised for freshers to get acquainted with the atmosphere of the college.

ADVANCED LEARNERS

- Core elective course offered by the parent department provides choice and flexibility
- Self study papers offered by all the Departments enrich the students to earn extra credits
- Inter departmental certificate courses improve the multi disciplinary skills and employability skills
- Organising conferences and intercollegiate meets, paper presentations in India and abroad, applying for sponsored fellowships and training programmes, publishing articles in reputed journals and appearing for competitive examinations enhance their skills
- Additional teaching methodologies adopted: Panel and Group discussion, Debates on current issues, assignments on recent topics, problem solving, preparation of models, usage of smart boards and presentation of book reviews
- Motivating to take up on-line courses
- Assisting to apply for sponsored projects and summer research fellowships
- Providing reference books and web resources

SLOW LEARNERS

- Regular coaching through remedial classes
- Maintenance of separate attendance and mark register to monitor their improvement
- Special care, counseling and attention by mentors
- Individual attention and special coaching by course teachers
- Streaming students into Stream A and Stream B in General English based on their performance
- Four different streams in computer education according to their diverse needs

- Training by peer group
- Internal improvement and supplementary examinations facilitates the slow learners to get through their external examinations
- Enhancing the art of reading and speaking ability by reading the newspaper daily

File Description	Document
Any additional information	View Document
link for additional information	View Document

2.2.2 Student - Full time teacher ratio

Response: 21.19

File Description	Document
Any additional information	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.18

2.2.3.1 Number of differently abled students on rolls

Response: 5

File Description	Document
Institutional data in prescribed format	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

Student centric teaching - learning methods and the application of ICT resources ensure the holistic development of the learner.

EXPERIENTIAL LEARNING

- Enriching the experiential learning through projects, in-plant training, college bazaar, practical classes, demonstration, Industrial visits, dramatics club, training programmes, educational exhibitions and language lab
- Compulsory projects for PG students, presenting their findings in the conferences and publishing it

in the journal, enhance their in-depth knowledge

- Allotment of marks for conference participation and presentation in the CIA component for M.Phil scholars
- Compulsory ten days in-plant training for Business Administration students
- Visit to factories/ industries to experience the various technologies, methodologies and processes
- Computer assisted learning through ICT resources, Language labs, e-career labs and computer labs
- Mandatory Environmental consciousness training to all II year UG students at Anglade Institute of Natural History, Kodaikanal
- Teaching with models and demonstrations
- Hands on training to the students as per requirements
- Acquiring experiential knowledge by attending training/ Summer school/ winter school programmes

PARTICIPATORY LEARNING

Participatory learning is promoted among the students through various teaching pedagogies:

- Group discussion
- Group projects
- Panel discussion
- Debates
- Brain storming
- Presentations
- Seminars
- Quiz
- Assignments

PROBLEM SOLVING METHODOLOGIES

Problem solving methodologies are included in projects.

- Many projects carried out by the students, incorporated the real time problem and solutions for it.
- New software was created by the M.Sc computer science students:

1. JAC e-exam software for on-line comprehensive examination

2. Quick response code based ID card generate system for ID card preparation

- Science, Commerce, Commerce (CA) and Management Studies incorporate problem solving methodology
- Numerical Methods, Mathematical Physics, Stock Market Data Analysis, Accountancy are the problem solving papers included in the curriculum
- Inclusion of mandatory problem solving questions in Question pattern

Thus different teaching methodologies are incorporated by the faculties to ensure effective learning.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	
Response: 100	
2.3.2.1 Number of teachers using ICT	
Response: 134	
File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues	
Response: 21.51	
2.3.3.1 Number of mentors	
Response: 132	
File Description	Document
Any additional information	View Document

2.3.4 Preparation and adherence to Academic Calendar and Teaching plans by the institution
Response:
Academic Calendar
<p>Our Institution takes utmost care in planning and organizing the academic activities of the college. Toward the closure of every scholastic year, the academic calendar for the forthcoming year is planned and drafted in consultation with the Principal, the Secretary, Vice Principals, Controller of Examinations, IQAC Co-ordinator, Dean of Student Affairs, Dean of Academic Affairs, Heads of the Departments and Office Superintendent. The college calendar incorporates, Mission, Vision, Goals, Objectives, Rules and Regulations, Scholarships, Course Pattern, Members of different committees, Teaching Staff List, Holidays and Common Events, Examination Time Schedule, Dates for Data Entry of Marks and Dates for</p>

paying fees. Academic calendar is uploaded in the college website.

The College Union takes up the responsibility for carrying out the academic activities in adherence to the academic calendar.

At times of unexpected situations like natural calamities and revolts, messages containing declaration of holidays are sent through on-line. Those days will be compensated on any Saturdays.

Annual plan of every department for the forth coming year is drafted towards the closure of every academic year by the Heads of the departments in consultation with faculty members of the department is presented in the planning committee meeting and it is get approved by the Principal.

Teaching Plans by the Departments

General Time Table is drafted by the Vice Principals in consultation with the Heads of the Departments. Based on it, Department time table is prepared.

At the beginning of the every academic year Master plan is also prepared by every staff member as per the time table and submitted to the Principal through Heads of all disciplines.

Every week lesson plan is prepared and signed by the Heads of the Departments and it is submitted to the Principal on the last day of every month.

At the end of the year the reports regarding the activities of department and the individual staff members' will be presented by the Heads of the Departments in the evaluation committee meeting. All the clubs and cells also present their reports.

Utmost care is taken to ensure the follow-up of the academic calendar in true spirit and word.

Academic Calendar	Current Year : http://annejac.ac.in/wp-content/uploads/2019/07/JAC-hand-book-2019.pdf
	Previous Years: http://annejac.ac.in/academic-calendar/
Lesson Plan	http://annejac.ac.in/naac-ssr/New-Link5/Lesson-Plan-Front-Page.pdf

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years**Response:** 36.71

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
61	48	47	44	38

File Description**Document**

List of number of full time teachers with PhD and number of full time teachers for 5 years

[View Document](#)

Any additional information

[View Document](#)**2.4.3 Teaching experience per full time teacher in number of years****Response:** 10.04

2.4.3.1 Total experience of full-time teachers

Response: 1345

File Description**Document**

Any additional information

[View Document](#)**2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years****Response:** 10.84

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
6	2	2	2	2

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document
Any additional information	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results during the last five years

Response: 22.4

2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
21	27	26	21	17

File Description	Document
List of programs and date of last semester and date of declaration of result	View Document
Any additional information	View Document

2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years**Response:** 1.54**2.5.2.1 Number of complaints/grievances about evaluation year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
18	19	43	26	74

File Description**Document**

Any additional information

[View Document](#)**2.5.3 Average percentage of applications for revaluation leading to change in marks during the last five years****Response:** 59.24**2.5.3.1 Number of applications for revaluation leading to change in marks year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
7	9	29	23	40

File Description**Document**

Any additional information

[View Document](#)**2.5.4 Positive impact of reforms on the examination procedures and processes including IT integration and continuous internal assessment on the examination management system****Response:**

Performance of the students is monitored by the Continuous Internal Assessment (CIA). The centralised Mid and End Semester tests with the duration of two hours each, Assignment, Quiz/ Seminar and marks for attendance form the integral part of the CIA, which carries 40% weightage for all programs. The summative Semester Examination with the weightage of 60% is held at the end of each semester for three hours for each course.

Various reforms implemented in the examination management system are

- Centralized mid-semester and end-semester tests with duration of two hours each
- Introduction of Hall Ticket with Photo
- For PG III valuation, the difference in marks between I& II valuation is increased from 10 to 15
- Introduction of Internal Improvement Examination
- Issue of consolidated Mark Statement with Hologram
- Centralized Valuation System
- Issuing Course Completion Certificates
- Minimum 19 and above marks are eligible for revaluation
- Online Comprehensive Examination for PG students
- Submission of application, fee payment and publication of examination results through online
- Appearing for arrear examinations in any semester

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.5 Status of automation of Examination division along with approved Examination Manual A. 100% automation of entire division & implementation of Examination Management System (EMS)

B. Only student registration, Hall ticket issue & Result Processing

C. Only student registration and result processing

D. Only result processing

Response: C. Only student registration and result processing

File Description	Document
Current manual of examination automation system and Annual reports of examination including the present status of automation	View Document
Current Manual of examination automation system	View Document
Annual reports of examination including the present status of automation	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered

by the Institution are stated and displayed on website and communicated to teachers and students

Response:

Yes. Programme outcomes, Programme specific outcomes and course outcomes for all Programmes offered by the institution are stated and displayed on the website.

Design of Course Outcomes

The Programme Outcomes, Programme Specific Outcomes and Course Outcomes are designed to cater to the needs of the young graduates of all programmes.

The Course Outcomes are prepared by the course teachers and finalized in the Board of Studies meeting. It provides a plan for the teachers to guide the young graduates to achieve their goal and objectives of the institution. The courses are designed with main focus on knowledge, skill and ethics. The young minds of JAC are aimed to

- Endow with in-depth knowledge, analyze and apply the understanding of their disciplines for the betterment of self and society
- Synthesize ideas from various disciplines, enhance the interdisciplinary knowledge and extend it for research
- Indulge in critical thinking by applying theories
- Utilize communication skills to showcase thoughts, ideas and information for the betterment of the society through their writings and creativity
- Achieve idealistic goals and enrich the values to tackle the societal challenges
- Relate skills with self management and task achievement
- Gain confidence to indulge in group discussion, face competitive examinations and interviews
- Indulge in social service activities through NSS, NCC and Extension activities

Mechanism of Communication

Based on the guidelines of UGC, TANSICHE and the Parent University, the Curriculum Development Committee, consisting of Dean of Academics, Controller of Examinations, IQAC Co-ordinator along with representatives from Arts and Science disciplines frames the Programme Outcomes.

The Programme Specific Outcomes and Course Outcomes are prepared by the members of the concerned discipline and placed in the Board of Studies and Academic Council for approval.

The finalized syllabi for each programme along with PO's, PSO's and CO's are displayed in the institutional website and distributed to the students in the beginning of the academic year.

The schedule of the examinations is intimated to the students through the academic calendar.

File Description	Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The institution has a well-structured evaluation mechanism to measure the attainment of students.

The college performs various measures to evaluate the attainment of course Outcomes. The evaluation pattern consists of

Understand: class tests, surprise tests, Internal tests and external examinations

Apply: problem solving, practical, field visits/ projects

Analyse: assignments, group discussions

Comprehend: translation, paraphrase and summarise

Create: projects

Evaluate: Continuous Internal assessment and Semester Examinations

The attainment of CO is used to evaluate PSO and PO.

Assessment:

Various assessment methodologies are followed to assess the attainment of students:

- Evaluation of students based on both Continuous Internal Assessment (CIA) and the Semester Examinations (SE)
- The weightage for the CIA is 40% for theory, 50% for practical courses and project and 100% for skill based elective courses, Non-Major elective courses, environmental studies and value education
- CIA is carried out by the course teacher
- Evaluation through CIA consists of two tests, Assignments, Seminar/Quiz, and marks for attendance
- The semester examinations, conducted for three hours carry 60% for theory, 50% for practical and project

Overall Performance:

Grades obtained by the students are the measure for the achievement of the course outcomes. The award of grades for all the programmes is based on the range of overall percentage of marks. A student is awarded with O,D+, D,A+, A, B, C which indicates the performance as Outstanding, Excellent, Distinction, Very Good, Good, Average, Satisfactory. Grade 'U' is an indication that the student should reappear.

The student learning outcome is measured by

- The values, activities, attitudes, culture and beliefs exhibited by the students and alumnae
- Employability
- Pursuing higher education
- Feedback from students and parents
- Internal and External academic audits

The institution has a well-structured evaluation mechanism to measure the attainment of students.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.3 Average pass percentage of Students

Response: 74.85

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 726

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 970

File Description	Document
List of programs and number of students passed and appeared in the final year examination	View Document
Any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.91

Criterion 3 - Research, Innovations and Extension

3.1 Promotion of Research and Facilities

3.1.1 The institution has a well defined policy for promotion of research and the same is uploaded on the institutional website

Response: Yes

File Description	Document
Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View Document
Any additional information	View Document
URL of Policy document on promotion of research uploaded on website	View Document

3.1.2 The institution provides seed money to its teachers for research (average per year)

Response: 0.97

3.1.2.1 The amount of seed money provided by institution to its faculty year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
2.285	0.015	0.535	0.469	1.524

File Description	Document
Minutes of the relevant bodies of the Institution	View Document
List of teachers receiving grant and details of grant received	View Document
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View Document
Any additional information	View Document

3.1.3 Number of teachers awarded international fellowship for advanced studies/ research during the last five years

Response: 0

3.1.3.1 The number of teachers awarded international fellowship for advanced studies / research year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of teachers and their international fellowship details	View Document

3.1.4 Institution has the following facilities

1. Central Instrumentation Centre
2. Animal House/Green House / Museum
3. Central Fabrication facility
4. Media laboratory/Business Lab/Studios
5. Research / Statistical Databases

A. Any four facilities exist

B. Three of the facilities exist

C. Two of the facilities exist

D. One of the facilities exist

Response: A. Any four facilities exist

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.2 Resource Mobilization for Research

3.2.1 Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 43.28

3.2.1.1 Total Grants for research projects sponsored by the non-government sources such as industry,

corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
2.053	4.903	7.333	13.189	15.799

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by non-government	View Document
Any additional information	View Document

3.2.2 Number of research centres recognised by University and National/ International Bodies

Response: 6

3.2.2.1 Number of research centres recognised by University and National/ International Bodies

Response: 6

File Description	Document
Names of research centres	View Document
Any additional information	View Document

3.2.3 Percentage of teachers recognised as research guides

Response: 21.71

3.2.3.1 Number of teachers recognised as research guides

Response: 28

3.2.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 129

File Description	Document
Details of teachers recognized as research guide	View Document
Any additional information	View Document

3.2.4 Number of research projects per teacher funded, by government and non-government agencies, during the last five year**Response:** 0.47

3.2.4.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 12

File Description	Document
Supporting document from Funding Agency	View Document
Any additional information	View Document
link to funding agency website	View Document

3.3 Innovation Ecosystem**3.3.1 Institution has created an eco system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge****Response:**

- Ever since its attainment of autonomy in 2004, Jayaraj Annapackiam College for Women provides opportunities and platform to nurture and oversee innovation, skill development and entrepreneurship. The College has an Entrepreneur Development Cell (EDC) which aims at transforming the students with vibrant ideas to young entrepreneurs and open avenues for skill development. EDC provides infrastructure facility, manpower and seed money. EDC members are trained in candle making, wall picture painting, woollen muffler knitting, floor mat and paper bags making by external experts.
- The Department of Chemistry provides facility to train the students in Phenyl, Soap oil, Cleaning and Washing powder preparation.
- The Department of Commerce with CA is more environment-friendly as it trains the students to reuse the old/waste clothes into floor mats.
- The Department of Business Administration has established an ornament designing unit which involves volunteers to design and make ornaments with beads and fetch self employability.
- The Department of Zoology has designed a mushroom culture unit with a vision to supply a protein rich diet to the rural folk. Students volunteer themselves to have a hands-on-training in mushroom bed preparation
- As our College is bestowed with variety of trees and hence prone to the formation of beehives, an Apiary Farm has been established in the College campus. Volunteers are given training in extraction of honey.
- Various autonomous units functioning in the college campus train the students in the preparation of sanitary napkins, type writing and tailoring.
- The College has been paving the way for marketing their products to students, staff and local public by organizing the College bazaar in the college annually.
- TNSCST sponsored In-service Training Programme is given to the School Teachers of Theni

District by the expertise of the faculty members of the College.

- The Institution has dynamic Placement and NET/SET Coaching Cell that gives coaching to the students for SET, NET, TNPSC and other competitive exams by faculty members of the College and other institutions.
- Students design and execute project works in all PG and a few UG programmes. The curriculum accommodates skill based elective courses with the focus to develop skill and innovation among students, so that they could plan for their self employability.
- The certificate and diploma courses offered by the departments also enrich the students with interest and ideas to design their future employability.
- JAC community college sponsored by UGC was established in the college campus which offers three diploma courses on Health Care, Desk Top Publishing & Beauty culture and skin care. Students have hands on training and are guided to set up their own enterprise in these fields.
- The Central Instrumentation Centre which houses state of the art, sophisticated and modern analytical equipments, facilitates the students and scholars to acquire knowledge on the operation and application of these equipments.
- The ecosystem in the campus is conducive for skill development and innovation.

File Description	Document
Any additional information	View Document
link for additional information	View Document

3.3.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry - Academia Innovative practices during the last five years

Response: 49

3.3.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
12	11	7	11	8

File Description	Document
Report of the event	View Document
List of workshops/seminars during the last 5 years	View Document

3.3.3 Number of awards for innovation won by institution/ teachers/ research scholars/students during the last five years

Response: 13

3.3.3.1 Total number of awards for innovation won by institution/teachers/research scholars/students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
6	4	3	0	0

File Description	Document
List of innovation and award details	View Document
e- copies of award letters	View Document
Any additional information	View Document

3.3.4 Number of start-ups incubated on campus during the last five years

Response: 9

3.3.4.1 Total number of start-ups incubated on campus year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
6	3	0	0	0

File Description	Document
List of startups details like name of startup, nature, year of commencement etc	View Document
e- sanction order of the Institution for the start ups on campus	View Document
Contact details of the promoters for information	View Document
Any additional information	View Document

3.4 Research Publications and Awards

3.4.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.4.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.4.3 Number of Patents published/awarded during the last five years

Response: 0

3.4.3.1 Total number of Patents published/awarded year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of patents and year it was awarded	View Document

3.4.4 Number of Ph.D.s awarded per teacher during the last five years

Response: 0

3.4.4.1 How many Ph.Ds are awarded within last 5 years

3.4.4.2 Total number of teachers recognised as guides during the last 5 years

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.4.5 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.78

3.4.5.1 Number of research papers in the Journals notified on UGC website during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
65	11	12	4	9

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.4.6 Number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings per teacher during the last five years

Response: 1.25

3.4.6.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
31	15	35	26	55

File Description	Document
List books and chapters in edited volumes / books published	View Document
Any additional information	View Document

3.4.7 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Response: 3.38

File Description	Document
BiblioMetrics of the publications during the last five years	View Document

3.4.8 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-index of the Institution

Response: 5.5

File Description	Document
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View Document

3.5 Consultancy

3.5.1 Institution has a policy on consultancy including revenue sharing between the institution and the individual	
Response: Yes	
File Description	Document
Soft copy of the Consultancy Policy	View Document
Minutes of the Governing Council/ Syndicate/Board of Management related to Consultancy policy	View Document
Any additional information	View Document
URL of the consultancy policy document	View Document

3.5.2 Revenue generated from consultancy during the last five years				
Response: 2.23				
3.5.2.1 Total amount generated from consultancy year-wise during the last five years (INR in Lakhs)				
2018-19	2017-18	2016-17	2015-16	2014-15
1.0105	1.153	0.05	0.015	0
File Description	Document			
List of consultants and revenue generated by them	View Document			
Audited statements of accounts indicating the revenue generated through consultancy	View Document			
Any additional information	View Document			

3.5.3 Revenue generated from corporate training by the institution during the last five years	
Response: 0	
3.5.3.1 Total amount generated from corporate training by the institution year-wise during the last five	

years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of teacher consultants and revenue generated by them	View Document

3.6 Extension Activities

3.6.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The College aims at personalized as well as holistic education, apart from academic excellence. The extension programmes are planned and conducted in such a way as to realize the motto and vision of the college. NSS and NCC and JACEP sensitize students' responsibility and social commitment and in turn help the society. YRC, Consumer Club and JAC Eco Club are other outreach programmes.

NSS of the college realizes the motto 'Not me, But you' through its committed services to the society. The volunteers of NSS are exposed to the hard realities of life-economic insecurity, gender discriminations, marginalization, worksite exploitation, illiteracy and the like, through One Day Camps and One week Special Camps.

They render their service to the society through literacy programme for the school students in the adopted villages, registration of particulars of the villagers and the students for National ID and Voters ID, eradication of Parthenium plants etc. Awareness programmes and rally are organized on literacy, tree plantation, health and hygiene, communal harmony, processing and value addition of products, free medical camps, solid waste management, avoiding the use of plastics, self-employment, activities under Unnat Bharat Abhiyan Scheme and Swachh Bharat Abhiyaan scheme, natural disaster relief camps, blood donation camps, Child Marriage and Sexual Harassment.

Various cultural activities and competitions aiming at personality development, Women empowerment, Self-defense, visits to old age homes, HIV/AIDS hospice, Differently Abled Children schools and Govt. hospitals and celebration of important days, etc. are also organized.

NCC is keen on infusing the spirit of nationalism, unity, team work, patriotism, co-operation, and adjustment into the cadets through regular parade and mass drill. The Cadets participate in special camps within and out of the state to have wide knowledge and experience of the culture, heritage and practices of fellow citizens. The rigorous training they undergo strengthens them physically, morally, emotionally and spiritually.

JACEP (Jayaraj Annapackiam College Extension Programme) students extend their community service in the adopted villages - Sakkaraiipatty, Savadipatti, Jetloor, Jallipatti, Jeyamangalam and Jeyamangalam Colony, Meenachipuram, through the following teams. Education: Conducting Literacy programmes for School dropouts and Non - formal School Education.

Application of Knowledge: Motivating special skill trainings for self-employment.

Environment: Conducting environmental education, and sanitation awareness campaign.

Health & Hygiene: Organizing medical camps, awareness programmes on AIDS, Population and other hygienic issues.

Peoples' Organization: Organizing youth, farmers and self-help groups to educate them on welfare schemes.

Liaison: Implementing village development plan with the assistance of various government departments, financial institutions, non - governmental agencies and local bodies.

Volunteers of YRC regularly visit Jeevan Jothi AIDS hospice and Day Care Centre for Mentally Retarded Children.

Consumer Club conducts awareness programmes on Consumer rights and duties to instill civic responsibilities in the students with practical experience in the relevant places.

Members of JAC Eco Club are sensitized on conservation of environment by regularly attending 3 days Programme on "Education and Training in Nature Conservation and Eco - development" organized by The Anglade Institute of Natural History, Sacred Heart College, Kodaikanal.

File Description	Document
Any additional information	View Document
link for additional information	View Document

3.6.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 10

3.6.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	5	0	1	3

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document
Any additional information	View Document

3.6.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 195

3.6.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
71	66	24	20	14

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document
Any additional information	View Document

3.6.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 27.85

3.6.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
780	700	700	700	700

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Government or NGO etc	View Document

3.7 Collaboration

3.7.1 Number of Collaborative activities for research, faculty exchange, student exchange per year

Response: 17.4

3.7.1.1 Total number of Collaborative activities for research, faculty exchange, student exchange year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
26	14	12	17	18

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document

3.7.2 Number of linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the last five years

Response: 196

3.7.2.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
26	39	36	43	52

File Description	Document
e-copies of linkage related Document	View Document
Details of linkages with institutions/industries for internship	View Document
Any additional information	View Document

3.7.3 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 15

3.7.3.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2018-19	2017-18	2016-17	2015-16	2014-15
9	0	1	1	4

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document
Any additional information	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc

Response:

The College has an excellent infrastructure spread over in 58.74 acres of land with the following facilities.

CLASSROOMS

- 66 classrooms with comfortable furniture, good ventilation and adequate light and fan facilities
- 8 seminar halls and one open auditorium to organise conferences and seminars
- Well-furnished mini conference hall to organize meetings
- 45 LCD projectors, 11 Interactive pen displays , 2 smart boards and a digital visualizer for ICT enabled teaching
- Internet and intranet facilities in the 6 research rooms and 11 Department faculty rooms
- Availability of Wi-Fi facilities in 20 classrooms
- 45 Laptops and 5 Over Head projectors for effective teaching

LABORATORIES

- Separate and well established laboratories for UG, PG and M.Phil. programmes for all the science departments
- A centralised instrumentation centre funded by UGC and DST-FIST to promote scientific research
- A Work station to solve Theoretical and Condensed Matter Physics problems
- Consultancy services through centralised instrumentation centre

COMPUTER FACILITIES

- 466 computers, including laptops with required software, servers, internet and 39 printers for academic and administrative works
- A secured Wi-Fi with speed of 110 MBPS are available in the campus
- Two browsing centers to access the internet
- Three computer centers to execute the computer practical
- Language Lab supported with sufficient software to fine-tune language and communication skills
- Net card for students to access the internet at free of cost

LIBRARY

- Two blocks for library
- Centralised library with 50,704 books, 151 journals, 6,000 e-journals, 31,35,000 e-books,418 CD's with OPAC facilities
- INFLIBNET and NIRMALS 6.1 software to access the e-resources
- 2 Photocopiers with scanner and printer facilities

- Separate research section to refer M.Phil. dissertation and Ph.D. theses
- 16 computers with internet facility
- Digital scanner to register the entry of students
- Functioning of library from 8.30 a.m. to 6.00 p.m. on all working days to have maximum utilisation
- Notice boards to display newspapers, clippings on vacancies / competitive examinations and other academic related activities / notices / circulars
- Book bank facility for the economically weaker students
- Two library cards for UG, 3 cards to PG and 4 cards to M.Phil. and 5 cards to Research scholars to lend the books
- Separate departmental library to the research centres for reference

ADDITIONAL FACILITIES

- A museum with quantum collection of historically important objects
- A Zoological museum with good collection of specimens
- Workshop with lathe and its accessories

HOSTEL

- Well-furnished hostels with separate UG and PG blocks to accommodate nearly 800 students
- Availability of Library, Recreation hall, Prayer room, Dining hall and Study hall

OTHER FACILITIES

- Four generators with power capacities of 15 KVA, 25 KVA, 50 KVA, 62.5 KVA, Inverters and UPS
- 38 air conditioners
- Solar panels and solar street lights
- CCTV surveillance with 48 cameras
- Counselling centre
- Health centre
- Ramp facilities
- Public address system
- Digital display board
- Air conditioned Guest rooms

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor), gymnasium, yoga centre etc., and cultural activities

Response:

SPORTS FACILITIES

The institution has adequate infrastructure to promote Sports talent among the students. The college has a multipurpose playground with 4.5 acres of land established in 1990, which comprises of

- Badminton court (13.4m × 0 6.1m)
- Ball Badminton court (24 m × 12 m)
- Basket Ball court (28 m×15 m)
- Kabaddi court (12 m×08 m)
- Kho-Kho court (32 m×28 m)
- Volley Ball court (18 m×09 m)
- 200 mts Track (200 mts)
- Two Sports rooms, (10m×10m)

Indoor Sports Center (5649 sqft) laid in 2012

- Separate rooms for Carom, Chess, Table Tennis
- Basket Ball, Volley Ball, Badminton, Table Tennis courts
- Gym with tread mill, air bike.
- HEPSN mobility device centre for the differently abled students
- 6 Professional coaches to train the students.

Sports Hostel

- A 100 bedded sports hostel sponsored by the UGC was opened on 6th March, 2019.

Yoga Center

- A hall for Yoga practice is available in the 100 bedded sports hostel.

USER RATE

- Sports facilities are utilized to organise university zonal matches, intercollegiate tournaments and

friendly matches every year.

- Sports students utilise all the sports facilities for daily practice.
- All I year Physical Education students get regular practice in the playground once in a week.
- Staff members make use of the play ground and Gym to keep them fit.

CO-CURRICULAR ACTIVITIES

Fine Arts Club is functioning in the college to develop the latent talents of the students. The facilities available are

Infrastructure

- St. Anne's Indoor Auditorium with area 6858 sq.m in the year 1996
- St. Joachim Open Auditorium of 7598 sq.m in 1998
- ACCA Building of 2520 sq.m in 2001
- Ave Maria Conference Hall of 1620 sq.m in 2005
- Infant Jesus Hall of 1620 sq.m in 2014
- Separate room to store all the provisions
- Six green rooms with necessary facilities in the Auditorium
- Proper lighting facilities
- A good acoustic system with 20 speakers in the auditorium and 8 speakers in the Ave Maria Conference hall

Other facilities

- Musical band troops with clarinet, bamboos, drums and cymbals
- A good collection of costumes, jewelleries and make-up items
- A Keyboard, tambourin, cupass and cymbals are the accompaniments of the College choir
- 4 tape recorders, one CD player and one laptop for practices.
- Costumes for Bharatham, Oyilattam, Thevarattam, Karagam and Peacock Dances, 12 karagam pots and 4 bamboo dance polls are available to perform traditional folk dances

USER RATE

All the halls are utilized to the maximum to organize inter collegiate, inter departmental cultural competitions, fine arts mela, college day, regular assembly, meetings and for practices.

File Description	Document
Any additional information	View Document
link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 86.49**4.1.3.1 Number of classrooms and seminar halls with ICT facilities**

Response: 64

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
Any additional information	View Document
Link for additional information which is optional	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.**Response:** 47.31**4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)**

2018-19	2017-18	2016-17	2015-16	2014-15
177.10	267.45	259.00	98.50	160.45

File Description	Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource**4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

Yes. The Library is fully automated through management package NIRMALS for feasible gate entry, circulation and OPAC.

- Name of the ILMS software - **NIRMALS**
- Nature of automation (fully or partially) -**Fully**
- Version - **NIRMALSPRO 6.1.0**
- Year of automation - **2003**

Salient Features

- NIRMALS- the Library Management Package enables prompt search of articles in the library
- It provides cascading menus, open and close pickup lists, and short-cut equivalent function keys
- It offers flexible, powerful search tools/search aids for optimizing the search results with customizable display formats to suit user's requirements
- It has inbuilt mechanism for data validation, integrity check and access security at every strategic point
- It provides throughout the context sensitive online help for the users to feel at home
- It applies bibliographical standards while designing the databases to ensure compatibility and portability of records
- The bibliographic input screen-format replicates data worksheet to maximize the input
- Compliance with Y2K / International information exchange protocol

Integrated Modules

The whole gamut of house-keeping operations, patrons' transactions and online access to information gets galvanized upon invoking the respective functional modules:

- Acquisitions control system
- Bibliographic control system
- Circulation control system
- Desktop information system
- Serials control system
- Online public access catalog
- NIRMALS general utilities
- Union public access catalog

File Description	Document
Any additional information	View Document
link for additional information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment

Response:

Library has good number of rare books including Books published before the year 1950's, Bounded Journals / Magazines from the year 1978, Encyclopedias, Question papers and College Magazines.

Books published before the year 1950	27
Bound Journals / Magazines from the year 1978	3345
Encyclopedias	429
Bound Question papers	435
College Magazines from the year 1974	46

Bound Journals / Magazines

Journals / magazines from the year 1978 are bound and kept for references.

Encyclopedia

Encyclopedias of different publishers are available for references.

College Magazines

College magazines from the year 1974 are available.

File Description	Document
Any additional information	View Document
link for additional information	View Document

4.2.3 Does the institution have the following

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

Any 4 of the above

Any 3 of the above

Any 2 of the above

Any 1 of the above

Response: Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document
Any additional information	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 9.11

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
6.74	8.756	10.468	6.864	12.703

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document
Any additional information	View Document

4.2.5 Availability of remote access to e-resources of the library**Response:** No**4.2.6 Percentage per day usage of library by teachers and students****Response:** 14.4

4.2.6.1 Number of teachers and students using library per day over last one year

Response: 428

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi**Response:****YES.** The Institution frequently updates its IT facilities including Wi-Fi.

The College gives importance to the usage of Information and Technology tools. It provides IT services to all the students, researchers and the staff to fulfill their academic requirements and has a regular system to maintain and update the IT facilities.

ICT Facilities

- 466 computers for academic and administrative purposes
- A Digital display board for dissemination of information
- CCTV with 48 cameras to provide electronic surveillance and safety
- The College website is a source of updated information about the activities held in the Institution
- Lady Hawk, Matlab, SPSS, TALLY and SAP software for teaching and learning
- FLAIR, Hi-Grade and ACME softwares (Enterprise Resource Planning (ERP)) for administrative purposes are updated regularly
- Library is equipped with internet, OPAC and Bar-coding for gate entry, circulation and stock verification
- INFLIBNET to access e-resources antivirus software is renewed on expiry.
- Internet, intranet and Wi-Fi facilities in the campus
- A system administrator, appointed by the management, maintains and updates the systems periodically
- Computers are replaced periodically with advanced configurations
- Server machines are upgraded with the latest technology
- Antivirus and Data security measures are installed
- Antivirus software is renewed on expiry

Configuration of the computers: Dual core 2.9 GHz, core duo 2.2 GHz, i3 540 3GHz, i3 – 4170 3.70GHz, i3 6100 3.7 GHz with 2 GB to 4GB RAM and 160GB to 1TB HDD and that of laptops with Dual core 2.2GHz, i3-4170 3.70GHz, i3-4000 1.70GHz with 2GB RAM and 320GB to 1 TB HDD.

Server: Intel X 204 Processor, 4 GB to 16GB RAM, 320 to 1 TB Hard disc Tower Servers.

Year	No. of Computers available	No. of Computers added	No. of Computers upgraded
2014-15	283	43	80
2015-16	326	12	14
2016-17	338	05	12
2017-18	343	99	10
2018-19	442	24	10
Total	466		

Date of Updation of internet

Date and year	Bandwidth internet connection	ISP	Total Bandwidth
15.03.2016	4 MBPS leased line, 10 MBPS BSNL, Broad band	BSNL	14 MBPS
14.09.2016	4 MBPS leased line , 10 MBPS BSNL, Broad band	BSNL	14 MBPS
03.01.2019	10 MBPS leased line , 10 MBPS BSNL, Broad band	BSNL	20 MBPS
23.1.2019	10 MBPS leased line , 90 MBPS BSNL, Broad band	BSNL	100 MBPS
18.06.2019	10 MBPS leased line , 100 MBPS BSNL, Broad band	BSNL	110 MBPS

File Description	Document
Any additional information	View Document
link for additional information	View Document

4.3.2 Student - Computer ratio

Response: 6.92

File Description	Document
Any additional information	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line) ?50 MBPS

35 MBPS - 50 MBPS

20 MBPS - 35 MBPS

5 MBPS - 20 MBPS

Response: 35 MBPS - 50 MBPS

File Description	Document
Any additional information	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 47.32

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities

excluding salary component year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
177.13	267.48	259.02	98.54	160.46

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The institution with its long existence has established systems and procedures for maintaining and utilizing physical, academic and other support facilities.

- The Secretary of the college is responsible for maintaining all the infrastructure facilities in the campus
- Any repair work that has to be rectified is represented to the Secretary through the HoD's, and the persons responsible for it
- Heads of the Departments and the respective class in-charge staff are responsible for the classrooms allotted to the students
- Regular Supervision on cleaning the campus by the Office Superintendent under the headship of the Secretary

Maintenance of the Campus and classrooms

- Daily cleaning of the campus and the class rooms
- Cleaning of washrooms twice a day daily
- Maintenance of green campus by the gardener appointed by the institution
- Painting all the buildings once in three years
- Repair works are rectified immediately
- Furniture and electrical fittings are maintained through carpenters and electricians
- Dusting is done once in a month

Laboratories

- Maintenance of user's register in the lab
- Lab equipments are maintained by the lab assistants. Stock verification is carried out at the end of the Academic Year and audited
- Requirement of new equipments and replacement of repair equipments are submitted to the

Principal through the Heads of the Departments

- Fire safety equipment is installed in all laboratories and in all the blocks as a precautionary measure

Computers

- Lab assistants headed by the system administrator maintains the computer systems and net work facilities
- The FLAIR, Hi-Grade and ACME software are maintained by the respective vendors
- Hardware and power backups in computer centres are maintained by service engineers

Library

- Library rules are strictly followed to ensure proper maintenance and utilization of library resources
- Students and Faculty with valid ID cards are allowed to enter into the library
- Fumigation and cleaning is done frequently by library staff. Vacuum cleaner is used to clean the library
- Periodic Book binding is carried out to prevent the damage of books
- New arrivals are displayed prominently
- Periodicals will be lent for one week after 15 days of their arrival
- The maximum period of lending books under book bank scheme is for one semester
- If any book is damaged or lost by a member, it has to be replaced by the concerned person

Sports

- The tracks and courts are maintained by the person appointed for it
- Broken equipments are replaced with permission from the Principal

File Description	Document
Any additional information	View Document
link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 52.41

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2004	911	865	1360	1535

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	View Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document
Any additional information	View Document

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 9.95

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
392	288	220	196	207

File Description	Document
Any additional information	View Document

5.1.3 Number of capability enhancement and development schemes –

- 1.Guidance for competitive examinations
- 2.Career Counselling
- 3.Soft skill development
- 4.Remedial coaching
- 5.Language lab
- 6.Bridge courses
- 7.Yoga and Meditation
- 8.Personal Counselling

7 or more of the above

Any 6 of the above

Any 5 of the above

Any 4 of the above

Response: 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 98.39

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2800	2813	2690	2393	2085

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years**Response:** 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description**Document**

Details of of students benefited by Vocational Education and Training (VET)

[View Document](#)**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases****Response:** Yes**File Description****Document**

Details of student grievances including sexual harassment and ragging cases

[View Document](#)**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 6.79

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
96	84	28	75	14

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document
Any additional information	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 15.11

5.2.2.1 Number of outgoing students progressing to higher education

Response: 149

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document
Any additional information	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 100

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
11	16	11	2	1

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOEFL/ Civil Services/State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
11	16	11	2	1

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document
Any additional information	View Document

5.3 Student Participation and Activities

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

Response: 34

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
9	20	0	4	1

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

Student Union is a singular feature of the college. Union election is held at the starting of every academic year preceded by a sportive healthy campaign in a peaceful atmosphere, which enhances democratic values in students, acts as a forge to mould leadership qualities, managerial and organizational skills and cooperative spirit for peaceful corporate life in the college. It nurtures amity, harmony and fellowship among students, leaving no room for ragging in the campus.

- College union representatives discharge their responsibilities under the guidance of the Dean of

Student Affairs

- Secretaries and Joint Secretaries of various associations, clubs and cells are the office bearers of the College Union
- Class representatives are elected and they bridge the gap between students and staff
- College Union Secretary (from UG III year) and Joint Secretary (from UG II year) are the members of the Statutory /non statutory bodies like Campus Amenity Funding Committee, Anti Ragging Cell and Grievances Cell
- Student representatives are included in the Department of Foundation Course Board of Studies
- Responsibilities in the hostel are shared by the leader and associated members
- Student Secretary and Joint Secretary participate in the meetings at the Collector’s office regarding anti ragging awareness, sexual harassment and other disciplinary issues
- The Secretaries and Joint Secretaries of Associations, Clubs and Cells organize the activities such as lectures/ competitions/seminars/conferences
- Grievances of the students are represented to the Heads of the Departments through class representatives
- The grievances of the students are represented to the Principal through the Student Union representatives
- General Assembly for all the students are arranged once in 15 days by the College Union and the Principal addresses the gathering and conveys the important official messages. The toppers and achievers of various competitions attended in and outside the campus are recognized and rewarded to applaud them
- The important National festivals are celebrated with great significance and grandeur. The important instructions from Collector office, RJDCE, MHRD and UGC are followed and reports are submitted. Swachh Bharath, Voter's Day, Youth Awakening Day, National Integration Day are observed
- The Student Council arranges programmes on important days such as Union inauguration, Junior's welcome, St. Anne's Feast Day, Teachers' Day, Christmas Day, New Year, Pongal, Colleg Day celebrations and candle lighting ceremony etc.
- Student council contributes to Fag Day and White Cane Day
- The Student Union Secretary and Joint Secretary along with some volunteers participated in the flood relief campaign at Cuddalore and Kaja Cyclone victims at Kameshwaram and rendered wondrous services
- Representation of students in the various functional bodies develop team spirit and foster creative, analytical, decision making and problem solving skills

Thus the personality development and leadership skills are imparted to the students through their active participation in meetings and systematic action in execution of plans for the growth of students and that of the College.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

5.3.3 Average number of sports and cultural activities / competitions organised at the institution level per year

Response: 78.6

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
83	90	80	68	72

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

College Alumnae association is registered as **Jayaraj Annapackiam College for Women Periyakulam Alumni association** under Tamil Nadu Registration Act 27/1975, with serial number SRG/Periyakulam/48/2019.

- All the outgoing students become the member of Alumnae association
- Alumnae meet is organised in the second/third week of July every year
- Department-wise meetings are also conducted every year
- They enthusiastically participate and contribute their valuable appreciations regarding the positive qualities of their respective Department and they give suggestions for the betterment of their Department's growth

The Alumnae

- Acknowledges their fruitful achievements
- Extends good rapport with their alma mater
- Appreciates the growth and developmental activities
- Shares their experiences with the students and motivate them
- Represent Board of Studies as subject expert and contributes their suggestions in academic affairs and curriculum designing
- Explores their subject knowledge through guest lectures
- Donate books to thier respective Departments
- Create Endowment prizes

- Contributes funds to raise departmental facilities and to utilize for paying semester fees for the economically needed students in some departments

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

**5.4.2 Alumni contribution during the last five years(INR in Lakhs)
? 15 Lakhs**

10Lakhs - 15 Lakhs

5 Lakhs - 10 Lakhs

2 Lakhs - 5 Lakhs

Response: 5 Lakhs - 10 Lakhs

File Description	Document
Any additional information	View Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 65

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
14	19	8	13	11

File Description	Document
Report of the event	View Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document

NAAC

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The institution was founded with the noble aspiration of uplifting the moral and educational standards of the women of this rural area with the vision, 'Empowerment of rural women to be the agents of social change' and the motto 'Serve with Love'.

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.

Nature of Governance

- The institution is a registered society (Regn. No. 20 of 1969) with Board of Management as the apex body, which consists of Superior General as the President, Provincial as the Vice-President, Secretary and Principal of the College, members from the Congregation and from the Donor's family. The management sets the goals and objectives mainly to uplift the rural young womenfolk of this area.
- The Governing body of the college is set according to the UGC rules and meets to plan the policies related to admissions, recruitment, addition of new programmes and infrastructure developments.
- The Principal and the Secretary are appointed by Superior General of the Congregation.
- The Secretary is the Administrative Head and the Principal is the Academic Head of the institution.
- The Vice-Principals, Controller of Examinations, Deans, IQAC Co-ordinator and Office Superintendent are responsible for the various administrative activities.
- The staff council consists of all the Heads of the Departments, Vice-Principals, Physical Directress and Librarian as the members. Annual plan of the academic activities are finalised by the council.

PERSPECTIVE PLANS

All the activities are planned to achieve the goals and objectives.

- The Principal as the Head of the institution co-ordinates all the academic activities.
- The Principal regularly conducts meetings with the HoDs to review, plan and execute the activities

of the institution.

- Departmental activities are planned and executed by the faculty under the guidance of the Head of the department.
- Governing Body, Academic Council, Finance Committee and Board of Studies, which are statutory bodies, are conducted to formulate the key decisions in the policy and functioning of the college. In addition, there are various committees with active participation of the faculty to help in the smooth functioning of the college.
- The management holds regular meeting with stakeholders.
- The Principal meets all the students once in 15 days during assembly, informs the forthcoming events and congratulates them for the past activities.
- The management holds formal meetings with all the staff members once in three months.
- Vice- President of the college meets all the teaching, non-teaching staff and students once in a year and has formal discussions.
- Emergency meetings are conducted when needed.

Thus JAC ensures effective leadership with the vision and mission of the institution.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

The institution practices decentralization and participative governance system.

- The Principal is the chairman of all the activities. All the activities are decentralised and decisions are finalised on the discussions in the Staff council, Students' Union and Department meetings.
- The two Vice-Principals are responsible for Students discipline and leave forms, conduct of internal examinations, responsible for all the activities in the absence of the Principal and co-ordinates all the activities.
- Three Deans are responsible for the Academic, Research and Students' activities.
- The staff club takes up the responsibilities of the staff welfares both for the teaching and non-teaching.
- Students' Union comprises of Secretary, Joint-secretary and office bearers of various associations and cells. It functions under the guidance of the Dean of students.
- All staff members are included in various cells and clubs and are responsible for the various activities under it.
- No staff is left out in the allotment of the portfolio.

Case Study – Bridge course for freshers

Practice

90% of the students admitted to our institution are from Tamil medium and are first generation learners. To make them acquainted and adjustable to the college atmosphere, five days Bridge course is conducted for the freshers. The classes are handled by all the staff members according to the time-table prepared by the Department of English. Students are grouped into eight groups. Teachers from all the departments handle the classes. At the end of the course feedback is collected from the students and is consolidated. The course covers the following topics:

- Orientation about the Departments
- Spiritual values
- Communicative skills
- Speaking/Reading/Listening skills
- Letter writing
- Grammar
- Positive Attitude
- Manners and Etiquette
- Time Management
- Health and Hygiene
- Life coping skills
- Emotional quotient
- Social Responsibilities
- Save the Environment
- Counselling
- Introduction about Fine arts, NSS, NCC, Physical Education, and JACEP
- Practice on College Anthem and Prayer

Outcome

- Inhibitions and fear are removed
- Familiarize with the rules and regulations of the college
- Make known on the strengths of their respective Departments
- Detailed knowledge on the Extra-curricular and Co-curricular activities of the college
- Basic knowledge in English
- Able to write formal letters properly

This ensures the freshers to get acquaint themselves with the atmosphere of the college.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

All the activities in the college are executed with precise and appropriate planning:

Activity: Research committee

Being aware of the need of research in Higher Educational Institutions, the college has formulated the research committee under the headship of Dean of Research and with representation from all the departments.

Implementation of the activity

- Research committee was formed under the headship of Dean of Research. One member from each department is the representative of the research committee.
- Initiatives were taken to promote the Departments into research centres.
- 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.

Roles and responsibilities of the Dean of Research

- Assisting faculty members to apply for research projects.
- Monitoring the activities of the research scholars.
- Organising research forums for M.Phil and Ph.D Scholars.
- Maintaining the plagiarism software.

Outcome

- Department of Science and Technology, New Delhi sponsored Rs. 70 lakhs under FIST to enhance the research activities of the college in the year 2015.
- Four departments were promoted as research centres in addition to the two existing research centres.
- Four research programmes (M.Phil & Ph.D) were started.
- A separate Dean for research is appointed.
- Seven Major research projects and 7 Minor research projects sanctioned by UGC were completed, 3 Student projects sponsored by TNSCST, 4 summer research fellowships sponsored by Indian Academy of Sciences, one summer research fellowship by Kalasalingam university, Krishnankoil and one by TIFR, Mumbai for PG projects during this period.
- Fifteen teachers were recognised as approved guides by our parent university to guide Ph.D Scholars in the last five years.
- Increase in the number of research scholars. Out of 44 scholars, 31 scholars have registered for Ph.D in the last five years.
- Five scholars have completed their Ph.D.
- A bi-annual research journal is published by the research committee. Dean of research is the editor of the journal and research committee members are the Editorial board members.
- A phenomenal increase in the number of papers published by the staff and students.
- Increase in number of teachers and students presenting papers in conferences in India and abroad.
- It is mandatory for all the departments to organise atleast one International/ National level

conference in a year. 70 conferences and 4 Endowment lecture series were organised by all the departments during last five years.

- Science Departments are provided with laboratories filled with advanced High Tech equipments.
- A separate instrumentation centre for research that does consultancy services.
- 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 and students for references.
- Internet facility in the research centres and departments.
- Research promotion policies and research outputs are displayed in the college website.

File Description	Document
Any additional information	View Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The institution has a well-defined organisational structure to have participatory management system.

Board of Management

Board of management is the apex body. The Managing Board consists of President, Vice-President, Secretary and Principal of the college, members from the Congregation and from the Donor's family . The Board of Management meets once in a year to discuss and plan the major activities of the institution- infrastructure development, introduction of new courses and recruitment of teachers.

Governing Body

The governing body of the college consists of Superior General as the President and Provincial of Madurai as the Vice-President. The other members include the Principal, the Secretary, Controller of Examinations, Vice-Principal, Dean of Academics, IQAC Co-ordinator, members from the Donor's family, UGC nominee, State Government nominee, University nominee and an Educationist. All the major plans of the academic activities are discussed and finalised in the Governing Body.

Administrative setup:

- The Principal is the academic head of the institution and the Secretary is the administrative head.
- The Vice-Principals and the staff council members, which include all the Heads of the Departments, Physical directress and Librarian, co-ordinate with the Principal in executing all the

academic activities.

- The Controller of Examinations is responsible for examination process.
- Dean of Academics is responsible for curriculum design, Dean of students' co-ordinates the students' union activities and Dean of Research promotes the research activities of the staff and students.
- The IQAC Co-ordinator maintains the quality sustenance of the institution in all endeavours.
- The Office Superintendent is in-charge of maintaining the finance accounts and records.

Functions of various committees:

- The Principal is the head of the institution and is the chairman of all committees.
- All the statutory and non-statutory bodies have co-ordinators and members of staff to accomplish all the activities.
- Vice-Principals take up the responsibility in the absence of the Principal.
- Staff council decides all the academic activities.
- Students' union executes all the students' activities.
- The Admission and Appointment selection committees are responsible for their respective work.
- Finance committee is responsible for the allocation of funds.

Recruitment, promotional and service policies:

- The Secretary of the college is the appointing authority in recruiting the staff.
- The recruitment, promotion and service policies are followed as per the UGC rules, minority rights, the management policies and State Government regulations.

Grievance Redressal Mechanism:

- The students' grievance redressal committee consists of the Principal as the Chairman, Vice-Principals, Controller of Examinations, Office representative, HoD's as the members.
- The grievances are represented through

Letters

PTA meeting

Ward meeting

Suggestion boxes

Students' leader/ representatives

In-person

- They are evaluated and resolved by the committee immediately.
- Teaching and non-teaching staff represent their administrative grievances to the secretary and academic grievances to the Principal.

File Description	Document
Any additional information	View Document
Link to Organogram of the Institution webpage	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

All 5 of the above

Any 4 of the above

Any 3 of the above

Any 2 of the above

Response: Any 3 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document
Any additional information	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

Activity: JAC Community College sponsored by University Grants Commission, New Delhi

Implementation of the activity

- To work with the vision of the college **Empowerment of Rural Women**, Skill based job oriented

courses through community college was started during the year 2014-2015.

- During XII plan period, UGC launched a special scheme to introduce skill based higher education under community college scheme.
- Programme planning was initiated by the IQAC and Dean of Academics. Meetings were held with the Principal to choose the programmes and the proposals were prepared for B.Voc and Community colleges and submitted to UGC duly forwarded by the parent University.
- The college got the official approval and financial support to start three Diploma courses under community college scheme. Diploma in Health Care and Diploma in Desk Top Publishing were sanctioned on 21st May 2014 and Diploma in Beauty wellness and skin care on 6th June, 2015.
- In tune with the vision and mission of the institution, the college started Diploma in Health Care and Diploma in Desk Top Publishing from the academic year 2014-2015 and Diploma course in Beauty wellness and health care from the academic year 2015-2016.
- This can be evidenced through minutes of the meetings of the Staff council, Board of Studies, Academic Council, Governing Body and Board of Management.
- The Board of Management passed the approval to start the courses in the meeting held on 20th May, 2014 and the Academic Council passed it in the meeting held on 29th May, 2014.
- The staff of the respective courses decided to work on the syllabus in line with the guidelines given by NSQF. The BoS was conducted on 22nd June, 2014 to discuss the syllabus and it was approved in the Academic council.
- Various MoUs were created with industries and hospitals for internships.
- The Board of Management (BOM) decided to commence the Programme with the sanctioned strength of 50 students for each Programme from the academic year 2014-2015 for two courses and from 2015-2016 for another one course.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

Staff Welfare Schemes

Various welfare measures are carried out through staff club and by the management for the teaching and non-teaching staff.

Staff Club

A senior faculty member is nominated as Staff Secretary and additional Staff as Treasurer. The Staff

Secretary is responsible for co-ordinating all the staff club activities and the treasurer is responsible for the maintenance of accounts. The accounts will be read out in the staff meeting at the end of every academic year and it is audited by a staff.

Activities carried out by staff club are:

- Coordinate and conduct Staff meetings and Staff tour
- Honour the retirement staff , silver jubilarians and the staff on conferment of Ph.D degrees
- Honors the Sisters of the management on their Feast day
- Grace the joyous occasions of the staff and their family
- Donate funds to flood relief measures and other significant events
- Pay homage and respect to the deceased member of the family of the staff (teaching and non-teaching) and the sisters.
- Separate staff club for the non-teaching staff and its functions are the same

Financial schemes

- Financial support is provided to the staff members to do research and to attend workshops/ seminars
- Contribution of Provident fund by the management to all the Self-financing teaching and non-teaching staff
- Transport facilities to the non-teaching staff members at free of cost
- Special loans to the needed staff members by the management

Leave schemes

- Various types of leave as per government rules are sanctioned to the aided staff members.
- Maternity Leave and Medical leave is granted to the self-financing staff members on par with the regular staff.

Other schemes

- Staff quarters and mess to unmarried staff at minimum fee
- Indoor gym is open to the staff members as free fitness centre and play ground to do exercises
- Health Centre in the campus to provide medical assistance to the needy
- Gifts to the supporting staff during Feast and X-mas celebrations by the management
- A one day tour for all the administrative staff by the management every year
- Personal counseling, Annual retreat and prayer meeting on the first Thursday of every month to have holistic development

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years**Response:** 1.52

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
6	1	1	1	1

File Description**Document**

Details of teachers provided with financial support to attend conferences, workshops etc during the last five years

[View Document](#)**6.3.3 Average number of professional development / administrative training programs organized by the institution for teaching and non teaching staff during the last five years****Response:** 18.8

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
21	14	13	25	21

File Description**Document**

Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).

[View Document](#)

Reports of Academic Staff College or similar centers

[View Document](#)

Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff

[View Document](#)

Any additional information

[View Document](#)**6.3.4 Average percentage of teachers attending professional development programs viz., Orientation**

Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years**Response:** 90.67

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
115	118	122	118	112

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	View Document
IQAC report summary	View Document
Details of teachers attending professional development programs during the last five years	View Document
Any additional information	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff**Response:**

The institution has a systematic performance appraisal system for teaching and non-teaching staff. It is carried out annually and whenever necessary.

TEACHING STAFF

- The faculty members are evaluated by subject experts through academic audits, Management, self appraisal, Heads of the Departments and feedback by the students.
- The internal academic audit and the external academic audit organised by IQAC helps to evaluate the individual staff and the departments. The suggestions provided by the experts motivate the faculty to improve further and empower them to be more confident.
- The faculty members are evaluated through self-appraisal system and is based on the academic performance Indicator provided by UGC.
- The self- financing staff are evaluated by the respective Head of the Department through a structured questionnaire and is evaluated by the Secretary of the college.
- The faculties are evaluated by the out-going students through manual/ online questionnaire. The results are consolidated by IQAC and submit it to the Principal. It is analysed by the management and the same is given to the concerned teacher for their betterment.

The online questionnaire consists of the following components to evaluate their course teachers.

1. Punctuality
2. Knowledge
3. Teaching Ability
4. Communication Skills
5. Availability and support to the students
6. Guidance given to the students for their future
7. Attitude towards the institution

ADMINISTRATIVE STAFF

- The services of the administrative staff are evaluated by the outgoing students and alumnae.
- They are evaluated based on the rapport with the staff, students and the public.
- Office etiquette, responsibility and accountability are some of the components to evaluate them.
- The Principal briefs the observations in the meetings and provide suggestions for improvement.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The college conducts internal and external financial audits every year.

Budget Allocation and Maintenance

- The finance committee of the college consists of the Principal as the Chairman and the Secretary of the College, Dean of Academics, Senior Staff representatives and Office representative.
- The committee meets regularly to discuss the various financial needs and prepare the annual budget.
- The financial needs of the departments are represented to the Principal by the Heads of the Departments and after consultation with the office superintendent, the amount is sanctioned. It is also informed in the staff council.
- Financial needs for salary for self-financing staff, infrastructure and maintenance are maintained by the secretary of the college.

- The office superintendant is responsible for appropriate accounts in the bank, provides the necessary details on availability of funds to the Principal and the Secretary and ensures the timely payment of bills.

Internal Audit

- The college accounts are audited by an auditor
- Internal audit is done by the auditor regularly
- As on date the college accounts are audited and documented

External audit

Auditing is done by

- The Joint Directorate of Collegiate Education, Madurai Region, every year
- Accounts General Office (AG), Chennai once in five years

Minor audit objections are rectified and got approval immediately.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 18.79

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
2.881	2.504	5.506	4.80	3.102

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Any additional information	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The college taps funds from various resources and funding agencies to accomplish academic activities of the college and to improve the infrastructure facilities of the college.

Resource for mobilisation of funds:

- Grants for UG and PG development, additional grants under special schemes for the college, grant for Community colleges, sports hostel, major / minor research projects, seminars / conferences / workshops and substitute salary under FDP were received from UGC
- IASc, ICHR, TNSCST, RGNVYID etc., are approached for grants to organize seminars / conferences / workshops / projects by students and were sanctioned
- Support by Department of Science and Technology under FIST programme
- Creation of Endowments by staff to present medals to academically proficient students on College Annual Day
- Creation of research fund by the management
- Contribution to the Corpus Fund by the retiring staff members

Allocation of funds

- The Finance Committee meets at the end of the academic year to prepare the budget and allocation of funds for the next academic year.
- The funds from autonomous grant from UGC, special fees and science fees collected from students, salary for the substitutes appointed in the vacancies of teacher fellows, additional grants under special schemes from UGC will be allotted to their respective areas and it will be approved by the Management Committee.
- Infrastructure facilities are managed by the financial resources received from UGC under development grant and the matching share is provided by the management.

Research grant

- Effective utilisation of research grants in the purchase of necessary equipments and execution of the project
- Upgrading the instrumentation centre with advanced equipments and networking by the grant received from DST under FIST
- Extending financial assistance to teachers through research fund created by the management
- The deficit in budget and unforeseen expenses are met by the management

Salary and remuneration

- All the aided teaching and non-teaching staff salary is paid by the Government
- Salary for the self-financed faculty and the administrative staff are paid from the fee collected from the students
- Sufficient funds are budgeted for faculty development programmes, departmental seminars and training programmes

- Management honors the faculty members and students on the college day for their achievements in research and book Publications

Scholarships

Maximum effort is taken to tap and utilize all the scholarships in the respective categories provided by the Government and other agencies. It is keenly noted that no eligible student is left out.

- Scholarships by the management to the students who are not receiving any Government scholarships and freeships to sports students
- Special assistance by the management to the economically weaker students in the form of full concession in term and examination fees, mess fees for the hostellers, bus fees and free lunch for the day students and dress materials on special occasions

Other Schemes

- **Earn while you learn scheme** encourages students to work and earn money and many students were benefitted under this scheme
- Financial assistance to the economically weaker and deserving students by the teachers of their respective departments

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

IQAC plays a vital role in the enhancement and sustenance of quality in the college and is the nodal centre for Quality Sustenance and improvement. It institutionalizes the benchmarking by dissemination of various quality parameters of higher education and by monitoring the quality-related activities of the institution.

The IQAC of the college

- Has institutionalized a number of quality measures in academic and administrative process
- Devises benchmarks in the quality strategies and processes of planning and implementation of the academic, administrative, co-curricular and extra-curricular activities of the college

- Organises Faculty Development Programmes on technology based teaching and learning, curriculum development, examination reforms to strengthen the teaching, learning and evaluation process
- Organises Non-teaching and Student Development Programmes
- Conducts Orientation Programme for teachers having less than 5 years of teaching experience at the beginning of every academic year to inculcate vision, mission and objectives of the college
- Conducts training programme to teachers on Communication Skills by the team members from Liverpool Hope University, United Kingdom
- Collects and consolidates feedback on teachers' performance from all the outgoing students and on the institutional performance by the outgoing students, alumni, parents
- Introduced On-line feedback system from the year 2016-'17
- Documents all the data related to academic activities
- Brings out 4 newsletters in an academic year to highlight the activities of the college
- Submits AQAR report to NAAC on time, prepares the proposals whenever needed, Annual Report and Annual Magazine of the College, and submits the data to MHRD for NIRF Ranking and Swachhta Ranking
- Conducts Planning and Evaluation Committee Meeting every year during the third week of July and the first week of April respectively

1. Introduction of Interdisciplinary courses for PG Programme

As per the feedback received from the stakeholders, IQAC initiated the curriculum Development Cell to introduce Interdisciplinary papers for PG students in the meeting held on 16th July, 2016.

With due consideration, Inter-disciplinary course was introduced to give multidisciplinary approach to the course structure. The PG students are classified into three groups to enable them to make correct choice of course within the group concerned.

Group I – Physics, Chemistry, Zoology

Group II – Mathematics, Computer Science, Commerce

Group III – Tamil, English, History

2. Ability Enhancement courses as Non-major elective

To impart skills in reasoning, numerical aptitude, English and General Knowledge and to appear for competitive examination, IQAC represented the Curriculum Development Cell to introduce Aptitude training as compulsory course and hence introduced it as the Non-major elective course. It is mandatory for all the III year undergraduate students.

This was placed in the Board of Studies and approved in the Academic Council.

This syllabus was introduced to the students of 2017-'20 batch.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

1. Planning and Evaluation Committee Meeting

IQAC organises planning and Evaluation Committee Meeting every year to evaluate the performances of the individuals, Departments and various clubs/ cells/ committees.

- The Planning Committee meeting is organised in the third week of July every year to plan the academic activities of the departments, various committees/clubs and cells and Evaluation committee meeting at the end of every academic year to evaluate the performances based on their action plans.
- The action plan is prepared towards the quality initiatives given by NAAC and UGC.
- All the Heads of the Departments, Deans, IQAC Coordinator and the Coordinators of various clubs and cells prepares their action plan according to the structured format given by IQAC and is presented in the Planning committee meeting.
- The action taken reports and the achievements of Staff and Students in the academic year are presented in the Evaluation committee meeting by the concerned persons. It is evaluated by the Principal, the Secretary, Dean of Academics and IQAC Coordinator.
- The report is submitted to the IQAC office and is documented

2. Academic and Administrative Audit

IQAC organizes internal and external academic and administrative audit to evaluate the performance of the departments, office and various clubs and cells.

- The Academic and Administrative audit is conducted by external experts. The team visits all the departments, office, library and all the clubs/cells/committees and presents the report on strengths and provides suggestions for improvement. Two External Academic Audits were conducted during this assessment period.
- The internal academic audit is conducted by the Principal and team from the college every year and the report is prepared by the IQAC co-ordinator. In addition, Principal visits all the departments, has interactions with the faculty members and provides suggestions.
- Feedback is collected from all the stakeholders on curriculum, Teaching-learning and evaluation process. It is consolidated by IQAC and is submitted to the Principal.

Reforms on Teaching-learning process

IQAC has taken effective steps to enhance the teaching learning process through ICT. A three day workshop on E-content development for Effective teaching and learning was organised for the staff

members to train them in e-content preparation. This gave them a positive attitude towards e-content preparation and 70 faculties have prepared e-materials and is uploaded in the website.

Workshop on Examination reforms organized by IQAC trained the faculty in maintaining quality in setting question papers and assessment procedures. On-line examinations in comprehensive course for PG and in Skill based Elective course for UG was introduced.

According to the need of the advanced learners, self-learning courses were introduced by all the departments with extra credits.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 12.6

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
18	15	10	11	9

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
Any additional information	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification

5.NBA or any other quality audit**Any 4 of the above****Any 3 of the above****Any 2 of the above****Any 1 of the above****Response:** Any 3 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document
Any additional information	View Document
Annual reports of Institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)**Response:****New Courses**

- Four departments were upgraded as research centres and M.Phil. and Ph.D. was introduced in
 - 1.Mathematics
 - 2.Physics
 - 3.Chemistry
 - 4.Commerce
- Three UGC sponsored Diploma courses under Community College scheme were introduced.

Research

- Department of Science and Technology, New Delhi sponsored Rs. 70 lakhs under FIST to enhance the research activities of the college in the year 2015
- A separate Dean for research is appointed
- Seven Major research Projects and 7 minor research projects sanctioned by UGC were completed, 3 Student projects sponsored by TNSCST, 4 summer research fellowships sponsored by Indian Academy of Sciences, one summer research fellowship by Kalasalingam university, Krishnankoil and one by TIFR, Mumbai for PG projects during this period
- Fifteen teachers were recognised as approved guides by our parent university to guide Ph.D Scholars in the last five years

- Increase in the number of research scholars. Out of 44 scholars, 31 scholars have registered for Ph.D in the last five years
- Five scholars have completed their Ph.D
- A bi-annual research journal is published by the research committee. Dean of research is the editor of the journal and research committee members are the Editorial board members
- A phenomenal increase in the number of papers published by the staff and students
- Increase in number of teachers and students presenting papers in conferences in India and abroad
- It is mandatory for all the departments to organise atleast one International/ National level conference in a year. 70 conferences and 4 Endowment lecture series were organised by all the departments during last five years
- Science Departments are provided with laboratories filled with advanced High Tech equipments
- A separate instrumentation centre for research that does consultancy services
- 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 and students for references
- Internet facility in the research centres and departments
- Research promotion policies and research outputs are displayed in the college website

Coaching classes for NET/SET and other Competitive Examinations

- Regular coaching is given to the students to appear for **NET/SET** and other Competitive Examinations
- 41 students have cleared NET/SET and other competitive examinations during this assessment year

Participatory Management System

The institution has a well-defined organisational structure to have participatory management system. The college being an autonomous institution, there is an extensive and healthy consultation among the various stakeholders of the college to promote the system of participative administration.

Alumnae Association

Alumnae association is registered as **Jayaraj Annapackiam College for women Periyakulam Alumni Association** on 22nd April, 2019 and

- Contributed actively to the welfare of the institution
- Created Endowment prizes
- Delivered special lectures, motivated the students to go for higher education and employment opportunities
- Represented as members in the Board of Studies and in IQAC

Sports and Games

The Players and Athletes of the institution are well known for their outstanding performance in Kho-Kho, Basket Ball, Ball Badminton, Table Tennis, Games and Athletics. They regularly win the trophy in the intercollegiate tournaments and 55 players have represented Mother Teresa Women's University teams and 10 students have represented Tamilnadu team during last five years.

- Two Kho-Kho players represented Tamilnadu Kho-Kho team and won Bronze medal in the 34th Junior National Kho-Kho championship in the year 2014-2015
- Our Basket Ball team won a resounding victory in the intercollegiate match for the 4th consecutive year and selected to represent Mother Teresa Women's University in the South Zone Inter-University Basket Ball tournament organized by Calicut University, Calicut in 2016-2017
- Three Athletes won Third Place in the Tamilnadu Inter University Tournament organized by Sports Development Authority of Tamil Nadu, Chennai

MoU's and Linkages

- 15 MoU's and 196 linkages were created with other institutes and industries and 87 collaborative activities were carried out

Consultancy Services by

- The Staff to the nearby institutions as subject experts and Tamilnadu Public Service Commission, Chennai regularly
- The centralized instrumentation centre on characterization studies

Activities of IQAC

IQAC coordinator is appointed as one of the members in the Governing Body and Curriculum Development Cell and various quality measures on academic activities and curriculum designing were initiated. IQAC has

- Organised 35 Faculty Development Programmes, 5 Non-teaching Development programmes, and 3 student Development Programmes
- Introduced on-line feedback system from the year 2016-'17
- Released 4 newsletters in an academic year to highlight the activities of the college
- Submitted AQAR report to NAAC on time, prepared the proposals, Annual Report and Annual Magazine of the college and submitted the data to MHRD for NIRF Ranking and Swachhta Ranking

Perspective plans

The college devised strategic and perspective plan for the next five years and is displayed on the website. The activities are planned and executed accordingly.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 40

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
8	10	9	9	4

File Description	Document
Report of the event	View Document
List of gender equity promotion programs organized by the institution	View Document
Any additional information	View Document

7.1.2 Institution shows gender sensitivity in providing facilities such as

- a) Safety and Security
- b) Counselling
- c) Common Room

Response:

- a) Safety and Security

The college has made considerable progress in expanding access to resources that ensure women's safety

- Monitoring the institution by surveillance CCTV with 48 cameras at the entrance, corridors, hostel and library
- Security checks at the entrance and security guards are available round the clock
- Staff, Students and parents are provided with ID cards
- Only parents are allowed inside the campus with proper ID proof
- Movement registers are maintained to register the details of the persons entering the campus at the reception
- Students are not allowed to go outside during the working hours without prior permission
- Mentors monitor the discipline of the students
- Five buses owned by the management, four ladies special Government buses exclusively for the students

- Traffic cops serve at the cross road of our college by directing the traffic in the morning and evening on the working days
- Fire safety measures in the laboratories and in many buildings in the college and hostel
- Trained Nursing assistant in the campus to provide first aid on health issues
- Constant vigilance of the Vice-principals in monitoring the college activities
- Register for latecomers is maintained in the Vice-Principal's office
- Outgoing cards are maintained for the Hostellers to go home
- Availability of stationery, printing press and canteen facilities in the campus

b) Counseling

- Trained counselors are available in the campus to tackle the psychological problems of the students and alumni
- Separate counseling room is available in the campus
- Counselors name with phone numbers are available in the college website and handbook
- Ward tutors and Heads of the Departments counsel the students and direct them to the counselors
- Special orientation for new entrants is provided by Hostel Wardens
- Orientation on Career Counseling both in the beginning and the end of the Degree Course
- Placement counseling through Placement and Career Guidance Cell
- Personal counseling through Holistic Development programme and Campus Ministry
- Anti Ragging Cell monitors the gender issues
- Regular training to teachers on counseling at Anugraha Institute of Social Sciences, Dindigul

c) Common Room

- Common health centre for the sick students.
- Lunch shed for the students
- Separate sports room and 100 bedded hostel for sports students.
- Recreation Hall for the Hostel students with necessary facilities
- Common Prayer hall for all the students
- Breast Feeding Room
- Dressing room for Muslim students

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.3 Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 31.46

7.1.3.1 Annual power requirement met by renewable energy sources (in KWH)

Response: 80560

7.1.3.2 Total annual power requirement (in KWH)	
Response: 256100	
File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Any additional information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs	
Response: 42.51	
7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)	
Response: 12200	
7.1.4.2 Annual lighting power requirement (in KWH)	
Response: 28700	
File Description	Document
Details of lighting power requirements met through LED bulbs	View Document
Any additional information	View Document

<p>7.1.5 Waste Management steps including:</p> <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • E-waste management <p>Response:</p> <p>The college ensures the execution of various functions of collection, transport, processing, and disposal of waste as follows.</p> <ul style="list-style-type: none"> • Solid waste management <ul style="list-style-type: none"> ◦ Separate dust bins to collect bio-degradable and non-degradable wastes ◦ Degradable waste is processed to produce gas used for cooking purpose in the college residences ◦ Bio gas and gas from night soil plants for cooking have reduced the usage of LPG ◦ Disposal of Non-degradable waste to Pollution Control Board at the Collectorate, Theni for recycling ◦ Eradication of Parthenium plant is a regular activity of NSS and Eco Club to tackle health hazards
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in and out of the college

- Plantation of Nerium oleander in the campus to reduce air pollution
 - Vermi-compost pits in the campus to convert solid waste to manure
 - Incinerators to burn the sanitary napkins
- Liquid waste management
 - Proper drainage systems are available in the campus
 - Waste water from the hostel is used for gardening
 - Waste Water from the RO system is used by students for hand wash
 - Proper Rain water harvesting system with two ponds
 - Disposal of wastewater from the laboratories are properly operated following standard procedures
 - E-waste management
 - Electronic goods are utilized to optimum level of usage; the minor repairs are set right by the staff and the laboratory assistants; and the major repairs are done by the professional technicians, and are reused
 - The damaged computers are used by the instructors for practical sessions. Eventually they are exchanged with the local dealers.
 - UPS Batteries are recharged / repaired / exchanged by the suppliers
 - e-wastes are used by students for decoration and participation in competitions on ‘Art from Waste’
 - When they fall out of use, they are handed over to the agent of the suppliers of electronic equipments

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Arresting the water flow down the hillock in the rainy season is a great challenge to the management. All the buildings have rain water harvesting system. Five rain water tanks are constructed for harvesting rain water to prevent soil erosion and meet the water requirements partially. The rain water is channelized towards bore wells to raise the ground water level. Frugal use of water has ensured constant supply of water for the stakeholders in the college.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

RESPONSE:

The college maintains a comprehensive resource by which the college strives to live a green lifestyle

- **Students/Staff Transport**
 - Students residing nearby use bicycles and pedestrian friendly roads
 - Most of the staff and students use shared vehicles
 - Maximum utilisation of College and Government buses
- **Plastic free campus**

The institution has taken all measures required to ensure that the campus is free of plastic items and other wastes that harm the environment

- **Paperless office**
 - The institution is making all efforts to minimize the usage of papers
 - Administration and exam applications are made online
 - Maximum correspondence of the office to university, state government and other offices has been done through e- mails
 - Submission of reports to offices is made through e-mails
- **Green landscaping with trees and plants**
 - The green ambience of the college is largely due to tree plantation and covers two-third of its area
 - Separate orchard and coconut farms are in the campus
 - Maintenance of gardens by Eco club and the volunteers of various Cells
 - Assisi Park for birds is maintained by the Avian club

File Description	Document
Any additional information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 2

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
26.118	14.936	1.065	2.056	0.502

File Description	Document
Green audit report	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document
Any additional information	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: A. 7 and more of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 54

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
11	7	11	9	16

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document
Any additional information	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 42

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
6	10	10	6	10

File Description	Document
Report of the event	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including

Vice Chancellor / Director / Principal /Officials and support staff**Response:** Yes

File Description	Document
Any additional information	View Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website**Response:** Yes

File Description	Document
Any additional information	View Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations**Response:** Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics**Response:** Yes

File Description	Document
Any additional information	View Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions**Response:** Yes

File Description	Document
Any additional information	View Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 88

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
17	13	17	21	20

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

Commemorations of the life and the sacrifice of our National Personalities are periodically immortalized through:

- Martyrs Day on 30th January is observed by two minutes silence by all the students. Interreligious prayer and peace march is organised.
- National Science Day on 28th February is celebrated to mark the discovery of the phenomenon of Raman Effect by CV Raman in 1928. Department of Physics celebrates it every year by conducting competitions for students, arranging exhibition and guest lectures.
- Kamarajar's Birthday on 15th July is celebrated as Educational Development Day and the Department of History organizes competitions and many programmes.
- Swachhta Hi Sewa day on 20th September
- Dr. A. P. J. Abdul Kalam's birthday on 15th October as Youth Awakening Day.

- Rashtriya Ekta Diwas (National Unity Day) on 31st October
- Ramnujan's Birthday on 22nd December is celebrated as National Mathematics Day by the Department of Mathematics.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The college has transparency in its various functions.

Financial Transparency

- All the financial matters are decided in the Finance committee under the headship of the Principal.
- It is also discussed in the Staff council and is recorded in the minutes of the meeting.
- Heads of the Departments inform the budget allocation to the faculties in the department meetings.
- Laboratory equipments, computers are bought after getting quotations from three different companies and order is placed to the best one.
- Income and Expenditure of the academic year are presented in the Governing Body meeting.
- Payments are through NEFT, PFMS only.
- Salary for both aided and un-aided staff are paid through banks only
- Fees structures are available on the website.
- Fees payment are through online from the academic year 2018-'19.
- Scholarships for students are applied through on-line and are credited in their individual accounts.

Academic Transparency

- Admission lists for all programmes are displayed in the notice board to have transparency in admission.
- Course Pattern, Regulations for examinations, Co-curricular and Extra-curricular activities are given in the Academic calendar and is also displayed on the website.
- Syllabus for all programmes is also displayed in the website.
- Academic calendar and Syllabus book is provided to each student.
- On-line selection for skill based and non-major elective courses.
- Signature from every student is received in their consolidated CIA mark sheet to get their approval.
- Students' internal and external marks and their consolidated attendance are sent to their parents through letters.
- Proficiency prize winners are displayed in the department notice boards during college day.
- Academic audit is done to evaluate the departments.
- Feedback is received from the outgoing students on teacher's performance, programmes and facilities.

Administrative Transparency

- Call in the local newspapers to fill up the vacancies of teaching posts.
- Selection of teachers is purely on merit.

- All decisions are made after discussing in the staff council.
- No donation is collected for admissions and appointments.
- External audit evaluates the office administration and presents the report to the Principal.

Auxiliary Transparency

- Students' participation in decision making in the hostel administration.
- Students' council accounts are maintained by the Student union secretary.
- Staff club accounts are audited and read in the staff meeting.
- Alumni association is registered and its accounts are audited.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Best Practice - 1

1. Title of the Practice

Jayaraj Annapackiam College St. Anne's Federal Assembly (JACSFA)

2. Objectives of the Practice

- To identify and enhance the democratic governing skills in the students.
- To give citizenship and leadership training.
- To hone the students into being responsible young citizens.
- To creating awareness about the council of ministers.
- To teach them about the electoral system.
- To educate the students on the significance of voting.
- To provide training in the parliamentary procedure.
- To motivate them to become parliamentarians.
- To offer practical experience in solving social problems.

3. The Context

To understand the power of democracy and the importance of making young citizens aware of our parliamentary system, JACSFA introduces the procedures and proceedings of the parliament to the students and trains them to learn and adopt the pattern in which the parliament functions. The student parliament is modelled on the Indian parliament. JACSFA consists of 483 members elected from all the departments and associations of the college. Student representatives are elected and appointed as the Prime Minister, Deputy Prime Minister, Ministers of Home, Finance, Education, Health, Sports, Environment, Women Welfare, Arts and Culture and Transport minister of the youth parliament. They are entrusted with the responsibilities related to their office. On the advice of the Prime Minister, the Principal appoints the Deputy Prime Minister. With representation from all departments and associations, members are selected

by the Prime Minister as the Cabinet Ministers, State Ministers and Deputy Ministers.

4. The Practice

The election of the JACSFA is conducted on the first week of July and its sessions meet thrice in a year. The 483 members of JACSFA hold the power to elect their leaders. Among the leaders, the Prime Minister is appointed by the principal. On the advice of the PM, the principal appoints the Deputy Prime Minister.

The quorum of the JACSFA is 1/10 of the total number of members ($483/10=48$). Orientation and leadership training programmes are organized at the beginning of the year. The tenure of the office for the members is three years. The PM and the council of ministers are responsible for the activities of JACSFA and are answerable to the principal of the college. At the end of every year, the third-year members would retire from service and in the beginning of the next academic year, first-year members would be elected in their place.

- The Home Ministry ensures that the office of JACSFA functions smoothly towards the benefit of the college and its members.
- The finance ministry plans and manages the funds of JACSFA.
- The Ministry of Education brings awareness among the students regarding scholarships and also supervises remedial coaching for minority students and those who procure low marks. The Sports and Games Ministry motivates the students to participate in tournaments and encourages the learning of martial arts.
- The Health Ministry prepares the statistics regarding the basic health-needs of the college and its surroundings. It warrants that the students undergo regular health check-ups and stay fit and healthy.
- The Environment Ministry creates consciousness to the students and the people on the harmfulness of the use of polythene things and encourages the students to plant trees.
- The Communication & Information Ministry is in charge of the bulletin board of the college & departments for displaying news clippings from journals and newspapers for the benefits of the students.
- The Women Welfare Ministry brings to the notice of the students and the public on the present situation in the society where women are denied of their right to be equal.
- The Fine Arts Ministry guides and trains the students for cultural events in intercollegiate competitions.
- The Transport Ministry makes necessary arrangements with local transport corporation office to avail enough transport facilities to the needs to the students.

5. Evidence of Success

JACSFA proves to be one of the most successful initiatives of the college.

- It has brought out the inherent leadership qualities present in the student community. It has successfully trained the students, who are the future of the nation, in taking up responsibilities and understanding the electoral system and the parliamentary set up.
- The students have become increasingly aware of democratic principles.
- Leadership qualities among the ministers and members have been enhanced by arranging special programmes, talks and lectures.

- Competitions like oratorical, essay writing, just a minute and debates on current issues conducted for the members have brought out the innate talents of the members and have helped them stay updated in contemporary happenings.
- Visits to old-age homes, schools for physically and mentally challenged during “Joy of Giving” week have inculcated the noble habit of giving among the members and have increased sensitivity towards the lesser privileged.
- Pertaining to the social and national responsibilities of Swachh Bharat, the members help in the maintenance of a clean campus.

JACSAFA has succeeded in nurturing a positive attitude towards nation building among the students.

6. Problems Encountered and Resources Required

Owing to the rural background of the students, their understanding and orientation towards healthy electoral habits are poor. This makes it difficult to introduce them to the nuances of an elaborate and well-structured parliamentary system.

As the members are from all the departments and cells in the college, coordinating them as a unit becomes a challenge which is usually alleviated by the enthusiasm shown by its members.

More staff members are required to guide and facilitate a smoother and more efficient functioning of JACSAFA.

Best Practice - 2

1. Title of the Practice

Environmental Consciousness

2. Objectives of the Practice

- To create awareness among the students on environmental issues.
- To cultivate appreciation for ecological well-being.
- To enhance sensitivity towards environmental issues.
- To develop skills to solve environmental problems.
- To engage in dialogue with issues that threatens biodiversity.
- To identify and implementing value-based environmental programmes.
- To instill a sense of responsibility towards the environment we are living in.
- To nurture the love of nature among students.
- To fashioning a plastic and smoke free campus.
- To promote healthy lab practices that would avoid animal cruelty and excessive usage of harmful chemicals.

3. The Context

Two vibrant environmental concern clubs of JAC- Eco Club and Avian Club, prove to be powerful agents that create awareness about ecological issues among the students and promote conservation of Mother Earth through eco-spiritual activities.

Nestled at the foothills of Palani Hills of the Western Ghats, the hillock where the college is located makes a natural asset of immense value. A variety of conservation approaches are needed to protect the biodiversity in the campus. The need for an effective environmental management system aiming towards sustainability was identified and this ensued in the creation of Eco and Avian clubs. Eco club stimulates awareness among the young minds of the college and in the neighbouring villages of Periyakulam. Avian club provides cultural learning among the students involving fauna, through socially transmitted behaviors.

4. The Practice

The clubs have been immensely successful in ensuring clean and hygienic living and working conditions for the stakeholders and maximizing the quality of life without jeopardizing the life support system. Members of these clubs comprise of students and teachers who aim at creating awareness towards the preservation of the ecological domain.

The activities of the club emphasize practices and value-based environmental programmes towards eco-conservation. The club inculcates a sense of responsibility in members through various ecological activities and competitions. The members keep a check on environmental pollution and monitor overuse of energy resources. The campus makes appropriate use of land resources by developing gardens, dairy farms and fodder resources. The members of the Avian Club have observed 200 species of birds in and around the campus. Working towards the objectives of the clubs, activities like environmental training for the students, guest lectures by experts and trip to the ponds in Periyakulam have been implemented.

Students undergo a three-day “Education and Training in Nature Conservative and Eco-development” programme at The Anglade Institute of Natural History, Shembaganur, Kodaikanal. Close contact with forests and natural resources help the participants observe how these natural systems should be conscientiously approached. Group discussions encourage the students to come up with positive solutions. Feedbacks and reports are collected. As a result of participation with external organizations, the students are exposed to more environmental awareness and help in maintaining the college premises a pollution-free zone.

In connection with Zero-Waste Week, a trip is made from JAC to Periyakulam pond for creating awareness on the effects of pollution. Competitions are conducted on International Day for the Preservation of Ozone Layer on 16th September. On 28th September, the Green Consumer day, videos are screened related to the reduction of pollution at the consumer’s level. On the 1st week of October, trees are planted in connection with Wild Life Conservation Day. Several guest lectures are organized for the members and the neighboring people to create environmental awareness.

- The eco club members maintain herbal and kitchen garden inside the college premises utilising waste water management.
- Vermi-compost pits are made in the college Campus.
- Cultivation of organic plants is encouraged through kitchen gardening.
- Usage of polythene and plastic bags are banned in the campus.
- Financial assistance is provided to the members to establish mushroom cultivation unit. The profit earned through this unit is utilized to pay fees for the economically weaker students.

5. Evidence of Success

- Promoted wise disposal of garbage.

- Stakeholders are benefitted through herbal garden.
- Owing to our campaign, farmers have switched over to organic farming.
- Increase in ground water level in the campus due to rainwater harvesting.
- Small scale mushroom cultivation units in the houses of Eco Club members generate additional revenue.
- Programmes, rallies and cleanliness campaigns pave way for creating *Maasilla Theni* (Theni without pollution).
- Mushroom cultivation group, Mushroom Spawn Cultivation group, Vermicompost Group, and Kitchen Gardening group are active in the campus.
- Students of Department of Zoology have undergone researches identifying the range of pesticides and the research findings have been published.
- Animal ethics – PCA Act is being observed in the laboratories of JAC, especially in the department of Zoology, more than a decade now. Harming of animals for experimental purposes is restricted and accordingly the syllabi are framed and followed.
- The college prides in hosting a profusion of butterflies. Their presence is highly utilized by establishing an apiary.
- The Department of Chemistry follows microscale procedure for the conduct of practicals to sustain the green environment of the campus.
- NSS volunteers extend their service in the eradication of parthenium plant and Karuvelam trees and use Geoengineering techniques in tree planting to remove CO₂.

6. Problems Encountered and Resources Required

- Owing to the fact that the college is situated in a rural area, there exists a lack of knowledge and understanding of environmental issues among our students and neighbourhood. This makes the work of the club coordinators challenging.
- Farmers are interested in short term profit and find it difficult to understand the harms of using pesticides, inorganic farming methods and genetically modified seeds. It becomes a herculean task to make them understand the importance of organic and biodynamic farming.
- More equipment like binoculars, compass, camera, spotting scopes etc. is needed to make bird watching activities more informative and pleasurable.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

“Empowerment of rural women to be the agents of social change”

The institution was founded with the noble aspiration of uplifting the moral and educational standards of the women of this rural area which is economically and educationally backward, with the vision, ‘Empowerment of rural women to be the agents of social change’, and the motto ‘Serve with Love’. The college has been pursuing its goals and objectives assiduously and has earned reputation for its sterling service in the field of higher education.

- The members of the management ensure that the orientation of Higher Education is a true reflection of the overall vision and mission of the congregation and take efforts to translate the vision into concrete action.
- The management of the institution gives preference to the students from local area, economically weaker students, destitute, children of single parent and Ex-servicemen in the admission and in the appointments. Being a minority institution they have the freedom in appointments and in admissions
- 2211 students were first generation learners admitted during this assessment period
- After admission, the students are provided with all types of Government scholarships. Management provides scholarships and freeships to the students who are not receiving any Government scholarships
- 6675 students have received scholarships from Government
- 1303 students were provided financial support towards Term fee, Bus fee, Mess fee and the management had spent Rs.27,66,226 towards these scholarships. 132 sports students received full concession in the hostel during last five years
- As many of the students are from Tamil medium, Bridge course is conducted to all I years to provide Basic English knowledge and to get acquainted with the college atmosphere
- With a view to empower the rural women and the adopted villages, the following outreach activities were carried out:
- Three Diploma courses sanctioned by UGC under **Community College** scheme from 2014-2015 is an added privilege to the economically weaker students who could not pursue their higher education. Preference is given to the economically weaker sections in admission and an average of 98% of students got placed through this programme
- The college adopted five villages under **UNNAT BHARATH ABHIYAN** Scheme to contribute to the economic and social betterment of the villages and Rs.50,000/- was sanctioned as the first installment to survey these villages
- NSS volunteers work with Swachtaa mission to promote Swachtaa activities in their adopted

villages

- Under **Swachh Bharath Summer Internship** programme, 370 NSS and NCC volunteers actively involved themselves in various activities in Thamaraikulam, Vadugapatty and Vaigai dam and received the appreciation certificate from Mother Teresa Women's University, Kodaikanal for their activities
- Outreach activities were extended to 14 adopted villages by JACEP (JAC Extension Programme), NSS and NCC and it moulds the students to be socially responsible citizens
- 291 outreach activities were conducted in 7 adopted villages by JACEP, another 7 adopted villages by NSS and Youth Red Cross
- Free literacy programme is provided to the school children at T. Kallipatti village by NSS volunteers regularly
- Regular Remedial coaching for SC/ST/ OBC and minorities helps the students to improve their academic pursuits. 4344 students were benefitted by the regular coaching on NET/SET and other competitive examinations
- Free Employability Training by TCS, Chennai for under privileged students pave way to get employment and 132 students were benefitted
- Three day workshop exclusively for the marginalised students was organised on Environmental Issues and challenges sponsored by Rajiv Gandhi National Institute of Youth Development, Chennai
- Five programmes were organized for rural people under Application of Science and Technology for Rural Areas (ASTRA) sponsored by Tamilnadu Science and Technology, Chennai in the year 2017-18
- Special Summer Programmes for the socially and economically weaker school children were organised to train their computer skills
- St. Anne's Vocational Training Centre functioning in the campus is an approved training provider under Tamil Nadu Skill Development Corporation and it imparts skill training to the students and the rural women in Jardosi Work, Hand Embroidery, Tailoring, Garment making and Book Binding. It empowers the rural women to be an entrepreneur.
- St. Anne's Rural Women Development Education and Empowerment Programme (SARWODEEP) in the campus extends service to the least in the community. It has 126 Self Help Groups in which 8 are exclusively formed for the differently abled. It focuses on women empowerment, adult literacy and skill development training programmes in Type Writing, Tailoring, Embroidery and Garment Making, Paper Cup Making, Sanitary Napkin Making and Computer Training for the Rural Women and School Dropouts.
- Nearly 80 special children are trained in studies and to take care of themselves through Day Star Day Care centre for Mentally Retarded children. Lucy Crescentia Special School for MR cum Vocational Training centre trains the students on various skills like Jewellery making, Paper bag and Paper cup making.

File Description	Document
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Link for Additional Information	View Document

5. CONCLUSION

Additional Information :

The birth of the College is a saga of foresight and vision, supreme sacrifice and impeccable faith in God of its foundress, Rev. Sr. Lucy Crescentia Mary who undertook the venture, despite the dearth of qualified personnel and financial resources. The College has grown by leaps and bounds over the past 48 years and moulded thousands of young rural women into enlightened and empowered women as potential agents of social transformation.

The College is the proud recipient of seven prestigious National and State Level Awards:

- **Best College in Tamil Nadu in 2014-2015**
- **Best College in Theni District - 2015-2016**
- **Best College Award** by Thenee Kalai Ilakia Mayyam, Theni, and by Fynn Software, Bengaluru, in 2015 – 2016
- **Best College in Tamilnadu** for the outstanding services in Education in 2017
- **IAB Empowerment Champions- for the years 2015, 2016, 2018 & 2019** by the Indian Association for the Blind, Madurai in recognition of voluntary contribution for the empowerment of visual challenges
- **Best College Award for the Intellectual Competitions-2018** by the Global IAS Academy
- **Excellence in Swachh Bharat Summer Internship Programme – 2018** by Mother Teresa Women's University, Kodaikanal on completion of the summer internship programme by NSS Volunteers

In addition

- **YRC Award** for the year 2014 by the Indian Red Cross Society, Tamilnadu Branch, Madurai for the best performance in Youth Red Cross Movement
- **Best Consumer Club Award** to the consumer club of our college in the year 2016 – 2017
- **K. B. Rajammal Kalvi Trust, Vadugapatti** awarded our National Service Scheme in recognition of their outstanding contribution towards the welfare of Vadugapatti Panchayat in the year 2018

The goals and objectives of the College and the core values of Higher Educational Institutions are pursued and kept in view in all the practices of the College.

Concluding Remarks :

The college which was established in 1971 is a pioneering institution. It has grown from strength to strength and has achieved the present Autonomous status through its unwavering commitment to the cause of women empowerment through academic excellence and strong character formation. It is assured that the college will flourish in the years to come with the vibrant environment, advanced technological inputs and competent staff. The college is certain to nurture in the students global competence, social values and holistic development. The college will grow itself into a centre of excellence, spearheading a social change and contributing to the growth of the nation.

NAAC

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
2.4.4	<p>Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years</p> <p>2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>20</td> <td>10</td> <td>3</td> <td>4</td> <td>6</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>2</td> <td>2</td> <td>2</td> <td>2</td> </tr> </tbody> </table> <p>Remark : Only state /national /international level are considered.</p>	2018-19	2017-18	2016-17	2015-16	2014-15	20	10	3	4	6	2018-19	2017-18	2016-17	2015-16	2014-15	6	2	2	2	2
2018-19	2017-18	2016-17	2015-16	2014-15																	
20	10	3	4	6																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
6	2	2	2	2																	
3.3.2	<p>Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry - Academia Innovative practices during the last five years</p> <p>3.3.2.1. Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>13</td> <td>15</td> <td>9</td> <td>13</td> <td>9</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>12</td> <td>11</td> <td>7</td> <td>11</td> <td>8</td> </tr> </tbody> </table> <p>Remark : HEI has modified the input to include only those activities with a bearing on Intellectual Proper Rights, Innovation practices, and Industry-academia initiatives</p>	2018-19	2017-18	2016-17	2015-16	2014-15	13	15	9	13	9	2018-19	2017-18	2016-17	2015-16	2014-15	12	11	7	11	8
2018-19	2017-18	2016-17	2015-16	2014-15																	
13	15	9	13	9																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
12	11	7	11	8																	
3.3.3	<p>Number of awards for innovation won by institution/ teachers/ research scholars/students during the last five years</p> <p>3.3.3.1. Total number of awards for innovation won by institution/teachers/research scholars/students year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15															
2018-19	2017-18	2016-17	2015-16	2014-15																	

10	5	3	2	2
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Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
6	4	3	0	0

Remark : Only awards for innovation are considered.

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
6.789	8.756	10.468	6.864	12.703

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
6.74	8.756	10.468	6.864	12.703

4.2.6 Percentage per day usage of library by teachers and students

4.2.6.1. Number of teachers and students using library per day over last one year

Answer before DVV Verification : 2754

Answer after DVV Verification: 428

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

Answer before DVV Verification : ?50 MBPS

Answer After DVV Verification: 35 MBPS - 50 MBPS

Remark : Edited according to the invoice provided by HEI

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

5.1.1.1. Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2004	911	865	1360	1535

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2004	911	865	1360	1535

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
119	118	123	118	115

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
115	118	122	118	112

Remark : Edited according to the revised input submitted along with proofs by the HEI.

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of courses in all programs year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>901</td> <td>915</td> <td>886</td> <td>869</td> <td>853</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>647</td> <td>674</td> <td>647</td> <td>632</td> <td>649</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	901	915	886	869	853	2018-19	2017-18	2016-17	2015-16	2014-15	647	674	647	632	649
2018-19	2017-18	2016-17	2015-16	2014-15																	
901	915	886	869	853																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
647	674	647	632	649																	