The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution	A.D.M.College for Women (Autonomous)
1.2 Address Line 1	No:1,College Road, Velippalayam
Address Line 2	Nagapattinam
City/Town	Nagapattinam
State	Tamilnadu
Pin Code	611 001
Institution e-mail address	admcnagai@yahoo.co.in
Contact Nos.	04365-248118
Name of the Head of the Institution:	Dr.L.Megala
Tel. No. with STD Code:	04365-248118
Mobile:	9487570108

Name of the IQAC Co-ordinator: Dr. (Mrs) V. Renuga

Mobile: 94437 05419

IQAC e-mail address: iqac.admc@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)* ----

1.4 **NAAC Executive Committee No. & Date:** EC(SC-27)/DO/2017/12.3

(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address: www.adjadmc.ac.in

Web-link of the AQAR: http://www.adjadmc.ac.in/AQAR2016-17.doc

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	-	2004	5 years
2	2nd Cycle	A	3.11on 4 point scale	2011	5 years
3	3rd Cycle	A	3.28 on 4 point scale	2017	5 years
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC : DD/MM/YYYY 27-9-2004

1.8 AQAR for the year ***(for example 2010-11)*** 2016-2017

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

i. AQAR ____2011-2012___ submitted on 07.08.2012___ (DD/MM/YYYY)
ii. AQAR ____2012-13____ submitted on 24.09.2013__ (DD/MM/YYYY)
iii. AQAR ____2013-14____ submitted on12.08.2014 __ (DD/MM/YYYY)
iv. AQAR ____2014 –15____ submitted on 30.09.2015__ (DD/MM/YYYY)
v. AQAR ____2015 –16____ submitted on 29.09.2016__ (DD/MM/YYYY)

1.10 Institutional Status

University State [ ] Central [ ] Deemed [ ] Private [ ]

Affiliated College [√] Yes [ ] No

Constituent College Yes [ ] No [√]

Autonomous college of UGC Yes [√] No [ ]

Regulatory Agency approved Institution Yes [ ] No [√]

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

Type of Institution Co-education [ ] Men [ ] Women [√]

Urban [ ] Rural [√] Tribal [ ]

Financial Status Grant-in-aid [√] UGC 2(f) [√] UGC 12B [√]

Grant-in-aid + Self Financing [√] Totally Self-financing [ ]

1.11 Type of Faculty/Programme

Arts [√] Science [√] Commerce [√] Law [ ] PEI (Phys Edu) [ ]

TEI (Edu) [ ] Engineering [ ] Health Science [ ] Management [√]

Others (Specify) ----------

1.12 Name of the Affiliating University *(for the Colleges)* | *Bharathidasan University, Tiruchirapalli*

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

Autonomy by State/Central Govt. / University	Central		
University with Potential for Excellence	-	UGC-CPE	-
DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	-	DST-FIST	-
UGC-Innovative PG programmes	-	Any other (*Specify*)	-
UGC-COP Programmes	-		

2. IQAC Composition and Activities

2.1 No. of Teachers	4+1(Co-ordinator)
2.2 No. of Administrative/Technical staff	1
2.3 No. of students	1
2.4 No. of Management representatives	1
2.5 No. of Alumni	1
2.6 No. of any other stakeholder and community representatives	1
2.7 No. of Employers/ Industrialists	1
2.8 No. of other External Experts	1
2.9 Total No. of members	12

2.10 No. of IQAC meetings held | 6 |

2.11 No. of meetings with various stakeholders: No. | 30 | Faculty | 3 |

Non-Teaching Staff | 1 | Students | 15 | Alumni | 10 | Others | 1 |

2.12 Has IQAC received any funding from UGC during the year? Yes | | No | √ |

If yes, mention the amount | - |

2.13 Seminars and Conferences (only quality related)

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

Total Nos.	3	International	-	National	-	State	-	Institution Level	√

(ii) Themes

- LMS moodle, NPTEL, Research, Consultancy and extension.
- Evaluation techniques & Reforms
- Class room management & class room communication

2.14 Significant Activities and contributions made by IQAC

- Industry institute Linkages.
- Staff development programmes organized.
- Motivation for research based work culture.
- Creation of a conducive atmosphere for both Teacher and Learner.
- Quality of curriculum, teaching, Learning and evaluation were improved based on feedback from the students

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
➢ To conduct skill development programmes. ➢ Planned to conduct women centered programmes. ➢ To conduct faculty improvement programmes.	➢ A course on soft skill development was introduced all the Final year UG students. ➢ 14 Women centred programmes were conducted by all the Departments. ➢ Conducted a seminar on the topic 1. "Current Trends in Education" 2. "Automation Techniques" 3. "Strategic Preparedness to Improve Quality in Higher Education"

** Attach the Academic Calendar of the year as Annexure. I - Attached*

2.15 Whether the AQAR was placed in statutory body Yes [√] No [ ]

Management [√] Syndicate [ ] Any other body [ ]

Provide the details of the action taken

➢ Planned to conduct more Faculty Development programmes for the ensuing year.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	6	-	6	-
PG	8	-	5	-
UG	15	01	10	4
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	9	-	-	-
Others	4	-	4	-
Total	42	01	24	4

Interdisciplinary	24	-	-	-
Innovative	41	-	-	-

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

- Choice based credit system is followed by all departments with core and elective options
- Non major elective and Skill based elective courses are open option courses.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	24(all UG & PG)
Trimester	
Annual	-----

1.3 Feedback from stakeholders* Alumni [√] Parents [√] Employers [ ] Students [√]
(On all aspects)

Mode of feedback : Online [ ] Manual [√] Co-operating schools (for PEI) [ ]

Please provide an analysis of the feedback in the Annexure -Annexure II attached

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

- Innovative and skill oriented papers are offered to UG and PG students

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
42	15	27	-	1-Physical Directress

2.2 No. of permanent faculty with Ph.D. 29

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	13	-	-	-	-	-	1	-	14

2.4 No. of Guest and Visiting faculty and Temporary faculty - - 79

Part time Lecturer 1

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	8	11	-
Presented papers	15	55	-
Resource Persons	1	5	2

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

- IQAC has insisted that every staff member should use innovative teaching methods like LCD, models and conduct of e-contents.
- Certificate courses and communication skill Development programme for all students.
- Orientation classes were conducted for the First Year UG Students
- Short Term Certificate courses are offered by the departments

2.7 Total No. of actual teaching days during this academic year: 186

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

- Photocopy of answer sheets are given if request is made.
- Instant examination conducted for final year arrear students
- Mid semester and model examinations for every semester.

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

IN OTHER COLLEGES	IN BOARD OF STUDIES OF OUR COLLEGE
14	115

2.10 Average percentage of attendance of students: 95

2.11 Course/Programme wise distribution of pass percentage :

TITLE OF THE PROGRAMME	TOTAL NO. OF STUDENTS APPEARED	DIVISION				
		DISTINCTION %	I CLASS %	II CLASS %	III CLASS %	PASS %
B.A History	29	-	34.62	65.38	-	89.66
B.A Economics	22	-	94.74	0.05	5.21	91.30
B.A Tamil	-	-	-	-	-	-
B.Sc Mathematics	59	66.67	33.33	-	-	96.06
B.Sc Chemistry	38	28.00	72.00	-	-	65.79
B.Sc Zoology	33	16.67	80.00	3.33	-	90.90
B.Com (aided)	47	12.76	80.85	6.39	-	100
B.Com (SF)	27	8.00	40.00	52.00	-	92.57
BBA	28	46.43	50.00	3.57	-	100
B.Sc Physics	24	40.91	50.00	9.09	-	91.66
B.Sc Biochemistry	04	75.00	25.00	-	-	100
B.Sc Computer Science	46	15.00	85.00	-	-	86.96
B.Sc Information Technology	34	11.11	88.89	-	-	79.41
B.A.English	27	-	20.83	79.17	-	88.88

TITLE OF THE PROGRAMME	TOTAL NO. OF STUDENTS APPEARED	DIVISION				
		DISTINCTION %	I CLASS %	II CLASS %	III CLASS %	PASS %
M.Sc Mathematics	24	96.00	4.00	-	-	100
M.Sc Chemistry	16	43.75	56.25	-	-	100
M.Com	19	16.00	84.00	-	-	100
M.Sc Computer Science	05	40.00	60.00	-	-	100
M.C.A	07	85.71	14.29	-	-	100
M.A Economics	14	7.00	93.00	-	-	100
M.Sc Physics	12	16.67	83.33	-	-	100
M.Sc. Zoology	08	25.00	75.00	-	-	100

TITLE OF THE PROGRAMME	TOTAL NO. OF STUDENTS APPEARED	DIVISION				
		DISTINCTION %	I CLASS %	II CLASS %	III CLASS %	PASS %
M.Phil., Economics	04	100.0	-	-	-	100
M.Phil., Commerce	05	100.0	-	-	-	100
M.Phil., Mathematics	19	100.0	-	-	-	100

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

- IQAC monitor the departmental activities by collecting report from each department about academic activities.
- The students are evaluated through CIA components and Internal Tests (Mid semester and Model), seminar and assignments.
- Faculties are encouraged to use ICT methods for Teaching.
- Evaluation of the faculty is done by students through feedback.
- All the faculty members are asked to prepare a lesson plan and execute accordingly & it is monitored by the IQAC Director,

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	***Number of faculty benefitted***
Refresher courses	4
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	6(NCC)
Others Faculty development programme U class infrastructure, LMS moodle ,NPTEL, Research, Consultancy and extension Teaching, learning and evaluation techniques	115 17 118

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	17	7	-	12
Technical Staff	7	1	-	16

Criterion – III

3. Research, Consultancy and Extension

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

- Enlightening staff on funding sources.
- Encourage staff to apply for major and minor research projects through by UGC, DST, DBT and other funding agency.
- Motivate the faculty to participate in conferences, seminars and Workshops.
- Encourage the teachers to publish articles in peer reviewed Journals, books.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	40	4	-
Non-Peer Review Journals	6	2	-
e-Journals	3	2	-
Conference proceedings	1	1	-

3.5 Details on Impact factor of publications:

Range 1.73 -7.64 Average 4.66 h-index 1.01 Nos. in SCOPUS -

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No. 11 Chapters in Edited Books 9

ii) Without ISBN No. -

3.8 No. of University Departments receiving funds from

UGC-SAP - CAS - DST-FIST -

DPE - DBT Scheme/funds -

3.9 For colleges Autonomy √ CPE - DBT Star Scheme -

INSPIRE - CE - Any Other (specify) -

3.10 Revenue generated through consultancy -

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	14
Sponsoring agencies	-	-	-	-	College

3.12 No. of faculty served as experts, chairpersons or resource persons 11

3.13 No. of collaborations International [-] National [2] Any other [10]

3.14 No. of linkages created during this year [6]

3.15 Total budget for research for current year in lakhs :

From Funding agency [-] From Management of University/College [-]

Total [-]

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
17	2	1	14	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides [16]
and students registered under them [17]

3.19 No. of Ph.D. awarded by faculty from the Institution [12]

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

JRF [-] SRF [-] Project Fellows [1] Any other [-]

3.21 No. of students Participated in NSS events:

University level [200] State level [-]

National level [-] International level [-]

3.22 No. of students participated in NCC events:

University level	-	State level	-
National level	20	International level	-

3.23 No. of Awards won in NSS:

University level	-	State level	-
National level	-	International level	-

3.24 No. of Awards won in NCC:

University level	-	State level	-
National level	-	International level	-

3.25 No. of Extension activities organized

University forum	-	College forum	21		
NCC	4	NSS		Any other	-

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

- International yoga day at NDHS School, Nagapattinam on 21.06.2017.
- Yoga Programme was conducted on 06.07.17 to the students of Middle School, Anthanapettai
- Installation of office bearers of the Rotaract club of our college for the year 2016-17 was held on 18.8.16
- Rotaractors of our college celebrated AZADI 70 as ,India has entered the 70th year of Independence on 15th August 2016 .Our students planted trees to celebrate AZADI 70 on 24.08.2016
- Rotaract club of Nagapattinam organised a Polio awareness programme in our college premises on 20.12.2016.
- BiTsunami and Rotary club of Nagapattinam organised a two day Residential RYLA (Rotary Youth Leadership Award) on 11.03.2017 and 12.03.2017 at Sir Issac Newton College, Pappakovil, Nagapattinam. Four of our students participated in the programme.
- Gender club of A.D.M.College organised Oratorical Competition on 06.09.2016.
- Gender club of A.D.M.College & Nagai Mura Sons Organised a Rangoli competition connection with Pongal Festival on 11.01.2017.
- Gender club of A.D.M.College organised a one day seminar on Cash less Economy on 02.02.2017.
- A.V.C.College conducted Oratorical Competition & Essay Competition in connection with women's day celebration on 25.02.2017.

EXTENSION ACTIVITIES

Department	Date	Name of the Activity	Place	Resource person	Beneficiaries/ Winners
Economics	09.03.17	Making of Ornamentals things	Panchayat Union Middle School, Andhanapettai	Faculty of Economics Department	Students from Panchayat Union Middle School, Andhanapettai
Commerce	29.07.16	A tree plantation programme (The State Bank of India Town Branch, Nagappattinam donated the saplings and the steel cages)	A.D.M.College for Women (Auto) Nagapttinam	The State Bank of India Town Branch, Nagappattinam	A.D.M.College for Women (Auto) Nagapttinam
	09.08.16	Awareness Programme on Banking Schemes	Andhanapettai, adopted village of the college	Mr. Karthik Kumar, Customer Associate, State Bank of India, Nagapattinam Town Branch	People of Andhanapettai, adopted village of the college
	09.08.16	Consumer Awareness programme	Andhanapettai, adopted village of the college	Mr.S.Bashyam, Mr.G.Aravind	People of Andhanapettai, adopted village of the college
	23.02.17 to 07.03.17	Coaching class to +1 Students, Commerce Subjects	Natarajan Dhamayanthi Higher Secondary school, Nagapattinam	Dr.R.Krishnaveni &II M.Com Students	+1 Students of N.D.H.S.School, Nagapattinam
	07.03.17	Awareness Creation on Green Environment	Municipal Middle School, Samandhanpettai	Students of Commerce	Students from 6th to 8th Std, Municipal Middle School,Samandhanape - ttai
	12.03.17	Yoga Awareness Programme	Govt Primary School,Karaikal	Students of III B.Com	Students of Govt Primary School,Karaikal
	12.03.17	Awareness Creation on Traffic Rules	Gouthiya Higher Secondary School,Nagore	Students of III B.Com	+1 & +2 Students of Gowthia Higher Secondary School,Nagore
	14.03.17	Awareness Creation on Health Habits	Thirumarugal and Eravancherry	Students of III B.Com	Public of Thirumarugal and Eravancherry Villages
	18.03.17	Awareness Creation on Plastic Exploitation	Ooratchi Ondriya Thodakka Palli,Sikkal	Students of III B.Com	Students from 1 to 5th Std,Ooratchi Ondriya Thodakka Palli,Sikkal

	19.03.17	Awareness Creation on Deforestation	Thiruvalluvar Udhavi Perum ThodakkaPalli, Manjakollai	Students of III B.Com	Students from 5th Std,Thiruvalluvar Udhavi Perum ThodakkaPalli, Manjakollai
Chemistry	29.07.16	Under Village Adoption Programme Avoid Plastics Awareness Programme	Panchayat School, Andhanapettai	Faculty of Chemistry Department	Panchayat School students , five of our students and Faculty members
English	06.08.16	Basic English	Nagapattinam	Faculty of English Department	6th to 12th Std of DMI Society, Nagapattinam.
	29.11.16	Basic English	Nagapattinam	Faculty of English Department	6th to 12th Std of DMI Society, Nagapattinam.
Zoology	09.08.16	Breast Feeding Week Celebration	Samuthaya kudam, Anthanapettai.	Dr.Madhuramozhi Givndarajalu Asso.Prof.of Zoology A.D.M College, Nagapattinam	Women of Anthanapettai
B.B.A.,	24.08.16	Clean India Green India	Panchayat Union Middle School, Andhanapettai	Faculty of BBA	Panchayat Union Middle School Childrens, Andhanapettai
Computer Science	01.07.16	Online Training to Students other than computer Science	A.D.M.College for Women (Autonomous) Nagapttinam	Faculty of Computer Science Department	All the final Year UG and PG students in A.D.M College
	10.08.16 to 22.09.16	Free Computer Education Training on MS-Office and Internet	Department of Computer science, A.D.M.College for Women (Autonomous) Nagapattinam	Faculty of Computer Science	Economically backward school dropout students from District Child Protection Unit, Nagapattinam
	19.08.16	Under Village Adoption Programme -World Humanitarian Day	Panchayat School, Andhanapettai	Chief Guest: Dr. S.Krishnaveni, Asst. Prof. of Zoology A.D.M College, Nagapattinam	Panchayat School Childrens
	01.09.16	Training programme for teaching staff on office Package	Computer Science Lab	Faculty of Computer Science	Teaching Staffs
	26.11.16	Validictary Function	AV ROOM A.D.M.College for Women(Auto)	Dr. (Mrs.)L. Megala Principal, A.D.M. College for Women	Issue of Certificate for "Office Packages" course to the

			Nagapttinam	(Auto), Nagapattinam.	economically backward class students.
Bio Chemistry	17.08.16	Under Village Adoption Programme Rain Water Harvesting	Panchayat School, Andhanapettai	Faculty of Bio-Chemistry	Panchayat School Childrens, Andhanapettai
Quiz Club	07.09.16	Quiz Competition	Panchayat Union Middle School, Andhanapettai	Dr.N.Sarala Ms.M.Slochana Department of Mathematics	Panchayat Union Middle School Childrens, Andhanapettai
Physics	11.08.16	Save Electricity, Protect from electricity and usage of Electricity	Panchayat School, Andhanapettai	Chief guest: Mrs.Anitha Godson Dietician,Karaikal	Panchayat School Childrens, Andhanapettai
	11.08.16	Under Village Adoption Programme Nutrition & Dietetics	Panchayat School, Andhanapettai	Mrs. Anitha Godson, M.Sc., M.Phil., Dieticien, Karaikal. Mrs.R.PRISCILLA, H. O. D Of Physics, ADM College, Nagapattinam.	Panchayat School Childrens, Andhanapettai
	12.04.16	Inter –Departmental Faculty Development Programme one Day Workshop In Gaussian Software	Economics Seminar Hall A.D.M.College for Women(Auto) Nagapttinam	Dr.J.Swaminathan, Associate Professor & Chemistry, AVC College For Engineering, Mannampandal.	Physics & Chemistry Faculty Members II M.Sc Physics Students
	10.08.16	Science Motivation Programme	AV ROOM A.D.M.College for Women(Auto) Nagapttinam	Ms.V.Sathyakumari Hi-Tech Research Foundation , Tranquebar.	UG & PG Physics Students
	24.08.16	Save Electricity	AV ROOM A.D.M.College for Women(Auto) Nagapttinam	Mr.S.Krishnan, Junior Engineer, TNEB, Nagapattinam.	UG & PG Physics Students
Mathematics	07.09.16	Easy Arithmetic to illiterates	Panchayat Union Middle School, Andhanapettai	Dr.K.Prakashrani Dr.N.Sarala Ms.M.Slochana Department of Mathematics	Panchayat Union Middle School Childrens, Andhanapettai

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	26 Acres	-	-	26 Acres
Class rooms	64			
Laboratories	15			
Seminar Halls	8			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		10		
Value of the equipment purchased during the year (Rs. in Lakhs)		13,20,446	UGC & others	
Others		8,00,950	UGC & others	

4.2 Computerization of administration and library

- Partial automation of administration.
- Digitalization of library.
- Administrative section is equipped with computers and Internet facility with Wi-Fi Connections.

4.3 Library services:

	Existing		**Newly added (2016-17)**		**Total**	
	No.	Value	No.	Value	No.	Value
Text Books	33,499	-	281	52,446	33,780	-
Reference Books	2520	-	-	-	2520	-
e-Books	11970	-	1506	-	13476	-
Journals	102	-	-	-	102	-
e-Journals	1934	-	468	-	2402	-
Digital Database	20	-	-	-	20	-
CD & Video	257	-	-	-	257	-
Others (specify)	8085	-	727	-	8812	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	323	194	20	12	45	16	14	22
Added	25	-	-	-	-	4	-	21
Total	348	194	20	12	45	20	14	43

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

- Three days workshop on the Topic "Android computing" for students in collaboration with "Alpha sense Technologies".
- Internet and web designing, Dotnet training to non computer science students

4.6 Amount spent on maintenance in lakhs :

i) ICT	3.26
ii) Campus Infrastructure and facilities	19.04
iii) Equipments	13.20
iv) Others	8.00
Total :	43.50

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Grievance Redressal cell is functioning
- Anti-Ragging committee is functioning.
- Details about courses and fees structure is provided through college calendar.
- College Prospectus gives details about the college and code of conduct.
- College Notice Board
- Importance announcements are given in the assembly
- Announcements through web site.

5.2 Efforts made by the institution for tracking the progression

- CIA.
- Progress Report.
- Coaching and Special Classes are conducted
- Semester system is followed.
- Feed Back collected from the students.
- Regular result analysis is done.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others(M.Phil)
1736	192	12	25

(b) No. of students outside the state 11

(c) No. of international students -

Men	No	%
	-	-

Women	No	%
	-	-

	Last Year					This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
6	428	4	1272	2	1712	10	392	05	1454	01	1862

Demand ratio 1:1.21 Dropout % UG – 0.051 PG – 0.031

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

- Soft skill and communication skill training.
- On line examination centre
- Encourage the students to prepare for competitive examinations through placement cell.

No. of students beneficiaries 539

5.5 No. of students qualified in these examinations

NET	03	SET/SLET	03	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	10

5.6 Details of student counselling and career guidance

- Mentor-ward system for all UG and PG students
- The teachers give counselling for personal and academic problems.
- Career oriented certificate courses are conducted by Placement Cell.

No. of students benefitted 387

5.7 Details of campus placement

On campus		***Off Campus***	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
05	433	387	-

5.8 Details of gender sensitization programmes

- Women centered programme-14
- Three days college bazaar organized by Nagapattinam women development organization and women cell of our college to help the community.

WOMEN CENTERED PROGRAMME
2016-2017

NAME OF THE DEPARTMENT	DATE	TOPIC	PLACE AND RESOURCE PERSON
Economics	06.09.16	Welfare schemes for growing young girls(Oratorical)	Dr.A.Santhanalakshmi Dr.A.Dhanalakshmi Dr.PrakashRani, A.D.M.College for Women, Nagapattinam
	25.02.17	Oratorical Competition Essay Competition in Connection with Women's day Celebration	Dr.S.Sankari Associate Professor in Zoology, AVC College,Mayiladuthurai.
Bio -Chemistry	07.09.16	Awareness To Women Health	Dr.(Mrs.)P..Rahini.,MBBS.,DGO Nagapattinam.
Tamil	27.07.16	Abdulkalam Ninaivu Dhinam-Awarness Programme Karaikal Rotary Sangam Centniyalum Womens Sangamum	Martin Santhome Secretary Nadi Muthu,Head Karaikal Rotary sangam,Centiniyal.
	04.10.16	Ilakkiya Mandra Vizha-Pengal Membadum, Ilakkiyamum.	Dr.V.Madhiyarasan, Assistant Professor of Tamil, Bharathidasan University Constituent College, Nagapattinam.
	09.02.17	Indraiya Samugathil Pengalin Thaguthigal	Dr.L.Megala,Principal A.D.M.College for Women, (Auto) Nagapattinam.
	17.03.17	Women Protection and Women Education	Mrs.Vaijayanthirajan, Karaikal
Zoology	09.08.17	Awareness Program on Breast Breeding	Faculty of Zoology Department

BBA	11.01.17	Rangoli Competition	A.D.M.College for Women, Nagapattinam.
	24.03.17	Youth Development Programme- Women and Protection	Mrs.K.Shanmugapriya Sub Inspector of Police Velippalayam, Station Nagapattinam
Physics	11.01.17	Old Age Home-A Bane to society & Opportunities available in Armed Forces	Mr.K.Rajkumar,Advocaate District Magistrate Court, Nagapattinam.
	06.02.17	Nutrition and Dietetics	Mrs.Anitha GodsonM.Sc., M.Phil., Dietician,Karaikal
	17.03.17	All India Women's Day celebration	Mrs.Vijayanthi Rajan, Head,Karaikal Ammaiyar Womens Safety and Urimai Amaipu, Karaikal
	22.03.17	Youth Development Programme Women cell and social welfare department jointly organised one day awareness programme	S.Kibo,Inspector , All India Women's Police Station Nagapattinam. R.Manivannan, Children's Safety Team Organizer Mrs.P.Rama Maheswari Social Safety Officer Mr.S.R.Anbalagan,Lawyer

5.9 Students Activities

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

State/ University level [56] National level [30] International level [-]

No. of students participated in cultural events

State/ University level [14] National level [-] International level [-]

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

Sports : State/ University level	20	National level	30	International level	-
Cultural: State/ University level	-	National level	-	International level	-

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	3	38,738
Financial support from government	1557	45,22,101
Financial support from other sources	9	77,922
Number of students who received International/ National recognitions		
Rajiv Gandhi National scholarships for Research	1	25,000 p/m
Indira Gandhi Scholarship for Single Girl Child	9	2,97,000

5.11 Student organised / initiatives

Fairs : State/ University level	1	National level		International level	
Exhibition: State/ University level	9	National level		International level	

- College Union, Cultural programme, Yoga day celebrations
- Voter's day celebrated.

5.12 No. of social initiatives undertaken by the students 8

- Talent's Day, Teacher's day, Fresher's Day, Farewell Day, NSS Day, Women's day, DR. A.P.J. Abdul Kalam's Birthday , Breast Feeding Awareness Day.

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

- To empower women through education.
- To be in the forefront of higher education in order to provide the nation the higher calibre manpower it needs.

MISSION

- To provide quality collegiate education from undergraduate to post-Graduate and research.
- To ensure high standard of behaviour and discipline amongst our students community.
- To extend the benefits of higher education to women of this area and economically disadvantaged.
- To create a climate of useful and joyful learning.
- To set high standard of professional conduct and ethics for staff and students alike.

6.2 Does the Institution has a management Information System

YES

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

6.3.1 Curriculum Development

- Curriculum internal auditing was done.
- Conducts Board of studies every year.
- Feed Back from students about the curriculum.
- Value added courses are introduced.

6.3.2 Teaching and Learning

- Students are encouraged to take seminars using ICT.
- Modern methods of teaching are adopted which motivated the students
- Group Discussion

6.3.3 Examination and Evaluation

- Instant Examinations for failed final year candidates.
- Result publication within 30 days.
- Transparency in evaluation, retest and remedial classes.

6.3.4 Research and Development

- Rs.25,000/- per month as Rajiv Gandhi National fellowship for the 2016-2017 was sanctioned for PhD full time Mathematics student.
- Encouraging the faculty by recognition and appreciation the institution had developed research activity
- Admission of more Research Scholars.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- No. of Books Purchased-281
- Usage of internet through high speed connection, e-content, on-line seminars, smart class, Wi-Fi connection free internet access to the students.
- Online Examination centre for students.
- Implementation of Bar-Coding.
- Fire Extinguishers
- CCTV Camera
- Bio-Metric Attendance Software Installed

6.3.6 Human Resource Management

- Organizing Industrial Training, Personality development, Skill oriented programs, workshops, seminars, Campus interviews, off campus interviews that helped to achieve high placement ratio.
- Faculty development programme are conducted to develop good human resources.
- Organizing Certificate courses by the Placement Cell and Short Term Certificate Course by the Departments.

6.3.7 Faculty and Staff recruitment

- Strictly adheres to the norms of the State Government, Directorate of collegiate education and UGC.
- For Self Financing Section - Interview Committee decides the recruitment based on the requirement.

6.3.8 Industry Interaction / Collaboration

- Industrial visits are made compulsory for the under graduate and Post graduate students.
- Each department has at least one MOU/Linkage with industry.

6.3.9 Admission of Students

- Strictly adheres to the norms of Government applicable to Aided institutions.

6.4 Welfare schemes for

Teaching	Health Insurance, Orientation, Celebrations-Teacher's Day, Pongal festival Staff benefit fund, EPF.
Non teaching	EPF Admission preference to staff children.
Students	Library loan book Book bank Department Library books, Student's Aid fund, Student Benefit Fund Jai Foundation Free medical checkups, counselling, Fee Concession for hostellers and Children of Staff members.

6.5 Total corpus fund generated [-]

6.6 Whether annual financial audit has been done Yes [√] No [ ]

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	-	Yes	IQAC
Administrative	Yes	AG-Chennai RJD,TNJ	Yes	Varadharajan & Co Nagapatinam & Viswanathan &Co Madurai

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

For UG Programmes Yes [√] No [ ]

For PG Programmes Yes [√] No [ ]

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

- The examinations reforms were done according to the institutional policies based on curriculum Teaching Learning and evaluation.
- Central Valuation conducted.

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

Triennial Committee inspected the college once in three years.

6.11 Activities and support from the Alumni Association

- Conduct Alumni Meeting every year.
- Medals are given to the students by Alumnae during college day and convocation day celebration.
- Donated Refrigerator to the college canteen
- CCTV camera installed by the Alumnae

6.12 Activities and support from the Parent – Teacher Association

- The PTA meeting was held to discuss the needs and progress of students and suggestions are considered.

6.13 Development programmes for support staff

- Basic computers skill was imparted to support staff.

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

- The institution has followed plastic free Zone ,Green and clean Campus.

Criterion – VII

7. Innovations and Best Practices

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

- Certificate courses were introduced to empower students from the rural area.
- Easy access of scientific journals to improve research activities.
- Online Examination centre for the benefit of students.
- Free browsing to the students

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

S.No	ACTION PLAN	ACTION TAKEN
1.	Skill development programme to be offered	9 Certificate courses were conducted.
2.	To conduct minimum of two Association meetings.	24 meetings were conducted
3.	Women centred programmes to be organized.	14 Programmes were conducted. .
4.	Every department should conduct Journal club, Speaker's forum meeting in every Semester.	Successfully conducted by all the departments.
5.	To conduct the faculty development programme	3 programmes were conducted by IQAC.
6.	Extension activities in each department	successfully conducted in the adopted village

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

- Tutorial ward System.
- Promotion of research culture among staff & students
- E-academic diary maintained by the staff
- Student benefit Fund.

Provide the details in annexure -Annexure III attached

7.4 Contribution to environmental awareness / protection

- EXNORA and Environmental Education club conducts various awareness programmes to public.
- Mass tree plantation in the college campus and adopted village.
- The college has adopted a village Anthanapettai and takes care of it.

7.5 Whether environmental audit was conducted? Yes [√] No [ ]

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

1.Institutional Strengths:

- Dyanamic and motivating management.
- The College campus is very neat and clean.
- Regular meetings of statutory bodies and records are maintained in the college.
- Committed and sincere staff members offering quality education
- Able administrative staff

2.Institutional Weakness and opportunities

- Students especially women folk from rural background not having the needed competency in English.

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

- To apply for more fund to improve Research Activities.
- Efforts are made to develop academic linkage with research centres.
- New Journals to be subscribed to benefit the students.

Name : Dr.V.RENUGA

Name: Dr.L.MEGALA

V Renuga

Signature of the Coordinator, IQAC

L. Megala

Signature of the Chairperson, IQAC

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ANNEXURE-I

ACADEMIC CALENDAR 2016-2017

16.06.16 to 28.10.16	Odd Semester working days -92 days- 5hrs per day
16.06.16	Re-opening of College for Odd Semester- II and III year Students
23.06.16	Last day for fee remittance for II and III UG &PG
22.07.16	Re-opening of College for I year Students
23.07.16 to 24.07.16	Supplementary Examination for Final year Students
25.07.16	Orientation course for I year Students
27.07.16	Last date-Admission for UG courses
31.07.16	Bridge Course for I years
04.08.16 to 06.08.16	Last date-Admission for UG courses
10.08.16	Re-opening of College for I year PG Students
17.08.16	Last date for receipt of filled in application form without fine
22.08.16	Last date for receipt of filled in application form with fine
29.08.16	Commencement of Mid Semester Examination
Sep 2016(All Saturdays)	Arrear Examination
09.09.16	Inauguration of College Union
13.10.16	Commencement of Model Examination for PG
27.10.16	Last working day Odd Semester
28.10.16 to 31.11.16	Winter Vacation
01.11.16	Commencement of Odd Semester Examination
01.12.16 to 14.04.17	Even Semester working days -92 days- 5hrs per day
01.12.16	Commencement of Even Semester classes(Reopening college for even semester)
23.12.16	Last date for receipt of even semester fees
28.12.16	Last date for the receipt of filled in application for UG,PG exam fees without penalty

04.01.17	Last date for the receipt of filled in application form and examination fee with penalty
08.02.17	Commencement of Mid Semester Examination
15.02.17 to 17.02.17	College Day and Convocation Day (Tentative)
Feb 2017(All Saturdays)	Arrear Examination
28.03.17	Commencement of Model Examination
11.04.17	Board of Studies Meeting
06.04.17	Thiruvilakku Pooja
13.04.17	Last working day Even Semester
14.04.17	Academic Council Meeting (Tentative)
17.04.17	Governing Body Meeting (Tentative)
18.04.17	Summer Vacation
28.04.17	Commencement of Even Semester Examination

ANNEXURE II

Evaluation of the Staff by the Students

(2016 – 17)

- 69% of the students felt that the punctuality of teachers was excellent, 24% of the students felt that it was very good, 5% felt that it was good and 2% felt that it was fair.
- 63% of the students felt that finishing the syllabi by the teachers was excellent, 28% of them felt that finishing the syllabi by the teachers was very good, 9% of them felt that it was good.
- 54% of the students felt that the teachers capacity to explain the difficult concepts easily was excellent, 36% of the students felt that it was very good, 10% of the students felt that it was good.
- 56% of the students felt that the teachers capacity to kindle the interest of the students in their subject was excellent, 33% of them felt that it was very good, 11% of them felt that it was good.
- 62% of the students were of the opinion that the teachers encouragement in making the students to utilize the knowledge they gained for their betterment was excellent, 29% of them felt that it was very good, 9% of them felt that it was good.
- 52% of the students were of the opinion that the teachers role in kindling the great creativity of the students to develop their thinking capacity was excellent, 37% of the students felt that it was very good, 11% of them felt that it was good.
- 61% of the students felt that the teachers were easily approachable, 29% of the students were of the opinion that the teachers readiness to meet students any consultation was very good, 10% of them felt that the teachers willingness to meet the students was good.
- 53% of the students were of the opinion that the contribution of teachers in motivating students to excel in studies was excellent, 36% of them felt that it was very good and 11% of them felt that it was good.
- 59% of the students opined that the teacher's involvement in motivating students to participate in extracurricular activities was excellent, 31% of them felt that it was very good and 10% of them felt that it was good.
- 66% of the students felt that in general their opinion about the teacher was excellent, 29% of them felt that it was very good and 5% of them felt that it was good.

ANNEXURE-III

Best practice of the Institution

1. Tutorial ward System

Tutorial ward System is practised in the college and each staff member is allotted 15 to 17 students. The teacher closely monitors the performance of students and provides counselling.

The performance of the students is reported to their parents every month.

2. Students Benefit Fund

A fund is created with the voluntary contribution of staff members to help the needy students to pay for tuition fees and for purchase of Books.

During 2016-17 an amount of Rs.95,000/- was granted as loan to 426 students.

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