

**Sri. S.Ramasamy Naidu Memorial College**  
**(SSRNMC-12358)**  
**Sattur-626203**  
**Tamil Nadu**  
**Internal Quality Assurance Cell (IQAC)**  
**Annual Quality Assurance Report (AQAR) 2013-2014**

**Submitted to**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

**P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India**

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

## Part – A

### 1. Details of the Institution

<b>1.1 Name of the Institution</b>	Sri S.Ramasamy Naidu Memorial College
<b>1.2 Address Line 1</b>	SadayamPatti
<b>Address Line 2</b>	Sattur
<b>City/Town</b>	Sattur
<b>State</b>	Tamil Nadu
<b>Pin Code</b>	626203
<b>Institution e-mail address</b>	<a href="mailto:prinsrnm@yahoo.com">prinsrnm@yahoo.com</a> <a href="mailto:prinsrnm@gmail.com">prinsrnm@gmail.com</a>
<b>Contact Nos.</b>	09486633233, 04562-261919
<b>Name of the Head of the Institution:</b>	Dr.V.Premkumar
<b>Tel. No. with STD Code:</b>	04562-262791
<b>Mobile:</b>	09486633233
<b>Name of the IQAC Co-ordinator:</b>	Mr.M.Arunachalam

Mobile:

09442956129

IQAC e-mail address:

iqacsrnmc@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

SSRNMC-12358

1.4 NAAC Executive Committee No. & Date:

(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)

Ec/59/rar/02dated 21-4-2012

1.5 Website address:

www.srnmccollege.net

Web-link of the AQAR:

http://www.srnmccollege.net/AQAR  
2012-13.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	1 <sup>st</sup> Cycle	B++		2005	20-5-2005 to 20.05.2010 5 years
2	2 <sup>nd</sup> Cycle	A	3.22	2012	20.04.2012 to 20.04.2017 5years
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

10/06/2005

1.8 AQAR for the year (for example 2010-11)

2013-14

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

AQAR-----2011-2012- submitted on 28/09/2012 \_\_\_ Online\_\_\_\_\_ (DD/MM/YYYY)

AQAR-----2012-2013- submitted on 25/09/2013\_\_\_\_\_ Online\_\_\_\_\_ (DD/MM/YYYY)

AQAR\_\_\_\_\_ (DD/MM/YYYY)

AQAR\_\_\_\_\_ (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)**

Madurai Kamaraj University-Madurai  
Tamil Nadu-625021

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stake holder and

Community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

**2.11 No. of meetings with various stake holders:** No.  Faculty

Non-Teaching Staff  Students  Alumni  Others

**2.12 Has IQAC received any funding from UGC during the year?**

If yes, mention the amount

**2.13 Seminars and Conferences (only quality related)**

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

S.No.	Date	Programme	Name of the Research Person	Theme
1.	23.10.2013	Orientation programme (For young teachers)	Dr.R.Manohar, Head & Associate Professor, Department of Commerce (c.s), ANJA college, Sivakasi.	Professional Excellence
2.	11.01.2014	Re-training programme (for faculty members)	Dr.S.Sankararajan, Director, Fraghan Academy, Chennai.	Stress management
3.	29.01.2014	Retraining programme for the Non-Teaching staff.	Dr.S.Jayaraman Head & Associate Professor in Tamil, VHNSN College, Virudhunagar	How to handle situations.
4.	04.03.2014	Retraining programme for faculty members	Dr.Maa.Paa.Gurusamy, Secretary, Gandhi Museum, Madurai.	Gandhian Principles In Education
				Education

**2.14 Significant Activities and contributions made by IQAC**

- i. Conduct of Orientation and re-training programmes.
- ii. Collection of teaching plans from the faculty members.
- iii. Getting feed back
- iv. Chalking out action plan.
- v. Preparation of Action taken report and AQAR.
- vi. Steps initiated for under taking academic audit.

## 2.15 Plan of Action by IQAC/Outcome

S.No.	Plan of Action	Achievements
1.	To start M.Phil programme in Computer Science	Commission from the university visited responding to the application of the college to start M.Phil programme in Computer Science.
2.	To conduct Diploma Courses in Accounting Software and in Medical Transcription.	Diploma Courses in Accounting Software and in Medical Transcription conducted.
3.	To design syllabus (Regulation-2014) for all PG and M.Phil Courses.	Syllabi for all PG and M.Phil Courses designed.
4.	To design syllabi for Certificate, Diploma and Advanced Diploma Courses on Tourism and Travel Management	Syllabuses for Certificate, Diploma, Courses on Tourism and Travel Management framed.
5.	To install a new Computer lab in the newly built computer science block.	Steps are being taken for the installation
6.	To purchase equipment to set up a new lab with the fund received through DST-FIST programme for Microbiology experiments	Lab equipment purchased for the new lab.
7.	To equip Physics, Chemistry and Computer labs with DST-FIST funds.	Equipment purchased for these labs with DST-FIST funds.
8.	To organise Orientation and Re-training programmes for the faculty and Non-Teaching staff at the institutional level.	Four such programmes conducted.
9.	To organize a State level Seminar by the PG and Research Department of Mathematics.	State-level seminar organized.
10.	To conduct inter collegiate programmes by all departments.	Inter collegiate programmes conducted by many departments.
11.	To arrange campus interviews for placement of students.	33 students placed.

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 \*

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  any other body  Staff Council

### Provide the details of the action taken

It was advised by the Council to circulate the AQAR among the staff and get suggestions if any from this, staff members were asked to go through the AQAR for a week in order to get their suggestion, before sending AQAR to the NAAC.

## 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	1	1	2	
PG	9	1	8	
UG	12		8	
PG Diploma				
Advanced Diploma				
Diploma		2	2	2
Certificate	3		1	2
Others				
<b>Total</b>	25	4	21	4
Interdisciplinary	4			4
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	22
Trimester	Nil
Annual	5

1.3 Feedback from stake holders Alumni  Parents  Employers  Students   
(On all aspects)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)  No



(Students)

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

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

**1.** Revised syllabus (Regulation-2013) was introduced to all the UG courses. New syllabus (Regulation -2014) was designed to all the PG courses. **2.** Similar to Science students Project work is made mandatory for PG Commerce and Literature students also. **3.** Papers such as Microprocessors and energy physics have been introduced to M.Sc. Physics students to have an exposure in the emerging field of Electronics and solar and other renewable energy.

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

Nil

## Criterion – II

### 2. Teaching, Learning and Evaluation

**2.1 Total No. of permanent faculty**

Total	Asst. Professors	Associate Professors	Professors	Others
123	98	23	Nil	2

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

38

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

Asst. Professors		Associate Professors		Professors		Other		Total	
R	V	R	V	R	V	R	V	R	V
2	-	-	-	-	-	-	-	-	2

## 2.4 No. of Guest and Visiting faculty and Temporary faculty:

Nil

## 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	3	6	5
Presented papers	8	23	-
Resource Persons	-	-	-

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

1. More than 100 computers have internet access in the college; a smart class room is in the Department of Mathematics that can be used by other Departments also.
2. PPT presentation and Model display are being used; learning materials are provided to the students.
3. Guest lectures are regularly arranged. Industrial and Field visits are made.
4. Syllabus for a course on NCC as a Non-Major Elective has been framed.
5. Add on courses are taught to improve different skills in the students.
6. 'Cluster of Colleges' system is adopted at both UG and PG levels. According to this system, a Co-coordinator college for each subject is nominated. Programmes are conducted in the year as chalked out by the Co-ordinator College. Students from the member colleges will participate in the programme. This system helps the students get better exposure in the subject and better interaction with the students and faculty of other colleges.
7. Retraining and Orientation programmes have helped to improve the teaching potential of the teachers.

## 2.7 Total No. of actual teaching days

During this academic year

180
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## 2.8 Examination/ Evaluation Reforms initiated by

**The Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)**

Registration of candidates, schedule of examination and preparation of mark statements are computerized with suitable software. Grade system is followed.

Question paper setting is done by the external examiners; Central valuation and valuation of answer scripts by external examiners only. Revaluation of answers scripts by Chief examiners (College faculty nominated by the Controller).

Duration of Part IV examinations was changed in accordance with the hours of teaching. Results are published on the opening day of every following semester. Supplementary examinations are conducted soon after the publication of results to enable the student to go for higher education.

## 2.9 No. of faculty members involved in curriculum

**Restructuring/revision/syllabus development**

121	121	-
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**As member of Board of Study/Faculty/Curriculum Development workshop**

## 2.10 Average percentage of attendance of students

91.97%
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## 2.11 Course/Programme wise Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I%	II%	III%	Pass%
B.A (History)	44	0	2.27%	36.36%	2.27%	40.90%
B.A. (English)	69	0	17.39%	43.47%	27.53%	88.40%
B.Sc (Mathematics)	67	16.41%	50.74%	4.47%	0	74.62%
B.Sc (Physics)	39	7.69%	66.66%	10.25%	0	84.61%
B.Sc (Chemistry)	37	2.70%	45.94%	2.70%	0	51.35%
B.Sc (Zoology)	28	0	17.85%	3.57%	0	21.42%
B.Sc (C.S)	46	21.73%	67.39%	0		89.13%
B.Com (NCA)	27	0	44.44%	40.74%	3.70%	88.88%
B.Com (C.A)	47	6.38%	78.72%	0	0	85.10%
B.A. (English)	67	0	7.46%	43.28%	16.41%	67.16%
B.Sc(Maths & C.A)	38	5.26%	60.52%	5.26%	0	71.05%
B.Sc (C.S) Self	105	9.52%	76.19%	0	0	85.71%
B.Com (NCA)	122	0.00%	11.47%	39.34%	3.22%	54.91%
B.Com (C.A)	85	2.35%	58.82%	18.82%	0	81.17%
B.B.A	43	0.00%	13.95%	53.48%	20.93%	88.37%
B.Sc (N & D)	10	0	90%	10%	0	100.00%
M.Com (NCA)	41	0.00%	75.60%	12.19%	0	87.80%
M.Sc (Maths)	34	26.47%	58.82%	0	0	85.29%
M.Sc (Physics)	20	0	50.00%	0	0	50.00%
M.Sc (Chemistry)	29	6.89%	62.00%	0	0	68.96%
M.Sc (C.S)	40	30.00%	65.00%	0	0	95.00%
M.Phil (Maths)	18	66.66%	33.33%	0	0	100%
M.Com (C.A)	28	7.14%	82.14%	0	0	89.28%
M.C.A	38	23.68%	71.05%	0	0	94.73%

M.Phil (commerce)	24	25%	75%	0	0	100%

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

1. IQAC arranges to get teaching plans from the faculty at the beginning of every semester.
2. The retraining of the teachers help them enhances their teaching potential.
3. The feedback from all the stakeholders facilitates taking corrective measures.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	4
Staff training conducted by other institutions	4
Summer / Winter schools, Workshops, etc.	
Others	1

## 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	46		2	
Technical Staff	8			

## Criterion – III

### 3. Research, Consultancy and Extension

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

1. A Ph.D program in Mathematics was started as per the plan of action chalked out at the beginning of the year.
2. The IQAC has prevailed upon the departments to subscribe to more numbers of journals in their respective fields.
3. The IQAC, in close coordination of the Research Committee of the College, has encouraged the faculty to apply for more number of major and minor projects. As a result, 9 proposals for major and 3 for minor projects have been submitted to the UGC. .

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		2	1	9
Outlay in Rs. Lakhs	-	10.29	4.82	-

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	2	1	3
Outlay in Rs. Lakhs	30,000	3,40,000	3,75,000	-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	21	9	
Non-Peer Review Journals			
e-Journals			
Conference proceedings	4	3	

#### 3.5 Details on Impact factor of publications:

Range	0 to 1.76	Average	0.976	h-index	1.76	Nos. in SCOPUS	4
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**3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations**

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3	UGC	10.29lakhs	869371
Minor Projects	2	UGC	7.45lakhs	191500
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
<b>Total</b>			<b>17.74lakhs</b>	<b>10.60lakhs</b>

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

ii) Without ISBN No.

**3.8 No. of University Departments receiving funds from (Not applicable)**

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			1		6
Sponsoring agencies			UGC-Autonomy Grant	3	Autonomy Grant+ Management

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

**3.13 No. of collaboration:** International National Any other

Nil

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency  From Management of University/College

Total

3.16 No. of patents received this year: NIL

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
		1				

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events: Nil

University  level State level

National level  International level

**3.22 No. of students participated in NCC events:** Nil

University level	<input type="text"/>	State level	<input type="text" value="1"/>
National level	<input type="text" value="9"/>	International level	<input type="text"/>

**3.23 No. of Awards won in NSS:** Nil

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

**3.24 No. of Awards won in NCC:**

University level	<input type="text"/>	State level	<input type="text" value="1"/>
National level	<input type="text"/>	International level	<input type="text"/>

**3.25 No. of Extension activities organized**

University forum	<input type="text"/>	College forum	<input type="text" value="9"/>		
NCC	<input type="text"/>	NSS	<input type="text"/>	Any other	<input type="text"/>

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

1. A free Eye check-up camp followed by a free Eye screening camp were organized for the benefit of people of the neighbouring villages, in collaboration with the Vasan Eye Care, a leading ophthalmological institute of the state.
2. A Blood Donation Camp was organized in the nearby Chatirapatti Village in collaboration with Annai Teresa Orphanage, Sattur.
3. A training programme on Hard Ware Maintenance was conducted to the students of Sri SRNM Polytechnic, Sattur.
4. A training programme and a project in VB net ASP net and PHP were conducted to the under graduate students of Computer Science of Theni Kammavar College of Arts and Science in Theni District.
5. Student volunteers offered services at the Sri Ramakrishna and Vivekananda devotees' 21<sup>st</sup> Conference at Pollachi.
6. Student volunteers offered services at Silver Jubilee celebrations of Shree Ramana Maharishi Ashram at Tiruchuli.
7. Students contributed an amount of Rs 28,684, by way of extending financial assistance to Master T.Gobinath (an ailing child affected by cancer) of the neighbouring village
8. Students of Madurai Kamaraj University Constituent College, Sattur, were permitted to utilise our Physics lab for taking their practical examinations for B.Sc Ancillary Physics subject.



**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	44acre	-		44
Class rooms	48	15	Management	
Laboratories	13	1		14
Seminar Halls	1			1
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.		2	FIST	2
Value of the equipment purchased during the year (Rs. in Lakhs)		3,18,380		
Others				

**4.2 Computerization of administration and library**

<p>1. Preparation of merit list for admission, fees collection and preparation of salary bills for the staff are all computerized</p> <p>2. In the examination section, registration of candidates, schedule of examinations and preparation of mark sheets are all computerized.</p> <p>3. Book lending and stocking in library is computerized. Bar coding is adopted.</p>
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**4.3 Library services:**

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	33176		1060	276325	34236	
Reference Books						
e-Books						
Journals			37	54590		
e-Journals			1	5000		
Digital Database						
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	206	206	100	10	Nil	17	32	4(Library)
Added	97	97	-					
Total	366	303	100	10	Nil	17	32	4

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

About 100 systems in the labs, library, browsing, departments, college office, examination section, dean office have internet access to MPBS 1:1: leased line provided in the campus.

#### 4.6 Amount spent on maintenance in lakhs:

i) ICT	2.5 lakhs
ii) Campus Infrastructure and facilities	94.76
iii) Equipments	21.18
iv) Others	0.24
<b>Total:</b>	<b>118.6</b>

### Criterion – V

## 5. Student Support and Progression

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

IQAC makes arrangements to announce the services available to the students in the morning prayer meeting and through circulars displayed on the notice board. It also works in close coordination with the Dean- Student Affairs in this regard.

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

Tutorial system is followed. Student records are maintained by the Staff Advisers. Frequent Parent-Teacher meetings are arranged. Academic and other performance and progression of students is monitored regularly

**5.3 (a) Total Number of students**

UG	PG	Ph. D.	Others
2810	512	19	-

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	885	26.48%		2456	73.51%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
30	518	4	2539	0	3091	126	459	7	2849	2	3341

Demand ratio 2.65:1      Dropout % 2.35

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

Steps are being taken to conduct Coaching classes by the Placement and Career Guidance Cells.

No. of students beneficiaries

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

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text" value="11"/>

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

The Counseling Cell has been formed as per the norms prescribed by the Joint Director of Collegiate Education. The Coordinator of the cell attended a program on counseling conducted by the District Collector of Madurai. Programmes have been conducted to develop the soft skills of students.

Students with behavioral problems were identified and proper counseling was given.

A one-week program was conducted to improve the listening and concentration skills of the girl hostelers.

No. of Students beneficiaries

210

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
<b>1</b>	<b>32</b>	<b>7</b>	<b>26</b>

### 5.8 Details of gender sensitization programmes

The first year UG girl students were sensitized to the gender related issues by women teachers on the opening day. Periodical meetings on gender sensitization were organized in the girls' hostel.

### 5.9 Students Activities

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

State/ University level

11

National level

-

International level

-

No. of students participated in cultural events

State/ University level

150

National level

-

International level

-

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

Sports: State/ University level

4

National level

-

International level

-

Cultural: State/ University level

82

National level

-

International levels

-

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	91	91890
Financial support from government	1399	3643661.0
Financial support from other sources	8	244500
Number of students who received International/ National recognitions	Nil	Nil

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

A Trade Fair Entertainment Show has been organised by the students of Commerce at the institutional level

5.12 No. of social initiatives undertaken by the students

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

1. Two more stairs have been added to the main building to ensure smooth entry and exit of the students.
2. Two more buses were operated for the girl students to accommodate their increasing strength.
3. Additional toilet facilities have been provided to the girl students for the same reason.

## Criterion – VI

### 6. Governance, Leadership and Management

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

**Vision:** To make higher education available to the students from socially, economically and educationally backward families and to increase their employment prospects.

- Mission:**
1. To offer the rural students opportunities that will bring to light their inherent talents.
  2. To help them realize their potential worth.
  3. To empower women, and make them self reliant.
  4. To promote the employment prospects of rural students
  5. To mould self – confident and socially responsible citizens.

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

1. Administrative procedures including finance
2. Student admission
3. Student records.
4. Evaluation and examination procedures

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

### 6.3.1 Curriculum Development

Boards of Studies for all Courses were constituted with the subject experts nominated by the college and the university, alumni and industrial experts in addition to the faculty of the College. Revision of syllabus is carried out once in 3 years for UG and once in 2 years for PG courses.

### 6.3.2 Teaching and Learning

1. Retraining and Orientation programmes were arranged to enhance the teaching abilities of the faculties.
2. Guest lectures by experts from outside the College are regularly arranged.
3. Industrial and Field visits are frequently made.
4. Syllabus for a course on NCC as a Non-Major Elective (NME) has been framed.
5. Add on Courses are taught to inculcate different skills in students.
6. 'Cluster of Colleges' system is adopted in both UG and PG levels to enable the students get better exposure in the subject and better interaction with the students and faculty of other colleges

### 6.3.3 Examination and Evaluation

**System of Internal Examinations:** Question setting and evaluation is done by the College faculty. Two centralised examinations per semester are conducted. The internal marks of a student is calculated on the basis of the average of marks obtained in the two examinations in addition to the marks awarded to his seminar/quiz and assignment.

**System of End-Semester Examinations:** Question setting and evaluation are done by external Additional Examiners. 50% of the answer scripts are re-valued by the Chief Examiners headed by the Chairman, Board of Examiners (nominated from among the college faculty by the Chief Controller of Examinations).

### 6.3.4 Research and Development

1. More number of faculties submitted major (9) and minor (3) projects.
2. A Major project and a Minor project were sanctioned to Dr. S. Brinda Uma Maheswari and Dr. P. Rajaguru respectively.
3. A new lab for carrying out experiments and research in Micro Biology is to be installed with the financial assistance from DST\_FIST.

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

1. Internet access provided to all the departments 2. Labs are well equipped with the financial assistance from DST-FIST 3. Installation of 5Mbps 1:1 leased line is in the pipe line to ensure speed in accessing net.

### **6.3.6 Human Resource Management**

An Orientation Programme was conducted by the IQAC to the young teachers and the Non-teaching staff. Two Retraining Programmes conducted to the faculty. 'Cluster of Colleges' programmes were periodically organised by different departments.

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

As for the recruitment of aided teaching faculty, it is done by the interview committees composing the state government nominees and subject experts nominated by the affiliating university and the College Managing Committee. It ensures objectivity in selection and upholding of standards.

The College Managing Committee constitutes selection committees formed with subject experts drawn from inside and outside the College for the recruitment of teaching faculty in the unaided stream.

The Non-Teaching Staff are recruited by a committee comprising the Office superintendent and the Directors of the Managing Committee.

### **6.3.8 Industry Interaction / Collaboration**

1. An MOU (Memorandum of Understanding) signed on 30.03.2011 with the Managing Director, Sugapriya Paper and Boards (P) Ltd, Sattur for a period of 5 years.
2. Another MOU signed with the Proprietor, Jegajothi Sweets and Bakery, Gandhi Mandapam Kovil Patti for a period of 5 years beginning April-2011.
3. Yet another MOU signed on 30.03.2011 with the Managing Director Aravind Krishna Hospital (P) Ltd. Main Road Sattur, for a period of 5 years.

**6.3.9 Admission of Students**

Advertisements in news papers calling for applications are made. Scrutiny of applications is under taken. The preparation of merit list is computerized. Admission is made on the basis of merit. The merit list is displayed on the notice board. Selected and wait listed candidates are intimated by post.

**6.4 Welfare schemes for**

Teaching	PF & Group insurance
Non teaching	PF & Group insurance
Students	Group insurance + Scholarship

**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? No**

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative				

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

For UG Programmes      Yes       No

For PG Programmes      Yes       No



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

A CCTV set up has been installed in the office of the Controller and the Strong room to ensure confidentiality. Examination section is computerized. Question paper setting and evaluation are carried out by the external examiners only. A substantial percentage of valued papers is revalued by the Chief Examiners and the Chairman of the Board of Examiners drawn from the local faculty aiming at fairness and objectivity of valuation. Results are published quickly and the supplementary examinations conducted immediately.

Receipt of question papers via e-mail is proposed to avoid postal delays.

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

Not applicable

### **6.11 Activities and support from the Alumni Association**

1. Mr. K.R.Krishnasamy, a prominent alumnus and Managing Committee Member, contributes a sum of 1lakh rupees to be distributed as a cash award of Rs.1000 each to 100 students in the name of his father Kakivadampatti Thiru K.Ramachandrappa Naicker every year.

The following are the other notable contributors:

2. Mr.M.Sundararajan-alumnus-Rs.20, 000 every year
3. Prof.Ramamoorthi (Michigan University), Alumnus -Rs.50,000
4. Physics Alumni: Rs.9000

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

Periodical meetings of PTA are arranged. The opinions and suggestions of the parents form valuable inputs in student counselling.

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

An Orientation Programme was organised by the IQAC for the support staff.

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

Usage of plastic materials is kept at the minimum level. Saplings are planted in the campus by the NSS volunteers. Sizable number of trees is already in the campus. Rain water harvesting has been done. 'Green cover' of the campus is expanded every year. Lawns as well as the rows of Durant repens planted on the campus are being maintained. Steam cooking is introduced in the girls' hostel.

### 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.

Nil

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

1. Commission from the university visited responding to the application of the college to start M.Phil programme in Computer Science.
2. Diploma Courses in accounting Software and in Medical Transcription conducted.
3. Syllabi for all PG and M.Phil Courses designed.
4. Syllabuses for certificate, Diploma, courses on Tourism and Travel management framed.
5. Steps are being taken for the installation of new Microbiology lab.
6. Lab equipment purchased for the Microbiology lab.
7. Equipment purchased for these labs with DST-FIST funds.
8. Orientation and Retraining programmes conducted.
9. State-level seminar organized by the Department of Mathematics.

10. Inter collegiate programmes conducted by many departments.

11. Thirty three students placed.

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

1. Morning collective prayers
2. Allotment of time for Co curricular and Extracurricular activities in addition to the proper working hours.

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

**7.4 Contribution to environmental awareness / protection**

1. Environmental Science paper is made mandatory for all the final year UG students 2. Guest lectures on topics such as Global warming and Depletion of ozone layers have been regularly arranged. 3. Placards with slogans spreading environmental awareness are hung on the trees and pasted on the walls.

**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. In view of Swami Vivekananda's 150<sup>th</sup> Birthday, a statue of Swamiji is erected in the campus.
2. Quotes from Swamiji's speeches and writings have been recited in the prayer meeting every day.

## 8. Plans of institution for next year

1. To start M.Phil Computer Science and B.A.History programmes
2. To introduce revised syllabus for all PG courses
3. To continue with conducting exiting UGC funded Certificate and Diploma Courses.
4. To continue with conducting Certificate in Gandhian Thought and in Herbal Medicine Courses.
5. To install Microbiology lab with the financial assistance out of DST-FIST funds
6. To organize a State level Seminar on Material Science jointly by the departments of Physics and Chemistry
7. To organize a UGC sponsored National level Seminar on Recent Computing Techniques by the Department of Computer Science.
8. To organize a UGC sponsored National level Seminar by the Department of Mathematics.
- 9 To organize campus interviews for placement of students.
10. To continue with teaching internet courses for first year UG students.
11. To train final year students in English Language Skills
12. To start a Certificate Course Tourism Management.
13. To apply for INSPIRE programme.

*Name \_ Mr.M.Arunachalam*

*Name \_Dr.V.Premkumar*

*Signature of the Coordinator, IQAC*

*Signature of the Chairperson, IQAC*

## ***Annexure I***

### **Analysis of Feedback**

The students' feedback for the year 2013-2014 was carried out on-line. Dr. K.Krishnaveni, Head of the Department of Computer Science was nominated the coordinator for conducting this on-line feedback programme. The package for the programme was developed by a team of students in the Department of Computer Science, headed by Mr.R.Praveen Raj, a final year UG student.

The feedback was obtained for all the programmes from the final year students of UG and PG. Two separate questionnaires were provided to the students, of which one is meant for the programme with seven questions and another one for the teachers with 10 questions. The

students were asked to specify their rating such as ‘very good’, ‘good’, ‘satisfactory’ and ‘unsatisfactory’.

The analysis of the feedback reveals that the students were by and large satisfied with the level of contents of the programme and with the performance of their teachers. This is evident from the large number of tick marks (about 90%) they made in ‘very good’ and ‘good’ columns. However, some students have expressed ‘unsatisfactory’ in the case of some teachers. But this number is as low as 6 in the feedback for the programmes and 22 in the case of teachers. In the process in which around 1000 students participated it yields a meager 0.006 % and 0.022 % only.

## *Annexure II*

### **College Calendar (2013-2014)**

#### **DAY ORDER**

#### **ODD SEMESTER**

<b>DATE</b>	<b>DAY</b>	<b>JUNE 2013</b>	<b>DAY ORDER</b>	<b>WORKING DAY No.</b>
1	Saturday			
2	Sunday			
3	Monday			
4	Tuesday			
5	Wednesday	World Environment day		
6	Thursday			
7	Friday			
8	Saturday			
9	Sunday			
10	Monday			
11	Tuesday			

12	Wednesday			
13	Thursday			
14	Friday			
15	Saturday			
16	Sunday			
17	Monday			
18	Tuesday			
19	Wednesday			
20	Thursday	College reopens	I	1
21	Friday		II	2
22	Saturday	Holiday		
23	Sunday	Holiday		
24	Monday		III	3
25	Tuesday		IV	4
26	Wednesday		V	5
27	Thursday		VI	6
28	Friday		I	7
29	Saturday	Holiday		
30	Sunday	Holiday		

**Be strong and stand on your own feet**

**DAY ORDER**

**ODD SEMESTER**

DATE	DAY	JULY 2013	DAY ORDER	WORKING DAY No.
1	Monday		II	8
2	Tuesday		III	9
3	Wednesday		IV	10
4	Thursday		V	11
5	Friday		VI	12
6	Saturday	Holiday		
7	Sunday	Holiday		
8	Monday		I	13
9	Tuesday		II	14
10	Wednesday		III	15
11	Thursday		IV	16
12	Friday		V	17
13	Saturday	Holiday		
14	Sunday	Holiday		
15	Monday		VI	18
16	Tuesday		I	19

17	Wednesday		II	20
18	Thursday		III	21
19	Friday		IV	22
20	Saturday	Holiday		
21	Sunday	Holiday		
22	Monday	Adi Thabasu - Holiday		
23	Tuesday		V	23
24	Wednesday		VI	24
25	Thursday		I	25
26	Friday		II	26
27	Saturday		III	27
28	Sunday	Holiday		
29	Monday		IV	28
30	Tuesday		V	29
31	Wednesday		VI	30

**Be pure and be calm**

**DAY ORDER**

**ODD SEMESTER**

DATE	DAY	AUGUST 2013	DAY ORDER	WORKING DAY No.
1	Thursday		I	31
2	Friday		II	32
3	Saturday	Adiperukku – Holiday		
4	Sunday	Holiday		
5	Monday		III	33
6	Tuesday		IV	34
7	Wednesday		V	35
8	Thursday		VI	36
9	Friday	Andal car festival and Ramzan- Holiday		
10	Saturday	Holiday		
11	Sunday	Holiday		
12	Monday		I	37
13	Tuesday		II	38
14	Wednesday		III	39
15	Thursday	Independence day - Holiday		



16	Friday		IV	40
17	Saturday		V	41
18	Sunday	Holiday		
19	Monday	Internal tests Series - I begins	Test I	42
20	Tuesday		Test II	43
21	Wednesday		Test III	44
22	Thursday		Test IV	45
23	Friday		Test V	46
24	Saturday		Test VI	47
25	Sunday	Holiday		
26	Monday		VI	48
27	Tuesday		I	49
28	Wednesday	Gokulashtami - Holiday		
29	Thursday		II	50
30	Friday		III	51
31	Saturday	Holiday		

**Be the servant while leading**

**DAY ORDER**

**ODD SEMESTER**

DATE	DAY	SEPTEMBER 2013	DAY ORDER	WORKING DAY No.
1	Sunday	Holiday		
2	Monday		IV	52
3	Tuesday		V	53
4	Wednesday		VI	54
5	Thursday	Teachers' day	I	55
6	Friday		II	56
7	Saturday	Holiday		
8	Sunday	Holiday		
9	Monday	Vinayakar Chaturthi - Holiday		
10	Tuesday		III	57
11	Wednesday		IV	58
12	Thursday		V	59
13	Friday		VI	60
14	Saturday	Holiday		
15	Sunday	Holiday		

16	Monday		I	61
17	Tuesday		II	62
18	Wednesday		III	63
19	Thursday		IV	64
20	Friday		V	65
21	Saturday	Holiday		
22	Sunday	Holiday		
23	Monday		VI	66
24	Tuesday		I	67
25	Wednesday		II	68
26	Thursday		III	69
27	Friday		IV	70
28	Saturday	Holiday		
29	Sunday	Holiday		
30	Monday		V	71

**Be bold and fear not**

**DAY ORDER**

**ODD SEMESTER**

DATE	DAY	OCTOBER 2013	DAY ORDER	WORKING DAY No.
1	Tuesday		VI	72
2	Wednesday	Gandhi Jeyanthi - Holiday		
3	Thursday		I	73
4	Friday		II	74
5	Saturday		III	75
6	Sunday	Holiday		
7	Monday		IV	76
8	Tuesday		V	77
9	Wednesday		VI	78
10	Thursday		I	79
11	Friday		II	80
12	Saturday	Holiday		
13	Sunday	Ayutha poojai - Holiday		
14	Monday	Vijaya Dhasami - Holiday		

15	Tuesday	Holiday		
16	Wednesday	Bakrid - Holiday		
17	Thursday	Internal tests Series - II begins	Test I	81
18	Friday		Test II	82
19	Saturday		Test III	83
20	Sunday	Holiday		
21	Monday		Test IV	84
22	Tuesday		Test V	85
23	Wednesday		Test VI	86
24	Thursday		III	87
25	Friday		IV	88
26	Saturday	Holiday		
27	Sunday	Holiday		
28	Monday		V	89
29	Tuesday		VI	90
30	Wednesday		I	91
31	Thursday		II	92

**Be brave and be sincere**

### DAY ORDER

### ODD SEMESTER

DATE	DAY	NOVEMBER 2013	DAY ORDER	WORKING DAY No.
1	Friday	Semester Examinations		
2	Saturday	& Semester Holidays		
3	Sunday			
4	Monday	„		
5	Tuesday	„		
6	Wednesday	„		
7	Thursday	„		
8	Friday	„		
9	Saturday	„		
10	Sunday			
11	Monday	„		
12	Tuesday	„		
13	Wednesday	„		
14	Thursday	„		

15	Friday	„		
16	Saturday	„		
17	Sunday			
18	Monday	„		
19	Tuesday	„		
20	Wednesday	„		
21	Thursday	„		
22	Friday	„		
23	Saturday	„		
24	Sunday			
25	Monday	„		
26	Tuesday	„		
27	Wednesday	„		
28	Thursday	„		
29	Friday	„		
30	Saturday	„		

**Be pure first and you will have power**

DAT E	DAY	DECEMBER 2013	DAY ORDER	WORKING DAY No.
1	Sunday			
2	Monday			
3	Tuesday			
4	Wednesday			
5	Thursday	College reopens for even semester	I	1
6	Friday		II	2
7	Saturday		III	3
8	Sunday	Holiday		
9	Monday		IV	4
10	Tuesday		V	5
11	Wednesday		VI	6
12	Thursday		I	7
13	Friday		II	8
14	Saturday	Holiday		
15	Sunday	Holiday		
16	Monday		III	9
17	Tuesday		IV	10
18	Wednesday	Arudra Dharsanam	V	11
19	Thursday		VI	12
20	Friday	Holiday		
21	Saturday	Holiday		
22	Sunday	Holiday		
23	Monday		I	13
24	Tuesday		II	14
25	Wednesday	Christmas - Holiday		
26	Thursday		III	15
27	Friday		IV	16
28	Saturday		V	17
29	Sunday	Holiday		
30	Monday		VI	18
31	Tuesday		I	19

**Arise awake and stop not till the goal is reached**

DAT E	DAY	JANUARY 2014	DAY ORDER	WORKING DAY No.
1	Wednesday	New year's Holiday		
2	Thursday		II	20
3	Friday		III	21
4	Saturday		IV	22
5	Sunday	Holiday		
6	Monday		V	23
7	Tuesday		VI	24
8	Wednesday		I	25
9	Thursday	Founder's day - Holiday		
10	Friday		II	26
11	Saturday	Vaikunda Ekadasi	III	27
12	Sunday	National youth day - Holiday		
13	Monday	Bogi Pandigai – Holiday		
14	Tuesday	Pongal Thirunaal – Holiday		
15	Wednesday	Thiruvalluvar Thinam - Holiday		
16	Thursday	Uzhavar Thirunaal – Holiday		
17	Friday		IV	28
18	Saturday		V	29
19	Sunday	Holiday		
20	Monday		VI	30
21	Tuesday		I	31
22	Wednesday		II	32
23	Thursday		III	33
24	Friday		IV	34
25	Saturday	Voters' day - Holiday		
26	Sunday	Republic day - Holiday		
27	Monday		V	35
28	Tuesday		VI	36
29	Wednesday		I	37
30	Thursday	Martyrs' day	II	38
31	Friday		III	39

**Assert everything that is God**

**DAY ORDER**

**EVEN SEMESTER**

DATE	DAY	FEBRUARY 2014	DAY ORDER	WORKING DAY No.
1	Saturday	Holiday		
2	Sunday	Holiday		
3	Monday	Internal Test Series - I begins	Test-I	40
4	Tuesday		Test II	41
5	Wednesday		Test III	42
6	Thursday		Test IV	43
7	Friday		Test V	44
8	Saturday		Test VI	45
9	Sunday	Holiday		
10	Monday		IV	46
11	Tuesday		V	47
12	Wednesday		VI	48
13	Thursday		I	49
14	Friday		II	50
15	Saturday	Holiday		
16	Sunday	Holiday		
17	Monday	Holiday		
18	Tuesday		III	51
19	Wednesday		IV	52
20	Thursday		V	53
21	Friday		VI	54
22	Saturday	Holiday		
23	Sunday	Holiday		
24	Monday		I	55
25	Tuesday		II	56
26	Wednesday		III	57
27	Thursday	Mahasivaraththiri	IV	58
28	Friday	National Science day	V	59

**Selflessness is Godliness**

**DAY ORDER****EVEN SEMESTER**

<b>DATE</b>	<b>DAY</b>	<b>MARCH 2014</b>	<b>DAY ORDER</b>	<b>WORKING DAY No.</b>
1	Saturday	Holiday		
2	Sunday	Holiday		
3	Monday		VI	60
4	Tuesday		I	61
5	Wednesday		II	62
6	Thursday		III	63
7	Friday		IV	64
8	Saturday	Holiday		
9	Sunday	Holiday		
10	Monday		V	65
11	Tuesday		VI	66
12	Wednesday		I	67
13	Thursday		II	68
14	Friday		III	69
15	Saturday	Holiday		
16	Sunday	Holiday		
17	Monday	Holy - Holiday		
18	Tuesday		IV	70
19	Wednesday		V	71
20	Thursday		VI	72
21	Friday		I	73
22	Saturday	Holiday		
23	Sunday	Holiday		
24	Monday		II	74
25	Tuesday		III	75
26	Wednesday		IV	76
27	Thursday		V	77
28	Friday		VI	78
29	Saturday	Holiday		
30	Sunday	Holiday		
31	Monday	Telugu New year - Holiday		

**Have patience and work**



**DAY ORDER****EVEN SEMESTER**

DATE	DAY	APRIL 2014	DAY ORDER	WORKING DAY No.
1	Tuesday	Internal Test Series - II begins	Test-I	79
2	Wednesday		Test II	80
3	Thursday		Test III	81
4	Friday		Test IV	82
5	Saturday		Test V	83
6	Sunday	Holiday		
7	Monday		Test VI	84
8	Tuesday	Sri Ramanavami	I	85
9	Wednesday		II	86
10	Thursday		III	87
11	Friday		IV	88
12	Saturday		V	89
13	Sunday	Sri Mahavir jayanthi - Holiday		
14	Monday	Tamil New year - Holiday		
15	Tuesday		VI	90
16	Wednesday		I	91
17	Thursday		II	92
18	Friday	Good Friday-Last working day	III	93
19	Saturday			
20	Sunday			
21	Monday			
22	Tuesday			
23	Wednesday	Book day		
24	Thursday			
25	Friday			
26	Saturday			
27	Sunday			
28	Monday			
29	Tuesday			
30	Wednesday			

Give 'Give away'

***Annexure III***

## **Best Practice I**

**1. Title:** **Morning Prayer**

**2. Goal:**

The aim of the practice is to develop discipline and culture in the students. Further it helps to improve the concentration of mind. Assembling at a common place and listening to the prayer song silent atmosphere makes an youngster keep his/her mind afresh. Also from the Thirukkural couplet recited with its meaning in the prayer the student will know a good thing that is to be followed in his life.

**3. The context:**

Being the post adolescent youngsters the students of the institution will have many mental diversions. There is every possibility for them to be misguided and go in a wrong way developing bad habit. It will be useful to them if they start their day with a prayer to the almighty. Also he has an opportunity to listen to Thirukkural couplet that conveys a good message to be followed in his life.

**4. The Practice:**

Morning collective prayer is being carried out in this institution on all the working days for the past ten years aiming to develop the discipline and culture in the students. The institution has a prayer committee that consists of the faculty members. It takes the responsibility of the smooth conduct of the prayer every day. The committee is well supported by the director of Physical Education and teachers in charge of NCC and NSS. The institution has its own prayer song that reflects the secular nature of our society authored by a faculty member. In the prayer meeting daily a couplet from Thirukkural (a renowned Tamil literature belongs to the sangam age) and a brief meaning it is delivered by a student. In addition to the Thirukkural couplet, a quotation of Swami Vivekananda was also recited every day in the year 2013-14 in view of the Swamiji's 150<sup>th</sup> birth anniversary. At times the conduct of prayer has been interrupted by rain. But this happens very occasionally. In that case the student will attend the prayer in their class room itself. We find no limitation in this best practice.

**5. Evidence of success:**

The participation of students and the staff members in total and the enthusiastic participation in Thirukkural recitation by the students are the evidence of success of this practice.

## **6. Problems encountered and resources required:**

At the beginning level there were some hesitations from the students to stand on the stage for the recitation of Thirukkural. This might be due the stage fear or shy. It was somewhat difficult to make the post adolescent students to assemble at a particular place daily. But it was made possible with the pain staking efforts by the members of the prayer committee. More over girl students who are coming from villages which are far away from the institution felt it difficult to come in time. But this problem was solved by the operation of buses by spending considerable money by the management.

## **7. Contact Details:**

Name of the Principal : Dr. V. Premkumar

Name of the institution: Sri S. Ramasamy Naidu Memorial College, Sadayampatti

City : SATTUR

Pin Code : 626 203

Accredited Status : A

Work Phone : 0452- 262791

Mobile : 09486633233

## **Best Practice II**

**1. Title:**                   **The allotment of time for Co curricular and Extracurricular activities**

**2. Goal:**

A holistic approach to education is the need of the hour. Besides imparting knowledge, the institution must aim at make the learners skilled, employable and multitalented.

**3. The Context:**

Our Students acquired depth in their chosen fields of study. But when it comes to employment they expose their lack of required skills, for example communication. This is our fore most challenge.

**4. The Practice:**

Most of our students come from remote and far plunge areas. To facilitate their reaching home (Majority of them are girls) in time and in softly, the college closing time for students was advanced from 4.00pm to 3.40pm. The college buses were made to start after 4.40pm. This has given ample time for both the faculty and the students to involve themselves in Co curricular and extra curricular activities.

**5. Evidence of Success:**

The Success of the practice is not tangible. However it can be measure in terms of enthusiasm and over whelming participation of the students. The practice has enabled them to equip themselves adequately to enter the job market.

**6. Problems encountered and Resources required:**

The administration has run buses in all directions to fetch and drop students especially girls. But a section of girl students are from areas that are yet properly road connected. The institution may require more number of buses. Steps are being taken in this regard. The students staying back after the proper working hours are found to be in a dispersal mood. This is true only for a section of the students. If this syndrome continues a better strategy needs to be adopted in future.

### **7. Contact Details:**

Name of the Principal : Dr. V. Premkumar

Name of the institution: Sri S. Ramasamy Naidu Memorial College, Sadayampatti

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