Yearly Status Report - 2017-2018

<table>
<tr><td colspan="2" align="center">Part A</td></tr>
<tr><td colspan="2">Data of the Institution</td></tr>
<tr><td>1. Name of the Institution</td><td>TRANQUEBAR BISHOP MANIKAM LUTHERAN COLLEGE</td></tr>
<tr><td>Name of the head of the Institution</td><td>Dr. M. Ravichandran</td></tr>
<tr><td>Designation</td><td>Principal(in-charge)</td></tr>
<tr><td>Does the Institution function from own campus</td><td>Yes</td></tr>
<tr><td>Phone no/Alternate Phone no.</td><td>04364289426</td></tr>
<tr><td>Mobile no.</td><td>9444651352</td></tr>
<tr><td>Registered Email</td><td>tbmlcollege@gmail.com</td></tr>
<tr><td>Alternate Email</td><td>tbmlciqac@gmail.com</td></tr>
<tr><td>Address</td><td>Veerapa Pillai Street, Porayar - 609 307</td></tr>
<tr><td>City/Town</td><td>Mayiladuthurai</td></tr>
<tr><td>State/UT</td><td>Tamil Nadu</td></tr>
<tr><td>Pincode</td><td>609307</td></tr>
</table>

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr. S. Johnson Jeyakumar**
Phone no/Alternate Phone no.	**04364289426**
Mobile no.	**9442422539**
Registered Email	**drsjohnson@rediffmail.com**
Alternate Email	**siva.auc@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://tbmlcollege.ac.in/aqar/2016-2017.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://tbmlcollege.ac.in/academic_calendar.php

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B+**	**76**	**2002**	**01-Oct-2002**	**30-Sep-2007**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**09-Apr-2009**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
NIL	**20-Jul-2022**	**0**

	00

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2018 0	0

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	1
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. IQAC initiated steps and recommended the management to construct the administrative block. 2. IQAC encouraged to conduct the ParentsTeachers Meeting in every department to improve the Teaching – Learning Process. 3. IQAC encouraged the Alumni Association Meeting in every department to provide an occasion to recognize Alumni for the critical roles they play in the success and sustainability of the College. 4. IQAC recommended conducting seminars, workshops to enhance the social liability of the service organisations. 5. IQAC insisted all the faculty members publish research papers in SCI journals.

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
It has been decided to conduct	Many workshops have been organised, by

seminars, workshops to enhance the social liability of the service organisations.	various service organisations.
IQAC recommends constructing the Administrative Block in the campus.	It was approved by the management and the steps were taken.
IQAC recommends conducting an Alumni Association Meeting in our institution.	Alumni Association Meeting will be conducted in our institution.
All the faculties of our institution are insisted by the IQAC to publish research papers in SCI journals.	Many of the faculties published their research work in reputed SCI journals.
IQAC recommends to conduct the ParentsTeachers Meeting in every department to improve the Teaching – Learning Process.	ParentsTeachers Meeting was conducted by all the departments.
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
The Quality Advisory Committee (IQAC)	28-Oct-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	01-Dec-2018
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

As our College is an affiliated College, under the Bharathidasan University, so the syllabus and curriculum for choice based credit system were well framed and intimated to the college in advance by Bharathidasan University. It helps the college to plan and adopt various academic programmes department wise and can design a practically acceptable Academic planner. In a dualistic system, for the semester exams, the head of various departments chalk out a well-planned template in the staff council, which would be filled in a detailed way in the

department meeting along with the facilities of every department. Guidelines taking from both the University and College staff Council. IQAC prepares an advance academic calendar well with including all the plans, programmes with the finer details. Following the finalized academic calendar, the department will be allotted with classes, subjects and papers. Every staff council members dedicatively performed well in both theory and practical subjects uniformly. Every individual teacher will be motivated and encouraged to make their own systematic planning and to fix their own objectives in the teaching plan and strength by all means to achieve the same. By this Progression, an ample provision can be given to the faculty member to plan, prepare, discuss and document their lesson plan and it is motivated by the institution to impart the lesson through digital mode using innovative ICT methods. Required infrastructural amenities for the implementation of such programmes are provided by the college adequately, as per the necessity the course materials are prepared for online and offline classes and also basic technical knowledge need to convert the manuscripts into digital documents are given frequently. Staff are also encouraged to apply their course materials either to the college website or to the University Portal. Staff members were encouraged by the college to attend various courses, Seminars and Conferences to update their knowledge on their topics of concern and also to get updated on various innovative teaching methods. The teaching are privileged students are highly concentrated and always insisted approaches advocated to the Departments to attend the specific needs of students leaning and also slow learners are given extra coaching and Remedial Classes, their as for the top ranking students exposure to advanced learning platforms are made. The required supports are given to the students, especially for the girls students hailing from the rural background. IQAC plays a monitoring role between the decision makers and the executives. Strict adherence encouraged all through besides the reporting the documentation procedure supported by IQAC .

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NIL	Nil	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NIL	Nill

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
000	Nill	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	NIL	0
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
We could not obtain a complete set of feedback from the different sections of stake holders for this academic year of reporting. But with the available data from the feedbacks of parents, Teachers, Students and Management a systematic analysis was made and some useful conclusion were obtained, their responses and outcomes were divided into four categories, as explained below. 1. Academic aspects: The various academic activities and efforts taken by the college were appreciated by the parents and students. The remedial coaching classes given by the teachers were found much useful to them. They insisted for smart classroom facilities with ICT equipments and also to install adequate wifi facilities for learning. These facilities were observed and arranged by the management immediately. 2. Infrastructural aspects : At every department drinking water facility and adequate restroom facilities were projected mainly. This problem immediately responded by the management, (RO) drinking water system were established at all the blocks .The toilets for both boys and girls were renovated and extended. 3. Personality development aspects: Many parents and students are requested to provide opportunity to learn life skills while studying their main degree courses. Various skill development and personality development courses were suggested. All the departments encouraged by IQAC, to plan for a short term certificate courses on these subjects with the minimum financial requirements. Almost all the departments had taken this challenge and planned to excel. Based upon their observations, from the feedback, mainly they insisted for redressal systems and fees concessions. So management immediately established effective redressal systems along with student counselling. And also management has announced reduction of fees for various deserving groups of Students. Hence, Received from the limited feedback, the College utilized some of the key aspects towards the all developments of the institution.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	COMMERCE	60	226	60
BA	ENGLISH	60	135	57
BSc	MATHEMATICS	48	84	45
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	660	221	10	119	129

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
129	129	7	11	0	Nill
View File of ICT Tools and resources					
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

As per the guidelines given by the University Grants Commission of India, An established mentoring system is available in the College, to provide guidance and support to mentees as to help them to develop personal and professional skills along with IQAC mentor-mentee cell has been created to coordinate the activities of mentors available all through the institution and an exclusive Whatsapp group has been created. Students from all class are divided into various group and staff in charge on mentors are appointed for each group. Every Staff member will allotted with 15 students each and the students profile of each students will be prepared and updated regularly. An orientation programme is organized for all the mentors in the beginning of every year, uniform guidelines that are to be followed will be explained. Doubts of the mentors will be clarify with the support of Experts from IQAC and counseling department and they explain the right modalities to be followed while handling the students. The responsibilities of the mentor will begin as soon as the admission are over. Departments will allot the Students to the mentors. Then the mentor will start collecting the information about their out their wards. The student profile includes almost all the required information on a particular student. The mentor will be studied the academic, social, financial and emotional status of the students and plans for handling the students will be evolved. Frequent meeting of mentor and the wards will be arranged in a formal and informal ways. Every meeting will be recorded with the following information 1. Date and Time 2. The problem discussed 3. Remedy suggested on the counseling given 4. Follow ups as required. Hidden talents of the students in various aspects of academic, co-curricular extra-curricular and extra mural activities will be find out by the mentor, so that, they can be promoted to do various activities in the concerned area for Holistic development. Then is also requested to create contacts of the parents of their mentors to discuss the progress and or any other matter as and which needed.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
881	129	1:7

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
69	58	11	0	39

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	NIL

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
Nill	NIL	00	Nill	Nill

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Our college is having well organized system for conducting and evaluating CIE related events. The CIE based internal mark awarding process is having five internet components, viz, Model exam marks, Mid semester exam marks, Class test marks, Assignment marks and Seminar/Quiz marks. For each paper, as separate CIE record will be issued at the beginning of every semester along with the Academic Calendar. Periodically recording of Class Tests, Assignments, Seminar/ Quiz evaluations are being carried-out by the respective faculty members. For conducting Mid-Semester and Model Exams, the Semester Examination Committee for the University Examinations will be enclosed. Based up on the feedback received previously from the Students and Staff, the following reforms were initiated this year. 1. A question bank for each paper in chapter wise as per the University model was prepared and circulated to the students before Mid-Semester Examination. 2. Mid - Semester Exams will be mostly based on that question bank except problem solving sections. 3. Result analysis is being made after Mid-Semester Examination and the students with less performance were identified. 4. Remedial Coaching Class for more students is arranged after every working day and there are allowed to re-appear to improve. 5. Same process will be followed for Model Examinations and proper guidance will be given to the students accordingly. 6. The weightage given to both the CIE Exams in Internal Marks, and compulsory attendance are widely published to the Students so as to make them understand the importance of CIE. 7. As requested by the Staff members required academic, infrastructural and Welfare facilities were ensured during the Extra Coaching Classes, Invigilation works and Valuation works. 8. Printed formats for the Submission of marks were issued. 9. Internal marks, thus calculated, based on the continuous performance of the Students are displayed in the department notice boards and any grievance reported will be redressed accordingly.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Taking the guidelines from both the University and College staff council IQAC shall prepare an Academic calendar well-in-advance, including all the plans and programmes with the finer details. Normal working days, holidays, CIES, functions and date of academic importance are included in the plan. This will also include the dates like CIA submission, reopening and last working days and bridge courses for English learners and other relevant events. Two CIES are planned, one as Mid-semester exam, in the middle of the semester and Model exam at the end of the semester. Examination committee is determined to conduct both the exams as per the schedule with the quality not less than that of University examination in all aspects. A Chief Superintendent of Examination along with the committee meticulously plan the program, timetable, Staff duty, Evaluation process and submission of final report. After this, IQAC will recommend the departments to have a result analysis, and identity the students with difficulties. This enables to have remedial coaching classes for the needy students. Also, a planning meeting of various departments and service organizations is conducted to organize the functions/ Programs mentioned in the academic calendar in a proper way. Without disturbing the mainline of academic activities, various events related to the overall developments of the personality of the students are encouraged. This has an ultimate result of inculcating confidence in the minds of students hailing from the remote rural areas.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.bdu.ac.in/cells/iqac/programme-course-outcomes.php

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BSc	Mathematics	40	32	80
Nill	MSc	Mathematics	10	10	100
Nill	BCom	Commerce	55	50	91
Nill	BBA	Nill	22	21	95
Nill	BCom	Cooperation	39	39	100
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

NIL

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	00	NIL	0	0

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Cooperation	1
Mathematics	4
Physics	3

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	English	3	Nill
International	Chemistry	8	Nill
National	Cooperation	4	Nill
International	Mathematics	5	Nill
International	Physics	6	Nill
International	Zoology	4	Nill

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Physics	1

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Molecular analyses using FT-IR, FT-Raman and UV spectral investigation quantum chemical calculations of dimethyl phthalate	G.Nageswari, Gene George, S. Ramalingam, M.Govindarajan	Journal of Molecular Structure	2018	Nill	Department of Physics, T.B.M.L. College, Porayar, Tamil Nadu, India	Nill
Influence of molar concentration on structural, optical and magnetic properties of NiO nanoparticles	R. Sathish Kumar, S. Johnson Jeyakumar, M. Jothibas, I. Kartharinal Punithavathy J. Prince Richard	Journal of Materials Science: Materials in Electronics	2018	Nill	Department of Physics, T.B.M.L.College, Porayar, Tamil Nadu, 609307, India	Nill
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Molecular analyses using FT-IR, FT-Raman and UV spectral investigation quantum chemical c	G.Nageswari, Gene George, S. Ramalingam, M.Govindarajan	Journal of Molecular Structure	2018	Nill	Nill	Department of Physics, T.B.M.L. College, Porayar, Tamil Nadu, India

alculations of dimethyl phthalate						
Influence of molar concentration on structural, optical and magnetic properties of NiO nanoparticles	R. Sathish Kumar, S. Johnson Jeyakumar, M. Jothibas, I. Kartharinal Punithavathy J. Prince Richard	Journal of Materials Science: Materials in Electronics	2018	Nill	Nill	Department of Physics, T.B.M.L.College, Porayar, Tamil Nadu, 609307, India

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	14	27	4	Nill

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Dengue Awareness Programme	NSS	3	50
Blood Donation Programme	NSS	3	30
Mosquito Repellent Awareness Programme	NSS	3	25

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	0	0	0

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
DENGUE		DENGUE	3	200

AWARENESS PROGRAMME	NSS/GOVERNMENT HOSPITAL	AWARENESS PROGRAMME		
MOSQUITO REPELLENT AWARENESS	LIONS CLUB/ROTARY CLUB	MOSQUITO REPELLENT AWARENESS	3	50

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	Nill

No file uploaded.

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	Nill	Nill	Nill	Nill	Nill

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Prime College of Arichtecture and Designing, Kelvelur	01/08/2017	Seminars, Workshops and Training Programmes	60

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
50	51

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Seminar Halls	Newly Added

No file uploaded.

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NIL	Nill	Nill	2022

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Nill	0	0	0	0	0	0

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	55	35	0	0	0	10	10	0	0
Added	0	0	0	0	0	0	0	0	0
Total	55	35	0	0	0	10	10	0	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

<div align="center">

1 MBPS/ GBPS

</div>

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nill

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
5	4.68	1.5	1.5

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college ensures systematic procedure and policies for the utilization of the available financial recourses to maintain and upkeep of different facilities. Besides the leave rules, dress code and Etiquette, general conduct

of students we have the following procedures and policies for maintaining and utilizing physical, academic and support facilities. Laboratory: A separate SOP is maintained for all the science laboratories. Record maintenance is done by lab technicians and supervised by HODs of the respective departments. Other measures to maintain laboratories are as follows: The calibration, repairing and maintenance of sophisticated lab equipment are done by the Company technicians and the microscopes are annually cleaned and maintained by the concerned departments. There is systematic disposal of waste of all types such as bio-degradable chemical/chemical and e-waste. Library: All students are issued library tokens and books will be lent on presentation of the token only. Reference books and rare books shall not take outside from the library however students are allowed to refer them inside the reading room. To ensure return of books, 'no dues' from the library is mandatory for students before appearing for semester exam. Proper account of visitors (students and staff) on daily basis is maintained. Sports: Physical Director is the in charge and will maintain the sports equipment/Gym in the college. Students are utilizing the sports equipment and practising various games daily morning and evening before and after college working hours. Our students have participated in All India Inter University Competitions, University Inter Collegiate, and Tournaments at various games and sports. Computers: Centralized computer laboratory is established. Computer maintenance will be done regularly by the department of computer science. Classrooms: At the departmental level, HODs submit their requirements to the Principal regarding Classroom Furniture and Fixtures. Cleanliness of class rooms is maintained by sweepers. Students are sensitized regarding cleanliness and motivated for energy conservation by careful use of electricity in classrooms.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Endowment	35	60000
Financial Support from Other Sources			
a) National	Govt. Scholarship	1508	9333044
b)International	Nill	Nill	Nill
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NIL	Nill	0	Nill
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive	Number of benefited students by career	Number of students who have passedin the comp. exam	Number of studentsp placed

		examination	counseling activities		
Nill	NIL	0	0	0	0

No file uploaded.

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	0	0	Nill	Nill	Nill

View File

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	11	B.Com.,COOPERATIVE MANAGEMENT	COOPERATION	T.B.M.L. College, Porayar - 609 307.	M.Com.,COOPERATIVE MANAGEMENT

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nill	0

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Inter Collegiate Cricket Tournament	Inter Collegiate	110
Rangoli, Tamil poem,	Inter Collegiate	50

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student

2017 KALAISUDAR VIRUTHU	National	Nill	1	III B Sc CHEMISTRY	S PRITHVIRAJ

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

istrative bodies / committees of the Institution College encourages the participation of students at various decision making bodies to create a more effective atmosphere for teaching and learning. Institution offers various responsibilities to the student representatives. Various administrative, academic and co-curricular bodies are interested to engage them in different decision making processes. At present college has accommodated two students in the Anti ragging committee constituted by the direction of the district administration. one senior student and one fresh first year student are accommodated in the Anti ragging committee and Anti ragging squad. In Department of Physical Education, student representatives both boys and girls from various sections of the college are engaged as General captains and encouraged to help in decision making. In IQAC also a student representative is given opportunity to share the views of the students. In Hostel administration students are encouraged to have administrative committee to manage the Welfare, Discipline and Finance. In all the other extracurricular activities like NCC, NSS, YRC etc students participation as leaders and office bearers are encouraged. On the other side, in the core academic part, the participation of students are encouraged by giving them various responsibilities and representations. Every class will have an elected representative from among the students who will represent the class in all the forum. Class representative will be the nodal person between the department and the class. He/She will convey the requirements of the students to the department as well as the instructions of the department to the class. Also every department will have a Department Association and this association will have the Head of the department as the President and one student will be a Secretary of the department along with another student as Joint secretary. These two students will take part actively in various departmental activities like arranging seminars, conferences, cultural events, outreach programs and grievance redressal. In addition to the above, various representations to the local administrative bodies and also District level and State level are offered.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

<div align="center">0</div>

5.4.3 – Alumni contribution during the year (in Rupees) :

<div align="center">0</div>

5.4.4 – Meetings/activities organized by Alumni Association :

<div align="center">00</div>

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

During the last academic year there were various occasions through which our college has upheld the practices of decentralization and participative management. To mention the prime two aspects in this regard we put forth Activities of the academic Council Participation of students in decision making at various organizational matters. These two things are explained briefly here. 1. Activities of the Academic Council In the last academic year, the academic Council met 5 times to deliberate and decide on various activities of the college. The first meeting was held to discuss Admission procedures, admission status, English language bridge course, Academic calendar and Annual budget requirements of the departments and the college. Various decisions were taken unanimously by the Staff Council and accepted for immediate implementation. The management also accepted the decisions of the Council and supported the implementation. Second meeting on CIA examinations and functions, third meeting on semester completion ,Vacation and Christmas function, fourth meeting on even semester work load, time table and academic calendar and the fifth meeting at the end of academic year on University examination and vacation program. All these decisions and recommendations from the Staff Council were approved by the management and supported the implementation by all means. Financial implication towards these activities were also well taken care by the management through Bursar as its representative and Head of the financial department to encourage the decentralization process and participative management. 2. Students Participation. Students participation on various activities department wise were encouraged in the last academic year. The opinion of the student representatives on fixing various programs to the students are given due consideration. In various service organizations, students were engaged as office bearers and all the decisions on their activities have been taken with their consensus. More particularly various sports and games conducted at our campus Organized with the active participation of the students. Last year the contribution of students in the fine arts anti ragging committee and in IQAC were worth mentioning. Students representation on revision of fee structure, requisition of amenities, general discipline and welfare measures were attended with the utmost care as and when required.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Practical difficulties experienced as an Affiliated college in implementing the University framed syllabi were listed out and communicated to various Board of Studies and Academic Standing committees of the University for appropriate revision and an improved implementation. Staff members were encouraged to update themselves to cope up with teaching of the newly introduced papers and courses. Staff members were encouraged to upload the course materials prepared for their papers in University website and on the other hand, the students were

	encouraged and directed to download the required materials from University website for their preparation.
Teaching and Learning	Our college encourages the faculties to impart the curriculum through innovative teaching methods by using ICT tools and presentations, giving assignments to the students, conducting Quiz Programmes, organizing discussions, workshops, seminars, industrial visits, field visits, practical works in the Laboratories and imparting computer education apart from regular chalk talk methods.
Examination and Evaluation	One CIA test, one Mid semester examination and one Model examination were conducted in the academic year 2017-2018. Except for CIA which was conducted at the concerned departments Mid semester and Model examinations were conducted in a centralized manner following all the procedures of the University examinations to improve standard and quality. Staff from all the departments where shuffled and given responsibilities both in examination invigilation and evaluation duties. Evaluated marks are intimated to the students by putting them in the department notice boards.
Research and Development	Research and development is one of the strengths of our college made remarkable achievements during this academic year 2017-18. For the benefit of the Research Advisors and scholars, the approved version of UGC - Care list, Scopus and Science Index lists were frequently informed. Many Research scholars were given extra support by means of writing experimenting data analysing to publish quality papers in more numbers. Research scholars are encouraged to attend seminars and conferences conducted throughout the state.
Library, ICT and Physical Infrastructure / Instrumentation	For Library, a new computer system was installed in library accession counter. On the physical infrastructure side, we had a quantum jump this year, by planning one new academic block for the department of English at the cost of 50 lakhs was initiated. On instrumentation side, all the laboratory based departments are provided with given 40000 each in this year.

Human Resource Management	Effective welfare measures and professional enrichments for the staff on teaching and non teaching arena were carried out in the academic year 2017-18. Reservation and concession for the wards of teaching and non teaching staff were given this year. Various other encouragement for professional as well as personal grooming were surplusly taken care by the management. Special attempts to give counselling to the depressed staff have also been made this year.
Industry Interaction / Collaboration	This year departments are encouraged to chalk out a strategic plan to create MoU with industries and institutions. Also Industries related to Agricultural Technology and agricultural development recommended next. Environmental related institutions were suggested to the departments for establishing MoU.
Admission of Students	Two strategies were adopted to improve the admissions. 1. Faculty members from every Department have reached the neighbouring schools and helped the poor villages students to prepare for the school final public examinations. This has created an affinity and good impression about the college, which in turn, can increase admission in the successive years. 2. Two "Special Motivation Team" with all sort of audio visual instruments widely reached all the schools and explained about their Career opportunities beyond the school examinations. This has also created an atmosphere for good admission process in the succeeding year.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Nill	NIL

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	Nill	Nill	Nill
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for

teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	NIL	Nill	Nill	Nill	Nill	Nill

No file uploaded.

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	09/03/2018	29/03/2018	21

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
58	58	22	22

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
CPS, Medical Insurance	CPS, Medical Insurance	Manna Scheme (Providing Meal for Students)

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college administration making financial audits regularly. This year, the internal audit made by the accounting team headed by the Bursar of the college. As Bursar is the head of the financial dealings he regularly checks the accounting system along with his team of accountants and clerical staff and provide internal financial audit regularly. As well as, our college also hiring service from the external agency by name Bernard and Co Auditors from Mayiladuthurai to have external financial audits. In addition to these, the government is also regularly sending auditors from regional director of collegiate education office to audit the accounts of the year. All these things together make the financial auditing system perfect.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	Nill	Nill

No file uploaded.

6.4.3 – Total corpus fund generated

	00	

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	**No**	**Nill**	**Yes**	**Principal**
Administrative	**Yes**	**Bernard and Co Auditors from Mayiladuthurai District.**	**Yes**	**Bursar**

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

As there is no Parent Teacher Association functioning in our college and hence there is no activities to report in this regard.

6.5.3 – Development programmes for support staff (at least three)

This year an exclusive endowment was created for supporting the children of supporting staff studying in our institution to meet their study expenses. In the first year of the implementation three children were identified and supported. Measures are being taken to get various allowances, concessions and financial support from Government and Non-governmental organisations. Every year, during the Christmas celebration time, for the supporting staff are presented with special Christmas gift along with dress and food materials. Counselling and guidance were given to the Non teaching staff, Administrative staff, Lab assistant, Library assistants, Store keepers and other supporting staff team as and when required and extended to the families also, in some cases.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

As the previous accreditation was held long back, the remarks of the accreditation were already attended and so there is nothing in this year on this aspect.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	**Yes**
b)Participation in NIRF	**No**
c)ISO certification	**No**
d)NBA or any other quality audit	**No**

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nill	**NIL**	**Nill**	**Nill**	**Nill**	**0**
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
NIL	Nill	Nill	Nill	Nill

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Nill	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nill	Nill	Nill	Nill	Nill	NIL	Nill	Nill

No file uploaded.

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
STUDENTS HAND BOOK	19/06/2017	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	Nil	Nil	Nil

No file uploaded.

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

In solid waste management, we have there solid waste degradation pits in a large scale capacity in the main campus and three medium scale pits at Boys Hostel, Girls Hostel and Principal quarters area. All these pits are cleared regularly and utilised as fertilizers in the gardens, apart from selling out for agricultural purpose. A vermi compost unit and bio compost unit are maintained at the department of Zoology. Food and vegetable wastes from the hostel mess are supplied to the hostel workers at free of cost to feed their cattle. As our place is experiencing heavy rainfall for nearly 04 months of a year, collection and disposal of solid and liquid waste from the restrooms are done with utmost care regularly. In liquid waste management, we have two important points to elaborate. First, the harmful chemical waste derived from Chemistry, Bio Chemistry and Zoology laboratories are collected cautiously and maintained in an exclusive soak pit constructed much away from water sources. Frequently these pits were cleaned and the residues were disposed carefully. Next, the waste water from college cafeteria also collected in an ordinary soak pit and disposed properly.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

As our college is situated in a rural remote economically backward area. The main support required by the Student community is on financial aspects. In this regard two important things were carried out as below: 1. Manna scheme: Manna scheme is an exclusive scheme established and practiced in our college to provide one time meal at all working days to the students travelling from a long distance and coming from a very poor background. In this project all the staff members are contributing from their own voluntarily and that contribution amounts to 30000 per month. In every month nearly about 120 students were benefited out of the scheme and the total expenditure for the previous year is around 250000 rupees. 2. Support for Students: Many of our students are excellent in studies but needs some sort of financial help. For supporting them there are nearly fifty endowments were created and maintained in the college, with total worth of rupees 19 lakhs. These endowments cover almost all the departments and all the deserving students who are with the requirements to support them in studies as well as the extracurricular activities. Every year nearly 1.2 lakhs are spent for this aspect.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The vision of our college has accommodated seven distinctive areas to make student community equipped for the brave New World. the Institution has performed distinctively in one area of its vision giving priority and thrust both quantitative as well as qualitatively. That Prime aspect is "Gender Equality", our college is now dominated by girl students to the extent of 70 against 30 of boys. Still as girls are hailing from remote rural, down trodden background, practicing of gender equity and establishing the gender justice are very much lagging. To mitigate this situation college has convened Women Cell of the college. The coordinator, Dr.B.Kavitha Assistant Professor of Chemistry and the women cell team has planned many programmes. For an extended reach of this concept, women cell has organized many programs on this thrust area and given wide exposure to many students. College encouraged the participation of girl students in Cultural activities, Fine Arts performances, Social service activities and talent expositions . This year we have given more representations to girl students in various committees formed in the college, there by the participation of girl students in decision making was enhanced. Girls students also participated in many decision making systems like IQAC, Anti Ragging cell committee and Sports captainship. Special attention has been given to the students who are coming from long distance, by providing them food by Manna scheme. Nearly 70 of Manna beneficiaries are girls students. Endowment beneficiaries were also have more from girls students. Such a long time efforts resulted in unique University rank holders list, as out of 14 rank holders 13 are girls students. To create confidence in the mind of girls students various self reliant, value added courses were conducted in the campus giving priority to the girls. Particularly, the courses like lab technician course, tourism and travel management, computerized accounting, mushroom culture, sericulture, apiculture and preparation for competitive examinations were helpful to the girls students to achieve the vision of the college in gender justice.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

In consultation with management and academic staff council, the college has come out with future plans as mentioned here, 1. In the physical infrastructural side, an indoor stadium has been planned with the possible funding of UGC. 2. Spacious and Hygienic cafeteria is planned for the students and staff. 3. Establishment of language lab 4. Construction of Ramps for Wheel Chair at all the academic blocks. In the ICT area, the long pending Library automation will be given priority and Information Management System (IMS) for the College Administration and student welfare management will be organized next year. In the Academic side, teaching learning audio-visual studio is going to be established. All the departments will be installed with WiFi. 12 value added courses will be conducted throughout the academic year by various departments. Adoption of Villages for awareness and extension activities will be made in next year. In the Green Campus efforts, botanical garden with an Integrated Animal farm at the Zoology department will be established. On also 3 blocks will be installed with solar panels with total power generation of 3KV at Administrative building, Physics block and Library block.