

**V.V.VANNIAPERUMAL COLLEGE FOR WOMEN
(AUTONOMOUS)
(Belonging to Virudhunagar Hindu Nadars)
VIRUDHUNAGAR
(Re-accredited with “A” Grade by NAAC)**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)
ANNUAL QUALITY ASSURANCE REPORT**

2014-2015



Submitted to



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission P.O.Box No.1075,

Opp: NLSIU, Nagarbhavi, Bangalore – 569 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

Academic Year 2014-15

June 18, 2014 to May 31, 2015

Part – A

AQAR for the year

2014 - 2015

1. Details of the Institution

1.1 Name of the Institution

**V.V.Vanniaperumal College for
Women, Virudhunagar**

1.2 Address Line 1

Madurai Road – NH7

Address Line 2

Virudhunagar

City/Town

Virudhunagar

State

Tamilnadu

Pin Code

626 001

Institution e-mail address

officevvvc2014@gmail.com

Contact Nos.

9489088703

Name of the Head of the Institution:

Dr.(Mrs).P.Selvameenakshi

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (*For ex. MHCogn 18879*)

OR

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)

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	-	16.09.2004	5 Years
2	2 nd Cycle	A	3.24	28.03.2010	5 Years

1.7 Date of Establishment of IQAC :

08/08/2003

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

- i. AQAR 2010 – 2011 submitted to NAAC on 02/05/2011
- ii. AQAR 2011 – 2012 submitted to NAAC on 20/06/2012
- iii. AQAR 2012 – 2013 submitted to NAAC on 30/09/2013
- iv. AQAR 2013 – 2014 submitted to NAAC on 31/07/2014

1.9 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 ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☒

Others (Specify)

Computer Science, Information
Technology, B.C.A. – UG/ PG

1.11 Name of the Affiliating University (*for the Colleges*)

Madurai Kamaraj University,
Madurai

1.12 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
(Specify)

-

Any other

✓ Ministry of
Food Processing-
M.Sc. Food
Processing
Quality Control

UGC-COP Programmes

✓

2. IQAC Composition and Activities

2.1 No. of Teachers

6

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

4

2.4 No. of Management representatives

2+1 chair person

2.5 No. of Alumni	<div>-</div>								
2.6 No. of any other stakeholder and community representatives	<div>-</div>								
2.7 No. of Employers/ Industrialists	<div>2</div>								
2.8 No. of other External Experts	<div>-</div>								
2.9 Total No. of members	<div>16</div>								
2.10 No. of IQAC meetings held	<div>6</div>								
2.11 No. of meetings with various stakeholders:	No.	<div>1</div>	Faculty	<div>3</div>					
	Non-Teaching Staff	<div>2</div>	Students	<div>2</div>					
	Alumni	<div>-</div>	Others	<div>-</div>					
2.12 Has IQAC received any funding from UGC during the year?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>					
	If yes, mention the amount	<div>Rs.3,00,000/- for five years</div>							
2.13 Seminars and Conferences (only quality related)									
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC									
Total Nos.	<div>-</div>	International	<div>-</div>	National	<div>-</div>	State	<div>-</div>	Institution level	<div>-</div>
2.14 Significant Activities and contributions made by IQAC									

- Initiated to organize orientation programme, Bridge Course and Personality Development programme to freshers.
- Stirred the institution to attain the ISO 9001:2008 certificate.
- Motivated for the successful release of Bi-annual Multidisciplinary Research Journal.
- Measures have been taken to start M.Phil. Programme in Mathematics and Biochemistry, M.Sc. in Zoology, Diploma in Medical Laboratory Technology and Certificate course in Entrepreneur in the forthcoming academic year.
- Driven the enthusiastic teachers to incorporate new teaching methods like Video lectures, Role-Plays, Online demos and virtual laboratories

<p>to give rich learning experience to the students.</p> <ul style="list-style-type: none"> • Motivated the activities of the Student-Faculty Research Forum. • Encouraged to organize UGC Sponsored National level Conferences, seminars and workshops. • Organized faculty retraining programme, training programme for non-teaching staff. • Preparation of Self Study report for NAAC accreditation – Third cycle and submitted the Hard copies of SSR.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. To upgrade more departments into Research Centres.	1.History Department has been upgraded as Research Centre
2. To tone up research calibre among students and faculty.	<p>2.The Department of Commerce, Computer Science and Mathematics jointly organized a UGC sponsored workshop. The Department of Bio chemistry and Department of History organized UGC sponsored National conference and seminar. The Department of Tamil organized a seminar sponsored by Central Institute of Classical Tamil.</p> <p>Almost all departments organized national and state level seminars by UGC Autonomous fund in their respective fields.</p> <p>In addition Cluster of Colleges programme promote Inter-Institutional interactions.</p> <p>Faculty member members presented 200 research papers and students presented 152 papers in International, national, State and Regional seminars and conferences.</p> <p>Our faculty members published 102 research articles in reputed journals.</p>

3. To intensify ICT based FDP programmes.	3.Faculty retraining programme and students training programme on “Google Apps.”
4.To broaden the tie-ups and collaborations with industries and research agencies	4.The Department of Home Science has tie –ups with Hospitals and food processing industries. All PG departments have tie-ups with other Arts and Science colleges of Virudhunagar district under “The Virudhunagar District Cluster of Colleges Joint Faculty Programme”. The Departments of Physics, Computer science, Bio chemistry, Home Science, Chemistry, Commerce and Food Processing and Quality control signed MoU with research institutes and food Industries.
5. To enrich employment opportunities for students.	5.On campus job Fairs were organised this year.586 students were selected through on campus and off campus interviews by 16 companies.
6. To expand library resources by subscribing to more research journals.	6.INFLIBNET, DELNET, vvvclibrary.blogspot.in enable easy access to e-learning resources. Multimedia learning materials, e-learning materials.
7. To motivate the students to avail all learning resources and boost their potential.	7. Educational CDs are maintained in the departments. e-books and e-journals are accessed via DELNET and INFLIBNET.
8. Preparation of Self Study report for NAAC reaccreditation – Third cycle	8. The seven criterions were assigned to seven committees, The completed report was reviewed by the Steering Committee and the Self Study Report was uploaded on the website and hard copies were submitted at the NAAC office in May, 2015.

2.16 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

- Faculty members are encouraged by Management to apply for UGC grants to pursue minor and major research projects.
- With their intelligent leadership the Institution has applied for NAAC accreditation 3rd cycle. Proposal was sent to avail funds from CURIE and FIST with the support of the Management.
- Innovative teaching methods were encouraged and facilities were provided by the Management.
- Learning ambience was created for the students.
- Special meetings were organized by our esteemed managing board members to motivate our students. On 14.02.2015, Dr.APJ.Abdul Kalam, our Former President visited our college and gave a special address to our students under Women Empowerment Motivation programme. On 21.02.2015 Dr. V.Irai Anbu IAS visited and delivered a special lecture on ‘Ilayabharathinai’ to our students. On 07.03.2015, Dr.K.Porsezhian, Chairman,SERB, School of nonlinear Dynamics, Department of Science and Technology, Government of India has delivered a special address to the students of the Department of Physics on the topic “Fibre Optic communication- Past, Present and Future.”
- Two on campus Job Fairs, conducted in our college led to the employment of 581 students. This venture is an unprecedented effort taken by the managing Board in this academic year ensuring the bright future of our students.

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	3	-	-	-
PG	4	-	9	-
UG	13	-	11	-
PG Diploma	-	-	-	1
Advanced Diploma	-	-	-	2
Diploma	-	-	-	4
Certificate	-	-	-	5
M.Phil.	-	-	4	-
Total	20	-	24	12
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	41 (All UG & PG)
Trimester	-
Annual	12 (PG Diploma, Advanced Diploma, Diploma and Certificate Course)

1.3 Feedback from stakeholders*

Alumni ☒ Parents ☒ Employers ☒ Students ☒

Mode of feedback: Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

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

Yes I Year UG & PG Programmes have been revised for the academic year 2015 -2016

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

History Department is upgraded as Research Centre 2014-2015

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
89+1	40	49	-	1*

* - Part Time Lawyer

2.2 No. of permanent faculty with Ph.D.

48

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
40	8	49	-	-	-	1*	-	89+1*	8

* - Part Time Lawyer

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Presented papers	59	117	17
Paper Published	31	100	-
Resource Persons	15		

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

- Classical English movies were filmed for the students to enrich their English Knowledge.
- The use of Interactive Board and ICT enabled classrooms has made teaching and learning innovative.
- e-books and e-journals are accessed via DELNET and INFLIBNET
- Subject-related video lectures facilitate a comprehensive theoretical study of the texts.
- Communication skill is imparted through the English Language Laboratory equipped with LCD projectors, computers and interactive CDs.

- Operating audio cassettes with pertinent situational dialogues during intermissions, to kindle the aspiration in students to be good communicators
- Online assignments are assigned to the students.
- Multimedia learning materials, e-learning materials, and educational CDs are maintained in the departments
- Library hour has been introduced in Time Table for all courses.

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

180

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

Photocopy

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

18 faculty members involved in curriculum designing of other Universities and autonomous Colleges.
All faculty are involved in curriculum designing of their departments

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Refer Annexure I						

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

Consolidated Report of the Feedback – **Refer Annexure II**

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	2
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	8
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	16
Others	-

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	25	25	-	-
Administrative Staff Management	129	-	24	-
Technical Staff	1	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- Faculty contributed research articles for the release of college Multidisciplinary Research Journal with ISSN No.2347-3967. The college has reached its zenith of glory by successfully releasing Bi-Annual publications volume III on 28.10.2014 and volume IV on 14.02.2015.
- Provides information on availing major projects from funding agencies like UGC and DST, CSIR and TNSCST.
- Helps to prepare proposals to get finance from CURIE and FIST
- Students are guided to undertake TNSCST sponsored projects and also encourages them to present papers in conferences and seminars.
- Encourages teachers to present papers in International / National Seminars / Conferences
- Motivates the Faculty to publish articles in peer reviewed journals

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	16	16	1
Outlay in Rs. Lakhs	Rs.1,98,000/-	Rs.30,17,500/-		-

3.4 Details on research publications

Journals	International	National	Others
Peer Review Journals/ Non-Peer Review Journals/ e-Journals/ Conference proceedings	31	100	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	UGC	30,17,500	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	30,17,500	-

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

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Scheme Autonomy ☒ CPE DBT Star

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	-	4 + 12	5	-	-
Sponsoring agencies	-	UGC +, Autonomous fund and Management	UGC Autonomous fund and Management	-	-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency	<input type="text" value="Rs.33,48,750/-"/>	From Management of University/ College	<input type="text" value="Rs.60,177/-"/>
Total	<input type="text" value="Rs.34,08,927/-"/>		

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
8	-	1	-	-	4	3

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:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

Keeping the motto NOT ME, BUT YOU in mind the Volunteers of 4 NSS units, guided by 4 Programme Officers and four Assistant Programme Officers kept themselves busy in rendering service throughout the year. This motto has been adhered to by the **634** NSS volunteers of our College.

- Two hundred and twenty NSS Volunteers along with eight NSS Staff members were geared to action in the Seven Day Special Camp their adopted villages- Chinnamoanpatti and Sivagnanapuram from 28.07.2014 to 03.08.2014 with various activities such as awareness rallies, special addresses to the rural people by various speakers, Blood Group Identification Camp, Child Protection Camp and etc.
- The volunteers regularly are doing Campus Cleaning Work to implement our Prime Minister's Swachh Bharath Campaign.
- "Planting of Tree Saplings and Awareness on Environmental Protection" day was celebrated in collaboration with the Lions Club, Madurai and Virudhunagar Chapters on 30.09.2014.
- In commemoration with Voters' Day, Verse Writing and Elocution Competitions on emphasizing the importance of voters' rights were conducted in the College on 22.01.2015, and the winners were honoured by the District Collector on Voters' Day – 25.01.2015.
- Tree plant, campus cleaning and creating awareness on Dengue fever are the regular work schedule.
- 21 Volunteers with two staff members paid visit to their adopted villages- Chinnamopanpatti and Sivagnanapuram to create awareness on Dengue fever and Communal Harmony with rally and cultural programme on 26.01.2015 as part of 65th Republic Day Celebrations.
- On 29.01.2015 a mass Dengue awareness cleaning programme was conducted as part of the Department of Health, Govt. of Tamil Nadu.
- On 30.01.2015 with the assistance of Virudhunagar Municipal Office our Volunteers distributed the herbal prevention syrup for Dengue fever "Nilavembu Kashayam" to 4000 members including the students, teaching and non-teaching staff members of the college. This programme was inaugurated by our college Managing Board President, vice-President and Treasurer.
- On 22.02.2015 our Volunteers took part in "Pulse Polio Camp" conducted by Government of India.

College Extension Service Forum Activities

Our college service is being extended to the students of nearby Government Schools and Libraries.

- On 09.08.2014, Student volunteers organized Rally on caring towards senior citizen and parents at Allampatti, Virudhunagar
- On 22.08.2014 and 25.08.2014 Student volunteers extended their service Awareness programme on Computer operation in Dropout school, Kundalapatti, Virudhunagar
- On 26.08.2014 -27.08.2014, Student volunteers extended their service Awareness programme on Ebola virus in Dropout school, Kundalapatti, Virudhunagar

Red Ribbon Club

Red Ribbon Club is a voluntary on-campus intervention programme for students in higher education institutions in Tamil Nadu. The programme promotes the knowledge, attitude and behaviour of youth in inter-related areas of both HIV/AIDS and sexuality, as demanded by their age, environment and life style. The club aims to promote the students into the peer educators within and outside the campus and conducted Blood donation educative programmes. The posters were displayed by the student volunteers to educate and initiate the other students to become blood donors. The peer educators voluntarily donated blood and collected funds for HIV patients.

Youth Red Cross

- Youth Red Cross motivates our students to lend a helping hand to the needy, inculcate healthy living habits and develop a sense of social responsibility.
- On 04.08.2014, a Meeting was conducted and a special lecture on the topic of “Blood Borne Diseases” was given by DR.J.Deepan, M.Muthusamy Hospital, Virudhunagar.
- On 22.08.2014, “Blood Donation Camp” was conducted. 92 students from various departments donated blood in our college campus.
- On 28.01.15 & 29.01.15 YRC conducted the “First Aid Training Camp” by S.Vairavaraj, First Aid Trainer, Thirunelveli. Nearly 39 YRC Students participated and benefited.

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	29.17acres	-	-	-
Class rooms	105	-		
Laboratories	30	-	-	-
Seminar Halls	6	-	-	-
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

- Student Admission
- Student Fee cash collection
- Student Attendance
- College Accounts
- Hostel Accounts
- Library is automated with Free Open Source Software
- Library resources are Barcoded with subject wise database.
- The library provides open access to staff and students.
- Networking sharing with N-list

4.3 Library services:

	Existing (as on 31.03.2014)		Newly added (01.04.2014-31.03.2015)		Total	
	No.	Value (Rs)	No.	Value(Rs.)	No.	Value
Text Books	59050 (from 1962 to 2014)		1094	2,94,565	60144	2,94,565 (for 2015)
Reference Books	5578 (out of 59050)		140 (out of 1094)	34,982	5718	34,982 (for 2015)
e-Books	DELNET, UGC N-LIST and linked to various free e-books through weblog	11500(DELN ET)+5000(N LIST) = 16500 (for every year)	DELNET, UGC N-LIST and linked to various free e-books through weblog	11500(DELNE T)+5000(NLIS T) = 16500 (for every year)	DELNET, UGC N-LIST and linked to various free e-books through weblog	11500(DELNE T)+5000(NLIS T) = 16500 (for every year)
Periodicals	177 (for 2014)	2,91,333.26	9	16,055 (for 9 out of Rs.3,14,977.99)	180 (for 2015)	3,14,977.99 (for 2015)
e-Journals	DELNETUGC N-LIST and linked to various free e-journals through weblog	11500(DELN ET)+5000(N LIST) = 16500(for every year)	DELNET, UGC N-LIST and linked to various free e-books through weblog	11500(DELNE T)+5000(NLIS T) = 16500(for every year)	DELNET, UGC N-LIST and linked to various free e-books through weblog	11500(DELNE T)+5000(NLIS T) = 16500(for every year)
Digital Database	Book (51465) Book Bank (7700) Text Book (599) Thesis (75) Syllabus (1252) Link to DELNET, UGC INFLIBNET & Weblog	11500(DELN ET)+5000(N LIST) = 16500(for every year)	DELNET, UGC N-LIST and linked to various free e-books through weblog	11500(DELNE T)+5000(NLIS T) = 16500(for every year)	DELNET, UGC N-LIST and linked to various free e-books through weblog	11500(DELNE T)+5000(NLIS T) = 16500(for every year)
CD & Video	1204	free	42	free	1246	free
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	536	424	358	-	-	19	44	26
Added	-	16	-	-	-	7	-	-
Total	536	440		-	-	26	44	26

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

Up gradation (Networking, e-Governance etc.)

- Intranet facility is launched in our college for sending circulars, all communications related to curriculum and learning, for booking Conference halls etc. Internal Assessment marks of the students are also sent to the parents every month through SMS.
- Computers with New configuration have been bought
- The Speed of Broadband Service with a Width of VPNOBB to all departments has been increased.
- The College website is updated regularly
- Democratic online voting is being done for the election of the student Office Bearers of College Union Cabinet.

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs.1,97,351/-/-
ii) Campus Infrastructure and facilities	Rs.25,04,400/-
iii) Equipments	Rs.1,88,895
iv) Others	-
Total :	Rs.28,90,646/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Remedial class
- Mock Interviews were conducted by Placement Cell
- Financial assistance extended to economically weaker students and personal counseling given by Counselors' and Teachers minimize the dropout rate in the college.
- Add-on courses for development of soft skills were offered.
- Our College IQAC enhances awareness of the students to expose their multiple skills both academic and non-academic through various cells in the college.

5.2 Efforts made by the institution for tracking the progression

- The Placement Cell conducts training programmes for students and arranges job fair in collaboration with employers.
- The Alumnae Association maintains consistent correspondence with alumnae.
- Tutors in the Tutor--Ward system and Counsellors provide necessary guidance to students in the choice of their career.
- Add-on courses help students get employment opportunities.
- Every department maintains a register for recording the progress of students.
- Remedial Coaching Cell provides study material for the students, conducts regular classes for them and organizes periodical meetings for the staff who handle the classes.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others(M.Phil.)
3587	512	9	34

(b) No. of students outside the state

5

(c) No. of international students

-

Men

No	%
-	-

Women

No	%
4142	100

Last Year(2013-2014 Admitted)						This Year(2014-2015 Admitted)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2	124	-	675	2	801	7	130	1	697	3	835

Demand ratio - UG – 3:1, PG – 1:0.3 Dropout % - UG – 2.73% PG – 3.88%

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

Study Circle

The Study Circle functions with the aim of giving a strong foundation to appear for competitive examinations in general and for TNPSC examinations in particular.

- Under Study Circle special Coaching classes for IBPS examinations were conducted for 100 P.G. students from June 2015 to October 2015.
- 750 Books on TNPSC – Tamil were given as complimentary copies by Mrs. K. Azhagu Chitra, Alumni of our institution. These books were issued to final year U.G. and P.G. students who applied for TNPSC Group IV examination.
- Coaching classes for Bank Clerical Examinations were conducted for 100 final year U.G. students from December 2014 to February 2015.

No. of students beneficiaries

300

5.5 No. of students qualified in these examinations

NET

-

SET/SLET

-

GATE

-

CAT

-

IAS/IPS etc

-

State PSC

-

UPSC

-

Others

-

5.6 Details of student counselling and career guidance

- Counselling forum redresses the grievances regarding their personal, financial and educational problems, thereby developing in them proper perspective of life.
- Counselling to the students has been given at periodical intervals. Some students are faced with financial problems. Mahalakshmi @Priya of I M.Com was unable to remit tuition fees to our college within the prescribed period. Arrangement has been made for the remittance immediately. Suganya of II B.Com (R) and Saranya of I M.Com explained their family problems. Counselling has been given to them immediately.
- Advices are given to the students regarding discipline, importance of studies, respect to the parent and teachers, public behaviour, individual responsibility to the society and other people, dress code, importance of prayer and time management etc., then and there.
- Our college provides opportunities of quality education to promote excellence and academic proficiency. Our college trains the students in life-oriented skills and empowers them for life of self-reliance and poise.
- The placement cell of our college motivates and guides the students in imparting their employable and communication skills in various levels.
- The placement cell provides the platform to attend the Personality Development classes by training the students in Aptitude Test, Group Discussions, the method of preparing their Resumes, writing on line Examination, giving full information about campus interviews to enable them get effective recruitment and placement.

No. of students benefitted

586

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
16	800	581	5

5.8 Details of gender sensitization programmes

- Women Empowerment Cell of our college provides guidelines for strengthening and empowering the students to meet the challenges in life.
- On 22.12.2014, Dr. (Tmt.) D. Halen Christina, Assistant Professor of Zoology, Counsellor and Psychotherapist, Sri Meenakshi Govt. Art College, Madurai has delivered the Inaugural address on “Life Skills”.
- Dr.J.Praveen Paul, Associate Professor, Mepco Engineering College, Sivakasi has delivered a lecture on the topic of “Tie and Dye” on 31.01.2015, to motivate the students towards self employment.

5.9 Students Activities

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

State/ University level	11	National level	1	International level	-
-------------------------	----	----------------	---	---------------------	---

No. of students participated in cultural events

State/ University level	27	National level	-	International level	-
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5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports:

State/ University level	6	National level	1	International level	-
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Cultural:

State/ University level	87	National level	-	International level	-
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5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	12	Full fee Concession for sports students
	6	Half fee Concession for sports students
Financial support from government	1816	Rs.2,44,65,967/-
Financial support from other sources	114	Rs.1,76,100/-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs: State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- Raised bus shelter outside the campus for the day students.
- Added more number of furniture to the needed class rooms

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

The Founding Vision of the Institution is to impart Quality Education to rural womenfolk and to empower them with knowledge and leadership quality.

Mission:

The Mission of VVVC is to impart liberal education committed to quality and excellence. Its quest is to mould learners into responsible citizens instilling in them leadership qualities, personal integrity, life oriented skills and service mindedness.

6.2 Does the Institution has a management Information System

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

6.3.1 Curriculum Development

- The syllabus is reviewed and revised every three years. The major restructuring is done periodically after taking into consideration the feedback from all the stakeholders such as alumni, employers, industry and academic experts from educational institutions.
- The College follows the guidelines for curriculum development and restructuring set down by the UGC.
- Boards of Studies, the Academic Council and Governing Body of the institution are constituted according to the norms laid down by the UGC.
- Papers on Value Education and Environmental Studies have been introduced for III year students, to inculcate values and environmental awareness among them.

6.3.2 Teaching and Learning

- Preparing academic calendar.
- Using advanced methods of teaching.
- Conducting unit tests, group discussions and home assignments etc.
- Motivating students for research activities.
- Use of ICT
- Teacher's study materials (Soft copy-PPT slides/PDF presentation) are shared with students
- Staff were departed to attend Faculty Development Programme to update their knowledge and were given training to improve their teaching skills.

- Our college encouraged the students to take part in various competitive examinations by providing them necessary study materials like UGC NET, SET Books and by downloading E-Books from our College digital library.

6.3.3 Examination and Evaluation

- Semester system with Continuous Internal Assessment (CIA) is followed.
- The Principal and the Heads of Department monitor the performance of the students by making an analysis after every internal test and external examination.
- The teachers make an analysis of the performance of students after every internal test and external examination in departmental meetings.
- The performance of students is analyzed in Academic Council meeting.
- The students can get the photo copy of the valued scripts if there is a need.
- Scheme of valuation is not prepared sufficiently by the question paper setter course teacher will be asked to provide.
- The examination results are published through our college website.
- Only external valuation process is strictly followed to avoid bias of any sort.

6.3.4 Research and Development

- Motivating teachers to take Major research projects.
- VVVC Multidisciplinary journal is published twice in a year.
- Improving library and laboratory facilities for research.
- 11 faculty members are awarded with Ph.D this year.
- 10 Staff members have got Ph.D guide ship.
- 34 faculty are pursuing Ph.D.
- 11 staff members have submitted their Ph.D thesis.
- 200 Staff members have presented their papers in national and international conferences.
- 102 Staff members have published their papers in national and international peer reviewed journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library

Our Library plays a pivotal role in enhancing the research spirit of the learned as well as the learner by pioneering the use of FOSS (Free Open Source Software) in our library for automation, digitization, blogging and e-sources. Besides the renewal of membership of DELNET (Developing Library Network and N-List (National Library and Information Services Infrastructure for scholarly content), our Library has announced the Best User Award for the topmost utilization of the treasure house of books.

ICT

To improve the quality of ICT enabled teaching a number of systems and instruments are purchased. Network facility is provided for all the departments. Access to e-books and e-Journals through INFLIBNET-NLIST is created. Updated and expanded ICT facilities.

6.3.6 Human Resource Management

- Orientation and training programmes are periodically organized for new recruits.
- In order to enhance capacities of staff need-based training/workshops are organized for faculty, administrative, and supportive staff.
- Recreation programmes are also organized for teaching, non-teaching and supportive staff.

6.3.7 Faculty and Staff recruitment

- Well qualified faculty and staff recruitment as per UGC and TN government norms are followed. Staff members are recruited after having been interviewed by the expert
- committee which is framed by the administrator
- Roaster System followed during Faculty and Staff recruitment.

6.3.8 Industry Interaction / Collaboration

- Several departments carry out Industrial visits as part of the curriculum.
- Department of History has signed MoU with Raju's College, Rajapalayam.
- MOU with Getmore Solutions.
- MOU with ICT Academy.
- The Departments of Physics, Computer science, Bio chemistry, Home Science, Chemistry, Commerce and Food Processing and Quality control signed MoU with research institutes and food Industries. MoUs with reputed organisations effects experiential learning among the staff and students.

6.3.9 Admission of Students

- The admission committee conducts mandatory meetings with the parents before the commencement of admission.
- The purpose of parent meetings is to inform the parents and their wards about rules and regulations of the College and University.
- In addition, counselling them for proper subject and career selection is also done.
- Roaster System followed in students admission.

6.4 Welfare schemes for

Teaching	New India Assurance Scheme
Non teaching	
Students	

6.5 Total corpus fund generated

Rs.19,01,000/-

6.6 Whether annual financial audit has been done

Yes

☒

No

☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	ISO 9001: 2008	Yes	Course Teachers, External Academic Audit
Administrative	Yes	Approved Auditor	Yes	Approved Auditor

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

For UG Programmes

Yes

☒

No

☐

For PG Programmes

Yes

☒

No

☐

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

Subject Viva-voce introduced for MBA and M.Com courses has improved their interactive skills and interview skills.
Moderation of one mark in the valuation of final semester examination has helped the students complete their degree course.
Mandatory pre-presentation of the dissertation has enabled the M.Phil. scholars to make research work in-depth.
The students have the provision of getting photocopy of answer scripts and can apply for revaluation.
The final year students are allowed to take up supplementary examination in case of their detention.

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

NA

6.11 Activities and support from the Alumni Association

- Every year 26th January is celebrated as Alumnae Day.
- Opinions and suggestions are obtained from the Alumnae for the betterment of the institution.
- Alumnae Association renders monetary support to the needy students.
- Affluent alumnae proffer a bounteous contribution to their respective departments to help students pay their college fees.
- Eminent alumnae willingly opt to train the students in communication skills, in painting and printing in sarees, in learning pranayama and yoga.
- Old Students Computer Lab was inaugurated in 2010-2011 from Alumnae Association.
- A special library has been instituted by the donations provided by the Alumni.
- Dr.N.Malathy, Prof. and Head, Department of Economics, Annamalai University, Chidambaram has instituted an endowment of `30,000/- for the first rank holder in MBA course.
- K.Azhagu Chitra, Assistant Inspector, Local Fund and Internal Audit Department, Virudhunagar an alumnae of Biochemistry has contributed 700 books related to TNPSC.

6.12 Activities and support from the Parent – Teacher Association

- Parents-Teachers Association navigates the holistic development of the students and it is being conducted periodically in all academic years for twice.
- The parents voice their needs in the Parents Teachers meetings. Additional seats in B.Com. with Computer Applications and B.A. English were procured in the year 2010-11 as per the panorama of the parents.

6.13 Development programmes for support staff

IQAC arranged Faculty retraining programme on “NAAC Sensitization Programme” and “Google Apps.”
Training programme was conducted by IQAC to the self-Non- Teaching staff on the topic “Basics on Excel and Access.”

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

- The Eco club and NSS volunteers in collaboration with social welfare organizations have planted saplings inside the college campus.
- Herbal garden is maintained by the Department of Botany/Home Science and Eco Club.
- The NSS volunteers are doing campus cleaning work regularly to implement our Prime Minister's "Swachh Bharat Campaign".
- "Planting of Sapling" and "Awareness on Environmental Protection day" was celebrated by our NSS units in collaboration with the Lions Club of Madurai and Virudhunagar chapter on 30.09.2014.

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.

- General Library is fully automated
- Well resourced library with e-resources
- Digital library provides free access to DELNET, INFLIBNET, N-LIST, UGC- INFONET
- Library hour has been introduced in Time-Table for all courses.
- Smart card system has been introduced to the hostel students to facilitate communication with their parents.
- Wi-fi connectivity in the administrative office
- Adopting transparency in evaluation as the students can get the photocopy of their answer script.
- Introduced communications network (Intranet) inside the college campus.
- Encouraging the staff to publish their articles in reputed peer-reviewed journals with citation index and impact factor.
- The Departments of Physics, Computer science, Bio chemistry, Home Science, Chemistry, Commerce and Food Processing and Quality control signed MoU with research institutes and food Industries. MoUs with reputed organisations effects experiential learning among the staff and students.

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

- Dr.APJ.Abdul Kalam, our former president, Dr.V.IraaiAnbu I.A.S., and Dr.K Porsezhial, Chairman, SERB had visited our institution and addressed our students.
- On campus job Fairs were organised this year.581 students were selected through on campus.
- Women Entrepreneurship and Talent Development Cell promotes entrepreneur skills among students.
- The Department of Commerce, Computer Science and Mathematics jointly organized a UGC sponsored workshop. The Department of Bio chemistry and Department of History organized UGC sponsored National conference and seminar. The Department of Tamil organized a seminar sponsored by Central Institute of Classical Tamil.

- Almost all departments organized national and state level seminars by UGC Autonomous fund in their respective fields.
- Faculty member members presented 200 research papers and students presented 152 papers in International, national, State and Regional seminars and conferences.
- Faculty members published 102 research articles in reputed journals.
- 10 of our faculty members who have got Ph.D guide ship and are guiding nearly 54 Ph.D scholars totally.
- The new programmes such as M.Phil. Mathematics, M.Phil., Biochemistry, M.Sc., Zoology, Diploma in Medical Laboratory Technology and Certificate course in Entrepreneur are going to be introduced in the next academic year.
- Sixteen of our faculty members are currently pursuing minor research projects.
- Operating audio cassettes with pertinent situational dialogues during intermissions, to kindle the aspiration in students to be good communication.
- Computer Automation to administrative office, library and the office of the Controller of Examinations
- Under the Planning Forum activity, 10 Faculty, 11 Non- Teaching staff members and 92 students were taught 4 wheeler driving and 2 wheeler riding and they got their license too.

7.3 Give two Best Practices of the institution

Refer Annexure III

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

7.4 Contribution to environmental awareness / protection

- Eco Club motivated our students to keep their surroundings green and clean by undertaking plantation of trees. Nearly 150 students enrolled themselves as eco club volunteers.
- The management takes efforts to maintain a vibrant atmosphere in the campus. The Eco Club prompts the students to grow more trees to keep the surrounding green and clean.
- Planting a variety of trees and maintaining the kitchen garden has contributed to carbon neutrality in the campus.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

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

SWOC ANALYSIS

STRENGTHS :

- Reputed five decade old Institution par excellence in the region, inaugurated by King Maker Shri. K. Kamaraj
- Autonomous status ensuring tangible quality improvement and competence.
- Focus on ethical, cultural and traditional values
- High Demand ratio for courses
- Autonomous status ensuring tangible quality improvement and competence
- Pioneering courses like Food Processing and Quality Control, Biochemistry, Computer Science, Clinical Nutrition and Dietetics
- Best –in-class infrastructure facilities
- Illustrious faculty, student centered teaching
- Participative management and democratic functioning
- High success rate as against increasing students' strength
- Wide range of extension, co-curricular and extra-curricular activities
- Well-structured mentor-mentee and student support system
- Good ambience for Sports and Cultural activities
- Partial automation of office
- Capacious hostel with congenial surroundings
- ISO 9001:2008 certified Institution
- Inculcation of employability skills to become entrepreneurs

WEAKNESSES :

- A few Major Research Projects from Central funding agencies
- Women's Study Centre to be established
- Initiation for launching of Department Journals to be taken
- Remote chances for Science departments to avail funds from FIST and organize International Conferences due to non-availability of PG courses in Aided Stream
- Science Departments to be upgraded as research centres
- Lack of sufficient technical personnel in laboratories

OPPORTUNITIES :

- Can establish more institution- industry tie-ups
- Can execute more social outreach programmes in the villages in the vicinity


- Can strengthen Alumnae activities of each department towards more beneficial gestures for the institution

CHALLENGES :

- Procuring patent rights for scientific inventions
- Improving the communication skills of escalating strength of first generation
- Taking up consultancy on remunerative basis
- Generating more number of NET qualified students

8. Plans of institution for next year

- Upgrade more departments into Research Centers.
- Introduce few M.Phil. programmes.
- Host Soft-skill programmes for students.
- Introduce more interdisciplinary career oriented certificate and Diploma courses.
- Support Alumnae activities of each department towards more beneficial gestures for the institution
- Strengthen the Institution and industry tie-ups and consultancy services
- Invigorating more number of staff to publish their articles in reputed peer-reviewed journals with citation index and impact factor.



Name Dr.C.Thilakam

Signature of the Coordinator, IQAC



Name Dr.P.Selvameenakshi

Signature of the Chairperson, IQAC
PRINCIPAL

V.V. Vanniaperumal College for Women
(Autonomous)
(Belonging to Virudhunagar Hindu Nadars)
VIRUDHUNAGAR.



ANNEXURE 1

Course/Programme wise distribution of pass percentage :

UG (2011 - 2014)

DEPARTMENT	APPEARED	PASSED	% OF PASS	A, A+, A++	D, D+, D++	O	IInd CLASS	IIIrd CLASS
UG								
B.A. HISTORY(TM)	14	14	100	7	-	-	3	4
B.A. HISTORY(EM)	14	13	92.85	3	-	-	2	8
B.A. ENGLISH (R)	71	71	100	29	-	-	28	14
B.A. ENGLISH (S)	73	68	93.15	19	-	-	34	15
B.A. TAMIL	52	46	88.46	19	3	-	13	14
B.SC. MATHS (R)	74	72	97.29	68	30	4	4	-
B.SC. MATHS (S)	74	69	93.24	59	9	-	10	-
B.SC. PHYSICS	43	42	97.67	41	16	-	1	-
B.SC. CHEMISTRY	43	37	86.04	37	9	-	-	-
B.SC. ZOOLOGY	32	29	90.62	19	2	-	10	-
B.SC. FOOD PROS.	9	7	77.77	6	3	-	1	-
B.SC. COM.SCI. (R)	45	45	100	41	16	-	4	-
B.SC. COM.SCI. (S)	45	44	97.77	41	8	-	3	-
B.SC. BIOCHEMISTRY	45	39	86.66	24	4	-	15	-
B.SC. E & C	38	36	94.73	34	4	-	2	-
B.SC. MICROBIOLOGY	27	23	85.18	16	3	-	-	7
B.SC. BIOTECH.	37	35	94.59	23	5	-	12	-
B.SC. IT	48	46	95.83	46	19	-	-	-
B.C.A.	45	45	100	43	13	-	1	1
B.COM.	30	29	96.66	18	-	-	7	4
B.COM. CA.	36	35	97.22	35	7	-	-	-
B.COM. CA. (S)	47	45	95.74	40	1	-	2	3
B.COM. E.COMMR.	78	68	87.17	49	2	-	10	9
B.B.A.	49	47	95.91	22	-	-	22	3
PG (2012 - 2014)								
PG								
M.A. HISTORY	18	15	83.33	15	-	-	-	-
M.A. ENGLISH	34	33	97.05	20	-	-	13	-
M.A. TAMIL	21	21	100	21	1	-	-	-
M.SC. MATHS	32	30	93.75	29	14	1	-	-
M.SC. PHYSICS	12	9	75	9	4	-	-	-
M.SC. CHEMISTRY	16	13	81.25	13	3	-	-	-
M.SC. BIOCHEMISTRY	17	17	100	15	3	-	2	-
M.SC. FOOD	4	4	100	4	2	-	-	-

M.SC. CS	33	33	100	31	16	-	2	-
M.SC. CS & IT	24	24	100	24	16	-	-	-
M.COM.	32	28	87.50	21	-	-	7	-
M.B.A.	41	35	85.36	26	3	-	9	-
PG (2011 - 2014)								
PG								
M.C.A.	22	22	100	22	15	-	-	-

A, A+, A++ – 60% and above

D, D+, D++ Distinction - 75% and above

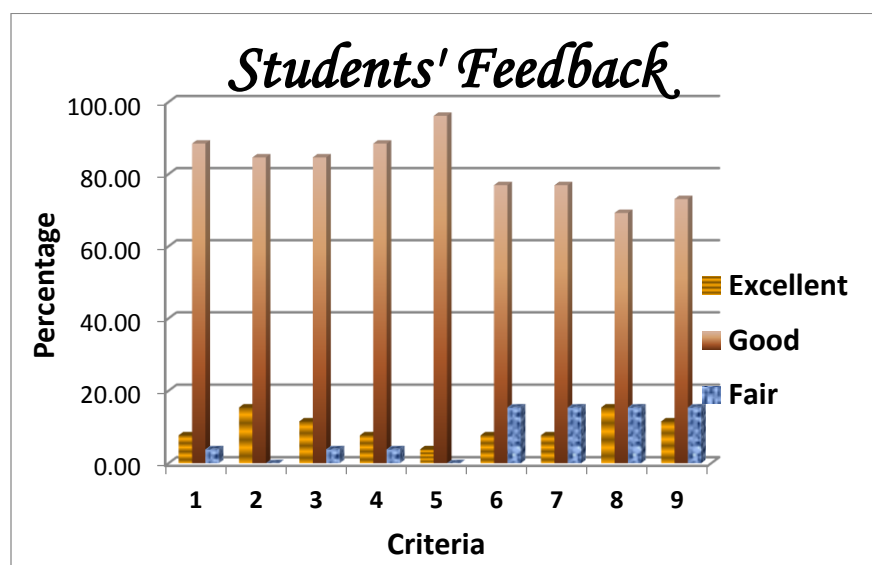
O - outstanding - 90% and above

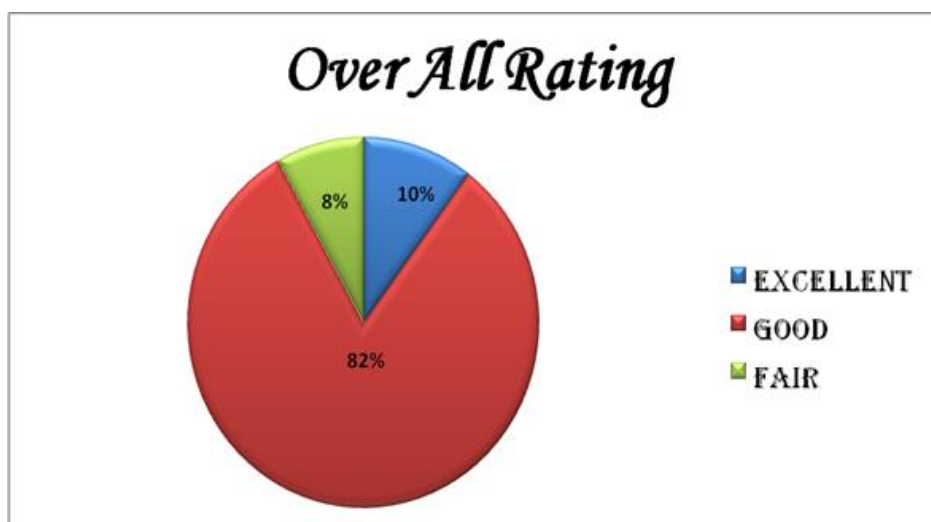
Annexure II

Feedback Forms with questions related to the quality of the institutions, learning resources, teachers and facilities are issued to the final year students of all disciplines. Analysis of their opinions has been made and follow-up measures are carried out.

Factors Evaluated	Excellent%	Good%	Fair%
I. Learning Resources and Process	8	88	4
II. Teaching and Evaluation	15	85	0
III. Infrastructure	12	85	4
IV. Teacher -Student Relationship	8	88	4
V. Schemes and Opportunities for Employment.	4	96	0
VI. Promoting Research Culture.	8	77	15
VII. Student Support and Progression.	8	77	15
VIII. Means to mould Student's Personality	15	69	15
IX. Chances to acquire Leadership.	12	73	15
X. Overall Rating	10	82	8

1. Learning Resources and Process
2. Teaching and Evaluation
3. Infrastructure
4. Teacher-Student Relationship
5. Schemes and Opportunities for Employment.
6. Promoting Research Culture.
7. Student Support and Progression
8. Means to mould Student's Personality
9. Chances to acquire Leadership.
10. Overall Rating



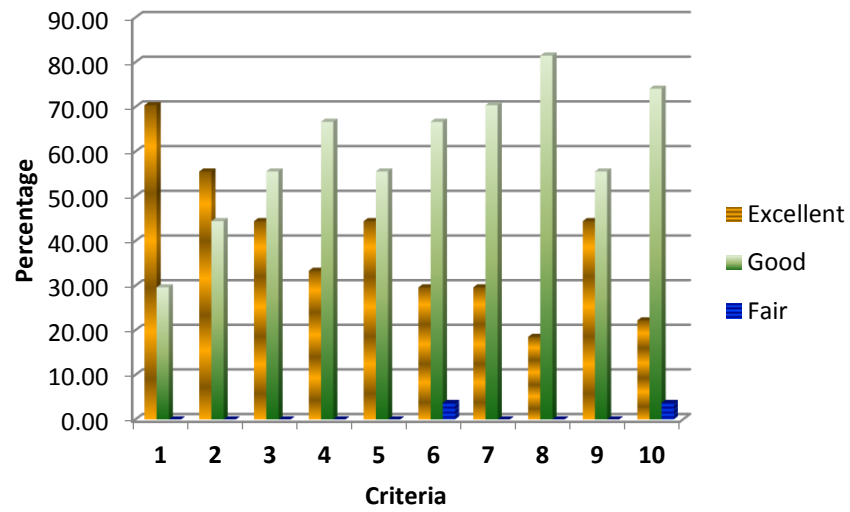


24. Feedback from stakeholders

On Graduation Day (01.03.14) feedback forms are distributed to the graduates. Their suggestions for the improvement of the college are taken into consideration.

S.No.	Content	Excellent	Good	Fair
1.	Motivation given by the institution towards the student's progress.	70	30	0
2.	Infrastructure facilities (Classrooms, Seminar halls, Library, Hostels etc).	56	44	0
3.	Chances to participate in Co-curricular and Extra – curricular activities.	44	56	0
4.	Care and Concern for individual student.	33	67	0
5.	Financial assistance given to students.	44	56	0
6.	Programmes and opportunities to mould student's personality.	30	67	4
7.	Coaching for competitive examinations.	30	70	0
8.	Job opportunities.	19	81	0
9.	Guidance given to the students to develop their research interest.	44	56	0

Graduates Feedback



Annexure – III

Two Best Practices of the institution

Two Best practices

1. Technocracy
2. A Heaven-like Haven

a. Title of the Practice

Technocracy

b. Objectives of the Practice

- To reduce manual labour with machinery and software with effective time Management.
- To standardize the office procedures.
- To maintain student profile and to create roll numbers.
- To generate register number for students and to process/prepare hall tickets.
- To simplify the preparation of internal and external mark statements and result publication.
- To facilitate the accessing of books and journals through library's weblog.
- To participate in resource sharing networks/consortia.

c. The Context

- To be a computer savvy is a status symbol of every person working in the institution. The increase in students' strength makes mandatory the implementation of computer software and techno expertise in the administrative procedures of the office. The burdensome, time consuming tasks have to be lessened and simplified to the possible extent. Use of standardized methods for both internal and external communication is essential in today's scenario. All employees (teaching as well as the support staff) sensitize the exigency to evolve as computer literates. Scarcity of time and slow manual activity also necessitate the introduction of automation.
- The office of the Controller of Examinations executes tasks that require a lot of clerical work. Hence, the need to automate the office of the Controller of Examinations.
- Searching for research resources amidst plentiful volumes is a taxing activity. The simple means to achieve this is the digitization of the library. Now, the digital library facilitates easy access to books and journals and participation in resource sharing networks.

d. The Practice

- Office automation gets many tasks accomplished faster. The College office implemented automation in the year 2007. The automation work starts from the admission of a student into the College. The mark statement and the profile of the applicants are entered and quota wise merit list is prepared automatically. Automation easily processes the students' fee payment. Then, the roll number is generated in the office and the copy is sent to the Controller's Office. The pay bill of staff

members is prepared with the help of visual FoxPro software. Financial accounts and stock verification are carried out using visual FoxPro.

- In the Controller's Office, the register number, the students' enrollment for the examination and the hall ticket are generated. Internal marks for theory and practical are entered by the course teacher and sent to the Controller of Examinations through intranet. Consolidated mark statement is prepared by the Controller's Office using Java Programming Software and sent to the respective departments for verification. After the summative examinations, the results are published online.
- All department computers are connected via intranet and this enables transmitting instant messages, creating staff profile, submitting internal test and quiz, question papers, model question papers and blue print, sending consolidated internal marks, booking halls for guest lectures, seminars and conferences and forwarding informative circulars.
- Automation was implemented in the College library to impart quality education using International Common Communication Format (CCF). To fulfill the future needs and to ensure inter-operability and portability, CDS/ISIS from UNESCO is used. Details about new books, journals and magazines are immediately enlisted in the computer. On-line Public Access Catalogues (OPACs) assist the users to search for books in no time and with less effort. HEURISKO from UNESCO is used for online Public Access Cataloguing. Bibliographic details are fully automated using CDS/ISIS from UNESCO. For e-journals, the Electronic Resource Management Package is utilized. Library weblog is subscribed by students and faculty. The free ware-FOSS is of immense help. Digitized circulation system using bar code is another striking attribute. For digitization purpose, Green Stone Digital library – free ware (software from New Zealand Digital library) is installed. The new arrivals and e-resources have been intimated to the staff through e-mail. VVVC virtual library through google blogger (freeware) and webnode (freeware) participates in resource sharing networks/consortialike Delnet, UGC Inlibnet n-list and through weblog and webnode. It is linked to NPTEL video, UGC and Indian ETD (Electronic Theses and Dissertations) through weblog. In our virtual library, Institutional Repositories like faculty contributions, College Magazines (from 1962 to till date), College hand books, Department Magazines and free e-books are uploaded.

e. Evidence of Success

- Use of computers and intranet minimizes errors, saves time and energy.
- Standardised forms ensure uniformity and accuracy.
- There is increase in the number of users of library weblog every day.
- Detailed information flows continuously.
- Data storage is a mode of verification if at all any problem arises in future.

f. Please identify the problems encountered and resources required to implement the practice

Problems Encountered

- Reluctance to use automation among staff and students.
- Fear of data loss/security.
- Technical faults such as low speed and inaccuracy at times.
- Imbalance between the number of students and the number of computers.
- Different versions of systems

Resources Required

- More computers with latest configuration.
- More printers, copiers and scanners.
- Huge investment

i Title of the Practice

A Heaven-like Haven

ii Objectives of the Practice

- To provide a safe and secure environment.
- To enable the students to live and learn outside their homes.
- To render the best amenities to the students so as to make them feel at home.
- To ensure the highest comfort for all students at all seasons.
- To create a conducive and serene atmosphere for learning.
- To enhance academic activity in a community setting of students and faculty.
- To respond to the physical, cognitive and psychological needs of the stakeholders.
- To confer the vital social and emotional support, and parental love and care that is available in a family environment.
- To provide a well-balanced, wholesome and nutritious food to the students.

iii The Context

- The College, located in the outskirts of Virudhunagar, the headquarters of Virudhunagar District, caters to the educational needs of the rural womenfolk from the surrounding towns and villages. As most of the stakeholders are from the neighbouring towns and villages, it becomes mandatory for the College to run a hostel and cater to the requirements of the residential students. As the institution is renowned for maintaining discipline among the learners, parents prefer to admit their wards as residents in the institution.

iv The Practice

- Nearly 1700 students are accommodated in the five hostels inside the campus. Students coming from various strata have the opportunity to have an intrinsic life- learning experience. Life in a hostel is the most interesting and significant part in students' life. It gives them a rare chance to become self-reliant, responsible and to have moral integrity. They can adhere to the ethical values of life, an essential parameter of their disposition.
- The unique feature of the residential system in the college is that it is governed by the Management itself. On the whole there are 245 rooms

accommodating nearly 1700 students. Each room accommodates minimum six students. All the rooms are properly ventilated and the windows in the rooms are fitted with mosquito preventing nets. Each hostel is provided with basic amenities like sufficient number of rest rooms, uninterrupted power supply and water supply making the students' stay comfortable and relishing. Solar water heating system is installed in every hostel.

- To guarantee the safety of the inmates the Management has arranged tight security round the clock.
- The Management is very much anxious about the health of the students. They are provided with well-balanced, wholesome and nutritious food, both vegetarian and non-vegetarian with South Indian varieties. Students also play an active role in running the hostel. They are given freedom to plan the menu for every week in turns. A spacious kitchen with all modern and sophisticated cooking gadgets add up extra attraction to the hostel. A well-furnished dining hall with pest-control system can accommodate all the inmates at a time. Mess fee is calculated and collected on the basis of dividing system.
- Enough copies of English and Tamil newspapers are available in each hostel. Students can make the optimum use of it and update themselves with current affairs so as to become competent enough to fit into this competitive world. Library is kept open even on Sundays for the benefit of the stakeholders. Browsing facility at free of cost is also provided to the inmates. Many students avail this facility for their research work and paper presentations at the collegiate and intercollegiate level. Residential students have the privilege of attending vocational courses like type writing, Hindi, tailoring, painting, embroidery and yoga thereby enhancing their self-employability.
- A health care unit with basic medical facilities monitors the medical needs of the students. In case of emergency, students are taken to the VVVC Multispeciality Hospital run by the College Managing Board. To safeguard the students from water-borne diseases RO treated water is used throughout the year for drinking and cooking purposes. A gymnasium equipped with gadgets is always within the reach of the inmates who care about maintaining a sound body.
- Recreation has an important role in the overall development of a student's personality. Recreation facilities have been offered to the hostel students. Each hostel is provided with a television. Movies are screened on Saturdays. To promote communal harmony among the student community, Navarathiri, Deepavali and New Year are celebrated. New Year celebration is really a rejuvenating experience to them. They have an opportunity to unleash their histrionic talents. Every year Hostel Day is celebrated with vigour and enthusiasm. Various competitions are conducted and students partake actively to exhibit their innate talents. A magazine evincing the students' artistic talents and creativity is also released on this occasion. To enliven the spirit of the young minds, the Managing Board arranges picnic for them.

- To facilitate easy communication between the students and their family members, smart card system has been introduced thereby bridging the geographical gap between them. The campus also harbours Surabhi ATM centre of Tamilnadu Mercantile Bank Ltd., to enable easy money transaction for the inmates. Conveyance is arranged for the stakeholders of nearby towns whenever they go on weekend holidays.

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v Evidence of Success

- The increasing number of students in the hostel itself evinces the success of the practice. The institution is renowned for the maintenance of strict discipline and security. So the parents are very particular to admit their wards in this institution. In the summative examinations, the pass percentage of the hostel students is higher than that of the day scholars. This is also an evidence of the successful running of the hostel.

vi Problems Encountered

- Increase in the number of students in the hostel poses a problem to the Management. To overcome the problem, more number of rooms has been constructed for the comfortable stay of the inmates. Preparing and serving meals to all the students at a time is yet another problem encountered by the administrators. Along with regular residential workers in the kitchen, more workers have been appointed on the basis of daily wages. In addition to that, modern and sophisticated cooking appliances are used to prepare meals quickly on a large scale.
- In spite of all facilities and comforts inside the campus few students feel homesick and psychologically depressed. To soothe and console them counselling is given periodically by psychiatrists and resident tutors.

Resources Required

For the smooth functioning of the hostel, fee is collected in advance from the students. To meet the additional financial burden, the Management mobilizes funds from the philanthropists and well-wishers in the town.