

# THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

## PART – A

AQAR for the year (*for example 2013-14*)

2015 - 2016

### I. Details of the Institution

1.1 Name of the Institution

Fatima College (Autonomous)

1.2 Address Line 1

Mary land

Address Line 2

Vilangudi

City/Town

Madurai

State

Tamil Nadu

Pin Code

625 018

Institution e-mail address

[fatimacollegemdu@gmail.com](mailto:fatimacollegemdu@gmail.com)

Contact Nos.

0452-2669015

Name of the Head of the Institution:

Dr. Sr. K. Fatima Mary

Tel. No. with STD Code:

0452-2668016

Mobile:

9994120775

Name of the IQAC Co-ordinator:

Dr. L. Caroline Sugirtham

Mobile:

9994811989

IQAC e-mail address:

fcdocumentation@gmail.com

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

15195

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)

EC/64/RAR/31 dated 8.7.2013

1.5 Website address:

www.fatimacollegemdu.org

Web-link of the AQAR: For ex.

<http://www.ladykeanecollege.edu.in>

<http://fatimacollegemdu.org/fatima/wp-content/uploads/2015/05/AQAR-2015-2016.pdf>

/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	5		2000	5Years
2	2 <sup>nd</sup> Cycle	A	8.8	2006	5Years
3	3 <sup>rd</sup> Cycle	A	3.17	2013	5Years
4	4 <sup>th</sup> Cycle	-	-	-	-

1.7 Date of Establishment of IQAC: DD/MM/YYYY

12.11.2004

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

AQAR (2013-2014) - submitted to NAAC on 05/06/2015

AQAR (2014-2015) - submitted to NAAC on 25/05/2015

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)

1.11 Name of the Affiliating University (for the Colleges)

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

Autonomy by State/Central Govt. / University

College with Potential for Excellence  UGC-CPE

DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	-	DST-FIST	-
UGC-Innovative PG programmes	T	Any other ( <i>Specify</i> )	-
UGC-COP Programmes	T		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	7		
2.2 No. of Administrative/Technical staff	1		
2.3 No. of students	2		
2.4 No. of Management representatives	5		
2.5 No. of Alumni	2		
2.6 No. of any other stakeholder and community representatives	1		
2.7 No. of Employers/ Industrialists	-		
2.8 No. of other External Experts	1		
2.9 Total No. of members	19		
2.10 No. of IQAC meetings held	8		
2.11 No. of meetings with various stakeholders:	Students	4	Faculty
	Non-Teaching Staff	2	Students
	Alumni	1	Others
			-
2.12 Has IQAC received any funding from UGC during the year?	Yes		No
			T
If yes, mention the amount	-		

## 2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

- Educating For Change: Perspectives And Challenges - Personal & Social
- New Higher Education Policy
- Teaching - learning techniques
- Quality Circle – Need for implementation
- Avalanche in Higher Education
- Paradigm Shift In Higher Education – New Realities, Challenges and Metrics

## 2.14 Significant Activities and contributions made by IQAC

- Orientation Programme was arranged for newly appointed staff.
- In Retraining of Teachers 5 sessions on different topics were organized.
- IL&FS Effective English Communication Skills Course for Teachers – 40 hours
- IL&FS Effective English Communication Skills Course Non – teaching staff – 60 hours
- Employability Course for the Students – 180 hours
- Mindfulness Meditation programme was conducted for staff and students

## 2.15 Plan of Action by IQAC/Outcome

The plan of action was chalked out by the IQAC in the beginning of the year towards Quality Enhancement and the outcome was achieved by the end of the year \*

Plan of Action	Achievements
To motivate the newly appointed staff orientation programmes to be conducted	Orientation programme was conducted at the beginning of the year for the newly appointed staff
To rejuvenate all the faculty members orientation programme to be conducted	Orientation programme was conducted at the beginning of the year for all the staff
To strengthen quality circle activities	One day workshop was conducted and QC activities strengthened
To increase the number of Placements	615 students got placed in various companies through campus interview.
To conduct International Conferences.	1 International Conference was conducted.
To enhance the quality of Extension activities	Adopted 16 villages around Fatima college and various community programmes were organised

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

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Anyother body

Provide the details of the action taken

- Scrutiny was undertaken by the Management.
- Future Plan was designed for the Next Academic Year.

## Part – B

### Criterion – I

#### I. 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
	(Reg. + SF)			
Ph.D.	4	-	4	-
PG	12	1	8	-
Professional Courses	2	-	2	-
UG	18	1	7	-
PG Diploma	1	-	-	-
Advanced Diploma	3	2	-	5
Diploma	8	-	-	8
Certificate	22	1	16	7
Others (M.Phil.)	5	-	5	-
Others (Online Courses)	11	-	11	-
<b>Total</b>	<b>85</b>	<b>5</b>	<b>52</b>	<b>20</b>

Interdisciplinary	4	-	-	-
Innovative	1	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	34
Trimester	-
Annual	-

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

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

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

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

- Every year Board of Studies meeting is conducted and the syllabi is scrutinized.
- Syllabus is revised once in 3 years.
- Whenever there is a need to revise and when new courses are introduced syllabi is updated.

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

Yes  
Department of B.A. Journalism & Mass Communication

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

	Total	Asst. Professors	Associate Professors	Management	Others
Regular	96	17	44	35	-
SF	98	96	2	-	-

2.2 No. of permanent faculty with Ph.D.

Regular	67
SF	11

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
Regular	1		-	-	-	-	-	-	1	-
SF	37	-	-	-	-	-	-	-	37	-



2.4 No. of Guest and Visiting faculty and Temporary faculty 

-	-	-
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	58	89	4
Presented	58	82	2
Resource Persons	2	3	13

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

- Industrial visit is mandatory for all the programmes
- Each discipline is provided with one smart class room in order to facilitate ICT enabled teaching and learning.
- E-material produced by the staff for the online foundation courses.
- Project oriented learning – Hands - on experience and internship.

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

184
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Double Valuation of the end semester examination papers.
- Third valuation is carried out for papers with discrepancy.
- Online Testing through Multiple Choice Questions.
- All first and second UG year end semester papers are transparent to the students.
- NCC is offered as Non-Major Elective.
- Credit transfer from candidates of other universities is permitted.
- Tamper – proof mark sheet has been introduced by increasing the number of security features to make a total of ten.
- Application forms for Supplementary Examinations registration can be downloaded from the web site.
- The whole examination section is moving towards paperless work.

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

194	-	-
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2.10 Average percentage of attendance of students

98
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2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I Class	II Class	III Class	% of Pass
<b>UG Regular</b>						
History	24	NIL	2	8	6	67
Economics	46	1	9	16	8	74
Sociology with CA	32	1	13	11	NIL	78
English	72	5	33	17	9	89
Tamil	57	7	14	12	1	60
Mathematics	72	45	23	4	NIL	100
Physics	51	14	26	9	NIL	96
Chemistry	51	10	14	2	NIL	51
Zoology	38	6	14	6	NIL	68
Home Science with FBT	40	15	13	2	NIL	75
Computer Science	47	11	20	13	NIL	94
Commerce	73	8	26	14	NIL	66
<b>PG Regular</b>						
Economics	13	1	9	NIL	NA	77
Tamil	16	2	6	NIL	NA	50
Physics	21	6	10	NIL	NA	76
Commerce	17	3	13	NIL	NA	94
Commerce with CA	22	7	12	NIL	NA	86
<b>UG Self-Financing</b>						
English	74	2	18	36	15	96
Mathematics	149	86	49	7	Nil	95
IT	49	7	37	1	Nil	92
BBA	48	4	12	12	3	65
BCA	46	10	20	9	Nil	85
Commerce with CA	109	7	41	26	3	71

<b>PG Self-Financing</b>						
English	39	Nil	25	5	NA	77
Social Work	9	3	6	Nil	NA	100
Mathematics	45	26	6	Nil	NA	71
Chemistry	12	4	3	Nil	NA	58
Human Nutrition & Nutraceuticals	19	6	8	Nil	NA	74
MBA	51	14	33	Nil	NA	92
MCA	41	11	23	Nil	NA	83
M. Sc. IT & M	17	6	7	Nil	NA	76
M. Sc. CS & IT	16	3	8	Nil	NA	69
<b>M.Phil.</b>						
Economics	5	3	2	Nil	NA	100
English	17	Nil	17	Nil	NA	100
Tamil	4	1	3	Nil	NA	100
Mathematics	10	9	Nil	Nil	NA	90
Commerce	12	Nil	10	Nil	NA	83
<b>Diploma Courses</b>						
Fashion Designing	26	13	8	Nil	Nil	81
P.G.D.C.A.	26	10	5	Nil	NA	58

**NA = Not Applicable**

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

IQAC periodically conducts training and retraining programmes in order to enhance the quality of teaching – learning processes. The following sessions were conducted in this aspects:

- Education for Change: Perspectives & Challenges – Personal and Social.
- Teaching-Learning Techniques.
- Orientation programme for the newly appointed staff.
- Effective English Communication Skills Course for teachers.
- Micro - teaching is conducted.
- Feedback from the students every semester is a major tool to evaluate the Teaching & Learning processes.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	6
UGC – Faculty Improvement Programme	6
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	8
Summer / Winter schools, Workshops, etc.	9
Others: Conferences/Seminars	151

### 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
	Reg.	SF		Reg.	SF	
Administrative Staff	42	9	-	22	-	-
Technical Staff	13	3	-	-	5	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

- A Research Advisory Cell (RAC) was formed with teaching staff from various disciplines who advice and set up guidelines for future growth of various research activities of the staff.
- RAC identifies thrust areas of research and facilitates preparation and development of research proposals.
- An International Journal entitled, ***Fatima International Journal of Commerce, Humanities and Science*** (FIJCHAS) has been published.
- A Students’ Resource Cell was formed to motivate students to undertake various research projects.
- A research fest titled Exploria’16 was organized by the RAC to showcase research activities of students from various colleges.
- Ph. D Guideship is encouraged.
- Publications in International Journals and e -journals is motivated.

### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	1	1	-
Outlay in Rs. Lakhs	8,79,000	2,40,000	6,00,000	-

### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	15
Outlay in Rs. Lakhs	-	-	-	-

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	48	6	15
Non-Peer Review Journals	-	-	-
e-Journals	-	-	5
Conference proceedings	-	-	11

### 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	2015-17	ICSSR	6,00,000	2,40,000
Minor Projects	-	-	-	-
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	-	-	6,00,000	2,40,000

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 Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	Univer sity	College
Number	3	8	16	6	3
Sponsoring agencies	self funded	Self funded	Self funded	Self funded	Self funded

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  From Management of College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
17	-	5	7	-	1	4

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

- Sixteen villages have been adopted by the College in Vadipatti Block.
- Teaching English students from 6<sup>th</sup> to 9<sup>th</sup> standards of Government Higher Secondary School, Kondayampatti.

- Reading habits inculcated in school students by providing them with books from the college library.
- Teaching Short cut mathematical methods for students from 6<sup>th</sup> to 8<sup>th</sup> standard.
- Villagers were trained on the preparation of candles, detergent powder and phenyl.
- Teaching Software: Microsoft Office Package 2010 to school dropouts and women.
- Students from II standard to V standard were taught Tamil, English, Science and Mathematics.
- Efforts were taken to open Recurring Deposit with the help of SBI in Vadipatti.
- Trained 10 women on preparation of herbal medicines for minor ailments.
- Four Fatimites trained by SIPPO (Small Industries Product Promotion Organization) briefed the villagers on the Government welfare schemes.
- Survey on Socio-Economic Status of the Villagers
- Conducted Dietary Recall Survey for school students and found 100% lacked balanced diet.
- 20 Members of the Self Help Groups provided with Computer Literacy.
- Demonstration of Yoga among public and taught basic Yogasanas taught to school students.
- Conducted Legal camp and Eye Camp.
- One week Community Nutrition Field work was organised.
- Kitchen Garden established in the village houses.
- Plantation of saplings and Kitchen Garden establishments promoted
- Global Hand Washing Day observed.
- International elderly day was celebrated in all villages.

#### **FATIMA COLLEGE FLOOD RELIEF OPERATIONS**

- ✓ **Phase – I:** Fund collection from Staff and students
- ✓ **Phase – II:** Sales Day organised to raise funds for the cause by Staff and Students'
- ✓ **Phase – III:** Contribution of household materials and toiletries
- ✓ **Phase – IV:** Collection of Newspapers from the neighbourhood to raise funds through their sales.
- ✓ **Phase – V:** Basic utensils for cooking, a pack of groceries consisting of 10 kgs of **rice, dal and spices, sarees, dhoties, towels and bedspreads** was distributed to the affected areas in Cuddalore and Pandrooti. An amount of ₹ **11,31,279** was mobilized and spent on the above mentioned programmes.



## 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	37acres	-	-	37acres
Class rooms	80	-	UGC	80
Laboratories	14	-	-	14
Seminar Halls	3	-	-	3
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	49	5	UGC	54
Value of the equipment purchased during the year (Rs. in Lakhs)		20,97,425	UGC	20,97,425
Others	-	-	-	-

#### 4.2 Computerization of administration and library

- Administrative Office and Examination Section – fully automated.
- Library – OPAC system is followed - fully automated.

#### 4.3 Library services:

	Existing		Newly Added		Total	
	No	Value	No.	Value	No.	Value
Text Books	120074	71,01,997.00 (2000 onwards)	3030	12,38,234.00	127833	83,40,232.00
Reference Books	5072	-	176	-	6395	-
E-Books	9	18,000.00	150	-	159	18,000.00
Journals	257	-	20	1,28,455	178	-
E-Journals	8	70,000.00	1	28,440.00	1	28,440.00
Digital Database	3	19,500.00	2	73,700.00	2	73,700.00
CD & Video	2463	10,000.00	243	15600.00	2706	-
Thesis	2846	-	160	-	3522	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	412	4	4 mbps	1	1	1	13	-
Added	200	3	6 mbps	2	2	1	10	-
Total	612	7	10 mbps	3	3	2	23	-

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

- The College has collaborated with the Spoken Tutorial Project an initiative of the 'Talk to a Teacher' activity of the National Mission on Education through Information and Communication Technology (ICT), launched by the Ministry of Human Resources and Development (MHRD), Government of India. The Spoken Tutorial project is being developed by IIT Bombay for MHRD, Government of India.
- The National Cyber Safety and Security Standards has identified Fatima College as one of the outstanding Higher Educational Institutions across the country for setting up a National Resource Center. The objective of the programme is to encourage students who would like to take up a career in cyber security.
- Rev. Fr. Thamburaj, Associate Professor, Department of Computer Science, St. Joseph College, Trichy gave an input session on "Server Management" to the web committee staff.
- Three staff members visited the server management system followed by St. Joseph College, Trichy and learnt some newer methods.

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

i) ICT	49,99,760
ii) Campus Infrastructure and facilities	1,00,00,000
iii) Equipments	20,97,425
iv) Others	4,40,000
<b>Total :</b>	<b>1,75,37,185</b>

## Criterion – V

### 5. Student Support and Progression

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

- Head of the institution meets the students every Friday in the general assembly and openly gives information about the students' services and progression.
- An Open Forum is arranged by the Management in which the students are welcome to express their grievances and the authorities try to rectify the same as much as possible.
- Once in a month the Head of the institution meets the student's class wise and gives lot of details about the various services and programmes.
- Deans of Students meet the students concerned regarding the cultural activities and competitions and give details.

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

- Suggestions from members of statutory bodies like Governing Body , Planning and Evaluation Committee and Awards Committee
- Students' needs are represented to the Management.
- Students Grievance Cell is conducted. After hearing grievances redressal is done maximum.
- Elaborate discussions and concrete decisions regarding students issues in the College Council and General Staff meetings.
- Ideas from Annual Alumnae meet.

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

UG	PG	Ph. D.	Others
3492	798	17	54

(b) No. of students outside the state

17
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(c) No. of international students

11
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Men

No	%
-	-

Women

No	%
4368	100

Last Year 2014-2015						This Year 2015-2016					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
145	348	22	3677	21	4192	136	361	16	3838	17	4368

Demand ratio 1: 5.9

Dropout % 3.06 %

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

- NET/ SET coaching classes are conducted.

No. of students beneficiaries

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

- There is a professional Counsellor for the students. Students can meet him in the Counselling and Guidance Cell by fixing appointment.
- Besides, each Department has two trained Counsellors.
- There is a Career Corner in the Library which highlights various career opportunities
- There is a Placement Officer and Institute Industry Interface committee which organises sessions and training programmes regarding career guidance.

No. of students benefitted

## 5.7 Details of campus placement

<b>On campus</b>			<b>Off Campus</b>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
16	1398	615	-

## 5.8 Details of gender sensitization programmes

14 programmes were organised on gender sensitization.

## 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	920	11,16,750
Financial support from government	1446	35,72,545
Financial support from other sources	28	4,05,685
Number of students who received International/ National recognitions	38	6,04,000

### 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:

- Transportation timings is regularised.
- Hygiene in canteens redressed
- Adequate drinking water and water in rest rooms provided
- More number of sinks provided for student facility
- Traffic at the college entrance has been regularised

## Criterion – VI

### 6. Governance, Leadership and Management

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

**VISION:**

- To empower women by developing human capabilities through quality education based on Christian values, making them responsible citizens who can work for the advancement of the society and promote communal harmony in the multicultural reality of India.

**MISSION:**

- Energize Women and Children towards Academic excellence through Quality Education. To endow them with character, competence, creativity & commitment. To Awaken in them Societal concern and eco-consciousness. To enable them to excel as responsible citizens in the multi-cultural and multi religious Indian context.

## 6.2 Does the Institution has a management Information System

- Yes. It is applied in administrative procedures including finance, appointment of staff, students' admission, students' records, evaluation and examination procedures, and research.
- The college calendar is endowed with all information about the institution.
- Academic information are displayed in notice boards for students' and staff.
- Digital notice board flashes everyday events.
- Intranet provides complete information regarding administration to the staff.
- Every information is updated in the College website.

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

### 6.3.1 Curriculum Development

- Every year Board of Studies is conducted by all the Departments and the suggestions and changes are presented in the academic council.
- Job oriented and innovative papers are incorporated.
- Computer related papers are offered by almost all the Departments.
- Computer literacy is provided to all 1<sup>st</sup> year UG students.
- First PG students are offered a mandatory, subject related computer course.
- 11 online courses are offered.
- 7 Departments offer UGC sponsored Career Oriented Programme (COP).
- 23 value added courses are offered.

### 6.3.2 Teaching and Learning

- ICT enabled Teaching-learning is provided
- Besides Chalk and Talk Method, Other Methods like Role Play, Seminars, Brain Storming Sessions, Power Point Presentation, Documentary, Short Films Video Clippings, Audio Records, Surveys and on The Spot Study etc... are Adopted.
- Recording of the live class room presentation as part of the e-material production in a stipulated time and specified teaching conditions. Uploading the same in the website for students' accessibility.
- E-material production for the Foundation Course to I UG.

### 6.3.3 Examination and Evaluation

- CIA marks are placed in the website and students are able to view them through online
- NCC is offered as Non-Major Elective.
- Tamper – proof mark sheet has been introduced by increasing the number of security features to make a total of ten.
- Application forms for Supplementary Examinations registration can be downloaded from the web site.
- The whole examination section is moving towards paperless work.



#### 6.3.4 Research and Development

- 5 Books have been authored by the faculty members.
- 4 Books have been Edited
- 7 chapters have been published in different books.
- 128 research papers in International & National Journals & Magazines, ISBN certified Seminar Proceedings.
- 5 faculty members have been awarded Doctoral Degree.
- 1 Major Project is ongoing.
- 15 Minor projects have been applied.
- An International Journal entitled, ***Fatima International Journal of Commerce, Humanities and Science*** (FIJCHAS) has been published.
- A Students' Resource Cell was formed to motivate students to undertake various research projects.
- A research fest titled Exploria'16 was organized by the RAC to showcase research activities of students from various colleges.

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

- Library – Equipped with INFLIBENET, DELNET, AIRC and NIRMALS.
- ICT – Claroline, Web map, Intranet Server, Reach, Statistical Package and broadband connectivity.
- Instrumentation Centre equipped with FTIR, Raman Spectroscopy, HPLC, Fibre Plus, Kelplus, AAS, UV Spectroscopy, CA Ch. Analyser, Auto Analyser.

#### 6.3.6 Human Resource Management

- Recruitment of both teaching and Non teaching staff is done based on merit.
- No capitation received from the Teaching and Non-teaching staff on their appointment.
- 38 Faculty members and 27 Non Teaching staff have been appointed in the current year.
- No posts are vacant since the management has filled them and paid them.
- Human potential is well utilized.

### 6.3.7 Faculty and Staff recruitment

- 38 Faculty members and 27 Non Teaching staff have been appointed in the current year.

### 6.3.8 Industry Interaction / Collaboration

- One industrialist forms part of the Board of Studies of all departments.
- All PG students have one month internship in industry related to their discipline.
- 31 MoUs have been signed.
- Placement officer plays a vital role in linking industry and institution and facilitates campus interviews to enhances the employment ratio.

### 6.3.9 Admission of Students

- Rural and first generation students are considered.
- Students are admitted based on merit and not on capitation.
- Preference is given to students with special sports capabilities.
- Differently abled students are also given due consideration.

### 6.4 Welfare schemes for

Teaching	Medical Insurance (Regular Staff), ESI (SF Staff)	
Non teaching	ESI,	
Students	<b>Government Schemes</b>	<b>College Schemes</b>
	<ul style="list-style-type: none"> <li>• District Backward Classes Welfare Scholarship</li> <li>• Most Backward Classes Scholarship</li> <li>• District Adi - Dravidar Welfare Scholarship</li> <li>• Adi - Dravidar Welfare Higher Education Special Scholarship</li> <li>• Adi - Dravidar Welfare Prize Money Award</li> <li>• Tuition Fee Concession to PG SC/ST students</li> </ul>	<ul style="list-style-type: none"> <li>• Mother Rose Students' Care Fund <ul style="list-style-type: none"> <li>➤ Manna Token</li> <li>➤ Dress to Poor students</li> <li>➤ Fee Concession</li> <li>➤ Medical Treatment</li> </ul> </li> <li>• Mother Rose Student Aid Fund</li> <li>• Free Study Tour</li> <li>• Earn While You Learn Scheme</li> <li>• Students' Aid Fund (Special Fees)</li> <li>• Sports Concessions</li> <li>• Alumnae Contributions</li> <li>• Sponsors from outside</li> </ul>

6.5 Total corpus fund generated

4, 00, 00, 000

6.6 Whether annual financial audit has been done

Yes

 T

No

 -

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	yes	Deans of Arts, Science and Management Studies
Administrative	yes	JDCE office and AG office	-	-

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

For UG Programmes

Yes

 T

No

 -

For PG Programmes

Yes

 T

No

 -

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

- Corrected End semester Exam papers are distributed to students of I and II UG.
- Double valuation is conducted for III UG and PGs
- Question bank is used for End Semester Examinations for the 1<sup>st</sup> and 2<sup>nd</sup> year UG classes.
- Within 30 days of Examination results are published.
- July Supplementary Examinations are conducted for the out gone students.

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

- Whenever a New Course is introduced University sends a Commission to inspect the institution regarding its eligibility.
- University is represented in all statutory bodies such as Governing Body, Academic Council, Board of Studies and Planning, Evaluation Commission and Awards Committee.
- University nominees give suggestions and guidance; however they do not interfere in the decision making of the institution.

6.11 Activities and support from the Alumni Association

- Every year in the second Saturday of July the Alumnae meet is conducted in the College. Popular alumnae are invited as Chief Guest. The alumnae share their experiences, interact with the staff and give suggestions for the growth of the institution.
- Every year the Alumni association educates nearly 30 students from its fund.
- Well – placed Alumnae create endowments and make monetary contributions towards the welfare of the students.
- The Alumnae Association of Fatima College is a registered body.
- To strengthen the alumnae association chapters are created.

6.12 Activities and support from the Parent – Teacher Association

- Parent – teacher Association is an effective forum, where the parents openly clarify their doubts and give suggestions.
- Parent – Teacher Meet is conducted in June, and July for the I & II year students.
- Grievances are also expressed by the parents and the management takes it positively and tries to redress them.

6.13 Development programmes for support staff

- Grievance redressal is done.
- Every year Excursion is arranged.
- A Welfare fund is instituted for the non – teaching staff.

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

- Plastic free campus is maintained.
- One of the goals of the Outreach programme is to succeed in maintaining Plastic free campus.
- Flower pots are setup and taken care by the students in every block.
- The campus has more than 1000 trees and gives clean and fresh air.
- There is a rain water harvesting pond.
- Periodically old trees are felled and new saplings are planted.
- Variety of plants are pruned and watered so as to have a green campus which has been commented as Shanthi Niketan.

### **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.

- Students are well trained to face job market and thereby 615 students have been selected in the campus interviews in various companies.
- Meditation in Action Movement (MAM) has been incorporated.
- Spoken English programme have been conducted rigorously to improve communication skills and hence employability ratio.
- A Students' Resource Cell was formed to motivate students to undertake various research projects.

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

- ❖ Two new courses have been introduced in June 2015:
  - B.A. Journalism & Mass Communication
  - M.A. History
- ❖ E-material produced for the online foundation course.
- ❖ In order to enhance the quality of Community Service programme 16 villages around Fatima college were adopted and various community programmes were organised.

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

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

- **Innovative Curriculum for Holistic Development**
- **Strategic Participatory Governance**

### **1. Title of the Practice: Innovative Curriculum for Holistic Development**

#### **Objectives of the Practice**

- To design an innovative curriculum in keeping with the current trends of the subject with a futuristic perspective of the course
- To meet the needs of all categories of learners
- To create a broad based curriculum which includes ICT based teaching-learning suitable for to-day's digital world.
- To equip with an in-depth knowledge in the subject
- To provide experiential/ onsite learning
- To inculcate research culture
- To promote academic excellence for horizontal and vertical mobility
- To develop skills for the job market
- To empower the learners with global competencies

### **2. Title of the Practice: Strategic Participatory Governance**

#### **Objectives of the Practice**

A governance system that is truly healthy elicits cooperation with and acceptance of authority through practices such as:

- Adopting a 'consensus concept' in decision making
- Decentralizing responsibilities with clear demarcation of duties allotted in turns promotes leadership qualities among all.
- Creating statutory bodies with members from all academic and managerial levels to frame policies involving the students who are the ultimate beneficiaries of the system while introducing major changes.
- Grooming different levels of leadership.

#### 7.4 Contribution to environmental awareness / protection

- All the second UG students have a paper on Environmental Education.
- Flower pots are setup and taken care by the students in every block.
- Periodical rallies have been conducted on Plastic Free Zone in adopted villages.
- Saplings were planted in the villages under Community Service Cell.
- Kitchen Gardens were initiated in each adopted villages.
- Awareness on the benefits of Herbal plants.
- Demonstration on reuse of polythene bags and plastics to grow plants.

7.5 Whether environmental audit was conducted? Yes  T No  -

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

#### **At Fatima College SWOT Analysis was done internally**

##### **Strengths:**

- Value based education.
- Eco -Friendly campus.
- ICT enabled teaching -learning.
- Fatima International Journal of Commerce, Humanities and Science (FIJCHAS) has been published.
- Meditation in Action Movement (MAM) has been incorporated.

##### **Weaknesses:**

- Lack of International popularity
- Lack of collaboration with international institutes.

##### **Opportunities:**

- Research culture has reached the zenith.
- Community Service programmes provide opportunities to serve and uplift the rural women.
- Availability of the various schemes and programmes of the UGC and the Government.

##### **Challenges:**

- Lack of funds for development of the college.
- Schemes and projects pending for long.

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

- ❖ Two Online Foundation Courses for the Science and Humanities students are to be offered by the Humanities and the Science Departments respectively.
- ❖ New courses to be introduced-
  - B.Sc. Statistics
  - M.Sc. Computer Science
  - M.Sc. Zoology
- ❖ Exploring new avenues to sign MoUs with industries, NGOs and institutions
- ❖ Collaborate with Infrastructure Leasing and Financing Services (IL&FS) to offer Skill Based courses particularly communicative & soft skills.
- ❖ Efforts to upgrade the Departments of Physics, Chemistry and Home Science into Research Centers are in progress.
- ❖ Collaborating with Nationally and Internationally reputed institutions facilitating Exchange Programmes for both staff and students.
- ❖ The Fatima College Alumnae Association (FCAA) has decided to install a Paper Recycling unit on campus to provide employment opportunities to students.

Name: **Dr. L. Caroline Sugirtham**



*Signature of the Coordinator, IQAC*

Name: **Dr. Sr. K. Fatima Mary**



*Signature of the Chairperson, IQAC*

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# **Annexure - I**

## **Feedback from students and parents**

The College obtains feedback from all final year (UG and PG) students regarding the curriculum and their constructive suggestions are incorporated in the syllabus revision. A formal mechanism is formed to obtain feedback from parents too and their oral representations in other aspects at the Parent-Teacher's meet is also incorporated.

## **Feedback from Experts**

The Board of Studies of each Department has Subject Experts and academicians at the national and state level who reviews the curriculum and gives valuable suggestions to update each course paper. At the time of question paper setting for the End semester examinations feedback on curriculum is obtained from Academic peers at the Controller Section and the contents of the same passed on to the Departments for improvement.

## **Feedback from Industries**

An industrialist forms part of Board of Studies to elicit feedback on the curriculum development in order to have courses that have an industry linkage and to increase employability ratio. Besides this the various constituent bodies like the Governing Body one industrialist to obtain constructive suggestions on various departments and courses for the college growth.

These feedback mechanisms have helped us in curriculum enrichment leading the college in pace with the emerging areas and contribute to National development.

## June – 2015

Date	Day	Particulars	Shift	
			I	II
1	Monday	Awards Committee Meeting		
2	Tuesday			
3	Wednesday			
4	Thursday			
5	Friday			
6	Saturday			
7	Sunday			
8	Monday			
9	Tuesday			
10	Wednesday			
11	Thursday			
12	Friday			
13	Saturday			
14	Sunday			
15	Monday	Orientation for Teaching and Non-Teaching Staff		
16	Tuesday	College Reopens		
17	Wednesday		1	M
18	Thursday		2	2
19	Friday		3	3
20	Saturday			
21	Sunday			
22	Monday		Classes Begin for I UG, I PG & M.Phil. / Academic Council Meeting	4
23	Tuesday		5	5
24	Wednesday		6	6
25	Thursday		1	1
26	Friday		2	2
27	Saturday			
28	Sunday			
29	Monday	Last date to pay the fees without fine	3	3
30	Tuesday		4	4

M: Morning class  
W: Working day

No. of working days : 10 Days

**BRIDGE COURSE: June 23<sup>rd</sup> to July 3<sup>rd</sup>**

## July - 2015

Date	Day	Particulars	Shift	
			I	II
1	Wednesday		5	5
2	Thursday	63 <sup>rd</sup> Birthday of the College	6	M
3	Friday	Parents' Meeting I UG & I PG	1	M
4	Saturday	Catechism		
5	Sunday			
6	Monday		2	2
7	Tuesday		3	3
8	Wednesday		4	4
9	Thursday		5	5
10	Friday		6	6
11	Saturday	Alumnae Meet		
12	Sunday			
13	Monday		1	1
14	Tuesday		2	2
15	Wednesday		3	3
16	Thursday	Last Date to pay the fees with fine	4	4
17	Friday	Parents' Meeting – II UG Students	5	5
18	Saturday	Ramzan - Holiday		
19	Sunday			
20	Monday		6	6
21	Tuesday		1	1
22	Wednesday		2	2
23	Thursday		3	3
24	Friday	Union Inauguration	4	4
25	Saturday			
26	Sunday			
27	Monday		5	5
28	Tuesday		6	6
29	Wednesday		1	1
30	Thursday		2	2
31	Friday		3	3

M: Morning class  
W: Working day

No. of working days : 23 Days

## August – 2015

Date	Day	Particulars	Shift	
			I	II
1	Saturday			
2	Sunday			
3	Monday		4	4
4	Tuesday		5	5
5	Wednesday	T <sub>1</sub>	6	6
6	Thursday	T <sub>1</sub>	1	1
7	Friday	T <sub>1</sub>	2	2
8	Saturday	Catechism		
9	Sunday			
10	Monday		3	3
11	Tuesday		4	4
12	Wednesday		5	5
13	Thursday		6	6
14	Friday		1	1
15	Saturday	Independence Day - Holiday		
16	Sunday			
17	Monday		2	2
18	Tuesday		3	3
19	Wednesday		4	4
20	Thursday		5	5
21	Friday		6	6
22	Saturday	Springs 2015	W	M
23	Sunday			
24	Monday		1	1
25	Tuesday		2	2
26	Wednesday		3	3
27	Thursday		4	4
28	Friday		5	5
29	Saturday	Muthamilvizha	6	6
30	Sunday			
31	Monday		1	1

M: Morning class  
W: Working day

No. of working days : 22 Days + 1 day

## September – 2015

Date	Day	Particulars	Shift	
			I	II
1	Tuesday	Registration for End Semester Examination (Regular & Supplementary)  Teachers' Day Celebration Catechism – Krishna Jeyanthi	2	2
2	Wednesday		3	3
3	Thursday		4	4
4	Friday		5	M
5	Saturday			
6	Sunday			
7	Monday		6	6
8	Tuesday		1	1
9	Wednesday		2	2
10	Thursday		3	3
11	Friday		4	4
12	Saturday			
13	Sunday			
14	Monday		5	5
15	Tuesday		6	6
16	Wednesday	Listening Test – I UG	1	1
17	Thursday	Vinayagar Chathurthi		
18	Friday	Listening Test – II UG	2	2
19	Saturday			
20	Sunday			
21	Monday		3	3
22	Tuesday		4	4
23	Wednesday		5	5
24	Thursday	Bakrith - Holiday		
25	Friday		6	6
26	Saturday		1	1
27	Sunday			
28	Monday	T <sub>2</sub>	2	2
29	Tuesday	T <sub>2</sub>	3	3
30	Wednesday	T <sub>2</sub>	4	4

M: Morning class  
W: Working day

No. of working days : 21 Days

## October – 2015

Date	Day	Particulars	Shift		
			I	II	
1	Thursday		5	5	
2	Friday	Gandhi Jeyanthi - Holiday } Students Catechism } Retreat			
3	Saturday				
4	Sunday				
5	Monday		Retest	6	6
6	Tuesday	Retest (Founder's & Fatima Day)	1	1	
7	Wednesday	Retest	2	2	
8	Thursday	Practical Examinations Begin	3	3	
9	Friday		4	4	
10	Saturday		5	5	
11	Sunday				
12	Monday		Final Consolidation - PG	6	6
13	Tuesday	Final Consolidation - UG	1	1	
14	Wednesday		2	2	
15	Thursday		3	3	
16	Friday		4	4	
17	Saturday		Non – teaching Retreat		
18	Sunday				
19	Monday		5	5	
20	Tuesday	Last working day	6	6	
21	Wednesday	Ayutha Pooja – Holiday			
22	Thursday	Vijaya Dhasami			
23	Friday	Muharam - Holiday			
24	Saturday				
25	Sunday				
26	Monday	End Semester Examinations Begin			
27	Tuesday				
28	Wednesday				
29	Thursday				
30	Friday		Devar Jeyanthi – Local Holiday		
31	Saturday				

M: Morning class

W: Working day

No. of working days : 14 Days

**Total number of working days : 90+1  
days**

## November – 2015

Date	Day	Particulars	Shift	
			I	II
1	Sunday	All Saints' Day		
2	Monday	All Souls Day		
3	Tuesday			
4	Wednesday			
5	Thursday			
6	Friday			
7	Saturday			
8	Sunday			
9	Monday	Deepavali - Holiday		
10	Tuesday			
11	Wednesday			
12	Thursday			
13	Friday			
14	Saturday			
15	Sunday			
16	Monday	College Reopens	1	1
17	Tuesday		2	2
18	Wednesday		3	3
19	Thursday		4	4
20	Friday		5	5
21	Saturday			
22	Sunday			
23	Monday	Fine Arts Day & Last Date to pay the fees without fine Fine Arts Day	6	6
24	Tuesday		1	1
25	Wednesday		2	2
26	Thursday		3	3
27	Friday		W	M
28	Saturday		W	M
29	Sunday			
30	Monday			

M: Morning class  
W: Working day

No. of working days : 9 + 2 Days

## December – 2015

Date	Day	Particulars	Shift	
			I	II
1	Tuesday	Catechism	4	4
2	Wednesday		5	5
3	Thursday		6	6
4	Friday		1	1
5	Saturday			
6	Sunday			
7	Monday	Human Rights Day	2	2
8	Tuesday		3	3
9	Wednesday		4	4
10	Thursday		5	5
11	Friday		6	6
12	Saturday			
13	Sunday			
14	Monday	Last Date to pay the fees with fine	1	1
15	Tuesday		2	2
16	Wednesday		3	3
17	Thursday		4	4
18	Friday		5	5
19	Saturday			
20	Sunday			
21	Monday	Christmas Holidays, Milad-Un-Nabi Christmas	6	6
22	Tuesday		1	1
23	Wednesday		2	2
24	Thursday			
25	Friday			
26	Saturday			
27	Sunday			
28	Monday			
29	Tuesday			
30	Wednesday			
31	Thursday			

M: Morning class  
W: Working day

No. of working days : 17 Days



## January - 2016

Date	Day	Particulars	Shift	
			I	II
1	Friday			
2	Saturday			
3	Sunday			
4	Monday	College Reopens	3	3
5	Tuesday		4	4
6	Wednesday		5	5
7	Thursday		6	6
8	Friday		1	1
9	Saturday			
10	Sunday			
11	Monday	T <sub>1</sub>	2	2
12	Tuesday	T <sub>1</sub>	3	3
13	Wednesday	T <sub>1</sub>	4	4
14	Thursday	Bogi		
15	Friday	Pongal		
16	Saturday	Thiruvalluvar Day		
17	Sunday	Uzhavar Thirunal		
		} Holidays		
18	Monday		5	5
19	Tuesday		6	6
20	Wednesday		1	1
21	Thursday		2	2
22	Friday		3	3
23	Saturday			
24	Sunday			
25	Monday		4	4
26	Tuesday	Republic Day - Holiday		
27	Wednesday		5	5
28	Thursday		6	6
29	Friday		1	1
30	Saturday	Hostel Day		
31	Sunday			

M: Morning class

W: Working day

No. of working days : 17 Days

## February – 2016

Date	Day	Particulars	Shift		
			I	II	
1	Monday	Registration for End Semester Examination (Regular & Private Candidates)	2	2	
2	Tuesday		3	3	
3	Wednesday		4	4	
4	Thursday		5	5	
5	Friday		Pongal Celebration	6	6
6	Saturday		Catechism		
7	Sunday				
8	Monday	Ash Wednesday – Working Day	1	1	
9	Tuesday		2	2	
10	Wednesday		3	3	
11	Thursday		4	4	
12	Friday		5	5	
13	Saturday	Convocation Day			
14	Sunday				
15	Monday	Sports Day	6	6	
16	Tuesday		1	1	
17	Wednesday		2	2	
18	Thursday		3	3	
19	Friday		W	M	
20	Saturday				
21	Sunday				
22	Monday		4	4	
23	Tuesday		5	5	
24	Wednesday		6	6	
25	Thursday		1	1	
26	Friday		2	2	
27	Saturday				
28	Sunday				
29	Monday		3	3	

M: Morning class

W: Working day

No. of working days : 20 Days + 1 day

## March – 2016

Date	Day	Particulars	Shift	
			I	II
1	Tuesday		4	4
2	Wednesday	T <sub>2</sub>	5	5
3	Thursday	T <sub>2</sub>	6	6
4	Friday	T <sub>2</sub>	1	1
5	Saturday	Catechism		
6	Sunday			
7	Monday	Listening Test – I UG	2	2
8	Tuesday	Listening Test – II UG – Women’s Day	3	3
9	Wednesday	Retest	4	4
10	Thursday	Retest	5	5
11	Friday	Retest & College Day	6	6
12	Saturday			
13	Sunday			
14	Monday	Practical Exams Begin	1	1
15	Tuesday		2	2
16	Wednesday		3	3
17	Thursday		4	4
18	Friday		5	5
19	Saturday	St. Joseph’s Day		
20	Sunday			
21	Monday	Final Consolidation – PG	6	6
22	Tuesday		1	1
23	Wednesday	Final Consolidation - UG	2	2
24	Thursday			
25	Friday	Good Friday		
26	Saturday			
27	Sunday	Easter Sunday		
28	Monday		3	3
29	Tuesday		4	4
30	Wednesday		5	5
31	Thursday		6	6

M: Morning class  
W: Working day

No. of working days : 22 Days

## April – 2016

Date	Day	Particulars	Shift	
			I	II
1	Friday	Union Valediction	1	1
2	Saturday			
3	Sunday			
4	Monday	Telugu New Year Day - Holiday  Last Working day Candle Light Ceremony	2	2
5	Tuesday			
6	Wednesday			
7	Thursday			
8	Friday			
9	Saturday			
10	Sunday			
11	Monday			
12	Tuesday			
13	Wednesday			
14	Thursday			
15	Friday			
16	Saturday			
17	Sunday			
18	Monday	Mahavir Jeyanthi		
19	Tuesday			
20	Wednesday			
21	Thursday			
22	Friday			
23	Saturday			
24	Sunday			
25	Monday			
26	Tuesday			
27	Wednesday			
28	Thursday			
29	Friday			
30	Saturday			

M: Morning class

No. of working days : 5 Days

W: Working day

**Total number of working days : 90+3 days**

## May - 2016

Date	Day	Particulars	Shift	
			I	II
1	Sunday	May Day		
2	Monday			
3	Tuesday			
4	Wednesday			
5	Thursday			
6	Friday			
7	Saturday			
8	Sunday			
9	Monday			
10	Tuesday			
11	Wednesday			
12	Thursday			
13	Friday			
14	Saturday			
15	Sunday			
16	Monday			
17	Tuesday			
18	Wednesday			
19	Thursday			
20	Friday			
21	Saturday			
22	Sunday			
23	Monday			
24	Tuesday			
25	Wednesday			
26	Thursday			
27	Friday			
28	Saturday			
29	Sunday			
30	Monday			
31	Tuesday			