

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

2013 – 2014 REPORT

Part – A

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 |
| Contact Nos. | 0452-2669015, 9944050580 |
| Name of the Head of the Institution | Dr. Sr. Jospin Nirmala Mary |
| Tel. No. with STD Code: | 0452-2668016 |
| Mobile: | 9944050580 |

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

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

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

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|------|-----------------------|-----------------|
| 1 | 1 st Cycle | 5 | | 2000 | 5 years |
| 2 | 2 nd Cycle | A | 8.8 | 2006 | 5 years |
| 3 | 3 rd Cycle | A | 3.17 | 2013 | 5 years |
| 4 | 4 th Cycle | | | | |

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

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

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

i. AQAR __submitted to NAAC on 05/06/2014

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

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

University with Potential for Excellence UGC-CPE

| | | | |
|----------------------------------|--------------------------------|---------------------|----------------------|
| DST Star Scheme | <input type="text"/> | UGC-CE | <input type="text"/> |
| UGC-Special Assistance Programme | <input type="text"/> | DST-FIST | <input type="text"/> |
| UGC-Innovative PG programmes | <input type="text" value="T"/> | Any other (Specify) | <input type="text"/> |
| UGC-COP Programmes | <input type="text" value="T"/> | | |

2. IQAC Composition and Activities

| | |
|--|---------------------------------|
| 2.1 No. of Teachers | <input type="text" value="15"/> |
| 2.2 No. of Administrative/Technical staff | <input type="text" value="1"/> |
| 2.3 No. of students | <input type="text" value="2"/> |
| 2.4 No. of Management representatives | <input type="text" value="5"/> |
| 2.5 No. of Alumni | <input type="text" value="2"/> |
| 2.6 No. of any other stakeholder and community representatives | <input type="text" value="1"/> |
| 2.7 No. of Employers/ Industrialists | <input type="text" value="0"/> |
| 2.8 No. of other External Experts | <input type="text" value="2"/> |
| 2.9 Total No. of members | <input type="text" value="28"/> |
| 2.10 No. of IQAC meetings held | <input type="text" value="10"/> |

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- CPE III Cycle was conferred by the UGC.
- 412 students got placed through campus interview
- 2 training programmes on SPSS software package - given for Research guides

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 |
|--------------------------------|--------------------------|
| Striving for CPE III Cycle | CPE Status conferred |
| More Placement | 412 students were placed |
| Aimed at publishing more books | 7 Books published |

* Attach the Academic Calendar of the year as Annexure.

Academic Calendar attached – Annexure I

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

- All the details of the AQAR were scrutinized
- Next year plan was suggested

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 |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD | 4 | | 4 | |
| PG | 12 | | 7 | |
| Professional Courses | 2 | | | |
| UG | 18 | | 6 | |
| PG Diploma | 2 | | 2 | |
| Advanced Diploma | 2 | | | |
| Diploma | 5 | | | |
| Certificate | 23 | 2 | 16 | |
| Others- Online Courses | 4 | | 2 | |
| Total | 72 | 2 | 37 | 7 |

| | | | | |
|-------------------|---|--|--|--|
| Interdisciplinary | 4 | | | |
| Innovative | | | | |

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

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | 37 |
| 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.

All the 37

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 185 | 142 | 43 | - | - |

2.2 No. of permanent faculty with Ph.D.

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 |
| 36 | 0 | | 0 | | 0 | | 0 | 36 | 0 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

| | | |
|---|---|---|
| 0 | 0 | 0 |
|---|---|---|

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|---------------------------------|---------------------|----------------|-------------|
| Attended Seminars/ Workshops | 46 | 33 | - |
| Presented papers | 46 | 33 | - |
| Resource Persons | 0 | 3 | - |

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

- Wi – fi connectivity
- Smart class rooms for each discipline
- CGPA is provided in the Mark sheet along with marks and credits

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 IT Valuation, Photocopy, Online Multiple Choice Questions)

- Open Book Examination
- Bar Coding
- Double Valuation
- Online Multiple Choice Questions

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

| | | |
|-----|----|---|
| 185 | 25 | 4 |
|-----|----|---|

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage :

95%

| Title o the Programme | Total no. of students appeared | Division | | | | |
|---------------------------------------|--------------------------------|----------------|-----|-----|------|--------|
| | | Distinct ion % | I % | II% | III% | Pass % |
| UG Regular | | | | | | |
| History | 17 | 12 | 24 | 12 | 18 | 82 |
| Economic | 38 | 3 | 29 | 34 | 5 | 84 |
| Sociology with CA | 33 | 9 | 33 | 33 | 0 | 85 |
| English | 77 | 3 | 48 | 30 | 5 | 91 |
| Tamil | 48 | 10 | 42 | 21 | 2 | 90 |
| Mathematics | 63 | 79 | 19 | 0 | 0 | 98 |
| Physics | 47 | 21 | 34 | 23 | 0 | 94 |
| Chemistry | 54 | 20 | 43 | 2 | 0 | 81 |
| Zoology | 41 | 17 | 59 | 12 | 0 | 90 |
| Home Science with Food Bio Technology | 32 | 34 | 28 | 3 | 0 | 94 |
| Comp. Science | 45 | 22 | 51 | 11 | 0 | 82 |
| Commerce | 70 | 19 | 24 | 14 | 3 | 86 |
| PG Regular | | | | | | |
| M. A. Economics | 17 | 6 | 65 | 0 | 0 | 88 |
| M. A. Tamil | 12 | 25 | 42 | 0 | 0 | 83 |
| M.Sc. Physics | 21 | 10 | 43 | 0 | 0 | 57 |
| M. Com | 36 | 28 | 47 | 0 | 0 | 86 |
| UG Self Financed | | | | | | |
| BBA | 33 | 9 | 27 | 36 | 0 | 76 |
| Mathematics | 67 | 63 | 0 | 0 | 0 | 96 |
| Information Technology | 44 | 27 | 64 | 0 | 0 | 95 |

| | | | | | | |
|---------------------------------------|----|-----|----|----|---|-----|
| BCA | 48 | 21 | 60 | 6 | 0 | 85 |
| B.Com with CA A Section | 46 | 9 | 50 | 22 | 0 | 83 |
| B.Com with CA B Section | 51 | 6 | 37 | 31 | 2 | 80 |
| PG Self Financed | | | | | | |
| MCA | 33 | 24 | 73 | 0 | 0 | 97 |
| MBA | 57 | 7 | 79 | 0 | 0 | 88 |
| MSc.IT&M | 11 | 73 | 9 | 0 | 0 | 82 |
| M.Sc.CS&IT | 13 | 46 | 38 | 0 | 0 | 85 |
| Mathematics | 42 | 50 | 31 | 2 | 0 | 83 |
| Chemistry | 10 | 20 | 40 | 0 | 0 | 60 |
| HumanNutrition and Neutraceuticals | 10 | 30 | 40 | 10 | 0 | 80 |
| English | 20 | 0 | 80 | 10 | 0 | 90 |
| MSW | 16 | 13 | 69 | 6 | 0 | 88 |
| M.Phil | | | | | | |
| Tamil | 6 | 33 | 67 | 0 | 0 | 100 |
| Economics | 4 | 75 | 25 | 0 | 0 | 100 |
| Commerce | 8 | 50 | 13 | 0 | 0 | 63 |
| Englilsh | 7 | 43 | 57 | 0 | 0 | 100 |
| Mathematics | 11 | 100 | 0 | 0 | 0 | 100 |

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

IQAC organises Micro teaching in which Senior teachers take classes and give motivation to the young teachers and in turn as per schedule the Junior teachers are taking classes that are evaluated with the healthy feedback which help them to improve their teaching methodology.

Orientation programme is arranged for the newly appointed staff in which guidelines are given on teaching methodology.

Sessions on teaching methodology are conducted. In March 2014 Session on From a Good teacher to a Great Teacher was organised for the teaching staff by the IQAC.

2.13 Initiatives undertaken towards faculty development

| Faculty / Staff Development Programmes | Number of faculty benefitted |
|--|------------------------------|
| Refresher courses | 3 |
| UGC – Faculty Improvement Programme | - |
| HRD programmes | - |
| Orientation programmes | - |
| Faculty exchange programme | - |
| b. Staff training conducted by the university | - |
| Staff training conducted by other institutions | - |
| Summer / Winter schools, Workshops, etc. | 7 |
| 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 | 83 | 0 | 10 | 0 |
| Technical Staff | 7 | 0 | 1 | 0 |

Criterion – III

3. Research, Consultancy and Extension

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

- Major and Minor Projects are encouraged
- Publication of books, articles in international journals and e-journals are motivated.
- Students ' projects are given importance and awards have been established.

3.2 Details regarding major projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|----------|------------|-----------|
| Number | 2 | 1 | - | 2 |
| Outlay in Rs. Lakhs | 16,00,000 | 7,00,000 | 16,00,000 | 16,00,000 |

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|----------|------------|-----------|
| Number | 4 | 5 | 0 | 3 |
| Outlay in Rs. Lakhs | 3,10,000 | 5,70,800 | 3,22,500 | - |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | 13 | 8 | - |
| Non-Peer Review Journals | - | 18 | 4 |
| e-Journals | 10 | - | - |
| Conference proceedings | - | - | - |

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 | 2013-14 | UGC | 7,00,000 | 6,36,600 |
| Minor Projects | 2013-15 | UGC | 5,70,800 | 3,22,500 |
| 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 | - | - | - | - |

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 | University | College |
|---------------------|--------------------------|--------------------------|--------------------------|--|--|
| Number | 6 | 7 | 9 | 10 | - |
| Sponsoring agencies | UGC Autonomy Grant | UGC Autonomy Grant | UGC Autonomy Grant | UGC Autonomy Grant & Sponsors | UGC Autonomy Grant & Sponsors |

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 University/College

Total

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions received by faculty and research fellows

Of the institute in the year

| Total | International | National | State | University | Dist | College |
|-------|---------------|----------|-------|------------|------|---------|
| | | JRF | | | | |

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 | 132 | State level | 20 |
| National level | 2 | 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 | 60 | | |
| NCC | 1 | NSS | 12 | Any other | 61 |

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

- Planted Saplings in 8 adopted villages
- Conducted Medical Camp & Eye camp in adopted villages
- Celebrated Voter's Day

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 | - | - | 37 |
| Class rooms | 80 | | UGC | 80 |
| Laboratories | 14 | - | - | - |
| Seminar Halls | 3 | - | - | - |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | 25 | 12 | UGC | 28,85,524 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | | 12 | UGC | 38,84,329 |
| Others | - | - | - | - |

4.2 Computerization of administration and library

- Office fully automated
- Library – OPAC system : fully automated system

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|----------|-------------|--------------|----------|--------------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 110817 | 2,14,679 | 6381 | 11,21,406.65 | 117198 | 13,36,085.65 |
| Reference Books | 4780 | | 200 | | 1,22,178 | |
| e-Books | - | - | - | - | - | - |
| Journals | 255 | 1,34,500 | - | - | 255 | 1,34,500 |
| e-Journals | 8 | 70,000 | - | - | 8 | 70,000 |
| Digital Database | 3 | 19,500 | - | - | 3 | 19,500 |
| CD & Video | 1737 | - | 615 | - | 2352 | - |
| Thesis | 2090 | - | 576 | - | 2666 | - |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 660 | 6 | Wi-fi | 2 | - | 2 | 22 | - |
| Added | - | | - | - | - | - | - | - |
| Total | 660 | 6 | Wi-fi | 2 | - | 2 | 22 | - |

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

- Training in SPSS Soft ware package (Basic and Advanced level)
- e-content training
- Photoshop and Flash training to staff

4.6 Amount spent on maintenance in lakhs :

| | |
|--|-----------|
| i) ICT | 8,00,000 |
| ii) Campus Infrastructure and facilities | 22,00,000 |
| iii) Equipments | 5,00,000 |
| iv) Others | 8,00,000 |
| Total : | 43,00,000 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Represents the needs of students to the Management
- Discusses in the General Staff meetings
- Discusses in the Alumnae meetings

5.2 Efforts made by the institution for tracking the progression

- Head of the institution meets the students every Friday in the general assembly and openly gives information about the students' services and progression
- During the grievance day meetings the real situations and the progression could be identified
- Open discussion in the Parent- teachers' meet

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|------|-----|--------|--------|
| 3223 | 749 | 15 | 35 |

(b) No. of students outside the state

12

(c) No. of international students

16

Men

| No | % |
|----|---|
| - | - |

Women

| No | % |
|------|-----|
| 4022 | 100 |

| Last Year (2012-2013) | | | | | | This Year(2013-2014) | | | | | |
|-----------------------|-----|----|------|-----------------------|-------|----------------------|-----|----|------|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 113 | 473 | 18 | 3099 | 17 | 3703 | 128 | 414 | 23 | 3457 | 18 | 4022 |

Demand ratio 1:6

Dropout % 8

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

NET/ SET coaching classes are conducted

Entry in Service Coaching classes for SC/ST and Minority students

No. of students beneficiaries

248

5.5 No. of students qualified in these examinations

| | | | | | | | |
|-------------|--------------------------------|-----------|---------------------------------|------|--------------------------------|--------|-----------------------------------|
| NET | <input type="text" value="4"/> | SET/SLET | <input type="text" value="-"/> | GATE | <input type="text" value="-"/> | CAT | <input type="text" value="1100"/> |
| IAS/IPS etc | <input type="text" value="-"/> | State PSC | <input type="text" value="30"/> | UPSC | <input type="text" value="-"/> | Others | <input type="text" value="-"/> |

5.6 Details of student counselling and career guidance

- There are two professional counsellors are giving counselling service to the students. Besides, each department has two trained counsellors. 248 students were the beneficiaries.
- Career guidance cell conducted 33 programmes in which 34.6% of students got benefited.

No. of students benefitted

5.7 Details of campus placement

| On campus | | | Off Campus |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 16 | 2020 | 412 | - |

5.8 Details of gender sensitization programmes

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 | 116 | 12,55,820 |
| Financial support from government | 917 | 45,41,416 |
| Financial support from other sources | 15 | 1,30,120 |
| 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:

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 multi-cultural reality of India.

MISSION

- To 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, student admission, student records, evaluation and examination procdures, and research administration

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

6.3.1 Curriculum Development

Board of studies with External members such as 1 University nominee, 2 subject experts, 1 Insustrialist, 1 Alumni, 2 Students is conducts every year to update/revise the syllabi. Application oriented papers are given importance

6.3.2 Teaching and Learning

Besides lecture method, many innovative teaching methods such as role play, field visit, on the spot study, brain storming sessions, open discussions, power point presentations, ICT tools such as video and audio programmes, film stripes are used. Internet based assignments and open book tests are given.

6.3.3 Examination and Evaluation

- Question bank has been prepared for End semester Examinations
- CGPA is given in the mark sheet besides marks and credits
- Random checking is done on the End Semester papers by the Semester teachers

6.3.4 Research and Development

- 5 books were published
- 2 books were edited
- 5 Minor & Major projects are ongoing
- 2 Major and 4 Minor projects were completed.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library – Equipped with INFLIBENET, DELNET ,AIRC and NIRMALS
- ICT – Claroline, Webmap, 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

- Staff 36 are recruited based on Merit.
- Human potential is well utilized.
- No post is vacant.
- Management has filled and paid posts which have not been sanctioned by the Government.

6.3.7 Faculty and Staff recruitment

39 Teaching and **10** administrative were recruited based on merit.

6.3.8 Industry Interaction / Collaboration

- One industrialist is a member of Board of studies in each Department.
- Each Department organises Industrial visit for the final year students
- PG students are going for one month Internship to various industries
- MoUs are signed up with industries

6.3.9 Admission of Students

- Students from Rural area and first generation are given preference
- No capitation is collected by the management.

6.4 Welfare schemes for

| | |
|--------------|---|
| Teaching | T |
| Non teaching | T |
| Students | T |

6.5 Total corpus fund generated

3,00,00,000

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 | | | T | IQAC |
| Administrative | | | T | JDCE & All offices |

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?

- Awards Committee passes the results.
- It discusses the ways means to improve the results
- Departments are asked by the Head and the institution to take extra effect to help the students to clean their arrears.

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

- University is represented in all statutory bodies such as Governing Body, Academic Council, Board of Studies and Planning and Evaluation Commission.
- University nominees give suggestions and guidance
- They do not interfere in the decision making of the institution.

6.11 Activities and support from the Alumni Association

- II Saturday of July of every year Annual Alumnae meet is organised in the campus.
- Alumnae Association contributed for the installation of Mother Rose Statue
- Every year 30 needy students are given semester fee by the Association.
- Well – placed Alumnae contributes endowments and monetary contribution towards the welfare of the students.

6.12 Activities and support from the Parent – Teacher Association

- Parent – Teacher Meet is conducted in June , July & every month for the I & II year students.
- It is an effective forum, where the parents openly clarify the doubts and give suggestion. Grievances are also posted and the management takes it positively and tries to solve it.

6.13 Development programmes for support staff

- Session on Life skills, spoken English, Computer applications are conducted.
- Grievance redressal is done
- Excursion is arranged

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

- Green audit is conducted every year
- Every year new saplings are planted and old ones are set right
- Campus is always kept clean with the good sense and waste management.

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.

- Career guidance activities were made active and as a result 412 students were placed through campus interview.

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

| Plan of Action | Action taken |
|--------------------|--|
| Wi-Fi Connectivity | Jubilee Hall was provides Wi-Fi Connectivity. 2,000 computers got the opportunity. |

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

- i. Maintaining Eco-friendly campus
- ii. ICT enabled Teaching Learning

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

Annexure (i): Maintaining Eco-friendly campus

The college conducts a Green Audit of its Campus. Since inception, the College has considered Green Audit as an integral exercise to be accounted for in all developmental plans. As new buildings came up, the management made conscientious efforts to sustain the eco-friendly campus. The trees were felled judiciously to provide room for expansion of the institution. Even now the campus retains extensive green lungs of trees under which open air meetings can be held for the entire community, leading to the popular naming of our institute by Madurites as the *Shantiniketan of Madurai*.

- ◆ Around 1000 trees are maintained in the campus.
- ◆ Bio-fertilizers are used.
- ◆ The College has a policy to plant a few saplings before felling a tree.
- ◆ The College employs a few persons for periodic pruning of the trees and the plants.
- ◆ Herbal gardens are maintained.

- ◆ As an effort towards creating awareness on plantation, the students are encouraged to plant saplings in their homes following the policy of '**one house, one tree**'. Saplings are distributed in the villages adopted for community service.
- ◆ The prime agenda of the **Green club** is to give awareness on environmental issues. The club organizes **Plantation Day** and not only plants trees in the campus but also supplies saplings to the students. It also organizes exhibitions of saplings for plantation.
- ◆ The College observes **Earth Day, Ozone Day** and **Environmental Day** and on these occasions meaningful exercises like tableau/ poster presentation, taking out rallies on campus and turning off fans and lights for an hour are undertaken.
- ◆ The **Environmental Education Cell** organizes lectures on environmental issues.

Annexure (ii): ICT enabled Teaching Learning

Computer assisted Learning:

1. As the departments have well developed e-content for all courses, knowledge flow to the learners is facilitated.
2. Most classrooms are fitted with LCD projectors and used for interactive sessions and power point presentations.
3. Well equipped language laboratories, audiovisual rooms and smart class rooms are put to effective use. The language lab is used to enhance communication skills, a much needed ability for placement. These rooms with computer facilities are extensively used by different departments and equitable usage is ensured by the college office.
4. CAD (Computer Aided Design) and CBT (Computer Based Training) are regularly used.
5. The central library has an impressive collection of educational CDs to supplement class room teaching.

ICT based courses:

| Department | Courses |
|--------------------------------------|---|
| Home Science with Food Biotechnology | 1. Fashion Designing and Apparel Making (Certificate) UGC 2. Fashion Designing and Apparel Making (Diploma) UGC |
| Commerce | 1. e-Marketing (Certificate) UGC 2. e-Finance (Diploma) UGC |
| Computer Science | 1. Computer Assembling Hardware and Networking (Certificate) UGC 2. Computer Assembling Hardware and Networking (Diploma) UGC 3. Computer Assembling Hardware and Networking (Advanced Diploma) UGC |
| PGDCA | 1. DCA 2. PGDCA |

7.4 Contribution to environmental awareness / protection

- For the II UG Students Environmental Education is imparted.
- The final years during their extension work, they plant saplings in the adopted villages.
- The I & II UG students on their part V activities , when they go for the camp, they conduct rallies and processions insisting the need of planting trees, saving water, keeping the surrounding clean, banning plastic, use of solar energy.
- In the adopted villages meeting are arranged for stressing the environmental issues.
- Door to Door awareness programmes are given on waste management and health issues by the students on their extension programmes.

7.5 Whether environmental audit was conducted? Yes 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:

1. ICT enabled teaching – Learning
2. Eco –friendly campus.
3. Decentralised administration

Weaknesses:

1. Lack of International Collaborations
2. Lack of Exchange Programme
3. Lack of International popularity

Opportunities:

1. The institution has grown up in quality and strength
2. Research culture has reached the zenith.
3. More international conferences and symposiums are conducted.

Challenges:

1. 30% of posts have been freezed by the Government
2. Traditional courses have become unpopular

8. Plans of institution for next year

1. UGC sponsored International Conference on Environmental issues
2. UGC sponsored National Conference on Marketing on Eco tourism: Strategies and Challenges
3. Linkage with International institutes
4. More publications and Research Projects.

Dr.S. Maria Packiam



Signature of the Coordinator, IQAC

Dr. Sr. A. Jospin Nirmala Mary



Signature of the Chairperson, IQAC