



## Yearly Status Report - 2016-2017

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		PGP COLLEGE OF ARTS AND SCIENCE
Name of the head of the Institution		Dr. P. Maheswaran, M.Sc.,M.Phil.,Ph.D.,
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04286267592
Mobile no.		9952664829
Registered Email		naacpgpcas@gmail.com
Alternate Email		arts@pgpews.com
Address		PILLAIKALATHUR,
City/Town		PARAMATHY (PO), NAMAKKAL - DIST
State/UT		Tamil Nadu
Pincode		637207
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Mrs. S. Gandhimathi
Phone no/Alternate Phone no.	04286267592
Mobile no.	9842499576
Registered Email	naacpgpcas@gmail.com
Alternate Email	arts@pgpews.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://pgpartscollege.ac.in/">http://pgpartscollege.ac.in/</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://pgpartscollege.ac.in/pdf/academic-calender-2016-2017.pdf">https://pgpartscollege.ac.in/pdf/academic-calender-2016-2017.pdf</a>

### 5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.47	2008	01-Sep-2008	01-Sep-2013
2	B	2.62	2014	01-May-2014	01-May-2019

<b>6. Date of Establishment of IQAC</b>	10-Jun-2008
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Workshop on E-Content Development	23-Jan-2017 1	80

Awarness programme on WORLD POPULATION DAY	01-Sep-2016 1	345
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2017 0	0
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

Staff Self Appraisal Report and analysis of the Self Appraisal Reports.

We implemented Incubation Center for Department of Chemistry

Sensitizing students to ecological & environmental issues

Continuous Monitoring and Evaluation of the Departments

We are conducting Certificate Courses, Add-on Courses and Value Added Courses(Skill Development )

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

Plan of Action	Achivements/Outcomes
Orientation programme for faculty members to use smart board	Staff members received handson instruction on how to use a Smart board to e ducat more efficiently and effectively.
Infrastructure enhancement	CCTV cameras installed in important places to monitor students' movements and their safety
Promotion of Research	The number of papers presented at the National and International levels has increased significantly
To provide orientation to the I year students and exit meeting for the final year students	Freshers were given a oneweek bridge course, while final year students were given an exit meeting.
To conduct a series of awareness programme and rallies for the cause of social problems existing in the society	The institute has conducted a variety of social p roblemrelated awareness programmes and rallies.
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<b>14. Whether AQAR was placed before statutory body ?</b>	No
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2017
Date of Submission	02-Jul-2017
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	MIS Fully Automated ERP is installed. Faculty members and Students are using this automation and benefited from all academic activities.

**Part B**

**CRITERION I – CURRICULAR ASPECTS**

**1.1 – Curriculum Planning and Implementation**

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

The institution follows the curriculum designed by Periyar University. The college operates at UG,PG and Research level keeping in mind goals and objectives that is to make the students employable through holistic education and skill development. The College publishes a detailed prospectus that provides all necessary information about the College, its courses on offer, the fee structure, faculty, etc. so that students are empowered to make informed choices. All UG,PG and Research courses offered by the college have semester system. In the beginning of the academic year, an action plan is prepared, separate time tables for Arts, Commerce, Science and other programmes are prepared. In tune with the changes of syllabi made by the university, the college procures required number of books in the library. Each academic session starts with students counseling programmes to welcome the new students and to acquaint them the academic course and college activities, College rules are also briefed on the day. Syllabus distribution among the faculty members of the departments are done in advance before the start of the semester classes, vis-a-vis the specialization and area of interest of the teachers. The faculty members are also given lesson plan, in which they chalk out their teaching plans for the term, to complete the syllabi within stipulated time. If, for any reason, a faculty fails to finish his/her syllabi within the stipulated time, he/she arranges special classes for his/her subjects. Conventional mode of lecture using chalk, blackboard, green board, Power point, e-content, maps, diagrams, charts and demonstrations are used for classroom teaching besides adherence to electronic gadgets to simplify explanations through audio-visual aids i.e., ICT enabled lectures are ensured. The process is supported by devices like- overhead projector, digital projector, internet and e-library facility etc. The teachers are preparing Power point presentation and download YouTube video encouraged to use the ICT in classes. The use of ICT, laptop, well equipped laboratory facilitates etc. are made available to the students to improve their performance. Invited talks on current topics are encouraged. Regular evaluation test is conducted to identify the weak areas of the students besides the regular evaluation process prescribed by the university like Periodic tests and Sessional examinations. Remedial classes are held for slow learners. To supplement the curriculum, the college offers certificate courses. The college develops curriculum for the certificate courses offered by it. Facilities like INFLIBNET, DELNET and books are available in the college for reference. Infrastructure facilities like seminar hall equipped with LCD projectors are available in the college. The college has collaborations with industries and has also signed MOUs. PGP College of Arts and Science College believes that the education can bring about significant and lasting change among individual and society. Empowering learners with knowledge and skills required for employability. Excursion tour/field visit to develop observation skill among the students. Each department organizes seminars, and lectures to impart knowledge in the concerned subjects.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Share Market Operations	Nil	08/08/2016	45	Employability/Entrepreneurship	Share Market Skill
Problem Solving in Competitive Exam	Nil	05/09/2016	45	Employability	Problem Solving Skillin C

MS-Office	Nil	11/11/2016	30	Employability	Computer Skill
Communication for Placement	Nil	30/11/2016	47	Employability/Entrepreneurship	Communication Skill
Vermi Composition	Nil	08/08/2016	30	Entrepreneurship	Vermi Skill
Phytochemicals	Nil	08/08/2015	35	Employability/Entrepreneurship	Phytochemicals Skill
Communicative English	Nil	19/12/2016	40	Employability	Communication
Tailoring Course	Nil	10/11/2016	50	Employability/Entrepreneurship	Tailoring Skill

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MPhil	Mathamatics	01/06/2016
PhD or DPhil	Chemistry	01/06/2016
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### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Tamil	01/06/2016
BA	English	01/06/2016
BBA	Business Administration	01/06/2016
BCom	Commerce	01/06/2016
BCom	Commerce (CA)	01/06/2016
BCom	E-Banking	01/06/2016
BCA	Computer Applications	01/06/2016
BSc	Mathematics	01/06/2016
BSc	Physics	01/06/2016
BSc	Chemistry	01/06/2016
BSc	Computer Science	01/06/2016
BSc	Information Science	01/06/2016
BSc	Biotechnology	01/06/2016
BSc	Biochemistry	01/06/2016
BSc	Microbiology	01/06/2016
BSc	Electronics	01/06/2016
BSc	Hotel Management and Catering Science	01/06/2016

MA	Tamil	01/06/2016
MA	English	01/06/2016
MCom	Commerce	01/06/2016
MSc	Mathematics	01/06/2016
MSc	Physics	01/06/2016
MSc	Chemistry	01/06/2016
MSc	Biotechnology	01/06/2016
MSc	Biochemistry	01/06/2016
MSc	Appliedmicrobiology	01/06/2016
MSc	Food Processing	01/06/2016
MSc	Electronics	01/06/2016
MSc	Computer Science	01/06/2016
MCA	Computer Applications	01/06/2016
MBA	Business Administration	01/06/2016
MPhil	Tamil	01/06/2016
MPhil	Physics	01/06/2016
MPhil	Computer Science	01/06/2016
MPhil	Commerce	01/06/2016
MPhil	Chemistry	01/06/2016
MPhil	Mathematics	01/06/2016
MPhil	Biochemistry	01/06/2016
MPhil	Microbiology	01/06/2016
MPhil	Biotechnology	01/06/2016
MPhil	Food Processing	01/06/2016
PhD or DPhil	Tamil	01/06/2016
PhD or DPhil	Commerce	01/06/2016
MCom	Commerce (CA)	01/06/2016

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

	Certificate	Diploma Course
Number of Students	745	0

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Food Analysis	03/10/2016	60
Satellite and Cable TV	23/01/2017	60
Entrepreneurial Development	01/02/2017	60
Cookery and Bakery	27/02/2017	60
House Holding (Preparation Of Soap Oil,	20/06/2016	60

Washing Powder)		
Personality Development	17/08/2016	60
App Developing	05/01/2017	60
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MCA	Computer Application	20
BBA	Business Administration	48
BCom	Commerce	73
BCA	Computer Application	43
BSc	Physics	23
BSc	Chemistry	40
BSc	Computer Science	71
BSc	Hotel Management	96
MSc	Chemistry	15
MBA	Business Administration	40
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## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Feedbacks were obtained from various stakeholders either in online or offline mode. Questionnaires were prepared by IQAC. In consultation with the Management, the questionnaires will be administered to obtain the feedback from various stakeholders. Parameters used to obtain the feedback are Course Content, Teaching-Learning, and Facilities for Learning, Application of Learning and Employability opportunities. Likert scale is used to rate the responses. The feedback given shows that ? Curriculum design for various programmes are good ? Learning resources (Classrooms Labs) are sufficient ? Teaching methodology should have more diversity ? Placement opportunities could be improved ? More certificate programmes need to be offered The following actions were taken by the management ? Integration of E-Learning resources in day-to-day teaching and learning Initiative to conduct more certificate courses in addition to regular academic programmes to enhance employment opportunities.</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year



Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Tamil	70	25	17
BA	English	70	30	24
BBA	Business Administration	70	40	32
BCom	Commerce	70	50	47
BCom	Commerce (CA)	70	40	31
BCom	E-Banking	70	0	0
BCA	Computer Application	50	30	28
BSc	Mathematics	70	50	43
BSc	Physics	50	20	14
BSc	Chemistry	50	50	43
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## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	1410	202	60	15	5

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
85	58	11	42	1	9

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The mentoring system facilitates understanding of students' issues so that corrective measures could be taken to promote better learning habits. Counselors exclusively for female students are available to solve adolescent psychological issues. Mentoring Activities: 1. Each class has a class-advisor. 2. In Science faculty every practical subject has practical in-charge. 3. College conducted induction program for 1st year students on the following topics- - Introduction of college - Various activities being conduct by the college faculties - Examination pattern - Career Opportunities - Health Stress Management 4. Arts Science faculty guides 2nd and 3rd year students about specialized subjects during their curriculum career opportunities related to those subjects. 5. Skilled development workshops are conducted every year for employability enhancement of the students. 6. Placement cell conducts various training programmes for better career opportunities of the students. 7. Competitive examination cell conducts guest lecture and give guidance about competitive examinations through resource/skilled persons. 8. Through various departments, students are sent for Internship. 9. Teachers are motivating and sending students for guest lectures and students meet in various Research Institutes. 10.

Teacher gives support in the form of books, and notes bank facilities to the needy students. - Advice and need based mentoring is done on personal issues of the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1612	85	1:19

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
85	85	0	6	22

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	Mrs. S. Gandhimathi	Assistant Professor	Best Teacher Award
2016	Dr.S.Deepa	Assistant Professor	Best Researcher Award
2016	Dr. R. Ramachandran	Assistant Professor	Best Teacher Award
2017	Dr.M.Venkatraj	Assistant Professor	Best Teaching Performance Award
2017	Mr. K. Gokulakannan	Assistant Professor	Best Presentation award
2017	Mr. Sivagaminathan	Assistant Professor	Best Teacher Award

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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Tamil	2016-2017	31/03/2017	01/06/2017
BA	Englsh	2016-2017	31/03/2017	01/06/2017
BBA	Business Administration	2016-2017	31/03/2017	01/06/2017
BCom	Commerce	2016-2017	31/03/2017	01/06/2017
BCom	Commerce (CA)	2016-2017	31/03/2017	01/06/2017
BCom	E-Banking	2016-2017	31/03/2017	01/06/2017
BCA	Computer Applications	2016-2017	31/03/2017	01/06/2017

BSc	Mathematics	2016-2017	31/03/2017	01/06/2017
BSc	Physics	2016-2017	31/03/2017	01/06/2017
BSc	Chemistry	2016-2017	31/03/2017	01/06/2017
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#### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution appointed college exam officer for smooth conducting the Examinations and making policy decisions in regard to organizing examinations, improving the systems of examinations. Institute Adopted Centralized Continuous Internal Evaluation (CIE) System to assess student's development in both the semester. The institute has faculty wise internal exam committees who made aware of the CIE and evaluation process. Continuous assessment is a form of examination that assesses a student's advancement throughout the semester. Supporters of continuous assessment exhibit that this approach allows tracing of progress of students and has a chance of offering more attention and guidance as well as supports to improve. In our college an effort has been taken to evaluate the students' academic development continuously with their education. The teachers after completing a chapter (or portion of the syllabus) take unit tests regarding the studied chapter(s). The tests are arranged by the teachers within the class routines. This particularly helps to assess the students' weakness that gives importance later by the teachers and mentors and will help the students to overcome their weakness. Additionally, within the curriculum of Periyar University under CBCS system the college has to arrange internal assessment. The marks here are given on the basis of internal examination, tutorial and percentage of attendance in the classes. The questions here again become suggestive to the final examination and the marks obtained through internal assessment were uploaded to the University portal to be added in the final result. Weak students, whose performance is not satisfactory in Internal Assignments, were given additional chances to resubmit their Internal Assignments. Thus the college has taken a continuous arrangement to engage the students towards their curriculum to provide them with a constant stream of opportunity to prove their mastery and sends a message that everyone can succeed if given enough time and practice. This reduces the worry around difficult and increases the importance on learning. In this system the college also can help the advanced students in their progress through emphasis at their individual step by pursuing more inspiring work. The Principal conducts Review Meetings department wise to give necessary feedback for the improvement of students' performance. Whenever necessary, the tutor shall recommend the visit of the parent to the college for a discussion about the Student. Remedial Classes are conducted for the slow learners, absentees. Assessments of group discussions, seminars, assignments and periodically held written tests help to know the performance of the students and to take remedial measure if needed. Supplementary and revaluation of Examinations are conducted by the University.

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

The College roles in agreement with the University following all regulations and guidelines provided. For this purpose an academic plan mentioning holidays, teaching days, seminar/workshop slots, etc. in a semester is prepared at the beginning of the session and it is being followed strictly except during unavoidable circumstances. The framework of this calendar has provisions for tentative schedules for internal and end semester examinations and revisions provided to students for the same. According to the schedule of the university we give notice of students' enrolment, class notice, internal assessment and internal assignments, registration, students' form fill up etc. On the basis of this the Routine sub- committee of the Teachers' Committee prepares a detailed

timetable and academic calendar for the entire semester. Finally this is distributed to the departmental teachers and the students and also made available on college Website. The effectiveness of the process is maintained through effective monitoring by the Principal/Vice-Principal. The Principal/Vice Principal sees to it that all departments follows academic calendar. The college has a vibrant culture of instilling inquisitiveness and scientific temper among the students through a number of activities.

## 2.6 – Student Performance and Learning Outcomes

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

<http://pgpartscollege.ac.in/#>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
<b>No Data Entered/Not Applicable !!!</b>					
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## 2.7 – Student Satisfaction Survey

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

<http://pgpartscollege.ac.in/pdf/sss-2016-2017.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Industry sponsored Projects	2	Dharani Sugars	1.2	1.2
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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on introductory protocols in molecular biology	Microbiology	28/07/2016
One day Workshop on Chromatographic techniques	Microbiology	30/01/2017
One day seminar on Introduction of herbal insecticides	Microbiology	23/09/2016
One day National seminar	Microbiology	17/02/2017

on Genetically modified foods		
One day conference on recent trends in chemistry	Chemistry	10/07/2016
One day seminar on Chiral Molecules	Chemistry	03/03/2017
One day Workshop on MEDICINAL CHEMISTRY	Chemistry	15/02/2017
One day workshop on "Intellectual property rights "	Mathematics	08/03/2017
Functional analysis and its applications	Mathematics	08/07/2016
Complex analysis and its applications	Mathematics	20/01/2017
One Day Seminer on Morden biotechnological approaches for the food processing industries	Food Processing	18/07/2016
One Day Work shop on Microbial diversity of dairy products	Food Processing	06/06/2016
One Day Work shop on Technology development in meat processing	Food Processing	28/09/2016
One Day Seminer on Post harvest technology and nutrients losses in cereals	Food Processing	05/01/2017
NATIONAL LEVEL WORKSHOP ON INTERNATIONAL BUSINESS	Business Administration	15/10/2016
NATIONAL LEVEL WORKSHOP ON QUALITY AND PRODUCTIVITY MANAGEMENT	Business Administration	30/03/2017
One Day Workshop On Mushroom Cultivation	Biotechnology	09/09/2016
National Conference On Emerging Trends In Applied Mathematics Computer Science	Computer Science	13/08/2016
Workshop On Introduction To Computerscience Tools And Techniques	Computer Science	06/03/2017
National Level Workshop on Nano composite are used for Super Capacitor Applications	Physics	06/02/2017
One day national level Seminar on Indian Diaspora	English	22/10/2016

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Publication	G. Vijaybaskar	Leo Club	15/03/2017	Best Researcher Award
Publication	R. Suguna	Rotary Club	08/05/2017	Best Paper Award
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### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Incubation Center	Q C Center	Darani Sugars	Quality Checking	Sugar cane juice chemical content checking	19/08/2016
Incubation Center	Food Quality Checking Lab	Hotel Le Royal Meridian	Food Quality Checking Lab	Food Quality Chemical Content Checking	08/02/2017
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## 3.3 – Research Publications and Awards

### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
6	1	0

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

Name of the Department	Number of PhD's Awarded
nil	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Biotechnology	1	3.5
International	Chemistry	1	3.4
International	Commerce	1	2.9
International	Microbiology	4	3.3
International	Biochemistry	3	3.2
International	Computer Science	9	3.0
International	English	2	3.7
International	Physics	3	3.5
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### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	1
Physics	2
Commerce	2
Tamil	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
nil	nil	nil	Nil	0	0	0
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
nil	nil	nil	Nil	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	3	16	6
Presented papers	0	3	15	4
Resource persons	0	1	3	1
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### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Dengu Awareness Programme	Panchayat , Mohanur	22	150
International Youth Day	District RRC, Namakkal	23	162
Blood Donation Camp	Government Hospital, Kandampalayam	27	89
Eye Camp	Government Hospital, Namakkal	54	152

Free Medical Camp	Government Hospital, Namakkal	79	296
Tree Plantation	YRC	26	210
HIV Awareness programme	RRC	15	125
Hallmate Rally	NSS	16	125
Chile Labor Awareness rally	NSS	24	145
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Blood Donation	Best Donor of Institution	Tamilnadu state AIDS Control Society	89
Tree Plantation	Green Campus Award	Lions Club	210
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	PGP College of Arts and Science	Temple Cleaning	7	217
HIV Awareness	PHC, Paramathi Vellore	Awareness	8	314
Tree Plantation	Green Club	Sapling Plantation	35	429
Green and Clean campus	Department of Physical Education	Campus Cleaning	40	783
Free Health Checkup	Department of Physical Education	Medical Checkup	75	651
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Guest Lecture Program, Training for Lab activities, Incubation center, Industrial visit	Student and Staff	Dharani Sugars and Chemicals Limited, Vasudevanallur, Tirunelveli, Tamil	30



Training		Nadu	
Industrial Visit, Project work, Guest Lecturer	Student and Staff	Pantech Prolabs India Pvt.Ltd, Chennai	30
Internship Training, Guest Lecture program, Chemistry and Bio tech department Lab training	Student and Staff	Sri Sellam Clinical Lab	30
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Collaborative Activities	Training for Lab activities, Incubation center, Industrial visit Training	Dharani Sugars and Chemicals Limited , Vasudevanallur , Tirunelveli, Tamil Nadu	06/07/2016	05/07/2018	45
Collaborative Activities	Industrial Visit, Project work, Guest Lecturer	Pantech Prolabs India Pvt.Ltd, Chennai	12/08/2016	11/08/2018	28
Collaborative Activities	Internship Training, Guest Lecture program, Chemistry and Bio tech dept Lab training	Sri Sellam Clinical Lab	05/01/2017	31/12/2018	22
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Dharani Sugars and Chemicals Limited , Vasudevanallur, Tirunelveli, Tamil Nadu	07/06/2016	Training for Lab activities, Incubation center, Industrial visit Training	45

Pantech Prolabs India Pvt.Ltd, Chennai	08/12/2016	Industrial Visit, Project work, Guest Lecturer	28
Sri Sellam Clinical Lab	05/01/2017	Internship Training, Guest Lecture program, Chemistry and Bio tech dept Lab training	22
No file uploaded.			

#### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

##### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
672845	672845

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Video Centre	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
No file uploaded.	

##### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Modern Lib	Fully	2.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	12250	1850000	550	96457	12800	1946457
Reference Books	1101	247000	140	70154	1241	317154
e-Books	1427	0	142	0	1569	0
Journals	34	10548	4	7458	38	18006
e- Journals	1	14250	1	14250	2	28500

CD & Video	112	2500	10	254	122	2754
No file uploaded.						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
N. Karthick	e-Content	LMS	01/08/2016
G. Vijayabaskar	e-Content	LMS	01/08/2016
N. Satheeskumar	e-Content	LMS	08/09/2016
S. Sivakumar	e-Content	LMS	11/08/2016
R. Selvakumar	e-Content	LMS	09/08/2016
R. Nithya	e-Content	LMS	17/08/2016
R. Suguna	e-Content	LMS	17/08/2016
L. Lalitha	e-Content	LMS	17/08/2016
P. Elango	e-Content	LMS	16/08/2016
N. Saranya	e-Content	LMS	27/07/2016
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#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	211	60	60	0	60	5	13	50	13
Added	0	0	0	0	0	0	0	0	0
Total	211	60	60	0	60	5	13	50	13

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

50 MBPS/ GBPS
---------------

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Video Recording Room	<a href="http://pgpartscollege.ac.in/#">http://pgpartscollege.ac.in/#</a>
Dark room with touch screen board	<a href="http://pgpartscollege.ac.in/#">http://pgpartscollege.ac.in/#</a>
ICT Class Rooms	<a href="http://pgpartscollege.ac.in/#">http://pgpartscollege.ac.in/#</a>
FM Radio with recording room	<a href="http://pgpartscollege.ac.in/#">http://pgpartscollege.ac.in/#</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on	Expenditure incurred on	Assigned budget on	Expenditure incurred on

academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilities
11.21	3.24	11.89	7.04

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

**Policies for Maintenance Utilization Physical facility**

**1. Class rooms-Regular cleaning and maintenance is carried out so as to provide effective learning environment to the students.**

**2. Regular monitoring of electrical and fixtures is done and repaired immediately**

**3. Central time table is designed in such a way that there is maximum utilization of infrastructure and class rooms.**

**Laboratory-Annual maintenance is done for high grade instruments.**

**1. Stabilizers are used for instruments. Regular servicing and maintenance is carried out for the instruments.**

**2. Calibrations of instruments are done.**

**3. Service engineers from manufacturing companies are called for the repairs if available.**

**4. Practical batches are prepared so as to give hands on experience to all the students.**

**Library-Annual maintenance contracts are done for the software used in the library.**

**1. Proper ventilation is done so as to maintain dry environment near book shelves.**

**2. Regular dusting and cleaning is done by using vacuum cleaners.**

**3. Pest control is carried out so as to increase the life of valuables resources of library.**

**4. Furniture and fixtures are repaired as per the requirement centrally.**

**5. Library is made fully automated.**

**6. Computerized issuing and returning of books is done so as to save time.**

**7. Book exhibitions are conducted in the library and books suggested by staff members are included in the library.**

**8. Open access is given to students to the books so as to have effective referencing and exploring of new books related to subjects.**

**9. Special reading room facility and computers are provided for access to e- content.**

**10. Library staff conducts orientation and information literacy programs to educate patrons.**

**11. New arrivals are exhibited on board and screens.**

**12. Qualified staff is appointed in library to guide and help students.**

**13. Social platform is used to notify about the current updates of library.**

**Computers-Maintenance and support are carried out by system administrators.**

**1. Regular up gradation is carried out for computers and software.**

**2. Provided for UG, PG and Research students**

**3. Faculty were allocated with computers along with internet for learning updates in their subjects**

**Sports facility-Regular maintenance is carried out for gymnasium, sports equipment and sport material from experts in the field. Synthetic surfaces on ground are cleaned periodically. Sports students of all the Teams of our Institute practice regularly during the hours allocated for them.**

<http://pgpartscollege.ac.in/#>

**CRITERION V – STUDENT SUPPORT AND PROGRESSION**

**5.1 – Student Support**

**5.1.1 – Scholarships and Financial Support**

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Management Scholarship	127	381000
Financial Support from Other Sources			
a) National	SC and ST Scholarship, Minority Scholarship,	355	1058000

b)International	nil	0	0
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personality Development Course	02/11/2016	227	Le royal meridian group
Remedial coaching	05/01/2017	342	Remedial Comittee
Language lab	05/12/2016	357	Department of English
Bridge courses	06/06/2016	257	PGP college of arts and science
Yoga	11/07/2016	385	Maharishi team
Meditation	12/07/2016	385	Maharishi team
Guidance and Counselling	01/03/2017	157	Counselling cell
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2016	Soft Skill Development	60	60	12	12
2016	Bank Examination Coaching Classes	60	60	8	5
2017	TNPSC Coaching Classes	60	60	3	3
2017	VAO Exam Coaching Classes	30	30	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	15

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Eureka forbes	124	17	Scope Pharma	17	9
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	19	PGP College of Arts and Science	English	Periyar University	5
2016	7	PGP College of Arts and Science	Tamil	Periyar University	3
2016	21	PGP College of Arts and Science	Commerce	Kandasamy Kandar College	20
2017	15	PGP College of Arts and Science	Physics	Government college Namakkal	4
2017	19	PGP College of Arts and Science	Maths	Government college Namakkal	7
2017	13	PGP College of Arts and Science	Chemistry	Kandasamy Kandar College	10
2016	11	PGP College of Arts and Science	Bio Tech	Selvam College of arts and science	5
2017	18	PGP College of Arts and Science	Computer Science	Kandasamy Kandar College	15
2016	11	PGP College of Arts and Science	Information Science	Government college Namakkal	8
2017	18	PGP College of Arts and	Bio Chemistry	Periyar University	3

Science

No file uploaded.

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

Items	Number of students selected/ qualifying
NET	1
SET	1
Any Other	35
GMAT	2
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
College Annual Sport Meet	District Level	43
College Annual Cultural Meet	College Level	40
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

-The Student Council helps in maintaining academic discipline and rigor. -They have special tasks during co- curricular, extra- curricular and sports activities. -They also help in coordinating the Alumni and Current students' festival and rally. -We have Student representatives in Magazine Committee, IQAC and alumni..

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

i) Fund- rising - A strong alumni association can be one of the biggest benefactors of an institution that can contribution towards various developmental activities of the institution. (ii) Placements- The alumni network of a college is one of the biggest sources of placement opportunities to the students. Alumni can help students get laced at their respective organizations. (iii) Mentorship and scholarships- Alumni can play an active role in voluntary programmers like mentoring students in their areas of expertise. They could also play a significant role in contributing scholarships to deserving students. (iv) Networking platform- Alumni network by itself is one of the best professional networking platforms available today.

5.4.2 – No. of enrolled Alumni:

554

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

245218

5.4.4 – Meetings/activities organized by Alumni Association :

Twice a meeting per year

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

1. Academic functioning: The College inculcates the culture of collective responsibility amongst its faculty members and the constitutive departments. The college delegates authority and provides operational-autonomy at various levels. Under the supervision of Principal, the Vice-Principals and Heads of the Departments are empowered and the departments are provided academic autonomy a concrete step towards effective decentralized governing system. Each department is given freedom to prepare its academic planner and schedule of activities, Time-table, designing and assigning of student projects, to conduct workshop/hands-on-training programs/guest lectures on areas prioritized by the departments. 2. Administrative functioning: The office administrative responsibility distribution and monitoring are handled by the Manager in tandem with the college authorities. Though budget preparation is an administrative responsibility, individual budgets are prepared at department all level and final budget is prepared based on those departmental inputs.

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

Yes

### 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	All undergraduate and post graduate courses run by the College follows the curriculum of Periyar University, for Add on Certificate courses, skill based courses the College design its own curriculum. Skill based courses are designed and planned under various departments keeping in view the demographic diversity and socio-economic background of the students.
Teaching and Learning	The management of the College ensures a proper teaching learning environment. For this a College Feedback Committee has been formed that gives a detailed online feedback received from the students regarding teachers' efforts in classroom teaching. These reports are shared with the teaching staff of the College from time to time. Based on the



feedbacks, concerned teachers are guided and suggested to take practical's, Add on, bridge courses, ICT based Teaching and other methods to improve and enhance teaching-learning process.

Examination and Evaluation

Principal and Vice-Principals collaboratively conduct meetings and workshops for faculty members and staff of the College for smooth functioning of examinations and evaluation process. Information regarding supervision duties, rules of answer sheet evaluation is intimated timely to all the staff members of the College. Internal examinations are real so conducted. Students are shown their internal exam answer sheets as well to maintain transparency.

Research and Development

A Research Committee is appointed by the Principal of the College to strengthen and motivate the faculty members for improving and enhancing the standards of learning and research. Under this committee teachers' research projects as well as students' research projects are encouraged and given support for better outcomes. The teaching staff is appraised, acknowledged and felicitated for their research paper publications in national and international journals during college Common Meetings, festivals and annual functions for encouragement and motivation.

Library, ICT and Physical Infrastructure / Instrumentation

The college provides expensive software's, physical infrastructures and instrumentation facilities. This has also enabled researchers, teachers and students from other colleges, who have signed a MOU, to avail the facilities of our College and our staff and students as well can avail the same in those Colleges. The College also provides facilities and space for conducting competitive exams.

Human Resource Management

Cultural Programmes are conducted to motivate and spread positive energy in the college campus. In this league programmes like Yoga Day, Women's Day are also organized for stress management and awareness. Teaching faculties are given Duty Leave to participate in national and international conferences. To upgrade and enhance the standards of academic

	environment, teaching faculty are send to Short Term courses and some Departments of the College also conducts refresher, Faculty Development Programme.
Industry Interaction / Collaboration	Placement cell of College has Organized Placement Drive with Different Companies. Besides that workshops and interactions are planned and organized with students and teachers to enhance employability skills among the students. Our Alumni's are working on posts in Corporate and Industries they also Provide Guidance to Current Students, College have Entrepreneur cell and activities Conducted through this cell. College willing to start our own Incubation Centre for our Students.
Admission of Students	The College has equipped itself to provide all admission formalities under one roof. The admission procedure is taken care by the admission committee where students are provided assistance in filling up forms, later their forms are scrutinized and verified by the members of the admission committee. Career Counseling is also a part of the admission procedure.

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

E-governace area	Details
Planning and Development	Institute has Implemented e governance system for dissemination of information including regular notice to all stakeholders. Institute has its own LAN connection to communicate it with the students ,the institute maintains its to communicate its philosophy and updates to external stakeholders.
Administration	The administrative Block of the has already started digitization of its records for easy retrieval and storage. The administrative activities involve maintenance of infrastructure, upkeep of flora and fauna of the institution.
Finance and Accounts	The institute has already taken various steps for implementation of E-Governance in Finance accounts. -On line and off line fee collection from students. -on line salary payment. -on line deposit of PF/ESI.
Student Admission and Support	The admission process in the is administered and regulated by the Periyar University . To augment the

online admission process of the , the has taken several initiatives to improve the timelines and spread of information dissemination required for greater convenience in the process. Our provide support to the students in various forms 1. Scholarship-SC/ST, HDFC, Muslim, Single child, CSSS. 2. Welfare activities-Medical insurance, , Dietetics, Yoga, . 3. Placement-Various companies conducted job fair drive.

**Examination**

Calendar Committee was formed by the Periyar University . As per the schedule everything was arranged in time. • The Periyar University has given permission to all the affiliated colleges to arrange the practical examination for their convenient dates. • The declaration of results is done within one month. • Supplementary examinations are also conducted • Results are announced through students' phones and also through website.

**6.3 – Faculty Empowerment Strategies**

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
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**No Data Entered/Not Applicable !!!**

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	Faculty Development Programme for Teaching Staff	nil	31/10/2016	05/11/2016	75	Nil
2017	nil	Administrative Training Programme	23/01/2017	28/01/2017	Nil	17

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Programmes	3	09/01/2017	13/01/2017	5
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
80	80	43	43

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The Institute has provision of sanctioning loans at a very nominal rate of interest to the faculty. 2) Accommodation facility in the campus 3) Late evening drop facility whenever required 4)Subsidised education for the ward of faculty 5) Sponsoring Conference and FDP cast 9)Bus Facilities for faculties.	1)The Institute has provision of sanctioning loans at a very nominal rate of interest to the non-teaching faculty. 2) Accommodation facility in the campus 3) Late evening drop facility whenever required 4)Subsidised education for the ward of faculty 5) Sponsoring Conference and FDP cast 9)Bus Facilities for faculties	Free Education for the orphan children. 2)Fee Loans from the trust 3)Scholarship 4)Medical facilities

**6.4 – Financial Management and Resource Mobilization**

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

Institute maintains finance and accounts systematically. Management takes periodic review of financial position of the organisation. Institution conducts internal and external financial audits regularly. Internal audit is conducted after every six months. External audit is conducted after end of accounting period. Internal and external auditors are appointed by parent institute. Audit report and audited statements of accounts are discussed in College Development Committee and also submitted with Governing Council. Queries and suggestions are resolved satisfactorily. The institute also ensures timely submission of audited utilization certificate to various funding agencies.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Karthikeyan Sennimalai Memorial Trust	100000	Cash Award for University Gold Medalists and Rank Holders
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6.4.3 – Total corpus fund generated

2500000

### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University Nominee with IQAC	Yes	IQAC
Administrative	Yes	ISO	Yes	IQAC and Monitoring Committee

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

- Parent teacher meet was organised.

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

- Lab safety measures awareness programme

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

No Data Entered/Not Applicable !!!

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	Special lecture on Awareness Road safety Air pollution control	22/06/2016	14/07/2016	15/07/2016	354
2016	Special Health Checkup Camp	22/06/2016	29/07/2016	30/07/2016	689
2017	Blood test and donation, Eye checkup under Youth Red cross	24/08/2016	24/09/2016	24/09/2016	478

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### CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

## 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Legal awareness programme	05/10/2016	06/10/2016	483	178
Inauguration of the Gender Club	17/12/2016	17/12/2016	189	147
Legal Awareness Programme	30/12/2016	30/12/2016	425	157
International Women's Day	08/03/2017	08/03/2017	547	85

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

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

Nil

### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	7
Ramp/Rails	Yes	11
Braille Software/facilities	Yes	3
Rest Rooms	Yes	11
Scribes for examination	Yes	3
Special skill development for differently abled students	Yes	11

### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	2	2	28/11/2016	11	Green Initiatives	Tree plantation in neighborhood Villages and Cleaning	488

activities in surrounding villages

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

Title	Date of publication	Follow up(max 100 words)
Students Handbook, Employee Handbook, Hostel Guidelines	01/06/2016	Reviewed and revised annually

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

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

1. Rainwater harvesting Tanks
2. Use of plastics are banned
3. Safe disposal of laboratory waste
4. Use of paper bags in the canteen
5. Reverse Osmosis plant

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Two Best Practices of the institution

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 Publications of results by Affiliating University. ? 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 Examination cell executes tasks that require a lot of clerical work. Hence, the need to automate the college office and the Examination cell. ? To easy access of books and journals , research materials and recourses can be utilized in library is digitalized

d. The Practice ? Office automation gets many tasks accomplished faster. The College office implemented automation in the year 2016. 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 of the Affiliating University, the register number, the students' Enrolment 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 internet 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. e. Evidence of Success ? The computers are used quick and error free execution of works. ? Standardized 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 Pillaikalathur, the headquarters of Namakkal District, caters to the educational needs of the rural womenfolk from the surrounding towns and villages. As most of the stakeholders are from the neighboring 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 600 students are accommodated in the one hostel 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 50 rooms accommodating nearly 600 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 room is provided with basic amenities like sufficient number of rest rooms, uninterrupted power supply and water supplies making the students' stay comfortable and relishing. Solar water heating system is installed in the 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, 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. Spacious kitchens 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 the 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 Primary Health Centre. 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 Deepavali, Pongal, Christmas 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 vigor 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. 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.

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

<http://pgpartscollege.ac.in/#>

### 7.3 – Institutional Distinctiveness

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

Educating and Empowering Rural Student, especially the vulnerable and poor. The College is aware of the fact that Higher Education Institutions have to play an important role in arresting environment degradation. Hence, it has taken steps not only to create environment consciousness among the staff and students but also to keep the entire campus 'GREEN' in words and action. The environmental degradation is arrested through Luxuriously grown trees Tree planting whenever necessary Conservation of energy by replacing the tube lights with CFL bulbs, Turning off electricity in class rooms and hostels, and other places when sunlight is naturally available in plenty Prohibition of movement of vehicles inside the campus Water harvesting Carbon neutrality Use of solar energy Hazardous waste management Inclusion of a course on 'Environmental Education' in the curriculum itself.

Provide the weblink of the institution

<http://pgpartscollege.ac.in/#>

### **8.Future Plans of Actions for Next Academic Year**

- Plan for getting major and minor research projects.
- Improving the research activities and number of research publications in web of and Scopus.
- Increasing the number of FDPs and Soft Skill Development Programme in association with industry.
- Promoting number of MOOC program beneficiary and enhancing number of online teaching tools