



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		IDHAYA COLLEGE FOR WOMEN
Name of the head of the Institution		Jothimary
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04561276272
Mobile no.		9943235831
Registered Email		idhayawomenscollege@gmail.com
Alternate Email		idhayacollegereports18@gmail.com
Address		Arockia Nagar
City/Town		Sarugani
State/UT		Tamil Nadu
Pincode		630411
<b>2. Institutional Status</b>		
Affiliated / Constituent		Affiliated
Type of Institution		Women

Location	Rural
Financial Status	private
Name of the IQAC co-ordinator/Director	Vijayalakshmi
Phone no/Alternate Phone no.	04561279598
Mobile no.	9486483621
Registered Email	idhayaiqacl@gmail.com
Alternate Email	vi jiramkil@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.idhayasarugani.in/AQAR2017-2018">http://www.idhayasarugani.in/AQAR2017-2018</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="http://www.idhayasarugani.in/calendar">http://www.idhayasarugani.in/calendar</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.49	2014	10-Dec-2014	09-Dec-2019

<b>6. Date of Establishment of IQAC</b>	06-Sep-2012
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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
Regular meeting of Internal Quality Assurance Cell	29-Jun-2018 2	23
Regular meeting of Internal Quality Assurance Cell	29-Mar-2019 2	25
Feedback from all stakeholders collected, analysed and used for	15-Sep-2018 1	700

improvements		
Feedback from all stakeholders collected, analysed and used for improvements	15-Sep-2018 1	500

**8. Provide the list of Special Status conferred 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
No data entered!!!				

<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	2
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	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

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

Staff orientation Programme and Faculty Development Programme were conducted

Mentor system introduced

Consolidated staff work assessment in a new format introduced

Guidance to the students for extending help during Gaja Cyclone Relief

Environmental Awareness and Sustainable activities

**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
In order to avoid duplication of work	Executed

Mark Register, Attendance and Lesson Plan have to be consolidated	
Plan to execute Mentor System	Executed
Applied for Research Centre for Commerce with CA	Sanctioned
Applied for Guide ship for the Department of English	Guide ship Sanctioned
Admission	Almost filled up
Encouraging the departments to conduct seminar and publish journals	Papers published in Journals
Academic Calendar	List of all college activities including examination dates

<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
Management	29-Jun-2019

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2019
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Date of Submission	05-Feb-2019
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<b>17. Does the Institution have Management Information System ?</b>	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Ability Software is installed for Fees collection and Transfer Certificate. Feedback is collected by using Jas Reviver Software. Library is fully automated with Modern Lib software
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## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Planning and Implementation**

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

We adopt the curriculum which is provided by the Alagappa University. Depending on our human resource and their potentials, institutional goals and concern towards the students, we impart quality education. The institution has

developed a structured and effective implementation of the curriculum. Following are the various means through which it executes the curriculum. HOD's Meeting: HOD's Meetings are conducted as and when necessary. Heads of the Department discuss their action plans to arrive an optimal and effective way. Academic Calendar: Academic Calendar is prepared as per the Alagappa University academic schedule and the requirements at the department level as per the action plans formed. Lesson Plan: A Lesson plan includes course outcomes, course objectives, content topics, reference books, duration of coverage and the expected outcomes from the students by learning through the topics prepared by respective faculty members at the beginning of each semester. It gives an insight how the lecture class will be handled throughout the semester. Meeting the Vision and Mission of the Concerned Department: Each department sets and aims to achieve their vision and mission to fulfill the dreams of our Institutional Vision and Mission. Program Educational Objectives (PEO) and Program Outcomes (PO) are developed for each program and Course Objectives (CO) and course outcomes are defined for each course (theory and lab). Bridge Course: Since the students are from Tamil Medium Instruction in Higher Secondary Schools, they are given Communication training to tie up the English medium in their higher studies. For the sake, we had MoU with DICE [Doer's Institute of Communicative English] - the spoken language trainers. Besides, the important terms of their relevant subjects also taught in the first 10 days. Continuous Internal Assessment [CIA] is done transparently with examined scripts shown to students. Department wise parents meetings were conducted to discuss about the wards performance both in Internal Assessment and External University Results. Remedial Course: In order to improve the performance of the low achievers as per their Internal Exams and to coach the students who scored fail marks in University Exam Results, we have planned and execute the Remedial Course apart from the working hours. Along with the Remedial course, the toppers of the departments were identified and the staff was allotted on a scheme of "Each One Catch One" [EOCO] which will enable them to enhance the rank holders. As per our Curriculum plan, Part IV and Part V are designed to enrich the skills and talents of the students. The students are given the choice to opt skill based and non major elective subjects and extension activities. Inter-personal skills are enhanced through Value Education. For Part V, Students are taken to field visit to interact with the public of nearby villages especially our adopted villages. Besides traditional lectures and seminars, infrastructure for the use of ICT like power point presentations and audio-visual support are all available to make the delivery of the curriculum enabling and interesting for the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Tailoring, Driving, Designing	Diploma in Beautician, Diploma in Beautician	03/08/2018	6,12	Focus on employability entrepreneurs	skill development

**1.2 – Academic Flexibility**

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Dates of Introduction
PhD or DPhil	03/12/2018

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	Date of implementation of CBCS/Elective Course System
BA	18/06/2018
BSc	18/06/2018
BCA	18/06/2018
BCom	18/06/2018
BBA	18/06/2018
MSc	18/06/2018
MA	18/06/2018
MCom	18/06/2018

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

	Certificate	Diploma Course
Number of Students	478	73

**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
DTP / Tally	03/12/2018	228
Spoken English	03/12/2018	340

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
<b>No data entered !!!</b>	

**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
Curriculum has been designed and developed once in three years by the Alagappa University, Karaikudi. Feedback on Revised syllabus is collected from various stakeholders viz., Students, Parents, Staff and Employees. Same way feedback is also collected from the Alumnae of 2014 batch to know how far their syllabus enriched them as a basic to go for higher studies, and enabled them to search a job. The availability of reference books and text books, lab requirements, office assistance are also collected. Feedback questionnaire is designed for Students 2017 batch, whether the courses are designed relevant with syllabus, how the units are arranged with equal load etc. The students are also given bridge course to link them from the school education to the higher education. Most of them are from Tamil Medium instruction and made them to correlate with the English Medium instruction. The students are given choice to opt for Allied

and Elective Courses. The feedback questions are designed to collect from the parents that the courses designed by the University are helped their wards to outfit the recent updation of new technology. The lab arrangements, text books and reference books are sufficient to execute the courses. The feedback is ensured that the parents are satisfied with treatment of the students by the faculty irrespective of caste and community creed. The college ambience is suited for the effective delivery of academic programme. The evaluation system of Continuous Internal Assessment is also checked. The feedback is designed for the staff that the sequences of the courses arranged in the syllabus, the availability of tools, books and lab items are sufficient for the effective delivery of the courses. They are also asked that the design of the courses are suited with latest technology developments and advancements and whether the credits allotted to courses are adequate. The employers are invited to give a feedback that how far the ambience of the college is supported the wards to learn satisfactorily and the staff are feel free to work for the further development.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Number of seats available	Number of Application received	Students Enrolled
BA	180	84	76
BSc	350	181	164
BCom	120	115	103
BBA	60	27	23
BCA	40	25	23
MA	20	6	6
MSc	66	31	22
MCom	20	15	12

### 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
2018	365	45	42	18	60

### 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
64	35	4	4	0	4

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

Yes, Teacher Guardian Scheme is implemented in the Institution wherein 20 to 25 Students are assigned to a faculty member who acts as their mentor for the entire programme duration. Mentor regularly interacts with the students and monitor by recording family details, their academic performance, attendance and personal problems in mentoring record note book every month. Students are counselled by the mentors for improving their academic performance. Such system enables the students to share their personal and academic problems to the mentor and in turn it made them to be stress free. All the information gathered from the students is kept confidential and will not be opened at any cost even to their parents unless it is necessary. At first year level, Students family details academic and personal issues of concern are well looked by the Mentors. This method is followed in Second and Third year Students. Mentor interacts with the students and analysed the students belong to low financial status, deserving cases, etc. and take out the list of students and submit it to the management. For above listed students, the management provided half fee concession, full fee concession. Once a student mentee is fixed for mentor staff, throughout her course, the same batch will be continued. The students who have a lack of attendance and missed their Mid semester Examination and Model Examination, special attention will be given from mentor side. The Mentor is also responsible to provide counselling to the student and provide guidance regarding personal and academic issues. The Mentor keeps track on their improvements and counsels them accordingly. The role of the mentor is to nurture the students and guide them for any issues. The Mentors of the class discuss with each and every student individually and supports them in all the possible ways to enrich their academic performance. In case of need, some of the mentees are also asked to refer Counsellor Rev. Sr. Inigo Mary, who is appointed for counselling in the institution.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1174	60	1 : 20

## 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
19	10	0	19	2

### 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
2019	Mrs. K. Vairalakshmi	Assistant Professor	Aaivu Chemmal

## 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
No data entered !!!				

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

The Institution adheres to the academic calendar. A committee of the academic calendar is framed by the institution. The committee consist of principal and senior faculty members. This committee prepares the academic calendar before the commencement of the academic year. The calendar details the semester class work schedule, internal examination schedule, college re-opening day , last working day and important events. The staff in-charge of the timetable in each



department prepares the department time table as per the guidelines of respective statutory bodies for the number of credit fours for each subject prior to the commencement of the semester. Time table is uploaded on the website and displayed in the respective department notice boards. Before the commencement of the semester, the HOD allocates the course depending upon the faculties area of interest and specialization .The faculty members prepare their lesson plan and their e-nodes .It is usually monitored and checked by any one of the senior faculty members. Lesson plans are handed over to the Head of the Departments for approval. In need, suggestions are given. Parent-teacher meeting is conducted after the publication of every semester result. Academic performance of the wards is discussed in PTA meeting. Average of two internal exams, assignments, seminars and projects are calculated for their internal marks. The Internal Assessment is calculated for 25 marks. If the students fail to attend the internal exams we they can make use of the improvement exams which will be conducted after the internal exams. After the publication of the university exams we are conducting Remedial classes for the failure students. In order to evaluate the student subject knowledge we are conducting weekly tests for them.

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

Before the start of every academic year, principal along with vice principal conducts meeting with Heads of all the Departments and finalize the Academic Calendar in alignment with the university Schedule. About the institution, Prayers, Prayer songs, Rules and code behaviour, Physical training, College union, Extension services. Other club and association, Dupuis Home college, UG, PG and diploma courses in the institution, Subject and Code number of all the departments, College Administrative board, College Council, Name of faculty members in various committees and cell in the institution, Name of Teaching and Non Teaching Staff, Contact Number of HODs, Absence Record of odd and even semester, Late attendance Record are well described in the Academic Calendar. In all the 25 weeks are planned which mainly include commencement date, Closing date of the term, dates of mid semester and Model Examination, Question paper, Answer Scripts, Register and Envelop submission dates, Assignment, Remedial Note books Submission dates. University Internal marks online Submission dates. Fees due date, Tentative dates of University Theory and Practical Examination are displayed in the college academic Calendar. Parent Teacher meeting date is also mentioned in the academic calendar. Exams and result declaration are strictly followed as the dates mentioned in the academic calendar. This academic calendar is prepared by one of the departments of the college. The Prepared calendar is printed in the college which is owned by each staff and Student.

**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://www.idhayasarugani.in>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
144	BSc	7	7	100
301	MA	13	13	100
355	MCom	12	12	100

315	MSc	10	10	100
311	MSc	7	7	100
312	MSc	3	3	100
101	BA	15	8	53
103	BA	53	45	85
153	BBA	14	14	100
151	BCom	40	29	73
152	BCom	50	50	100
131	BSc	25	19	76
124	BSc	17	11	65
128	BSc	46	37	80
127	BCA	20	20	100
121	BSc	100	89	89
122	BSc	40	30	75

## 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)

No data entered !!!

## 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
No data entered !!!				

### 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
No data entered !!!		

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
No data entered !!!				

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
No data entered !!!					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	1

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	B.COM	4	4
International	B.COM CA	5	4
International	B.SC.CS	1	4
International	BCA	3	4
International	B.Sc., Bio Chemistry	2	5

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
B.COM CA	12
B.COM	4
B.Sc., COMPUTER SCIENCE	2
BCA	5
B.Sc., BIOCHEMISTRY	5
BA TAMIL	4
BA ENGLISH	3
BBA	1

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
No data entered !!!						

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
No data entered !!!						

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

Number of Faculty	International	National	State	Local
No data entered !!!				

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
Plastic Awareness	AICUF	2	50
Tree Plantation	AICUF	2	10
Awareness on Evergreen Environment	YRC	2	25
Road Safety Awareness Rally	ROTARACT, RRC AND NSS	6	520
Preparation of Paper Bags AND Candle Making	EDC	2	4
District Youth Programme	NSS	2	4
NSS Special Camp	NSS	2	171
Sanitary Awareness Programme	RRC	2	12
Handicraft Things	WOMEN CELL	2	25
Handicraft Things	WOMEN CELL	1	35
Survey of Unemployed Person	WOMEN CELL	1	5
Awareness Of Thyroid	WOMEN CELL	1	5
Small Scale Business	WOMEN CELL	1	5

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

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

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
General Awareness	Rotract Members, Devakottai	Road Safety Awareness	2	56
General Awareness	Collector Office, Sivagangai	Election Meeting	2	2
General Awareness	Department of Chemistry, Idhaya College for Women, Sarugani	Blood Grouping	3	15
General	Department of	Rally on	3	65

Awareness	Social Work, Anandha College, Devakottai	Awareness of Mental Retarded Persons		
Extension Activities	Department of Bio Chemistry, Idhaya College for Women, Sarugani	Aids Awareness and Dengue Awareness	4	19
General Awareness	AICUF	Plastic Awareness	2	50
General Awareness	AICUF	Tree Plantation	2	4

### 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
No data entered !!!			

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
No data entered !!!					

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
No data entered !!!			

## 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
200	160

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Newly Added
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing

Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (>1-0 lakh) during the current year	Newly Added

#### 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	6.0	2014

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13997	1325218	399	125842	14396	1451060
Reference Books	670	33500	0	0	670	33500
e-Books	500	10000	500	10000	1000	20000
Journals	16	15854	11	19616	27	35470
Digital Database	1	0	1	0	2	0
CD & Video	45	0	0	0	45	0
Weeding (hard & soft)	263	0	0	0	263	0

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
<b>No data entered !!!</b>			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	152	107	152			7	8	15	28
Added	1						1		
Total	153	107	152	0	0	7	9	15	28

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

15 MBPS/ GBPS
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##### 4.3.3 – Facility for e-content

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

No data entered !!!

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
200	148	15	12

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)

Laboratories, Library and Computers are upgraded as per the guidelines and Syllabus of Alagappa University, Karaikudi. A system administrator is appointed by the management of the computers and its accessories. Computers, Projectors, Hardware and Software are maintained by Think Computers. If any problem arises in any of the computers, it is informed to the system service engineer then and there takes necessary steps to maintain the instruments like UPS, Battery, Printers, Xerox Machines and systems in automated library in good condition. Apart from that, system maintenance and software installation were also done in every semester. Library provides open access to staff and students. Library software maintained by Modern Library Sakthi Technology. At the beginning of every semester, the librarian explains the students the method of using and maintaining the library resources. The librarian and a library assistant ensure the use and security of resources in the library. Every conference hall has provided with computers, LCD and Internet system. Expansion of Etechnology has enhanced the use of computers in curriculum development, teaching-learning, evaluation and research. Students are encouraged to make use of computers for power point presentation for their seminars and projects. Internet browsing is available for teachers and students at the lab. WiFi connection is available for internet access. Forty Eight CCTV Cameras are installed and maintained. 24 hours security system is provided to ensure safety to women. Cleanliness and Hygiene are maintained in class rooms and all the places through housekeeping staff. Sports complex is open to all the students and are maintained by sports incharge staff. Various competitions and Annual Sports Events were organized. Annual budget is allocated for the purchase, repair and maintenance of all the facilities available within the campus.

<http://www.idhayasarugani.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	Concession	71	505900
Financial Support from Other Sources			
a) National	SC/ST Scholarship	114	310500
b) International	Nil	0	0

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 implementation	Number of students enrolled	Agencies involved
Soft skill development	18/06/2018	300	Department of English
Remedial coaching	15/10/2018	376	Faculties
Remedial coaching	19/02/2019	498	Faculties
Language lab	07/07/2018	171	Department of English
Bridge courses	03/07/2018	300	Department of English
Personal Counselling	18/06/2018	500	Counsellor
Mentoring	18/06/2018	700	Faculties
Mentoring	18/06/2018	474	Faculties

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
<b>No data entered !!!</b>					

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

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

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
TVR Enterprises	370	155	WATER TEC INDIA PVT LTD Coimbatore	1	1

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
2018	157	B.Sc., B.A., B.Com., BCA, BBA. M.A.,	Computer Science, Chemistry,	Idhaya College for Women,	Master of Science, B.Ed.,



		M.Sc., M.Com.,	Bio Chemistry, Physics, Maths, Tamil, English, B.Com CA	Alagappa University, Raja Rajan Engineering College, Alagappa University, Sastha College	M.Phil, MBA, MCA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying	Reg no/ Rollno for the examination
<b>No data entered !!!</b>		

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

Activity	Level	Number of Participants
Cross Country	District	60
Kho-kho	District	21
Hand ball	District	11
Kabaddi	District	18
Chess	District	16
Volley ball	District	12
Basket ball	District	9
Athlet	District	5

### 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
<b>No data entered !!!</b>						

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

Every council creates a platform for the active participation and representation in academic, administrative, co-curricular and other activities. It helps them to gain leadership qualities. There is a representative on a student council. An active III year students takes the lead as the student council. Students form the II and I year appointed as members. The members bring the views and suggestions related to the cultural and sports activities. The council representatives in turn bring the issue to the head of the concerned council. The head of the council discuss the issues with the staff members of the concerned council to bring out a solution to the represented issues. The student council representatives and the members take the responsibility of organizing the invited guest and other programs conducted by the committee. The Internal Quality Assurance Cell IQAC of our college includes two student members which helps us to interact closely with students in improving the quality and standards of the institution.

## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Our Alumni Association Registered on 20.02.2017 at District Register Office, Sivagangai Under the Tamil Nadu Corporative Society act 1975. Our Principal is the President of our Alumni Association. Mrs.R.Kanmalar, were elected as the Coordinator and ten executive members were also selected. Every year we conduct alumni meet in the month of February or March. During the Alumni Meet they contribute Rupees Two Hundred per head. This year contribution is 93400. This fund is utilised for development works with the consultation of Alumna during their meet.

5.4.2 – No. of enrolled Alumni:

467

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

93400

5.4.4 – Meetings/activities organized by Alumni Association :

We invite the prominent alumni to give motivational talk to the students during the alumni meet. Our executive council were conducted during the course of the year. Annual general meeting for registered members were conducted on 11th feb 2018.

## 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)

Our institution follows the practice of decentralization in the sphere of administration. The College Governing Body is framed based on the vision and mission. It designs programmes related to Academic, Administrative, Developmental and Financial aspects of the college and suggests measures for the improvement and development to the IQAC. The IQAC looks after the quality aspects of the college and discusses them with the committee members and the members are asked their opinion before the decision is finalized. The IQAC, which is the parallel body of the Principal Office, delegates the academic, administrative and all other works to the IQAC members to exercise effective monitoring of quality aspects in the college. The decisions based on the policies tuned to the vision and mission of the college is implemented through the Principal and the Council Body. The internal coordination is effectively carried out by decentralizing the authority of the Principal into Academic and Administrative, monitored with the help of the Vice Principal. As a process of decentralization, the examination work is decentralized to the departments. Every semester, one department is assigned to conduct both internal and the external examinations. The Examination Cell Coordinator with the help of her staff members conducts the internal and external examinations. In this process, the whole department maintains proper standards of examination and smooth running of the examinations. Decentralizing a few departments works to the students helps them to play an active role in the department activities as representatives who not only monitor the discipline of the classroom in the absence of the staff member but also bring the students together for co-curricular extracurricular and, extension activities.

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

**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
<p>Curriculum Development</p>	<p>The curriculum is designed by the Alagappa University. A few of our college staff members are in the Board of Studies of their respective subjects in the Alagappa University and ensure quality education to our students with their resource potentiality. All the courses are designed to impart knowledge to the students. The core courses are compulsory to all the students whereas electives give a chance for the students to select a course of her choice. Allied courses and interdisciplinary courses were also be given to the students as per in the university syllabus. Assignments, seminars, PPT, group discussion, project work, field study, and quizzes are delivered through a well planned and documented process. Lesson plan ensures well-planned delivery of curriculum to the students. Remedial Classes and Enrichment Classes Remedial courses are offered to the low achievers to perform better in their next exams. Enrichment classes are conducted for bright students. Regular class tests are conducted. Bridge Courses</p>
<p>Teaching and Learning</p>	<p>Innovation and creativity are the important factor of teaching learning process. It motivates the learners to learn and take any challenge to incorporate different strategies into their learning process. The following methods are adopted to enhance the teaching and learning experience. Computers are used for PowerPoint presentation and visual demonstration. To make the learning process interesting, Activity based teaching is introduced. To improve their skills, Quiz, Role Play, Group Discussion and Presentation have become their part of learning. Peer group activities are used to develop an attitude to answer any questions posed by their own peers after a long discussion or group activity. Students are given access to the library books, journals, and ebooks for innovation and creativity learning.</p>

<p>Examination and Evaluation</p>	<p>The college follows the regulations of the Alagappa University for conducting the Continuous Internal Assessment Exam for 25 Marks which includes written exam for 15 marks, 5 marks for Assignment, 5 marks for Seminar and 75 marks as External. Internal Exam Evaluation is done by the course handling faculty members within a week from the date of examination. The students shall go through the answer script and give acknowledgement on the marks secured and return the paper to the faculty concerned. The pattern, quality and correctness of the question papers for the internal assessment tests are verified by the Head of the Department and IQAC. For the quality of the practical and projects, the evaluation is done by Project Review Committee PRC with an external examiner appointed by the University with the project guides.</p>
<p>Research and Development</p>	<p>The Research and Development Committee holds regular meetings and programmes. Staff members are motivated to do research and for that funds are mobilised to meet out their expenses. Monetary benefits were also provided to encourage them to opt for research.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>Inclusion of more number of books, journals in the library. Usage of internet through high speed connection, developing econtent, WiFi connections, free internet access to students. There are 04 system placed in the library for the students to access esources. The ICT facilities and other learning resources are adequately available in the institution for academic and administrative purposes. There are three seminar halls in the campus</p>
<p>Human Resource Management</p>	<p>An annual staff development seminar was conducted for all the teaching staff. An annual retreat was conducted for Catholic students by inviting religious priests. Our faculty members are deputed for handling value education classes. Faculty members are permitted to make paper presentations in the International National seminars conducted by our university, other universities and various colleges. Teaching staff are revolved in various committees Staff are encouraged to upgrade their academic and professional skills Staff are enriched with</p>

	orientation programme and communication skills. Staff members are motivated to get NET SET Exam UGC CSIR exams.
Industry Interaction / Collaboration	It is advised to the departments and clubs to have MoU to arrange for extracurricular activities.
Admission of Students	Access to quality education is the fundamental right of all citizens. The college is devoted to serve up the economically and socially marginalised sections of society. It privileges them in the admission process. Strictly adheres to the norms of government applicable to the minority institutions and gives importance to develop to the rural folk irrespective of the mark based criteria. The Admission Committee counsels prospective candidates for admission before the Application Forms for admission are released. The Admissions Committee involves all members of the staff who cooperates and work at different levels. They also sit in at interface meetings and meet parents and students prior to admission. Staff members are willing to explain about the course and outcome of the department.

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

E-governance area	Details
Planning and Development	nil
Administration	Jas Reviver Software, Lady Hawk, Coimbatore
Finance and Accounts	Ability Software, Salem
Student Admission and Support	nil
Examination	nil

**6.3 – Faculty Empowerment Strategies**

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No data entered !!!</b>				

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	Title of the administrative training programme organised for	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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	teaching staff	non-teaching staff				
<b>No data entered !!!</b>						

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
<b>No data entered !!!</b>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
15	15	2	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Canteen, Wifi, Contributory Provident Fund, Funding for doing research, maternity leave, OD for paper valuation, attending Seminar, Workshop and to act as resource person, Loan for doing Higher Education	Canteen, WiFi, Festival advance, Contributory Provident Fund, Loan for important occasions, Maternity leave, Consideration for Non-Teaching Staff children	Scholarship, Fee concession, Canteen, transportation from their door steps, students union council, book bank in Library, remedial coaching for slow learner, placement cell to provide training for students and full free education for sports students.

## 6.4 – Financial Management and Resource Mobilization

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

Internal Management Audit by Province Procurator, Immaculate Provincialate, Rajakambiram, Madurai. Internal Management Audit by Mr. Martin, Auditor, Chennai.
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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
Balaji Scientific Service	14000	Gold Ring for Rank holders

6.4.3 – Total corpus fund generated

<b>No data entered !!!</b>
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority

Academic	No		Yes	IQAC
Administrative	No		Yes	IQAC

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

Full cooperation in attending celebration, construction of canteen and supporting at the time of admission.

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

Technical Skills Training Programmes, Orientation programmes and counselling classes were conducted periodically.

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

Introduction of skill capability enhancement certificate courses Initiatives for a green campus Startup cell, and IQAC conducted Nationwide competition for Laws related to women, organised with NCW, New Delhi.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Regular meeting of Internal Quality Assurance Cell	29/06/2018	29/06/2018	29/06/2018	23
2019	Regular meeting of Internal Quality Assurance Cell	29/03/2019	29/03/2019	29/03/2019	25
2018	timely submission of Annual Quality Assurance Report	18/04/2018	18/04/2018	18/04/2018	0
2018	Feedback from all stakeholders collected, analysed and used for improvements	15/09/2018	15/09/2018	15/09/2018	700
2018	Feedback from all	15/09/2018	15/09/2018	15/09/2018	474

	stakeholders collected, analysed and used for improvements				
2019	Feedback from all alumni	09/02/2019	09/02/2019	09/02/2019	392
2018	Academic Administrative Audit	01/11/2018	01/11/2018	01/11/2018	700
2018	Academic Administrative Audit	02/11/2018	02/11/2018	02/11/2018	474

## 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
No data entered !!!				

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
Ramp/Rails	Yes	4
Rest Rooms	Yes	4
Scribes for examination	Yes	1

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
No data entered !!!							

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

Title	Date of publication	Follow up(max 100 words)
Academic Diary 2018-19 for all students	18/06/2018	A code of conduct for students is illustrated in the Academic Diary.



### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Value Education Classes	18/06/2018	26/10/2018	350
Gaja Cyclone Relief Service	03/12/2018	03/12/2018	30
Parents Teachers Association	15/09/2018	15/09/2018	700
Parents Teachers Association	15/09/2018	15/09/2018	474
Blood Donation camps to encourage students to donate blood	07/02/2018	07/02/2018	63
Blood Donation camps to encourage students to donate blood	24/01/2019	24/01/2019	54
Rally on Road Safety	23/02/2019	23/02/2019	200
National Voters Day	25/01/2019	25/01/2019	700
National Voters Day	25/01/2019	25/01/2019	474
Social Service	05/01/2019	11/01/2019	171

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

Medicinal Plants Garden Rain Water Harvesting Plastic Free Tree Plantation

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

Kaja Cyclone Relief Women Cell

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

<http://www.idhayasarugani.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

Aspire to Achieve Keeping in mind the vision and mission, Our Institution does not have any discrimination in caste, creed and religion. The college commits itself to the upliftment of Womenfolk economically, socially, intellectually and spiritually. The aspiration of the college is that, every girl has to achieve more knowledge and excel as a perfect model of womanhood and self reliant. College Anthem All working day begins with the College Anthem Aspire to Achieve song. It persuades to be the proud of Idhaya. It shows the students unitedness to achieve their goal through education. Statue related to our College Motto Aspire to Achieve. It stimulates all the girl students to get education. NSS We have four Units of NSS consisting of 400 volunteers. It plays the vital role. The awareness programme was given by the NSS volunteers on Woman Achievement to the village people in the special camp. In order to live independently the students and the village people were given many programmes

such as candle making, vegetable plantation etc. Admission Our congregation took much effort to give women education in the rural area. So our Institution is keen on providing opportunities to the womenfolk education. Concession The college provide concession to the poor students. Though they are economically week, they are really talented and through this concession, they are able to achieve this goal.

Provide the weblink of the institution

<http://www.idhayasarugani.in>

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

Introduction of some more PG courses. Enhancement of infrastructural facilities such as construction of Entrance, Compound Wall and Rest rooms for students. Enhancing academic excellence. Development of skills of the students by inculcating core values among them further by imparting value-added Courses. Enhancing social compatibility of the students by giving better opportunity of social interaction through activities of NSS, RRC, YRC etc. Approaching the affiliating University for introduction of M. Phil course in some PG Departments. Enhancing the Learning Management System. Up gradation of the College website.