Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**THEIVANAI AMMAL COLLEGE FOR WOMEN**
Name of the head of the Institution	**Dr. A V Arunakumari**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04146-259674**
Mobile no.	**9150200522**
Registered Email	**info@tacw.in**
Alternate Email	**principal@tacw.in**
Address	**CHENNAI - TRICHY TRUNK ROAD SALAMEDU,VILLUPURAM**
City/Town	**SALAMEDU,VILLUPURAM**
State/UT	**Tamil Nadu**
Pincode	**605401**

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**24-Feb-2009**
Type of Institution	**Women**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Ms B Sridevi & Ms S Akila**
Phone no/Alternate Phone no.	**04146259294**
Mobile no.	**9150200522**
Registered Email	**info@tacw.in**
Alternate Email	**principal@tacw.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.tacw.in/uploaded_files/AQAR2017-2018.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.tacw.in/uploaded_files/AcademicCalendar-2018-2019.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity Period To
1	**A**	**90**	**2003**	**16-Sep-2003**	**15-Sep-2008**
2	**A**	**3.08**	**2012**	**05-Jul-2012**	**04-Jul-2017**
3	**A**	**3.20**	**2019**	**28-Mar-2019**	**27-Mar-2024**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**05-Apr-2004**

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
New Faculty Orientation Programme	07-Jul-2018 01	36

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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
Institution	Unnah Bharath Abiyan	MHRD, New Delhi	2019 365	50000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View Link]()
10. Number of IQAC meetings held during the year :	13
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 Uploaded File]()
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	Yes
If yes, mention the amount	2116620
Year	2018

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

• IIQA and SSR Submission and completed NAAC Peer Team Visit • Establishment of Central Instrumentation Laboratory • Affiliation of New Courses (i) M.Phil. Biochemistry Physics (ii) Ph.D. Chemistry and (iii) B.Sc. Psychology • Website Restructure and Updation • NIRF Submission

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 Teaching Faculty	An orientation programme was organized at the beginning of the academic year for all the fresh teachers about autonomy functioning of TACW under autonomy by Dr E Soundara Rajan, Registrar and Senior faculty of TACW
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Development Council	01-Dec-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	24-Mar-2019
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	2019
Date of Submission	05-Feb-2019
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The Institute implements the eGovernance activity fully automated with cloud based Mastersoft ERP Solution. Our aim is to provide a solution that enables institutions to meet the varying demands of stakeholders in the education sector. TACW at present that is moving towards process of paperless practices for academic and administrative functioning. The entire student and faculty details are maintained in the software, which reduce the level of

paper usage in the college. The information's within the college are passed as e – communication .It has 12 modules, designed with different operations of our college to function their administrative processes. Significance of eGovernance System • Reduction of manual work. • Synchronizing of operations of Academic and NonAcademic department. • Generation of reports/ receipts/ drafts for all modules. • Secured Data. • Affordable Customization. • Usage of Modern Web Technologies. • 24x7 online and offline support. It has 12 modules designed with different operations of the college as follows: • College admission • Attendance Management • Examination • Student Administration • Faculty Profile • Finance • Library • Transport • Hostel • Purchase and stores • Website • Dispatch The automated facility enables to send short messages service (SMS) to all parents regarding attendance of their wards, and important day to day activities of the college. Data is stored in cloud and data retrieval is possible from any administrative office in the college. The college website gives the college profile and all the activities of the college. The examination module is linked with Admission, Finance and Attendance. The entire examination works are done with the software. The library is fully automated and facilitated by Mastersoft ERP Software, a cloud based automation system, user friendly, multiuser package for computerization of all the inhouse operations of the library.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BA	UTAM	TAMIL	11/07/2018

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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction

BA	ENGLISH	11/07/2018	UENM509 -English Language Teaching	11/07/2018
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Psychology	11/07/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	TAMIL	13/06/2018
BA	ENGLISH	13/06/2018
BBA	BUSINESS ADMINSTRATION	13/06/2018
BCom	COMMERCE	13/06/2018
BSc	PHYSICS	13/06/2018
BSc	CHEMISTRY	13/06/2018
BSc	BIOCHEMISTRY	13/06/2018
BSc	MATHEMATICS	13/06/2018
BSc	COMPUTER SCIENCE	13/06/2018
BCA	COMPUTER APPLICATION	13/06/2018
BSc	PSYCHOLOGY	13/06/2018
MA	TAMIL	13/06/2018
MA	ENGLISH	13/06/2018
MCom	COMMERCE	13/06/2018
MCA	COMPUTER APPLICATION	13/06/2018
MSc	PHYSICS	13/06/2018
MSc	CHEMISTRY	13/06/2018
MSc	BIOCHEMSITRY	13/06/2018
MSc	MATHEMATICS	13/06/2018
MSc	COMPUTER SCIENCE	13/06/2018
MPhil	TAMIL	13/06/2018
MPhil	ENGLISH	13/06/2018
MPhil	COMMERCE	13/06/2018
MPhil	MATHEMATICS	13/06/2018
MPhil	COMPUTER SCIENCE	13/06/2018
BCom	COMPUTER APPLICATION	13/06/2018
MPhil	CHEMISTRY	13/06/2018

MPhil	BIOCHEMISTRY	13/06/2018
MPhil	PHYSICS	13/06/2018
PhD or DPhil	TAMIL	13/06/2018
PhD or DPhil	MATHEMATICS	13/06/2018
PhD or DPhil	COMPUTER SCIENCE	13/06/2018
PhD or DPhil	COMMERCE	13/06/2018

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
Matlab	16/06/2018	109

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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
BSc	Computer Science	153

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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

The college adopts a feedback system for interactions with students and faculty. IQAC ensures the implementation of the improvements in the academic processes. Feedback system is designed to collect semester-wise student feedback, exit poll and alumni feedback on graduation day and alumni meet. The curriculum is reviewed once in three years and updated every year to meet the emerging needs of students and other stakeholders. Feedback from students from Heads of the department is analyzed and forms the basis for future plan on academic teaching and learning process. Feedback collected from Students, Parents, Alumni and External Experts to measure the attainment of the learning outcomes. The Board of studies invites alumni placed in industries to provide their inputs in the framing of syllabi. Outgoing students and alumnae feedback focus part of curricular revision process to strengthen the syllabus Performance of the faculty is assessed with the following inputs: 1. The student feedback at the end of each semester - At the end of each semester the students assess the faculty on the teaching learning aspect of the curriculum. 2. Heads of the department and Faculty feedback collected at the end of the semester as vice-verse. 3. A report on academic up gradation by faculty in the form of department report annually for college day report and management incentive is used for faculty performance appraisal. The IQAC issues feedback forms to assess teaching-learning mechanism, structures methodologies. The

college takes steps to ensure positive outcome by correcting discrepancies. Student Feedback is obtained from the students (25 per class) at the end of every semester (twice in an academic year). The students review the teachers on various parameters. The consolidated feedback report is reviewed by IQAC coordinator and forwarded to the Principal. Based on the feedback required modifications are carried out in the curriculum, teaching learning process evaluation. Expert Feedback is collected from external experts in Board of studies, Academic Council and examiners on curriculum and evaluation process. Feedback forms also will be sent through post or mail and collected. Faculty Feedback from faculty is also collected before curriculum revision. This will be discussed collected in the department meeting conducted. Alumnae Feedback from the alumnae is collected at the time of alumnae meet on graduation day. These feedback forms are consolidated by the alumnae coordinator, analyzed by IQAC for further action. Exit poll Parent's feedback is collected at the end of the year as exit poll manually through final year students. Faculty by HoD Every semester performance of the new teachers is assessed by collecting feedback from the HoDs which will be considered for the continuation of service in forth coming years HoD by Faculty Effective leadership and contribution of the HoD for the progress of the department is assessed through feedback collected from the department faculty. Bench marking with reputed institution With the focus of providing quality education the IQAC follows benchmarking exercise by visiting reputed institution as part of assessment.

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	ENGLISH	140	190	114

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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
2018	2326	242	77	34	111

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	Numberof smart classrooms	E-resources and techniques used
111	111	7	5	3	6

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 college has mentoring system, each student is assigned with mentor. The mentor provides enough support, confidence and motivation towards the progression of students in academic, co-curricular and extracurricular activities. Students are admitted with diverse skill set and learning attitudes, the college takes responsibility to identify the learning levels of the students. The mentor provides guidelines and motivation to their further progress during their course period. Student diversity is catered through Academic counselling at the time of admission. Student progression is monitored through ward tutor mentoring, academic and personal counselling. Mentoring system for counselling the students internally, also through appointed counsellor.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2551	111	1:23

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
111	111	0	111	20

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
2018	Dr J Kalaimathi	Associate Professor	Awarded outstanding contribution in Reviewing - Elsevier (Biochemistry and Biophysics reports -October 2018)
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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	UBCH	2019	24/04/2019	14/05/2019
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
10	2586	0.004

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)

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
UENG	BA	ENGLISH	142	138	97

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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)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

Yes
Name of the teacher getting seed money
Dr J Kalaimathi

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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
National	NIL	NIL	Nill	NIL

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3.2 – Resource Mobilization for Research

3.2.1 – 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
Any Other (Specify)	1	NCW, New Delhi	100000	100000
Minor Projects	365	TNSCST, Chennai	7500	7500
Major Projects	1825	DST-FIST	4500000	2109120

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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies

during the years

2

3.3 – Innovation Ecosystem

3.3.1 – 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 Cyber Security	Computer Science	24/01/2019

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3.3.2 – 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
Elsevier Reviewer Recognition Award	Dr J Kalaimathi	Biomedicine and pharmocotheraphy	12/06/2018	Faculty

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3.3.3 – 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
Mushroom Cultivation	Mushroom Cultivation	Theivanai Ammal College for Women	Mushroom Cultivation	Mushroom Cultivation	13/06/2018
Vermi Composting	Vermi Composting	Theivanai Ammal College for Women	Vermi Composting	Vermi Composting	13/06/2018

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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Biochemistry	2	3.5

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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
BIOCHEMISTRY	1

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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
NIL	Nill	0	Nill
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3.4.5 – 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
An Intelligent Automatic Multi Disease Prediction Technique using Data Mining and Big Data Algorithm	Dr. S. Manimekalai, Dr. R. Suguna	International Journal for Research in Engineering Application and Management	2018	2	Theivanai Ammal College for Women	2
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3.4.6 – 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	Nill	0	0	Nil
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	21	23	0	0
Presented papers	6	2	0	0
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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
Biochemistry TACW	Mushroom Cultivation	TACW	3600
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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees

NIL	NIL	NIL	0	0

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3.6 – Extension Activities

3.6.1 – 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
Rally to create an awareness on APJ Abdul Kalam's vision	NSS	4	100

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3.6.2 – 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
Swacha Bharath	NIL	NIL	0

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3.6.3 – 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 activites	Number of students participated in such activites
Tamilnadu Police Department conducted traffic awareness programme for the students and distribution of helmets and books.	Villupuram Traffic Police Station	Traffic Awareness Programme	4	100

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3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
PG Service Learning	I PG Students	Nil	8

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3.7.2 – 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	Duration From	Duration To	Participant

Add On Courses	Certificate and Diploma Course	Institute of Analytic(USA) TM Pvt.Ltd, Chennai	16/06/2018	31/05/2019	100

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3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
The Institute of cost accountants of India, Kolkata	03/09/2018	Certificate and Diploma Course	180

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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
3	307.97
140	145.44

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing

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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
Cloud Mastersoft ERP	Fully	V2	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	29520	5564239	1415	275758	30935	5839997

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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
Dr S Manimekalai	Biometric Lab	Google Classroom	24/08/2018

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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	269	3	200	0	0	50	23	200	11
Added	70	1	200	0	0	0	0	200	0
Total	339	4	400	0	0	50	23	400	11

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

400 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
Provide the link of the videos and media centre and recording facility	http://www.tacw.in/uploaded_files/535_4.3.3_LINK_LMS&_RECORDING.pdf

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 incurredon maintenance of physical facilites
50	51.66	200	207.1

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)

   Statutory Bodies facilitate the decision making process and also involve the stakeholders and comprises as per UGC Norms. Governing Body - new initiatives taken by the college are discussed before going to Academic Council. Board of Studies - suggestions received from the Members for the curriculum design and revision. Academic Council - curriculum designed in BOS is approved here. College Administrative Council comprises of - Principal, Vice-Principal, Dean of Academic Affairs, Dean of Students Affairs, Dean of Research and Controller of Examinations. This council meets to discuss and recommend policy matters before presenting them in the CDC. College Development Council consists of the Heads of departments as its members. It conducts monthly meetings to discuss and evolve policies for betterment. Faculty Development Council has teaching faculty, office assistants, system administrators, AO as its members. It conducts monthly meetings and knowledge dissemination lectures, celebrates faculty birthdays to promote friendly environment on the campus. Academic Affairs Committee is aimed at designing course profile, revision of syllabi, conduct of Board of Studies and Academic Council meetings. This exercise

empowers the youngsters with updated knowledge, and skills. Controller of examinations takes care of CIA, ESE, Result Publication and issue of mark statement. Examination Committee is made up of teachers - minimum two from each department. The members are incharge of course registration CIA test, fixing examiners for question paper setting, paper valuation, software testing and verifying the mark sheets before result publication. Research Development Cell is an exclusive mechanism for promoting research and encouraging off campus participation, conduct of seminars, paper presentations and research publications and approaching funding agencies for projects. Quality education is imparted. Cocurricular Committee includes submission of proposals for conducting Addon Courses, bringing MoUs with agencies, maintaining attendance, ensuring the completion of course syllabus and issue of certificates by the agency. The plan and execution of extension activity is also taken care of by this committee. College Student Council comprises of elected chairperson, Vice-chairperson selected class representatives, department club presidents, hostel representatives and service club presidents. The council takes active part in contributing to the societal welfare and the nation building process. Service rules of Employees are given in the service rule book enclosed. The special leave given to faculty during maternity, sickness and earned leave are given in additional information. Recruitment - The department HODs prepare the workload and the faculty requirement for the forthcoming semester which is verified by Principal and submitted for approval to the Registrar. A selection board comprising of Registrar, HoD and One senior teacher of the College is formed to select eligible candidates. Promotional policies - Being a self-financing college, annual increments are considered based on the performance in the previous academic year. Promotion to Associate professor from Assistant professor is done as per UGC norms. Grievance redressal mechanism - Faculty suggestion box is placed near the administrative office and they convey their difficulties in faculty association meetings or to the administrative officers who in turn voice their opinion in the council meetings.

http://www.tacw.in/uploaded_files/535_Cri_6_Addl_Infoo_6.2.2.pdf

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	Nil	0	0
Financial Support from Other Sources			
a) National	SC /ST Scholarship	282	1524220
b)International	Nil	0	0
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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
Soft skill development	13/06/2018	2590	Respective Course Incharges,TACW
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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 passedin the comp. exam	Number of studentsp placed
2019	Career guidance program	0	2574	0	196
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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
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
IDBI FEDERAL LIFE INSURANCE CO LTD, Coimbatore	726	122	Thiruvalluvar University, Vellore	2	2
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	1	M.Phil	Tamil	Bharathi Womens College, Chennai	Ph.D
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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
NET	1
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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

Solo Dance	College Level	45

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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
2018	1	National	Nill	Nill	Nill	Nil

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

College Student Council The college has vibrant students' council with elected chairperson, vice chairperson, and selected office bearers for each department. The council is devoted to help students realise their potentials. College Student Council is actively involved in the conduct of various activities and programmes on the campus. The activities include Council Inauguration, Fine Arts Programmes, contribution to charity homes and celebration of national festivals like Independence Day, Republic Day, Teachers Day, Women's Day, National Science Day, Religious Harmony Day, Thanksgiving and Farwell. Department Association Activities Each department has association to train students in the academic events. The selected office bearers actively organise various activities like report writing, paper presentation, quiz, drama, Data Base creation, Blog creation, and E-News letter creation. Discipline on Campus The student council members monitor the students discipline on campus and implement the disciplinary rules among the students. They monitor the late arrival of students and maintain register. Fine Arts The Fine Arts committee encourages students' participation in performing arts and organises the Teen Talents Day for I UG students, monthly cultural programmes for I, II and III UG students, and also Inter departmental cultural programmes. Contribution to Society The students' council takes initiatives in helping the needy people. They motivate students to donate to old age homes, orphanages, deaf and dumb schools, association for blinds and Government schools. They also contribute to children's welfare fund, corpus fund, Indian Armed Forces Fund. This year our students donated inverters to St.John Society for development, Villupuram. Band Troop The college has an active band troop that is constitute of students musicians. College also offers the Band music as vocational course. The band music troop performs during programs to honour the chief guest and they used to perform in sister concerns on request. Extension Activity Student Representatives are nominated for each service club to lead the outreach activities to achieve the goal of rural empowerment. Students volunteer themselves to the service of rural people by registering in any one of the nine service clubs. To create a social change our Extension clubs organize various programmes on environmental issues, women empowerment, blood donation, child abuse, pulse polio, road safety and cancer awareness. Physical Education The department of Physical Education plays a vital role in our college by imparting vigorous training. Sports secretary and her team take a lead role to conduct various on campus sports events and sports day. Our students have excelled in various games and brought laurels to the institution. Representation of Students on academic administrative bodies Academic Bodies Student representatives contribute to the curriculum development process along with Academic and Industrial experts in the Board of Studies and Academic council meetings in their discipline to present their perspective of the curriculum. Students Open Forum Study Circle Students open forum and Study circle are

organise discussions and presentations for UG PG students on recent developments in their discipline and burning issues related to women, education and society to spread awareness in the young minds.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

TACW Alumnae association intends to track the alumnae and connecting with them after college to build up continuing bond with the Alumni, the Institute takes steps and has collaboration with the Alumnae for mutual benefits and support. After college day celebration lamp lighting ceremony is held to inaugurate the Alumnae Association. Each student registers with the departments as alumni in their final year and alumni meet is organized on 26th January 2019 The alumnae are invited through newspaper advertisement, digital media through facebook and website, formal invitation is sent to students through letters and phone calls. Alumni registration is also done through college website. On the day of Alumnae Meet around 400 alumnae participate and extend their gratitude and veneration for the college. Well settled alumnae are invited to share their experiences with the institution as well as in the work place. Cultural programme, discussion and connecting with the other students take place followed by management sponsored lunch. The alumni takes home the pleasant memories and a small remembrance memento with them. NRI alumnae who could not attend the meet in person, connects lively through videocall with the students placed/residing abroad Contribution to the development of the institution • Alumni contribute to curricular development by being a part of Board of Studies and Academic Council of the college and through feedback. • The Board of studies invites alumni placed in industries to provide their inputs in the framing of syllabi during the board of studies meeting. • Outgoing students and alumnae feedback focus part of curricular revision process to strengthen the syllabus. • Alumni are invited to act as a speaker and participants of a workshop or seminars. • Well placed alumnae suggest the fellow alumnae regarding career guidance and job opportunities. • Alumnae express their job experience to the present students to give exposure on work places. • 907 final year students contribute Rs 600/- each for alumnae association.

5.4.2 – No. of registered Alumni:

907

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

544200

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni Meet 26.01.2019 Graduation Day 24.02.2019

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)

The nature of governance of the college are the following and functions for the holistic development. Bodies Functions Management: Resource management and approval of statutory bodies for all activities Registrar : ESSK Academic and financial approval for all matters Deputy Registrar Recommends matters related to Vice principal and Dean (s) office Principal Coordinates all the internal administrative sub units and also acts as Liason officer with outside agencies. Vice Principal: Department requirement, time table and class room arrangement,

hostel matters Dean (A): Academic affairs, NAAC, IQAC. Dean (R): Activities related to research on off campus, M.Phil Ph.D matters. Dean (S): Student support and progression through extension and career guidance, training placement and vocational courses COE CIA exam, ESE, Publication of result, issue of mark sheets and provisional certificates AO Infrastructure maintenance, transport, purchase and servicing of items College administrative council is the core team of administrators focusing on holistic view of the events. Participative Management Decisions in the aforesaid committees are evolved through guidance of coordinators and administrative officers. Meetings of departments, College Development Council, faculty associations enable information sharing, idea generation and decisions. College Student council evolves plan for the year and execute them. The students also take part in Board of Studies and Academic Council meetings and engage in designing curriculum. Case study The decentralized administration and participatory management is evident in the conduct of extension activity in the college. As a part of service to the community development, the college aims to raise social awareness of students and teachers and to transfer the knowledge and skills to the rural community. The TACW outreach programme activities are coordinated by the outreach staff with an objective to interact with rural people, analyse various forces operative in the society and to induce attitudinal changes on Literacy, Health hygiene, Women empowerment. All the departments of the college offer one club to initiate a sense of responsibility and leadership commitments in the students. Participating in the extension activity is mandatory in the first year and minimum of 60 hours has to be earned for getting 1 credit in the first year. There is also extra credit earning option by continuing in the II year. The topics are given for theory and activity of all the clubs and evaluation methods are given. These matters are discussed in the board of studies and passed in the Academic council. Extension coordinator, Faculty advisors work along with Dean (S) and plan the activity for each club at the beginning of the year. The management plays an advisory role by motivating the students to do well. The second and fourth Saturday of every month is a holiday for the college which is utilized for extension activity. Buses are arranged under the supervision of AO to play the students along with Faculty advisors to the villages as per plan of activity. The activities of the students in the villages Mundiyampakkam, Kosapalayam,V.Ariyalur, Kolathur, Thumbur, Sanimedu create social awareness, improve the life style of the people.

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
Research and Development	Research Development Cell is an exclusive mechanism for promoting research and encouraging off campus participation, conduct of seminars, paper presentations and research publications and approaching funding agencies for projects. Quality education is imparted.
Examination and Evaluation	Controller of examinations takes care of CIA, ESE, Result Publication and issue of mark statement. Examination Committee is made up of teachers – minimum two from each department. The

members are incharge of course registration CIA test, fixing examiners for question paper setting, paper valuation, software testing and verifying the mark sheets before result publication.

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

E-governace area	Details
Planning and Development	Mastersofterp.solution private limited 1456-A, opposite to polytechnic college new nandavanam, Nagpur – 440009, India, Ph No. 91-712-2713702
Administration	Mastersofterp.solution private limited 1456-A, opposite to polytechnic college new nandavanam, Nagpur – 440009, India, Ph No. 91-712-2713702
Finance and Accounts	Mastersofterp.solution private limited 1456-A, opposite to polytechnic college new nandavanam, Nagpur – 440009, India, Ph No. 91-712-2713702
Student Admission and Support	Mastersofterp.solution private limited 1456-A, opposite to polytechnic college new nandavanam, Nagpur – 440009, India, Ph No. 91-712-2713702
Examination	Mastersofterp.solution private limited 1456-A, opposite to polytechnic college new nandavanam, Nagpur – 440009, India, Ph No. 91-712-2713702

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
2018	Dr M Mangaiyarkarasi	Faculty Upgradation - Ph.D (2019) - Gold Coin	Nil	6100
		[View File](#)		

6.3.2 – Number of professional development / administrative training programmes organized by the Colleges 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)
2018	Workshop on MATLAB	Orientation	19/11/2018	19/11/2018	35	112

	Programme on different Modes of Digital Payments				

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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
Five day National Workshop on Mathematical Sciences for CSIR UGC Aspirant,Vellore Institute of Technology, Chennai.	1	09/05/2018	14/05/2018	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
111	111	116	116

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPF Coverage for all Staff members. Casual leave: Staff are eligible for 12 days of CL in a Calendar Year. Eight years completed nonteaching staff can avail 15 days CL. New entrants can avail CL at the rate of one day for every completed 30days till the completion of probation period (2 years). Earned leave: After completion of 7 years, 3 days of EL per year is given.After completion of 10 years, 6 days of EL per year is given. Medical leave: After 15 years of service, 60 days ML.	Orientation programme for drivers and attenders. • Medical Check-up for college vechicle drivers. • Drivers and conducters of Bus fleet are provided breakfast, Lunch,uniform, special batta and bonus	Fee concession for children of Faculty in TACW. Fee concession for children in sister concern such as ES music academy, E.S matriculation School

First 30 days full pay
and next 30 days on half
pay. Maternity leave: 3
months can be availed for
first two children. One
month with pay two months
without pay. 11 members
of teaching faculty have
availed this scheme
durimg the last five
years. Quaters for
Administrative Officers.
Health Insurance Policy
from star health
insurance serves the
employees of the
institution.Under Tailor
made Group Personal
Accident Insurance
Policy, seven members
were given a sum of
Rs.1,18,416/-.

6.4 – Financial Management and Resource Mobilization

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

Financial audits are conducted once in six months internally and once a year external audits are organised. Internal Audit We have followed internal audit procedure by our experienced regular staff in the following method 1. Internal Check 2.Pre-release audit All financial transactions have been carried out with proper approval of our college higher authority after making multiple depth scrutiny. Financial Audit We have carried out financial audit yearly once by external auditor, a Chartered Accountant. We have followed proper norms for financial disbursal, therefore no audit objections raised in the financial audit. The system of internal check and pre-release audit in our college have been framed and followed in discussion with Chartered Accountant firms and financial expert, in order to obey and meet all statutory obligations, financial disbursal and efficient utilization of funds. So, there are no audit objections during our financial audit.

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
NIL	0	NIL
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6.4.3 – Total corpus fund generated

0

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	ISO Audit	Yes	IQAC

Administrative	Yes	ISO Audit	Yes	IQAC

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

1. Parent Teacher meeting is conducted regularly after CIA Test I II to discuss about the Academic Performance of the students. 2. Parent Meeting is arranged for final year students to Create awareness among the Higher Education. 3. Parents are supported and accepted to send their daughters for Off Campus Participation such as Paper Presentation, Poster Presentation, Co- Curricular Activities etc..,

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

1. Motivational Programme were arranged for Drivers Attenders 2. Computer Training Programmes are organized for non- teaching staff

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

1. Creation of Innovation Centre with MoUs 2. Research Publication to be increased more 3. Apply more Funded Projects

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
2018	New Faculty Orientation Programme	07/07/2018	07/07/2018	07/07/2018	36

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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
Lecture about Womens Education	28/07/2018	28/07/2018	78	0
Lecture on Health Issues	11/08/2018	11/08/2018	78	0
Lecture on Women's Rights	15/08/2018	15/08/2018	78	0
Lecture about Child Abuse	13/10/2018	13/10/2018	93	0
Child health	24/11/2018	24/11/2018	101	0

care & Nutritional care for young energetic society				

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
Solar Panels Initiatives are made to introduce solar power electricity generation using solar panels and to generate electricity from renewable energy source to reduce environmental pollution. Solar plant has been already installed occupying a significant terrace space of Auditorium. Consequently, the demand for greater supply of electricity has led to the installation of 250KVA. Power requirement met by renewable energy sources - 250KWH per day/ 7550KWH per month Total power requirement - 2278279.13KWH Renewable energy source - SOLAR (The Process has initiated, it is conditioned by 2018) Renewable energy generated and used - 3279.1KWH per month(September 2018) Energy supplied to the grid - YES

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	6
Provision for lift	No	0
Ramp/Rails	Yes	6
Braille Software/facilities	No	0
Rest Rooms	Yes	6
Scribes for examination	Yes	0
Special skill development for differently abled students	Yes	6
Any other similar facility	Yes	6

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
2018	1	14	28/07/2018	1	Rally on Pollution Control	Awareness created among the people to control the pollution-Thumbur	95

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
IDENTITY CARD	13/06/2018	Students should wear their ID cards while they are on campus. This should be strictly followed by all the students.
STUDENTS COMPLAINTS AND GRIEVANCES	13/06/2018	Students with genuine complaints and grievances can approach the Ward tutor/ HoD's. Confidential complaints can be deposited in the suggestion box, which will be dealt with by the authorities.
GENERAL RULES OF CONDUCT	13/06/2018	Students College takes utmost care in maintaining discipline and decorum on the campus. Discipline At 9:20 am and 1:20 pm, when the first bell rings, the students are expected to be seated in their respective classrooms. On entering the class, students should observe strict silence and get-up quietly as the lecturer enters the class and keep standing till the latter sits or desires them. At 9.30 am when the prayer song is played on the PAS students and teachers in the class to remain standing in silence. Students are expected to attend the classes with the required textbooks and materials.
DRESS CODE	13/06/2018	Students should come neatly and decently dressed either in half saree or Saree or Chudithar with shawl properly pinned.
ATTENDANCE	13/06/2018	Candidate will be permitted to take ESE for any semester, if secures not less than 75 of

			attendance during the semester. If 74-65, a condonation fee Rs.250/- to be paid, If 64-55, student has to compensate the shortage of Attendance in the subsequent semester besides earning the required percentage in that semester. She takes the examination of both the semester papers together at the end of latter semester. If it is less than 55 in any semester, student has to redo the course by rejoining the semester in which the attendance is in shortage. Married woman students 55 attendance required.
NOTICE BOARD	13/06/2018		Students are expected to read regularly the notices displayed on the College Notice Board. Ignorance of any notice thus displayed will not be accepted as an excuse for failing to comply with the directions or instructions contained in it. No notice of any kind should be circulated among the students or pasted on the Notice Board without Director's approval.
EXAMINATION REPORT CARD	13/06/2018		Students are expected to take all the tests without fail. Absenting themselves without prior permission is Punishable and such case will be dealt with seriously. Performance of the students will be communicated to the parent/guardian through report card, which has to be signed by the parent and returned. Failure to submit the card in time and loss of progress report will be viewed seriously.

MISBEHAVIOR	13/06/2018	Students are advised not to have intimate relationships with other than family members without then knowledge of their parents/ guardians. If any such matters come to the knowledge of college authorities and proved, disciplinary action will be taken on such students.
RAGGING	13/06/2018	According to Supreme Court of India if any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if the explanation is not found satisfactory, the authority would expel the student from the institution.
DISCIPLINE COMMITTEE	13/06/2018	Disciplinary Committee deals with student discipline on the campus and recommends action to be taken on the students involved.
BONAFIDE CERTIFICATE	13/06/2018	Bonafide Certificate will be issued to the students on application, applied at least two days in advance.
INDUSTRIAL VISIT / STUDY TOUR	13/06/2018	Prior permission will be obtained from Parents/ Guardian before taking students to industrial visit/Study tour.
POSSESSION OF CELLPHONE	13/06/2018	Possession and usage of cell phones on the campus, in the college bus or hostel is strictly prohibited.
LAPTOP	13/06/2018	Usage of laptops is allowed for academic purposes with prior approval from the college authorities.
HOSTEL STAY	13/06/2018	Students are not permitted to stay in the private Hostels/ Rooms/ Houses outside the campus.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day	15/08/2018	15/08/2018	782
Teacher's Day	05/09/2018	05/09/2018	791
Republic Day	26/01/2019	26/01/2019	782
Suppose Pongal	11/01/2019	11/01/2019	2586
International Women's Day	08/03/2019	08/03/2019	791

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

Green practices on campus include litter free campus, green landscaping with well-maintained lawn, trees and plants. The ten acre campus has cemented passages for the entire campus entrance. All vehicles and buses are parked in the parking lot adjacent to the gate. Switching-off lights, fans, air conditioners and computers when not in use are the green practices adopted in the college. Bicycles:The students are encouraged to use bicycles to commute to the college. Public Transport:The College maintains a fleet of buses that are available to the students for travel between campus to their houses. Pedestrian Friendly Roads:College has providing safe (fully video surveillance) and beautiful greenish pedestrian friendly roads for the convenience of students. The students move safely in and around the green and lush campus. Plastic free campus:College is maintaining a plastic free zone campus. The students and faculty members are prohibited to bring plastics inside the campus. Through environmental club awareness programs were organized to maintain plastic free campus. College also promotes innovative green practices like Organic farming to mushroom cultivation, herbal garden and vermi composting. Paperless Office:TACW has introduced automation with Mastersoft ERP software and at present that is moving towards process of paperless practices for academic and administrative functioning .The entire student and faculty details are maintained in the software, which reduce the level of paper usage in the college. The information's within the college are passed as e – communication . Green Landscaping with Trees Plants: Campus has around 350 plants including herbs, shrubs and big shady trees with lawns as well as beautiful trees planted all over the campus as pollutant free campus, ultimately it gives a pleasant feeling for the students to learn and for the faculty members to work. Impetus is given for plants ,Trees,Herbs like Mangifera indica , Syzygium cumini , Artocarpus heterophyllus, Delonix regia , Azadirachta indica , Saracaasoca , Mimusops elengi Maulsari , Ocimum tenuiflorum, Millingtonia hortensis, Annonasquamosa Calophyllum inophyllum , Ixora coccinea , Artocarpus altis, Manilkara zapota , Grevillea robusta etc. College has organized activities such as Swachh Bharat Abhiyan, plantation drives etc through environmental club and NSS College also has separate herbal garden in the campus which is helpful for interdisciplinary research. Lawns are equipped with sprinkler system and drip to reduce water wastage less consumption of electricity for regular watering Solar Panels: Initiatives are made to introduce solar power electricity generation using solar panels and to generate electricity from renewable energy source to reduce environmental pollution. Solar plant has been already installed occupying a significant terrace space of Auditorium. Consequently, the demand for greater supply of electricity has led to the installation of 250KVA.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE - I 1. Title of the Practice: Online Course The SWOC analysis was carried out under the guidance of Dr.S.Jayakrishna, Associate Professor BIM, in 2016 and strategic plan prepared for the college. This exercise enabled introducing ICT enabled teaching with the short term strategy of establishing NPTEL local chapter and Spoken tutorial Nodal Resource Center. As part of this initiative, students are encouraged to enroll the selected course identified by the department, under the mentorship of a faculty. Computer and online facilities are provided by the college in the computer lab III. **2. Objectives of the Practice** Objectives To establish an online platform encouraging effective communication between the instructors and students. To provide programs relevant to the students future career of their desired course. To make their learning easy go process. Outcome: Continuous training and updating their knowledge can benefit from well-developed and peerreviewed course contents by the IITs and IISc. Gaining extra credit added in the mark statement. Getting extra certificate. Principles/Concepts of the practice: Improving Job scope. Creating self development and positive behaviour. **3. The Context** Contextual feature: 1.Collaboration with IIT Madras, IIT Bombay ,SWAYAM and ICT Academy of Tamilnadu. 2.Utilization of computers, LCDs and internet facilities. 3.Infrastructural support. 4.Experienced faculty. 5.Assessment of outcome. 6.Orientation to the students monitoring. **4. The Practice i)** Establishment of NPTEL Local Chapter NPTEL Local Chapter was established in September 2016 in collaboration with IIT Madras. Dr. Mangal Sundar Krishnan, Professor of Chemistry from IIT Madras and Dr. Shantha Kumari from Rajiv Gandhi College of Engineering gave orientation about NPTEL online courses to the Faculty and Students. The total number of students enrolled in the online courses during the last two years was 350 and the data is enclosed. The marks obtained in the exam is being entered in the mark statement under extra credit earning provision ii) Establishment of Nodal Resource Centre The college is nominated as Nodal Resource Centre for Spoken Tutorial Project in collaboration with IIT Bombay. The Spoken Tutorial is an initiative of National Mission on Education through Information and Communication Technology launched by Ministry of Human Resources and Development, Government of India to promote literacy through FOSS (Free Open Source Software). It was inaugurated on 4th February 2017 by Ms. Shyama Iyer, National Co-Ordinator of Spoken Tutorial from IIT Bombay. Nearly 1700 UG students enrolled for the course Libre office suite offered through spoken tutorial. iii) Introduction of SWAYAM One more initiative taken by the Management to adopt SWAYAM. Mr. Caxton Emerald, Assistant Professor of Computer Science attended one day Regional Workshop organized by UGC on "Adoption Promotion Production of MOOCS" at MANUU, Gachibowli, Hyderabad on 31st August, 2018. Based on the learning experience orientation is given to the Faculty Students and online courses offered under SWAYAM incorporated from the academic year 2018-2019. iv) NDLM Online Certification National Digital Literacy Mission Scheme has been formulated to impart IT training to all authorized ration dealers in all the States across the country.1939 students wrote the Online Examination and received Digital Literacy Certificate in association with ICT Academy of Tamilnadu. Our campus is certified as "Fully Digital Literate Campus" by ICT Academy and MHRD. **5. Evidence of Success** NPTEL - January – April 2018 120 students SPOKEN TUTORIAL - July - December 2018 75 students **6. Problems Encountered and Resources Required** Constrains/Limitations Some of the students don't have own computers High speed internet connectivity at all times without break for online courses. Communication Understanding. Continuous monitoring. Resources Required Requirement of many personal computers for further enrolment in online courses. Dedicated faculty for enrolment of students organising online classes/enrichment programs and assessments **BEST PRACTICE - II 1. Title of the Practice:** Vocational Course (Add on Courses) The College organizes a series of vocational courses outside the curriculum under Part VI. Employability skill is promoted through value added mandatory certificate course in first year and

diploma course in second year. A student has to register one certificate and one diploma course of her own interest during her course of study. Classes are conducted between 3.30 pm and 4.30 pm during college hours. This program also aims to help students in overall career development in their respective discipline 2. Objectives of the Practice Objectives To impart job skills to the students. To acquire skill development emphasising skill-based education. To promote Entrepreneurship among students. Outcome: Ensure all round development of personality of the students. Expanding job opportunity and prospects through value added mandatory certificate course in first year and diploma course in second year. Principles/Concepts of the practice: Improving Job scope Creating self development and positive attitude. 3. The Context Contextual feature: After graduation, when students enter their concerned profession, in addition to domain knowledge, other skills and abilities are very much required to become successful in the profession. Following things are required • Tie up /collaboration with industries • Infrastructural support • Trained faculty • Assessment of outcome • Hands on training 4. The Practice In the beginning of every year proposal is received by the Vocational course Co-ordinator from every department along with the details of industry, teacher profile, duration, course fee, MoU format. Time duration I UG Certificate - 50 hours II UG Diploma - 80 hours Class hours in the time table I UG Certificate - Monday Tuesday II UG Diploma - Wednesday, Thursday Friday Duration I UG Certificate - 3.30pm – 4.30pm (2 hrs per week) II UG Diploma - 3.30pm – 4.30pm (3 hrs per week) 5. Evidence of Success Assessment of the students is carried out at the end of every year by the external examiner. Papers are evaluated by the course teacher and the results are announced. Certificates are issued at the time college student council valediction. The success of the course is reflected through results placement. Sample evidence for placement (Biochemistry-Medical coding Medical Lab Technology) Academic Year No. of students placed 2017-2018 6 2016-2017 9 2015-2016 6 2014-2015 3 2013-2014 15 6. Problems Encountered and Resources Required Constrains/Limitations Effectiveness of the training in spite of the regular production work at the industry or service sector. Permission to undergo training for month long duration. Safety and security of students doing internship outstation.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.tacw.in/uploaded_files/Best_Practices_2018_2019.pdf

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

Area-Identified – "Empowerment of Rural Women" Vision To empower rural women through quality education for the purpose of serving the humanity with social responsibility and leadership commitment. Academic Excellence Quality education is rendered to the rural students through well defined curriculum. Contemporary theory courses and skill oriented lab courses create employability and knowledgeable workforce. Rural and women oriented courses strengthen the understanding of students in facing with challenges in daily life. Project work as part of curriculum inculcates logical reasoning analytical skills and research aptitude. Soft skills train the rural women students in interpersonal communications, team building and decision making. Courses across the disciplines especially Computer based courses create empowered youth to undertake careers based on technology. Introduction of post graduate, research programmes, and discipline based Add-On Course is a bold step to empower the rural women students of Villupuram region to step into the less travelled path. Women of Character Activities such as Charity for poor and downtrodden, awareness on women's rights and gender equality, celebration of National

festivals. College student council functioning instills democratic values and NCC parades embolden the youngsters on campus. Employability Employment Opportunity Career Guidance Programme is conducted for the students to get opportunities in On and off campus placement drive help students to get placed from the portals of the college. Entrepreneurship training instills courage to venture into self-employment. Service to Community Extension activities are mandatory to UG students to adopt villages and 'learning by doing' experience inculcate the value of service to society through awareness programmes based on 9 service clubs. It enables each student to participate for 60 hours for the whole year and 100 percent attendance required for completion of part-V in all clubs. Service learning programme for PG students is included in course profile. Developing leadership Skills Leadership training programme arranged for all office bearers in college student council with external expert moulds the students for the leadership roles. Excellence in Sports College concentrates and encourage the sportsmanship for offering Management sponsors through 100 fee concession and free boarding. Sports students have received Form-III certificates for representing in sports at University level in the Inter-University Competitions. College organizes inter-collegiate tournaments within the campus and sports day is celebrated. Recognition of merit on campus Management sponsors best department, best student and best library user awards in recognition of contributors towards the institutional goals. Endowment prizes for academic achievements recognize meritorious students. Study abroad awareness As mark of true empowerment of rural women of this region, study abroad preparation trips to universities in Singapore were arranged by the college. Women Empowerment is witnessed through number of students awarded with UG, PG and M.Phil degrees, number of placements and number of students enrolled for higher studies. As a result, the education is imparted, the college contribute to improve the literacy rate, as 10264 graduates passed out of the campus. Thus the college strives towards its goals of women empowerment through quality education, where educating one woman is educating the entire family.

Provide the weblink of the institution
www.tacw.in

8.Future Plans of Actions for Next Academic Year

Establishment of a Virtual Lab Nodal Center in collaboration with Amrita Vishwa Vidhyapeetam, Kerala. National Test Centres (NTC) to conduct national level examinations. International Collaborative Initiatives with Schiller University, AIMST University, Malaysia, Association of Charted Certified Accountants (ACCA) – London. MoU collaborations with National / Regional Level by the Departments of Biochemistry and Physics. Online Student feedback on faculty by the student is collected to ensure transparency and truthfulness through CIMS portal in Mastersoft ERP. Strengthen of Learning Management System. Conduct TACW Career Expo 2020 by various companies from TamilNadu and Puducherry. Organize National level Seminar on Revised Assessment and Accreditation framework of NAAC for promoting other institutions to apply for the NAAC Assessment. Conduct of IQAC meeting with External Members. Strengthening academic remedial programme and personal mentoring programme. Improve the quality of teaching and learning environment by interaction at the Department level by Principal and Class observation by Principal. Strengthen of Student centered learning. Arranging invited lecture through video conference for inviting experts from International level. Arranging Parent Teacher Meet for the student academic performance and to promote them for Higher Education. Preparing the students to serve the society with confident. To strengthen village adaptation and receive funds under Unnat Bharat Abhiyan Scheme to support rural development. Strengthen of DST - FIST Central Instrumentation Lab functioning and orientation programme planned for internally and externally. Conduct of National seminars by all departments inviting experts from other states for knowledge dissemination. Encouraging

students and faculty to publish papers in UGC/ Scopes indexed Journal. Publication of ESE Result within 7days from the date of commencement of ESE. Publication of Continuous Internal Examination(CIA) result before the commencement of End Semester Examination. Generation of hall tickets with room numbers and date for all courses. . Conduct of CIA MCQ in online.