

Part –A

Plan for the academic year 2004-2005

Plan has been drawn up

To augment the number of books in the library.

To purchase more number of subject oriented CDs.

To give fee concessions to the Sport students.

To carry out social service to the villages in and around Salem through three NSS units.

To purchase more number of Glass wares to the Bio-Sciences Dept. based on the admission.

To purchase more systems for the Computer Lab

To honour the Staff who give 100% results in their respective subjects.

To organize Industrial visit to MBA, MCA and Bio-science students to enhance their corporate and practical knowledge.

To set up a Digital Video Library

To provide accident mediclaim to all the students in tie-up with Gokulam Hospital, Salem

Part – B

1. Activities reflecting the goals and objectives of the institution.

We follow innovative methods of teaching in tune with the changing scenario.

- a) All the UG and PG students are given individual printout copies and text books for better results.
- b) A separate computer Lab is to be set up in a short span of time in both ladies and gents hostel.
- c) PG Staff handled training classes for the Govt. Hr. Sec. Scholl Staff members.
- d) We celebrated College Day (VYJOY- 2005) for two days.
- e) Fee concession of Rs. 500 is given to the students who gain 100% attendance.
- f) A silver coin is given as an honour to the staff who gives 100% result in their respective subjects.

2. New academic programmes initiated (UG and PG).

Nil

3. Innovations in curricular design and transaction.

The design of the curricular teaching has been changed to be more effective.

- Teaching will be based on the meticulous syllabus scheme, which is given to all the students beforehand.
- Additionally, each student is given 'Notes' in the form of a 'Printout', prepared by our staff for better understanding and securing good marks in the University examinations .
- The Subject Notes given in each semester are converted in the form of Soft and hard copies and are kept in the library for the future reference.
- For the betterment of the students, in each semester, subject related Guest Lectures are arranged by inviting eminent experts.

4. Inter-disciplinary programme started.

Apart from regular curricular teaching, students are taught e-logic, SSI courses and New Languages.

5. Examination reforms implemented.

We strictly follow the norms set by Periyar University in conducting Semester Examinations. A Mid-Term Test and a Model Test are conducted every semester to facilitate the students to appear in the University Examinations with confidence.

University examination Question paper pattern is followed in setting up the question paper for the Mid-term and the Model Test College Exams.

Following the 'scheme of valuation', evaluation is done in a systematic manner. Students are asked to get the signature of their parents in the progress card.

University marks are fed into the computer and parents are also informed by sending postcard.

6. Candidates qualified: NET/SLET/GATE etc.

DEPARTMENT	NAME OF THE STAFF	NET/SLET/GATE/M.Phil Before 1993
TAMIL	Mrs. S.Manimekalai.	M.Phil Before 1993
	Mr.A.Ambethkar	NET
	Mr.G.Kathiravan	NET
HINDI	Mr. A. R.Chandrasekaran	SLET
ENGLISH	Mr.K.Ravichandran	M.Phil Before 1993
COMMERCE	L. Kokilavani	M.Phil Before 1993
	R.Saravanan	M.Phil Before 1993
	S. Sathya	SLET
	P. Iyyannan	SLET
	R. Karthikeyan	NET
BIOCHEMISTRY	Mr.M.S.Paranetharan	NET
	Mr.C.Ravi Kumar	NET
STATISTICS	Mr.M.Valavan	M.Phil Before 1993
ECONOMICS	Mr.N.Anbuarasu	NET
	Mr. K.R. Srinivasan	SLET

7. Initiative towards Faculty Development Programme.

Faculty is encouraged to attend various Faculty Development programmes organized by various Institutions and Universities.

8. Total number of seminars/ workshops.

Cognition Burgeon is conducted annually by the Department of Bio-Sciences. Eminent personalities in the field are invited and their scholarly deliverance enlightens our students.

9. Research projects.

Nil

10. Patents generated, if any.

Nil

11. New collaborative research programmes.

Nil

12. Research grants received from various agencies.

The college being a self –financing institution no grants will be received from any agency.

13. Details of research scholars.

The following staff members have registered for Doctorate Programme.

DEPARTMENT	NAME OF THE STAFF
Mathematics	Mr. P. Venkatesan (Principal)
Hindi	Mr.A.R.Chandrasekaran
Commerce	Mrs. L. Kokilavani

14. Citation index of faculty members and impact factor.

Staff members participate and present papers in National and International seminars and attend various workshops which are conducted by various institutions and Universities. (Details are enclosed).

15. Honours/ Awards to the Faculty.

Nil

16. Internal Resources Generated.

Nil

17. Details of departments getting SAP, COSIST/DST/FIST etc. assistance/ recognition.

Nil

18. Community Services.

Financial help to the poor students, donation of money to the temples and computers to the Govt. schools have been done by the Management. The college has three NSS units. The NSS units conduct blood donation camps, eye check-up camp etc and also go on a camp to nearby village to create an awareness among the villagers about the necessity of hygienic living, cleanliness, importance of literacy etc. The units also arrange rallies for the cause of public awareness, AIDS awareness, consumer awareness, road safety etc. Our students donate blood to various hospitals in Salem as and when needed and saved many lives.

19. Teachers and officers newly recruited.

Every year recruitment of new staff and office staff is made as per the required workload for academic and administrative activities.

20. Teaching and non-teaching ratio.

Ratio: 2:1

Total number teaching staff: 94

Non teaching staff : 47

21. Improvements in the library services.

Every year new books have been added to the Library on the recommendation of the staff members.

22. New books/ journals subscribed and their value.

S.No	Academic year	No. of Books	Price	No. of magazines	Price	No. of Journals	Price	No. of news papers	Price	No. of CDs
1.	2004-05	1370	308035	39	26122	24	27247	10	12000	840

23. Courses in, which student assessment of teachers is introduced, and the action taken on student Feedback.

As per the scheme given to the students, feedback is obtained every month. Two boys and two girls from each class are called to assess the performance of teachers who handle their classes. If there is any variation it is pointed out to the respective staff. It is a recorded feedback of students collected by the Principal and the Administrative Officer. Immediate corrective steps are taken to rectify the problems if any. The Principal visits all the classes once in a month and collects feed back in person from the students.

A suggestion box is kept out side the Principal's chamber and suitable remedial actions are taken on the suggestions and complaints lodged in that.

24. Unit cost of Education.

Our college is a self-financing institution and doesn't collect any donation from the students. Students are charged only nominal fees. Fee structure copy is enclosed for your reference. (Ref Annexure - 1)

25. Computerization of administration and the process of admissions and examination results, issue of certificates.

Administration work is computerized. Admissions are made by following the norms of the Government of Tamil Nadu and the eligibility criteria of the Periyar University. Students are given computerized Transfer Certificate. University marks and the Mid Term and Model Examination marks are also fed into the computer. Results are informed to the parents by post.

26. Increase in the infrastructural facilities.

Our college has a modern, air-conditioned Audio-Video theatre. Staff members use the collar mike when the strength of the students is above 40.

27. Technology up gradation.

LCD Projectors and Smart boards are used in the MBA and MCA classes. Internet provision has been made to the staff members for downloading latest information. IMPRESS SOFTWARE has been installed to issue Transfer Certificate to the students.

28. Computer and internet access and training to teachers and students.

The college provides free computer and internet access to the teachers. Teachers can search through various websites and collect up to date information. They compile it and help the students to update their knowledge.

29. Financial aid to students.

Our college is a community college run by Vasavi Vidhya Trust. It offers helping hand not only to their community students but also to other poor students. The students who are very poor were given full concession in their fee. Some students were given concession to pay half amount of their fee. Nearly 78 students are benefited during the academic year 2004-2005.

30. Activities and support from alumni association.

Alumni Association plays active part in implementing new ideas by giving useful information from their experience. Alumni students offer help in arranging guest lectures and industrial visits.

31. Activities and support from PTA.

PTA (Parents Teacher Association) meetings are conducted at regular intervals. In those meetings, the progress and problems of the students are discussed and proper solutions are drawn out.

32. Health services.

Timely medical service is available in the college as well as in the hostel. Immediate care is given to the student who is ill in the nearby hospital. The teaching and the non teaching staff, students and the workers have been given accident insurance coverage for Rs. 50,000/- Besides that, eye-camp, blood donation camp and health awareness camps are conducted at regular intervals.

33. Performance in sport activities.

VOLLEY BALL: Our College team has participated in District tournament, State tournament, Periyar University tournament and has secured Winner Trophy and various positions. And among 19 college teams our college students are selected to represent Periyar University Team.

BASKET BALL: Our College team has participated in various level tournaments and has won the top positions. Among many college teams our college students are selected to represent Periyar University Team.

HOCKEY: Hockey Team of our College has participated in Periyar University Inter Collegiate Hockey Tournament and the students are selected to represent for Periyar University Team.

POWER LIFTING: Our College Power Lifting team has participated in Periyar University Inter College Tournament and won the overall Champion Trophy. And also participated in District, State, South India and National Tournaments and has won various prizes.

34. Incentives to outstanding sportspersons.

Our spirited students who outshine in sports in District and State level competitions or Tournaments are given fee concession and some excellent students are given free education too.

Our college encourages the outstanding sport students by providing various benefits. Especially sport students are given on duty and full attendance during the days of tournaments and competitions.

35. Student achievement and awards.

Many of our students have secured University Ranks and won gold medals. Many of our students have excelled in various extra curricular activities conducted at various colleges in the District, State and National level. (Details are enclosed).

36. Activities of the guidance and counselling unit.

Final year students who have to do 'Project work' as part of their curriculum are guided by the teaching faculty. Our college counseling unit assists the student to know the placement in various firms. And also helps the students to know how to obtain loan from bank for further education. Our college has a grievance redress counsel formed by teaching faculties. The students can get the guidance of those faculties for their grievances.

37. Placement services provided to students.

Our college placement unit organizes training programme for various campus interviews and job fair. It also creates an awareness among students about the opportunities else where.

38. Development programme for non-teaching staff.

MS Office package is being taught by the faculty members of Computer Science to the non-teaching staff in managing files and general administrative matters.

39. Healthy practices of the institution.

- Silver coins are awarded to the students who clear all the subjects in the university exams.
- A boy and a girl from each class, who obtain first mark in the University Exams, are taken to all India tour by the Management.
- Accidental mediclaim Insurance coverage is provided in tie-up with Sri Gokulam Multispeciality Hospital, Salem, for teaching and non-teaching staff members.

40. Linkages developed with national and international, academic, research bodies.

We have established Institutional membership with BCL. (British Council Library, Chennai), AIMA (All India Institute of Management Association, New Delhi).

41. Any other relevant information the institution wishes to add.

- a. Our college serves as an exam centre for the Annamalai University Examinations every year.
- b. Our college serves as a venue for SLET Exam.
- c. Our college acts as a study centre for Pondicherry University Distance Education.
- d. Inter school meet is conducted among the in and around schools by our College Management.
- e. The College provides uniform for all the staff members to be worn on all working days.
- f. Every year approximately 150 poor families of the same community are given Rs. 250/- per month by Vasavi Vidhya Trust.

Part: C

Plans of the institution for the next year (2005-2006)

1. To purchase more number of books for the library
2. To develop the Bio-Science Dept. Lab. by purchasing more number of instruments
3. To set up a modern AV Theatre with 63 inch Plasma T.V.
4. To construct a new Laboratory for M.Sc. Bio- Technology Classes.
5. We have proposed to start the following new courses:
UG Courses- B.Sc. Maths, B.A. English
PG Course- M.Sc. Maths
6. To commemorate the Convocation Day.
7. To provide separate lab with internet facilities for both ladies and gents hostel.

Name & Signature of the Co-Ordinator, IQAC

Name & Signature of the Chairperson, IQAC