

Part –A

Plan for the academic year 2006-2007

We have planned

- to purchase more number of books for library
- to conduct Faculty Development Programme
- to construct a language lab to improve the communication skill of students
- to give incentives for outstanding sports persons.

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 final year students and all the PG students are being given free Internet access so as to update their knowledge with the latest ideas. A separate lab with 60 P IV systems has been set up exclusively for ‘Internet’ purpose (512 kbps bandwidth facility provided).
- b)** Classes are being handled with the aid of power point presentations for better understanding.
- c)** A language lab is to be set up in a short span of time to make the students good at communication skills.
- d)** Apart from the curriculum, students are being taught Tally, Spoken English and Soft skill programmes to equip themselves better to face the competitive world.
- e)** As a novel way, the Dept. of English, tells five new words over the Public Address System everyday morning to enrich the vocabulary of the students. And also the students make note of it to enrich their vocabulary.
- f)** Moreover, news related to the subject of study are being collected by the Staff members from Magazines, Journals and Newspapers and information regarding the important happenings around the world are being said over the public address system daily immediately after the prayer. And also the students are encouraged to develop their knowledge in worldly affairs by collecting informative facts, which is announced, following the news.
- g)** In addition to this the Dept. of Tamil tells a ‘Kural’ a day with its meaning to make the students grow ethically and morally.
- h)** The management conducts FDP (Faculty Development Programme) in order to equip and motivate the faculty.
- i)** This academic onwards, we are going to post the results of the examinations being conducted by the College and the attendance of the students in our college website.

2. New academic programmes initiated (UG and PG)

The following UG and PG programmes were initiated.

UG courses

B.A. English – 2006-07
B.Sc. Maths – 2006-07

PG courses

M.Sc. Biotechnology - 2006-07
M.Sc. Maths - 2006-07
M.A. English - 2006-07

3. Innovations in curricular design and transaction

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

A detailed 'SCHEME OF TEACHING' for each subject will be prepared and each student will be given a copy of this. Teaching will be based on the scheme thus prepared.

The advantage of this method of teaching is that all the topics given in the syllabus are covered without any omission and the students come to know the lesson to be taught before hand.

In addition to this, 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 .

At the end of the year, the Subject Notes of all the subjects are converted in the form of Soft copies and kept in the library for the reference of the staff and the students.

In the same way the hard copies of the 'Notes' are bound and kept in the library for the reference of the students.

4. Inter-disciplinary programmes started.

Apart from regular curricular teaching students are taught Tally, Soft skill and Communication skill development programmes regularly.

5. Examination reforms implemented.

This college is affiliated to Periyar University, Salem. Hence, we strictly follow the norms set by Periyar University in conducting Semester Examinations.

However, the college conducts a Mid-Term Test and a Model Test in every semester to make the students face the semester examinations with confidence.

Question papers are set for these two examinations in the pattern of the University examination. A separate booklet is issued to the students for the purpose of writing this examination, for uniformity.

Valuation is done in a systematic way following the 'scheme of valuation'. The mistakes are indicated to the students, which will enable them to identify and rectify in the University examinations. 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
	Mr.IRA.Tamizadiyan	NET
	Mr. V.Dharmalingam	NET
HINDI	Mr.A.R .Chandrasekaran	SLET
ENGLISH	Mr.K.Ravichandran	M.Phil Before 1993
COMMERCE	S.Jeyalakshmi	SLET
	R.Saravanan	M.Phil Before 1993

BIOCHEMISTRY	Mr.M.S.Paranetharan	NET
	Ms.S.Shadakshari	SLET
	Mr.C.Ravi Kumar	NET
MICROBIOLOGY	Ms.S.Nandhini	CSIR UGC NET
BIOTECHNOLOGY	Mr.S.GunaseelanChandran	SLET/NET
MATHEMATICS	Mr.N.Panchatcharam	NET
STATISTICS	Mr.M.Valavan	M.Phil Before 1993
ECONOMICS	Mr.N.Anbuarasu	NET
	Mr.S.Sivakumar	NET

7. Initiative towards Faculty Development Programme.

Faculty is encouraged to attend various faculty development programmes organized by various institutions and Universities. We are also conducting FDP for enriching the knowledge and get to know the latest in the respective fields of study.

8. Total number of seminars/ workshops

Two seminars **Cognition Burgeon and Impact** are conducted annually by the Department of Bio-Sciences and Computer Science respectively. Eminent personalities in the field are invited and their scholarly deliverance enlightens our students.

9. Research projects

We are planning to start M.Phil programmes in Maths, Commerce, Computer Science and English respectively.

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.

Ms.Revathy Bala, Faculty of Commerce has been awarded PhD degree in the year 2006-2007. The following staff members have registered for Doctorate Programme.

DEPARTMENT	NAME OF THE STAFF
TAMIL	Mrs.Manimegalai
HINDI	Mr.A.R.Chandrasekaran
ENGLISH	Mrs.R.Anuradha
	Mrs.T.K.Sanathi
COMMERCE	Mrs.Jeyalakshmi
COMPUTER SCIENCE	Ms.V.Sangeetha
	Mrs.Ranichandra
	Mr.Kajamohideen

14. Citation index of faculty members and impact factor.

Staff members are often sent to attend National and International seminars being conducted by various institutions and Universities

15. Honours/ Awards to the Faculty.

The Management rewards the staff member who shows 100% result in his/her subject in the university examination with a gold coin.

16. Internal Resources Generated.

Nil

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

Nil

18. Community Services.

The Management offers financial help to the poor students, donates money to the temples and computers to the Govt. schools. The college has three NSS units. The NSS units conduct blood donation camps, eye check-up camp etc. They go on a camp to nearby village to give them tips about the necessity of hygienic living, cleanliness, importance of literacy etc. The units also arrange for rally for the cause of public awareness, regarding, AIDS, 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.

The college every year recruits new staff and office staff as per the required workload for academic and administrative activities.

20. Teaching and non-teaching ratio.

Ratio: 3:1

Total number teaching staff: 90
Non teaching staff : 30

21. Improvements in the library services.

The library service has been automated. It has Online Access System (Opac- Online Public Access Catalogue) by which students can view the contents of the book on the screen and select the book of their choice. This helps the students to save time. More than 30,000 books and 100 journals and magazines are available at present.

22. New books/ journals subscribed and their value.

S.No	Academic year	No. of Books	No. of magazines	No. of Journals	No. of CDs
1.	2005-2006	1091	121	35	913
2.	2006-2007	1912	120	37	913

As on date we have 22,500 books, 120 magazines, 43 journals and 1000 educational CDs in the Library.

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

Every month two boys and two girls from each class will be called to assess the performance of teachers who handle their classes. It is a recorded feedback of students collected by the Principal and the Administrative Officer. Immediate steps are taken to rectify the problems if any. A general questionnaire will be given to students to get the feed back of the each faculty.

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 measures 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 is done through computerization methods. Admissions are made following the norms of the Government of Tamil Nadu and the eligibility criteria of the Periyar University. Many students have secured University first ranks and University ranks, their marks have been fed in the computer as soon as the results are announced.

26. Increase in the infrastructural facilities.

Our college has a modern infrastructure facility, which includes the lawn in which tiles are laid in front of the open auditorium. An exclusive canteen has been constructed to provide hygienic food, snacks and stationery at any time. There is also a guesthouse for the accommodation of resource persons from out station. An Animal House has been constructed for the microbiology students. Moreover two halls with a seating capacity of 400 each have been constructed for conducting college as well as university examinations. A well furnished modern auditorium with a seating capacity of 400 is to be constructed.

27. Technology upgradation.

Smart boards have been used in MBA and MCA classes. Language lab with advanced software package is installed. Latest video clippings related to the field of study are shown in the AV theatre. Thumb impression machine has been installed for the attendance of faculty. A Samsung 42 inch colour television has been kept in two seminar halls for showing PPTs and screening various subject related CDs.

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

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

Students are also benefited by the free Internet access and training. Weekly two hours is allotted in their time table exclusively for the Internet lab. Internet facility is available in both men's and women's hostel.

29. Financial aid to students.

Our college offers helping hand to the 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. More than 73 students are benefited during the academic year 2006-2007.

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. More than 2000 are members of Alumni Association.

31. Activities and support from PTA.

PTA (Parents Teacher Meeting) meetings are conducted at regular intervals. In that discussion is made about the progress and problems of the students and also about the new happenings in the college.

32. Health services.

Prompt medical service is available in the college as well as in the hostel. All the staff rooms and library are provided with the First aid box. Immediate care is given to the student who is ill. They were immediately taken to the near by hospital by the college vehicle itself. Students and staff are provided with the medical insurance. All the teaching and the non teaching staff, all the students and the workers have been given accident insurance coverage for Rs. 25,000/-

33. Performance in sport activities.

Knowing the importance of the proverb *A sound mind in a sound body*, sporting skills are given due importance. Sport activities are well taken care by the talented and skillful Physical Education Director.

During the academic year 2006-07, our students participated in various District and State Level sports meet and won many laurels.

- * At the District level Volley ball Tournament, our college team secured the winners trophy.
- * Our Basketball team got fourth place in the Intercollegiate Tournament held at MGR College.
- * The weight lifting team of our college bagged overall championship in Periyar University Intercollegiate Tournament.
- * Hockey Team of our college won the winners trophy in the Periyar University Intercollegiate Tournament.
- * Our college Table Tennis team secured Runners position in the Intercollegiate Table tennis Tournament.
- * Our Student participated in District, State and National level Karate Tournament and won the First place.

34. Incentives to outstanding sportspersons.

Our spirited students who excel 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 been placed in top IT firms such as Infosys, Accenture, Wipro, MacMillan, HCL, TCS etc through campus interviews. Many of our students have excelled in various extra curricular activities conducted at various colleges in the District, State and National level.

36. Activities of the guidance and counselling unit.

Students in the final year have to do 'Project work' as part of their curriculum. Here, the teaching faculty guides 'Projects' for the final year students and our college counseling unit assist 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.

37. Placement services provided to students.

The college placement unit arranges various campus interviews and job fair. Many of our students have been placed in reputed firms with the help of the college placement unit. It also creates an awareness among students about the opportunities else where.

38. Development programmes for non-teaching staff.

MS Office package is being taught by the faculty members of Computer Science to the non-teaching staff for better work efficiency.

39. Healthy practices of the institution.

- a) Accident Mediciclaim Insurance coverage for all the teaching, non-teaching and office staff for Rs. 25,000 has been taken from New India Assurance, Salem.
- b) A First-aid box is kept in all the Departments, the laboratories and the libraries.
- c) Prompt medical aid is given to all the students.
- d) Blood-donation camp is being conducted every year
- e) Quality food at subsidized rates in the College canteen.
- f) Mineral water is supplied through R-O method in both the hostels.
- g) Separate quarters for faculty
- h) Round the clock power supply in both the college and in hostel
- i) Solar water heater facilities in both boys and girls hostels.
- j) Computer lab facility is provided in both the hostels.
- k) Internet lab facility with a bandwidth of 512 kbps has been provided in both the hostels.
- l) Coin telephone and STD facility have been provided in both the campus and the hostel respectively.

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) and MMA

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

- a) Our college faculty play a role of guide for M.Phil scholars of Periyar University
- b) They also handle classes for Periyar University Distance Education students.
- c) Our faculty have become a member of the Board of Studies in various colleges and also set question paper for University Examinations.

Part:C

Plans of the institution for the next year (2007-2008)

We have planned

1. To purchase more number of text books and reference books for each departments for the
2. library
3. To conduct Faculty Development Programme for each semester
4. To give incentives for outstanding sports persons and also for extra curricular activities
5. To organize UGC and TNCST sponsored work shops in various departments
6. To provide an I-Net Card for each student.
7. To upgrade the system
8. To give the details regarding the teaching staffs casual leaves, permission etc.
9. To install a time table software
10. To set up the Examination Seating Software
11. To buy modern equipments for Canteen and mess.
12. To increase the capacity of MBA and MCA.
13. To start a Research Wing
14. To start Vysya College of Education.

Name & Signature of the Co-Ordinator, IQAC

Name & Signature of the Chairperson, IQAC