

ANNAI VELANKANNI COLLEGE
Tholayavattam – 629157 Kanyakumari District
Tamil Nadu

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

2016-17



Submitted to
National Assessment and Accreditation Council
(NAAC)
Bangalore – 560 072

annaivelankannicollege@gmail.com

www.annaicollege.edu.in

Annual Quality Assurance Report (2016-17)

Annai Velankanni College, Tholayavattam – 629 157, Tamil Nadu.

Part – A

I. Details of the Institution

1.1 Name of the Institution

ANNAI VELANKANNI COLLEGE

1.2 Address Line 1

THOLAYAVATTAM

City/Town

KARUNGAL

State

TAMIL NADU

Pin Code

629 157

Institution e-mail address

annaivelankannioffice@gmail.com
annaivelankannicollege@gmail.com

Contact Nos.

04651 – 267212
04651 - 235270

Name of the Head of the Institution:

Dr. S. MARIA JOHN

Tel. No. with STD Code:

04651 - 234651

Mobile:

9442025030

Name of the IQAC Co-ordinator:

Dr. M. ANTO

Mobile:

9487614009

IQAC e-mail address:

iqac.avct@gmail.com

1.3 NAAC Track ID

TNCOGN24497

1.4 NAAC Executive Committee No. & Date:

EC (SC)/20/A&A/46.1 &
16.12.2016

1.5 Website address:

www.annaicollege.edu.in

Web-link of the AQAR:

<http://www.annaicollege.edu.in/AQAR2016-17.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	2.79	2016	16-12-2016 to 15-12-2021

1.7 Date of Establishment of IQAC :

09-05-2014

1.8 AQAR for the year

2016-2017

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- AQAR _____ (DD/MM/YYYY)4
 AQAR _____ (DD/MM/YYYY)
 AQAR _____ (DD/MM/YYYY)
 AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous College of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce

Law PEI (Phys Edu.)

TEI (Edu) Engineering Health Science Management

Others (Specify) Librarian – 1 , Physical Directors -2 ,
Part time Lawyer -1

1.12 Name of the Affiliating University (*for the Colleges*)

MANONMANIAM SUNDARANAR
UNIVERSITY, TIRUNELVELI

1.13 Special status conferred by Central / State Government-- UGC/CSIR/DST/DBT/ICMR etc.

Autonomy by State/Central Govt. / University

No

University with Potential for Excellence

No

UGC-CPE

No

DST Star Scheme

No

UGC-CE

No

UGC-Special Assistance Programme

No

DST-FIST

No

UGC-Innovative PG programmes

No

Any other (*Specify*)

No

UGC-COP Programmes

No

2. IQAC Composition and Activities

2.1 No. of Teachers

7

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

-

2.4 No. of Management representatives

-

2.5 No. of Alumni

-

2.6 No. of any other stakeholder and
Community representatives

-

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

1

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others (parents)

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

- Understanding the Learner
- Multidisciplinary Research
- Teaching with Passion
- Usage of ICT Tools in Classroom Teaching

2.14 Significant Activities and contributions made by IQAC

- All the Departments are provided with Computers, Printers and Net Connectivity.
- Feedback on Curriculum from the Students at the end of both the semesters.
- Feedback on Curriculum from the Teachers at the end of both the semesters.
- Feedback on Teaching, Learning and Evaluation from the Students at the end of both the semesters.
- Feedback on Institutional Performance from the Alumni every year (during Graduation Day)
- Feedback on Institutional Performance from the Parents every semester (during the Parent Teacher Association Meetings held on 13.09.2016 and 26.03.2017)
- Internal Academic Audit held on 02.07.2016.
- External Academic Audit held on 24.10.2016, 25.11.2016, 01.12.2016 & 02.12.2016
- Documentation of all Curricular, Extra-curricular and Co-curricular activities of the College.
- Induction programme for the newly appointed Teaching Staff on 25.06.2016.
- The first issue of IQAC Newsletter issued on 05.12.2016
- Prepared and submitted Self Study Report in connection with the 1st cycle of NAAC Accreditation.
- Prepared and submitted Supplementary Report(June 2016 –November 2016) to the NAAC Peer Team Visit on 09.12.2017.
- Organised Orientation Programmes for the Teaching Staff on 25.06.2016, 08.08.2016, 26.08.2016 & 14.10.2016
- Efforts made for Village Adoption – Socio economic survey conducted on 24.10.2016 in Kamplar, the village proposed to be adopted.
- Efforts made for the publication of a Research Journal- application sent for getting the *International Standard Serial Number (ISSN)*.
- Documentary on the College of 12 minutes' length released on 08.12.2016, during the NAAC Peer Team Visit.
- AISHE Report Submission on 15.03.17
- Plant Survey conducted on the dates of 15.09.2016 & 05.10 2016.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the academic year 2016-2017.

Plan of Action	Achievements
Village adoption	Socio-economic Survey conducted at Kamplar – the village proposed to be adopted.
Publication of a Research Journal	Work in progress- application sent for getting the International Standard Serial Number (ISSN).
Internal Academic Audit	Conducted on 02.07.2016
External Academic Audit	Conducted on 24.10.2016, 25.11.2016, 01.12.2016 & 02.12.2016
IQAC Newsletter	First issue released on 05.12.2016
Supplementary Report	A Supplementary Report covering the activities of the College from 01.06.2016 to 30.11.2016 was submitted to the NAAC Peer Team on 09.12.2016.
Orientation Programmes for the Staff	Four Programmes arranged during 2016-17 on 25.06.2016, 08.08.2016, 26.08.2016 & 14.10.2016
Annual Plan	All Departments and all Committees submit their Annual Plan to the Principal at the beginning of the academic year.
Promotion of e-resources	INFLIBNET facility is made available to the Students
To organise National/International Seminars	Nine Departments organized State/National Level Seminars
Add-on Courses	Additional Courses provided to the students under the banner of COC (Career Oriented Courses).
Encouragement of Teaching Staff to pass SLET/NET and to complete Ph.D	Seven of the Teaching Staff are SLET qualified and one of the Teaching Staff is NET qualified and Twenty four of them completed Ph.D. The rest of the Teaching staff are in efforts.
To increase the number of volumes in the Library	New volumes added to the Library Collection (details given in 4.3 of Criterion IV)

Strengthening ICT infrastructure	<p>All Departments were provided with a Computer and Printer with net connectivity.</p> <p>Wi-fi Connectivity in the Campus</p> <p>LCD Projectors provided to the Teaching Staff on request (A total number of seven LCD Projectors available at the College)</p> <p>Intercom facility connecting Management, Principal and College Office</p>
Department Level Brochure	Seven out of ten Departments prepared their Department Brochure during 2016-'17
Initiatives for Eco friendly Campus and Biodiversity awareness	<p>Eco Club, Campus Beautification Committee and all the Departments are given responsibility</p> <p>Plant Survey conducted.</p> <p>New saplings planted.</p>
Coaching classes for entry to Central and State services	Coaching classes for Competitive Exams, such as, Bank Tests, TNPSC, Uniformed forces conducted.
Additional Classrooms	Works in progress
New Library	Completed
Seminar Hall	Works in progress

***SEE ANNEXURE I for Academic Calendar**

2.16 Whether the AQAR was placed in statutory body Yes No -

Management Syndicate - Any other body -

Provide the details of the action taken

Placed in meeting on 19.11.2017 at the Annai Velankanni College Administrative Board. The members went through the report between 19th and 24th November and decided to approve the report for submission.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D	Nil	Nil	Nil	
M.Phil.	5	Nil	5	
PG	8	Nil	8	
UG	10	Nil	10	
PG Diploma	Nil	Nil	Nil	
Advanced Diploma	Nil	Nil	Nil	
Diploma	Nil	Nil	Nil	
Certificate	4	Nil	4	
Others *	8	Nil	8	
Total	35	Nil	35	

Interdisciplinary	Nil	Nil	Nil	
Innovative	Nil	Nil	Nil	

* SEE ANNEXURE -II

1.2 (i) Flexibility of the Curriculum: Choice Based Credit System (CBCS)

(ii) Pattern of programmes:

Pattern	Number of programmes		
	UG	PG	M.Phil
Semester	10	8	5
Trimester	Nil	Nil	Nil
Annual	Nil	Nil	Nil

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

SEE ANNEXURE -III

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

There is regular revision/update of syllabi by the affiliating University.

Choice Based Credit System (CBCS), which was introduced in the academic year 2008-2009, offers some extent of academic flexibility. Our University syllabus comprises Core, Allied, Skill Based and Non-Major Electives and value oriented subjects. The Allied, Skill Based and Non-Major Electives and value oriented subjects allow the students to learn and accumulate knowledge from outside their chosen field of study. Elective option is available for both the U.G. and the P.G. students. Non-major electives have been offered from 2009-2012 batch for the U.G. second year students. Separate papers on 'Environmental Studies', 'Social Value Education', and 'Personality Development' are offered compulsorily to the U.G. students in the first, second and fifth semesters respectively.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Annai Velankanni College Study Centre (L02) of the Directorate of Distance & Continuing Education of Manonmaniam Sundaranar University- our affiliating University.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	81	65	16	-	-

2.2 No. of permanent faculty with Ph.D. 24

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	6	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty - 1 7

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	10	6	-
Presented papers	31	-	-
Resource Persons	-	-	3

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Group Discussions
- Seminars/Workshops
- Quiz
- Peer Teaching
- Debates
- Educational Tours/ Industrial Visits
- Subject related movies
- Introduction of New Books
- Book criticisms
- Seminars/Assignments
- Guest Lectures
- On-line Usage.
- Usage of Power Point Presentations

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- As per University norms.
- For P.G. & M.Phil., there is Double Valuation.
- Photocopy of Answer Sheets is issued to the students on request on payment of fees.
- Revaluation is admissible.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

1	2	-
---	---	---

2.10 Average percentage of attendance of students

72.66

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. Tamil	35	31.43	48.57	11.42	5.71	97.13
M.A. Tamil	20	-	100	-	-	100
M.Phil. Tamil	11	100	-	-	-	100
B.A. English	62	-	27.41	48.38	-	75.79
M.A. English	30	-	100	-	-	100
B.Sc. Maths	41	42	49	2	-	93
M.Sc. Maths	25	28	56	-	-	84
M.Phil, Maths	10	100	-	-	-	100
B.Sc. Physics	47	-	88.8	6.7	-	95.5
M.Sc. Physics	25	-	60			60
M.Phil. Physics	4	-	75			75
B.Sc. Chem.	47	8.5	30	10	8.95	57.45
M.Sc. Chem.	25	-	22	50	-	72
M.Phil. Chem.	8	50	12.5	-	-	62.5
B.Sc. Bio.	18	-	-	50	-	50
M.Sc. Bio.	11	-	69	31	-	100
B.Sc. Zoo.	-	-	-	-	-	-
B.Sc. Computer	41	4	40	15	-	59
M.Sc. Computer	11	18.2	63.6	18.2	-	100
B.Com.	49	-	19.23	76.9	0.3	96.43
M.Com.	22	5.88	71.4	-	-	77.28
M.Phil.	5	100	-	-	-	100
B.B.A.	49	-	22	20	8	50

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- Staff members are encouraged to attend Staff Development Programmes conducted by other Institutes.
- Orientation Programmes for the Teaching faculty on a regular basis. A total number of four programmes arranged during 2016-17.
- Preparation and periodical review of Annual Plan helps to achieve the goals
- Feedback from the students at the end of both the semesters.
- Encouragement for ICT enabled Classroom Teaching
- Encouragement and guidance for student – centric teaching methods
- Course File
- Conduct of regular Academic Audit – both Internal and External.
- Result Analysis - Department-wise result analysis was conducted both the semesters by the Management immediately after the publication of the results.
- Identification and addressing of Learning Needs of the Students
- Fixing of Learning Outcomes.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	1
Faculty exchange programme	-
Staff training conducted by the university	2
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	1
Others (No. of Teachers registered for Ph.D.)	4

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	9	-	-	-
Technical Staff	11	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

1. There is a Research Committee functioning in the college.
2. The Research Committee taking efforts to publish a Research Journal
3. IQAC's initiatives to inculcate Research Culture among the faculty and students start showing results, that can be found from the increase in the number of publications in Research Journals, number of presentations in Conferences and the number of faculty pursuing and completing Ph. D
4. IQAC takes initiatives to have multi disciplinary research collaboration with a neighbouring Higher Educational Institute.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	1
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	20	-	-
Non-Peer Review Journals	1	-	-
e-Journals	10	3	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	3	DST	Waiting for grant	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	3	-	-	-

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	1	1	2	5	1
Sponsoring agencies	College	College	College	College	College

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
1	-	-	1	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="5"/>		
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="20"/>	Any other	<input type="text" value="-"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

SEE ANNEXURE -IV

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	162643.16 sq. mts.	-	Management	162643.16 sq. mts.
Classrooms	51	2	Management	53
Laboratories	5 U.G & 6 P.G	-	Management	11
Seminar Halls	-	under construction	Management	-
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	Rs. 3,41,250 for the Physics and Chemistry Departments	Management	-
Value of the equipment purchased during the year (Rs. in Lakhs)		33.49291 lakhs	Management	-
Others (Campus Development)	-	Rs.27,08,840	Management	-

4.2 Computerization of administration and library

<p>❖ Administration</p> <ul style="list-style-type: none">➤ Office automation Our administrative office is automated with one dedicated server (Dell T20 – Windows server 2012) and 12 node computers run by Rovam automation software.➤ CCTV surveillance<ul style="list-style-type: none">• Receiver DVR with 2 TB storage - 3 no.• Camera 1 MP - 32• Camera 2 MP - 16• Monitor 32” Samsung LED - 3➤ Staff attendance<ul style="list-style-type: none">• Biometric sensor - 2 <p>❖ Library</p> <p>Our College library is automated with one dedicated server (Dell T20 – Windows server 2012) and 10 node computers run by Rovam Library Automation Software.</p>
--

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	11645	1583408	375	89916	12020	1673324
Reference Books	-	-	-	-	-	-
e-Books	-	-	-	-	-	-
Journals	-	-	-	-	-	-
e-Journals	7	102000	6	23900	13	125900
Digital Database	-	5000	-	34500	-	39500
CD & Video	149	-	-	50	-	199
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	126	72	38	2	33	7	10	2
Added	33	3	66	9	15	5	1	-
Total	159	75	104	11	48	12	11	2

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

- Internet connectivity to the College from two different Internet providers – namely, BSNL and Asianet.
- Office automation and internet access training to our administrative staff
- Workshop on ‘Usage of ICT Tools in class room teaching’ for the teaching staff
- Computer literacy programme that covers computer basics, practical training in MS Office and internet access for all our first year U.G. students

4.6 Amount spent on maintenance in lakhs:

i) ICT	Rs.62,018
ii) Campus Infrastructure and facilities	Rs. 4, 59,530
iii) Equipments	Rs.44,490
iv) Others (College Busses)	Rs. 5, 47,164
Total:	Rs. 11, 13,202

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Updates on notice boards and College website to ensure active participation by students in various activities.
- Announcements through Public address system.
- Grievances Redressal System.
- Student's Association in each department organizes various programmes to widen their exposure in their respective field.
- National Service Scheme (NSS) & other clubs encourage the students to take part in community development activities.
- Financial assistance extended to economically weaker section.
- Regular remedial classes and tutorials.
- Regularly updated and well-stocked Library.

5.2 Efforts made by the institution for tracking the progression

- Continuous Evaluation of students and close follow up.
- Learning needs of the students are addressed.
- Academic performance of the students is analysed at Department meetings and Staff Council.
- Analysis of Feedback from students
- Class-in-Charges keep track of the performance of the students and monitor the progress.
- Class-in-Charges keep track of the progress of the progress of the passed out /outgoing students.
- Motivation and guidance of the students by the faculty.
- Motivation by way of appreciation of achievements.
- Regular interaction with Alumni and Parents
- Experts are invited to train the students to develop Spoken English skills.
- Consistent efforts made through Placement Cell

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1329	329	-	40

b) No. of students outside the state

4

(c) No. of international students

Nil

No	%
384	22.60

Women

No	%
1315	79.03

Demand ratio 1.32

Dropout %: 1.17%

Last Year (2015-16)						This Year (2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
15	10	-	1698	10	1733	21	12	-	1655	11	1699

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Career Oriented Course Cell organizing the coaching classes for the students to equip them facing competitive examinations.
- Experts are invited to motivate and provide training to the students for competitive examinations TNPSC, NET, SLET, etc.
- Departments also help to submit online application for various competitive examinations like RRB, TNPSC, SSC, NET, etc.
- Conduct of Hindi Classes

No. of student beneficiaries

626

5.5 No. of students qualified in these examinations

NET	<input type="text" value="-"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others (Hindi Classes)	<input type="text" value="29"/>

5.6 Details of student counselling and career guidance

- Class-in-charges interact with students individually at Personal Level. When they come across students with academic, personal and psycho-social issues they take steps to support the students.
- There is a Counselling Cell functioning at the College, comprising of a Convener and four members. Students with personal and psycho-social issues are provided support and succour and guidance to come out of the difficulties. Whenever the Cell finds things beyond its limitations, the services of an expert Counsellor is sought.
- Placement Cell of the College provides Career Guidance. The Cell organises programmes that guide them and help them in making progress as far as higher education and employment are concerned.

No. of students benefitted

450

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	16	5	3

5.8 Details of gender sensitization programmes

- Women Cell, Women’s Sexual Harassment Redressal Cell jointly organized the following programmes.
 - ‘*Harmonal Changes in Adolescent Age*’ on 09.08.2016.
 - A Signature Campaign for Peace and a talk on ‘*Let’s stop violence, conflicts and wars and unitedly create a world of Peace*’ in collaboration with International Women’s Peace Group.
 - ‘*World Breast Feeding Week*’ was celebrated on 31-08-2016.
 - ‘*Legal Awareness Programme*’ on 24-01-2017.
 - *Women’s Day* on 08-03-2017.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	220	8,04,000
Financial support from government (Postmatric Scholarship)	134	Amount transferred to the students' Bank A/c
Other Government Scholarships	34	1,75,410/-
Financial support from other sources (student welfare fund)	21	81,700/-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

4

5.13 Major grievances of students (if any) redressed:

- Class-in-Charges helped the students out in overcoming the difficulties they encountered in paying Examination fees to the University through online, as per the University's newly introduced reforms.
- Construction of a Waiting Shed for the boys.
- Construction of a Vehicle Shed for the students.
- Additional Toilet facilities
- Additional Transport facility

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

- To make significant contribution to develop economically and educationally identified under-developed backward areas.

MISSION

- Provide quality education to the local youth / students with emphasis on job oriented courses and other courses relevant to local needs so that they can seek / take up better employment and improve standard of life.
- Treat all students equally without any discrimination on the basis of religion, caste, and community and mould them to take up the role of future leaders of the country.
- Inculcate personal and intellectual integrity in the minds of the students of the College resulting in application of ethical and humanitarian values in life by broad basing education and involving the students in relevant extracurricular activities.
- Strive to maintain excellence in all the chosen academic, co-curricular and extracurricular activities, so that Annai Velankanni College is known to the outside world as a Premier Institution.

6.2 Does the Institution have a management Information System?

Yes

The members of the Management are present at least on three days (Monday, Wednesday and Friday) of a week. The members of the Management address the students as a gathering when they meet them at functions, meetings and similar programmes. The joint gathering of teaching and non teaching staff are addressed by the Management at least twice a year (Annai Velankanni Feast/Teachers’ Day and Christmas Day). Teaching staff, as a group, are separately addressed atleast once in a semester. Non teaching staff, as a group, are separately addressed at least once in a year. Management meets the Departments at least twice in a year. In addition, the Management meets the teaching and non teaching staff as and when required. At the end of every year, Management collects feedback from the Teaching staff on the performance of Management, Principal and the Heads of the Departments.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Feedback on Curriculum was collected every semester and consolidated.
- Consolidated Feedback was analyzed at Department Meetings
- Suggestions, if any, being sent to the University
- A few of our suggestions accepted by the University.

6.3.2 Teaching and Learning

- Bridge Course, for the first year U.G. students, for bridging the knowledge gap between the school and higher education. For the academic year 2016-17, the Bridge courses were conducted from 06.06.2017 to 10.06.2017.
- Remedial classes for the slow learners – subject teachers identify the slow learners on the basis of their performance in the classroom and through evaluation. Subject teachers pay focused attention to those students.
- Special attention to the learning needs of advanced learners – top five students are identified by the subject teachers. All encouragement, support and guidance is provided to them to improve their academic performance. They are encouraged and guided to appear in competitive exams. At P.G./ M.Phil Level, they are encouraged to present/publish research articles.
- ICT enabled teaching methods
- E-learning

6.3.3 Examination and Evaluation

- As per University norms, three internal tests are conducted every semester.
- At the end of every semester one Model Test is conducted.
- At the Department Level, tests like, class tests, home tests, close care tests, recall tests, surprise tests, open book tests, one mark tests, objective test(one word) are being conducted.

6.3.4 Research and Development

- Presentation of Papers at Seminars/Conferences
- Participation at Seminars/Conferences
- Publication of Research Articles
- Encouragements to do Ph.D – those who have completed two years of service are encouraged.
- Efforts to publish one Research Journal
- Efforts being taken to have multi disciplinary research collaboration with a neighbouring Higher Educational Institute.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library
 - Library was shifted to a spacious new building
 - Spacious reading rooms
 - Additional Furnitures
 - E- resources
 - Net
- ICT
 - All departments provided with computers with net connectivity.
 - Teachers are provided with ICT facilities so that they can incorporate ICT enabled teaching methods.
 - The entire campus is Wi-Fi enabled with a high speed internet connection. Net connectivity to the campus is provided by two service providers, namely, BSNL and Asianet.
- Infrastructure
 - a new block (namely, Library Block) was built.
 - Boys waiting shed.
 - Two wheeler shed.
 - One additional new bus was added.
 - Play-grounds given a face-lift; football court constructed.
 - Campus gardens given a face-lift, so that the campus wears a green look.
 - all old Chairs at the Auditorium were replaced with new ones.
 - Pavements
 - Additional furniture as required.
 - Generator- a new 250 KVA generator installed.
 - Office area flooring was renewed and Principal's Chamber air-conditioned.

6.3.6 Human Resource Management

- Human Resource Management
 - All Teachers are given additional responsibilities at College/Department level.
 - Students are also given responsibilities at College/Department level.
 - Encouragement: Curricular, Extra-Curricular and Co-Curricular activities.
 - Motivation

6.3.7 Faculty and Staff recruitment

The candidates are called for interview through newsletters and through advertisements in leading newspapers. Selection Process involves two stages, namely, Written Test and Personal Interview. The teachers are selected purely on merit. If fully qualified teachers are not available in some cases, candidates without Ph.D./NET/ SLET are also recruited. Those staff members are encouraged to become qualified.

As all the teachers are selected on the basis of merit, they are competent and proficient in their subjects.

6.3.8 Industry Interaction / Collaboration

Industry Interaction

- Industry visits
- Project works done by our students at various industries
- Industry people invited for lectures
- Identification of industry-institute gap and guest lectures by industry people arranged
- Campus interviews
- Efforts to be taken to receive special grants or finances from Industries

6.3.9 Admission of Students

- Students are admitted on merit and in the basis of interest and competence.
- As the locality in which the College is situated is predominantly inhabited by OBC, Economically weaker sections and the Minority community people, naturally their proportion among the students is very large in number.
- Preference in admission is given to students from the locality.
- Preference in admission is always given to differently-abled students and SC/ST students.
- Even though the College is a co-education one, 75 percent of the students are women.
- As most of the students who approach the College for admission hail from socially and economically weaker sections of the society and first generation learners, the College takes all possible efforts to accommodate them in one or other Department.

6.4 Welfare schemes for

Teaching	EPF Gratuity Medical Leave / Maternity Leave
Non teaching	EPF Gratuity Medical Leave / Maternity Leave
Students	Student Welfare Fund Monetary assistance by the Management to poor and needy students who are good at studies

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External Experts	Yes	IQAC
Administrative	No	-	Yes	Administrative Board

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The University brought following changes to the evaluation process during the academic year 2016-17.

- The students can apply for the examinations online
- They can pay their fees to the University online
- They can download their Hall Tickets online.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Yes, the affiliating University makes a provision for according the status of autonomy to an affiliated Institution. As per UGC norms, for according the status of autonomy, the College should have 10 years of completion and 2f and 12b status. We are in the process of getting and 12b status. College is already 2f recognised.

6.11 Activities and support from the Alumni Association

- Two wheeler vehicle shed at a cost of Rs 700000/-
- Magic show programme to mobilize funds for the construction of two wheeler vehicle shed
- Alumni donated Rs 30000/- for the purchase of Type Writing Machines.

6.12 Activities and support from the Parent – Teacher Association

- The meeting of Parent Teacher Association is held once in a semester. The PTA meeting for the odd semester was held on 13.09.2016 and 1053 parents took part. The PTA meeting for the even semester was held on 26.03.2017 and 1200 parents took part.
- Parents enthusiastically attend in large numbers the meetings of Parent Teacher Association. At the meetings they express their views freely. They bring to the attention of the Management the grievances of their wards so that management can take steps to address them. They make suggestions for improvements too and willingly contribute and cooperate as and when required. After the conclusion of the meeting the parents visit each Department to get to know about their wards' progress.

6.13 Development programmes for support staff

- The supporting staff of the College Office and the College Library were trained by G. Kartheeswaran, Software Engineer, Rovam Software Solutions(P) Ltd, Sivakasi, over a period of time, in connection with the automation of the College Office and the College Library.
- An orientation programme was organised for the supporting staff of the College Office on 'College Administrative Office: the fulcrum of the College' on 22.08.2016 by Dr.Sr.I.Nirmala, Principal, Jeyaraj Annapackiyam College for Women (Autonomous), Periyakulam.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- The volunteers of Eco club displayed boards that bear the scientific names and common names of plants in the campus.
- Each block was provided with a dust bin to collect plastic wastes
- Eco Club conducted a Plant Survey. As per the Survey conducted during 2016-17, our College is home to 1285 trees.
- Energy conservation reminders are displayed in the classrooms by the volunteers of Eco Club to inculcate energy consciousness among the students.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Innovations

- 1) *Campus Radio* for the skill development of the students.
- 2) *SAVE* (Social Activities for Village Empowerment) to inculcate social responsibilities.
- 3) *Career Oriented Courses* to provide academic flexibility and holistic education to the students.
- 4) *Campus Beautification committee* to keep the campus green, clean and environmental friendly.
- 5) *Boys Waiting Hall* with Television and indoor game facilities.
- 6) *Plant Survey* by Eco club.
- 7) *Separate Vehicle Shed* for students with the contribution of alumni.
- 8) *NPTEL* (National Programme on Technology Enhanced Learning)
- 9) *Neo Navigation Cell* which brings latest scientific development to the student and community.
- 10) *Ex-Officio Cell* which includes the top Management, the Principal and the Staff Secretary enables the top Management to provide guidance in the running of the College.
- 11) *Academic Audit* – internal
- 12) *Academic Audit* – external
- 13) *Academic Brilliant Cell* to address the learning needs of the advanced learners.
- 14) *SC / ST Cell* that guides socially and economically weaker sections of the students in their progression to higher studies and employment and in availing the welfare measures of the Government
- 15) *News Paper Committee* that looks after the distribution of The Hindu News paper to the students at low cost.
- 16) *Wi-fi facility* available in the campus.
- 17) *Scholarships* – earnest effort is taken to ensure that students are aware of all available scholarships and to make all eligible students avail them.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Socio-economic survey conducted at Kamplar – the village proposed to be adopted.
- Work in progress regarding the publication of the Research Journal
- Internal Academic Audit conducted on 02.07.2016
- External Academic Audit conducted on 24.10.2016, 25.10.2016, 01.12.2016 & 02.12.2016
- IQAC Newsletter released on 05.12.2016
- A Supplementary Report covering the activities of the College from 01.06.2016 to 30.11.2016 was submitted to the NAAC Peer Team.
- Four Orientation Programmes for the Teaching staff arranged during 2016-17.
- All Departments and all Committees submit their Annual plan to the Principal to the beginning of the academic year.
- INFLIBNET facility is made available to the Students at the Library.
- Nine of the Departments organized State/National Level Seminars during 2016-17
- Seven of the Teaching Staff are SLET qualified and one of the Teaching Staff is NET qualified and Twenty four of them completed Ph.D. A good percentage of the rest of the Teaching staff are in efforts.
- Work in progress for the construction of new classrooms
- Work in progress for the construction of Seminar Hall
- Construction works of the New Library was completed during the year and the Library started functioning in the new premises.
- Construction works of the new vehicle shed was completed
- Construction works of the Waiting shed for the boys was completed
- All the Departments were provided with a Computer and Printer with net connectivity.
- Wi-fi connectivity in the Campus
- LCD projectors are provided to the Teaching staff on request.
- Seven out of the Ten prepared their Department Brochure
- Coaching classes for competitive examinations, such as, Bank Tests, TNPSC, Uniformed forces conducted.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Best Practices

- 1) Block wise Drinking water
Our College provides purified drinking water system in all of the blocks.
- 2) PTA Meeting
The PTA meeting is conducted once in every semester. To ensure the attendance of the parents in large numbers the meeting is conducted in Sundays.
- 3) Alumni Meeting
Alumni meeting is conducted once in a year.
- 4) Biometric System
Biometric system is in place to ensure punctuality and attendance of the staff.
- 5) College Transport
There is a fleet of seven Busses. They run two trips daily to take the students to and from their homes. During 2016-17, a total number of 685 students benefitted.
- 6) Remedial Classes
Remedial classes are conducted for the slow learners after the completion of regular classes daily.
- 7) Religious Functions
By way of infusing communal harmony among the students' functions of all religions, such as, Onam, Christmas and Pongal are celebrated.
- 8) Honoring the Doctorate Holders & Rank Holders
To encourage the habit of research among Teaching staff, those who have completed Doctorate degree during the academic year are honoured at the time of the College Day function.
To encourage the students to achieve greater heights in their studies, University Rank holders and Departmental Rank holders are honoured on the College Day.
- 9) Identity Cards to the Staff and Students
Staff and Students of our College are provided with identity cards.
- 10) Uniform dress code for the students
There is a uniform dress code for the students of our College.
- 11) Notebook Committee
This committee takes care of the distribution of notebooks to the students at low cost.
- 12) Photocopy facility within campus
Photocopy facility is provided to the students at the College office and at the College Library.
- 13) College Website
The College takes all care to provide all relevant information that a stakeholder look for. Website Updation Committee updates the College website regularly.

14) Result Analysis

Immediately after the publication of the results of University Examinations the Top Management of the College conducts Department wise result analysis every semester.

15) Spoken English Classes

- a. Spoken English classes are arranged for all the U.G. Students by specially arranging a visiting faculty- by way of enriching Curriculum.
- b. As part of COC (Career Oriented Courses), Spoken English Classes are arranged for the first year U.G. students.

16) Career Oriented Courses.

- a. COC (Career Oriented Courses) was introduced during 2016-17.
 - i. For the first year U.G. students
 1. Computer Literacy Classes
 2. Spoken English Classes
 - ii. For the second year U.G. students
 1. Job oriented Courses
 - a. Correspondence and Communications
 - b. Medical Laboratory Technology
 - c. Yoga
 - d. Arts and Crafts
 - e. Tourism
 - f. Embroidery
 - g. Tailoring
 - iii. For the third year U.G. students
 1. General Knowledge
 - a. Current Affairs
 - b. Historical
 - c. Physics
 - d. Mathematical Aptitude
 - e. Numerical Ability
 - f. Test of Reasoning
 2. Interview Techniques, Group Discussion and Curriculum Vitae
 3. Bank Exam Aptitude
 4. TNPSC Examinations
 5. General Tamil
 6. Hindi

17) Department Level Magazines

During 2016-17, Five out of the Ten Departments, namely, English, Mathematics, Chemistry, Commerce and Business Administration released Department magazines.

Environment consciousness

Green audit

Our campus, which is a green campus, is home to 1285 trees as the plant survey conducted during 2016-17.. The plant survey was done by Eco club of our college. The Eco club volunteers counted the trees within the campus.

The palm tree, which is the State Tree of Tamil Nadu, is found in large numbers. Economically important trees like coconut, nutmeg, teak, sandalwood tree etc are also found. The survey helps to understand the carbon sequestration capacity of our greeneries which minimize the pollution within the campus.

Solid Waste Management

For degradable and non degradable waste management, two different coloured dust bins are kept by the Eco club. The red one is for non-degradable wastes and the blue one is for degradable wastes. By keeping these bins, it is easy to handle the wastes for students and sweepers. The aim is to keep the campus plastic free.

Other activities of Eco club

- Do's and Don'ts to keep the campus green is displayed.
- Reminders are displayed in class rooms to save electricity.
- Rain water harvesting pits are available in every building.
- The institution has a lot of greenery in its campus. Saplings are planted at regular intervals.
- Indoor plants are being grown inside classrooms and laboratories.
- All the Departments are assigned responsibility to maintain gardens
- Carbon emitting equipment are kept to a minimum inside the campus.
- Organic farm is being maintained
- All efforts are being taken to keep the campus plastic free.
- Regular Maintenances of electrical and electronic goods are carried out in labs and class rooms by the electricians and service engineers to reduce e-waste.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SEE ANNEXURE - V

8. Plans of institution for next year

- Construction of additional classrooms
- Completion of the Meeting Hall
- Introduction of M.Phil programme in English
- To take efforts to launch NCC
- To get more Ph.D. holders approved as Research Supervisors.
- To take efforts to get funded projects
- To continue Coaching Classes for competitive Examinations
- To introduce more job-oriented and value added courses
- To increase the number of Smart Classrooms
- Canteen facility to be upgraded
- To continue activities those inculcate social responsibility among the students.
- To encourage all faculty members to pass SLET/NET.
- To encourage the faculty members to publish articles in peer reviewed journals with impact factor and to publish more books
- To increase the number of books in the Library
- To encourage the faculty members to apply for minor and major projects with DST, TNSCST and FIST support.
- To conduct more number of awareness programmes for the students
- To improve the infrastructure facilities by procuring modern instruments
- To organize inter-collegiate competitions
- Strengthening of the Placement Cell in such a way that more students get placements.
- More outreach programmes to the rural poor that focuses on Education/Health through NSS/YRC/RRC/RoverClub.
- To continue spoken English Classes as part of Curriculum Enrichment.

Name Dr. M. ANTO



Signature of the Coordinator, IQAC

Name Dr. S. MARIA JOHN



Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
DST	-	Department of Science & Technology
DST – FIST	-	Department of Science & Technology - Fund for Improvement of S&T Infrastructure in Universities and Higher Educational Institutions Programme
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
P.G.	-	Post Graduate
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
TNPSC	-	Tamil Nadu Public Service Commission
TNSCST	-	Tamil Nadu State Council for Science and Technology.
TNTET	-	Tamil Nadu Teacher Eligibility Test
U.G.	-	Under Graduate
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure I

Academic Calendar 2016-2017

06/06/2016	-	Bridge Course for the newly admitted I year U.G. Students
10/06/2016	-	Bridge Course for the I year U.G. Students ends
16/06/2016	-	Reopening of the College for the year 2016-17
20/06/2016	-	Motivational programme for the Teaching Staff
20/06/2016	-	Association Meeting – Department of Chemistry
21/06/2016	-	Yoga Awareness Programme - World Yoga Day
24/06/2016	-	Career Guidance Programme for the final year U.G. Students
25/06/2016	-	Starting of the Hindi Classes
25/06/2016	-	Induction Programme for the newly recruited Teaching Staff – organized by IQAC
26/06/2016	-	Campus Interview
27/06/2016	-	Selection trials for various College Teams
01/07/2016	-	Extension Activities - Department of English
02/07/2016	-	Academic Audit - Internal
06/07/2016	-	Fresher's Day
08/07/2016	-	Annual College Magazine (2015-16) released.
09/07/2016	-	Industrial Visit – Department of Computer Science
11/07/2016	-	Interaction with Eminent Personalities - Department of Tamil
15/07/2016	-	Literary Competitions in connection with Kamaraj Birth Centenary Celebrations – By Mother Tongue Cell.
18/07/2016	-	Business Quiz Competition' organised by Department of Business Administration
19/07/2016	-	Consumer Awareness Programme
21.07.2016	-	First Internal Test begins
28/07/2016	-	Association Meeting -Department of Computer Science

28/07/2016	-	Association Meeting -Department of Tamil
22/07/2016	-	Managerial Skill Development Training – Department of Business Administration
28/07/2016	-	World Hepatitis Day -Awareness Programme.
28/07/2016	-	Managerial Skill Development Training – Department of Business Administration
29/07/2016	-	Audio Visual Presentation – Car Manufacturing Process - Department of Business Administration
03/08/2016	-	Awareness Programme on ‘Institutional Level Monitory Assistance for the Students’.
04/08/2016	-	Training Programme ‘Preparation of Soap & Phenyl’ - Department of Chemistry
05/08/2016	-	Association Meeting - Department of Commerce
05/08/2016	-	Study Tour organised by the Department of Zoology along with Eco Club
08/08/2016	-	Guest lecture - Department of Bio Technology
08/08/2016	-	Association Meeting -Department of Bio Technology
08/08/2016	-	Orientation Programme for the Teaching Staff – organized by IQAC.
09/08/2016	-	Extension Activities - Department of Bio Technology.
19/08/2016	-	Gender Sensitisation Programme by Women’s Cell
10/08/2016	-	Library Visit - Department of Commerce
10/08/2016	-	Organic Farming - Department of Zoology
10/08/2016	-	National De-worming Day
11/08/2016	-	Independence Day Cultural Competitions
11/08/2016	-	Interaction with Eminent Personalities - Department of Tamil
12/08/2016	-	World Youth Day Programme
12/08/2016	-	National Library Day
12/08/2016	-	Orientation Programme for NSS Volunteers
12/08/2016	-	Association Meeting - Department of Zoology

15/08/2016	-	Independence Day Celebration
16/08/2016	-	Workshop on Photography.
17/08/2016	-	Business Quiz competition – Department of Commerce
18/08/2016	-	Workshop on Photography
18/08/2016	-	Industrial visit -The Hindu, Trivandrum – Department of Business Administration
19/08/2016	-	Clean India Programme
19/08/2016	-	English Literary Association Meeting
20/08/2016	-	Intra- Departmental Quiz Competition – Department of Mathematics
22/08/2016	-	Clean India awareness rally.
23/08/2016	-	Extension Programme – Department of Tamil
24/08/2016	-	Seminar on 'Psychological and Philosophical perspectives on Modern English Literature' - organised by Department of English.
26/08/2016	-	Orientation Programme for the Teaching Staff – organized by IQAC.
26/08/2016	-	Job fair organised by a group of companies
26/08/2016	-	Second Internal Test begins.
30/08/2016	-	Training on 'Home Aquarium' - Department of Zoology
30/08/2016	-	Clean India awareness rally.
31/08/2016 to		
03/09/2016	-	Study tour – Department of Physics
01/09/2016	-	Book fair organised by Library Advisory Committee.
02/09/2016	-	Eye Donation Awareness Camp organised by NSS, YRC, RRC and Health Club.
07/09/2016	-	Orientation Programme on 'NAAC Peer Team Visit' to the Students – Department of Business Administration.
03/09/2016	-	Clean India 2016 programme - Killiyoor bus stand was cleaned.
06/09/2016	-	International Universe Day – Department of Physics

07/09/2016	-	Essay Competition 'Best Scientist you like' - Department of Physics
08/09/2016 to		
10/09/2016	-	Industrial Visit - Department of Bio Technology.
08/09/2016	-	Annai Velankanni Feast, Teachers Day & Onam celebration.
12/09/2016	-	Industrial Visit - Department of Mathematics
15/09/2016	-	Blood Donation Camp organised by Health Club, NSS, RRC, YRC of AVC in collaboration with Primary Health Centre, Killiyoor.
15/09/2016	-	Department Quiz competition – Technical Quiz – Department of Physics
17/09/2016	-	Result Analysis
21/09/2016	-	Bharathiyar Kalai Vizha organized by the Department of Tamil & Mother Tongue Cell.
21/09/2016	-	Interaction with Eminent Personalities - Department of Tamil
21/09/2016	-	International Conference - Department of Tamil
23/09/2016	-	Industrial visit to ISRO Trivandrum
23/09/2016	-	Industrial Visit - Department of English visited SCILET Library, Madurai
23/09/2016	-	Dengue Awareness Programme - Providing Nila Vembu Kudi Neer to the Students - Department of Zoology in collaboration with the Health Club of our College.
24/08/2016	-	Seminar on 'Psychological and Philosophical perspectives on Modern English Literature' - organised by Department of English.
26/08/2016	-	Orientation Programme for the Teaching Staff – organized by IQAC.
26/08/2016	-	Job fair organised by a group of companies
26/08/2016	-	Second Internal Test begins.
30/08/2016	-	Training on 'Home Aquarium' - Department of Zoology
30/08/2016	-	Clean India awareness rally.
31/08/2016 to		
03/09/2016	-	Study tour – Department of Physics

01/09/2016	-	Book fair organised by Library Advisory Committee.
02/09/2016	-	Eye Donation Awareness Camp organised by NSS, YRC, RRC and Health Club.
07/09/2016	-	Orientation Programme on 'NAAC Peer Team Visit' to the Students – Department of Business Administration.
03/09/2016	-	Clean India 2016 programme - Killiyoor bus stand was cleaned.
06/09/2016	-	International Universe Day – Department of Physics
07/09/2016	-	Essay Competition 'Best Scientist you like' - Department of Physics
08/09/2016 to		
10/09/2016	-	Industrial Visit - Department of Bio Technology.
08/09/2016	-	Annai Velankanni Feast, Teachers Day & Onam celebration.
12/09/2016	-	Industrial Visit - Department of Mathematics
15/09/2016	-	Blood Donation Camp organised by Health Club, NSS, RRC, YRC of AVC in collaboration with Primary Health Centre, Killiyoor.
15/09/2016	-	Department Quiz competition – Technical Quiz – Department of Physics
17/09/2016	-	Result Analysis
21/09/2016	-	Bharathiyar Kalai Vizha organized by the Department of Tamil & Mother Tongue Cell.
21/09/2016	-	Interaction with Eminent Personalities - Department of Tamil
21/09/2016	-	International Conference - Department of Tamil
23/09/2016	-	Industrial visit to ISRO Trivandrum
23/09/2016	-	Industrial Visit - Department of English visited SCILET Library, Madurai
23/09/2016	-	Dengue Awareness Programme - Providing Nila Vembu Kudi Neer to the Students - Department of Zoology in collaboration with the Health Club of our College.
22/12/2016	-	Christmas Day Celebration
26/12/2016	-	Alumni Association – Annual General Body Meeting
26/12/2016	-	Department Level Alumni Meeting - Department of Commerce

02/01/2017	-	Forensic and Investigative Accounting - Department of Commerce
06/01/2017	-	Industrial Visit - Department of Commerce
06/01/2017	-	Industrial Visit - Department of Bio Technology
06/01/2017	-	Workshop on ROBOTICS – Department of Computer Science.
09/01/2017	-	Orientation Programme on ‘Cracking NET/SET Examinations’ for M.Phil and final year P.G. students.
11/01/2017	-	First Internal Test begins
19/01/2017 to		
20/01/2017	-	Two Days’ National Seminar ‘Recent Trends in Pure and Applied Mathematics’ – Department of Mathematics
20/01/2017	-	Industrial Visit - Department of Computer Science
20/01/2017	-	Study tour - Department of Zoology
22/01/2017	-	Industrial Visit - Department of Bio Technology
23/01/2017 to		
26/01/2017	-	Study Tour - Department of Commerce
24/01/2017	-	Inter-Collegiate Quiz Competition organised by Department of Mathematics.
25/01/2017 to		
26/01/2017	-	Study Tour – Department of Mathematics
25/01/2017 to		
31/01/2017	-	N.S.S. Special Camp
26/01/2017	-	Republic Day
27/01/2017	-	International level symposium organized by Department of Tamil
04/02/2017	-	Staff get together at Kanyakumari
06/02/2017	-	Association Meeting - Department of Bio Technology
07/02/2017	-	Workshop on "E-learning" - Department of Business Administration
08/02/2017 to		
11/02/2017	-	Study Tour - Department of Computer Science

10/02/2017	-	National Symposium on 'Recent Advances and applications in Chemistry' – by Department of Chemistry.
10/02/2017 to		
12/02/2017	-	Study Tour - Department of Computer Science
10/02/2017 to		
12/02/2017	-	Study Tour - Department of Mathematics
13/02/2017	-	Association Meeting - Department of Commerce.
15/02/2017	-	Industrial Visit - Department of Physics
15/02/2017 to		
16/02/2017	-	Inter – Departmental Cultural Competitions organised by Department of Business Administration
16/02/2017	-	Reunion of Alumni - Department of Business Administration
17/02/2017	-	Extension Activity - Department of Bio Technology
17/02/2017	-	State Level Symposium on 'Smart Materials' -by Department of Physics.
20/02/2017	-	Second Internal Test begins
23/02/2017	-	Sports Day
23/02/2017	-	Study Tour - Department of Tamil
25/02/2017	-	Graduation Day
27/02/2017	-	Fine Arts Day
28/02/2017	-	College Day
05/03/2017 to		
07/03/2017	-	Study Tour - Department of Business Administration
08/03/2017	-	Women's Day Celebration
09/03/2017	-	Workshop on "Access to E-mail" - Department of Business Administration
09/03/2017	-	Awareness programme on 'Disaster Management'
09/03/2017 to		

- 11/03/2017 - Workshop on ROBOTICS – Department of Computer Science in collaboration with AGAPE TECHNO SOLUTIONS, NAGERCOIL -3
- 10/03/2017 - Programme on ‘Soft Skill Development’ - Department of Business Administration
- 16/03/2017 to
- 17/03/2017 - Training Programme on ‘Online Exam Fee Payment’ - Department of Business Administration
- 18/03/2017 - Study Tour - Department of Tamil.
- 29/03/2017 - Third Internal Test begins
- 08/04/2017 - Extension Activities - Department of Commerce.
- 17/04/2017 - Model Examination begins
- 22/04/2017 - Release of the Department Magazine - Department of Business Administration

Annexure II

1. List of certificate courses

Sl.No	Name of the course	Duration	In collaboration with
1	Spoken English	72 hours	British Institute of Spoken English, Nagercoil
2	Tally	90 hours	CSC Computer Centre, Monday Market
3	M.S. Office	90 hours	CSC Computer Centre, Monday Market
4	Hindi Class	5 Months	Dakshina Bharat Hindi Prachar Sabha Nagercoil

2. List of other courses

Sl.No.	Name of the course	Duration	Offered by
1	Key Board	1year	Annai Velankanni College, Tholayavattam
2	Tailoring	1 year	Annai Velankanni College, Tholayavattam
3	Beautician	72 hours	In collaboration with Challenge Institute, Puthukkadai
4	TNPSC Group II & IV / VAO	300 hours	In collaboration with Gruru Coaching Centre, Marthandam
5	NAVY / CRPF / AIR FORCE / Police	100 hours	In collaboration with Gruru Coaching Centre, Marthandam
6	Two wheeler & Four wheeler Driving for Boys & Girls	3 Months	In collaboration with Sonia Driving School, Tholayavattam
7	Arts & Crafts	1Semester	Annai Velankanni College, Tholayavattam
8	KNACK (Best from waste)	1 Semester	Annai Velankanni College, Tholayavattam

Annexure III

Feedback on Curriculum from Students

Feedback on Curriculum is collected every semester from the students and from the teachers handling the subjects.

- Feedbacks analysed.
- On the basis of the analysis, a consolidated report was prepared by the Department.
- Suggestions, if any, made through the Heads of the Departments/ Members of the Board of Studies of the respective Departments to the University.

Feedback on Teaching from Students

At the end of both the semesters, feedback on teaching is collected from every student. The strength and weaknesses of the staff members are evaluated on various aspects of competence in teaching, viz., knowledge base, communication skills, sincerity and commitment, ability to integrate course material with societal issues and with other courses, accessibility of the teacher and the ability to design quizzes/Tests/Assignments/ Examinations and projects. Based on the evaluation, staff members are given the necessary guidance by the Management/ Principal.

Feedback on the Performance of the College from Parents

During Parent & Teacher Association meetings feedback from the parents are collected. Parents' role in the studies of their wards, such as monitoring of their wards at home, support and guidance, keeping their wards motivated, is evaluated. Also the role played by the meetings of the Parent & Teacher Association in the academic progression of their wards, importance attached by them to the Parent & Teacher Association meetings, their regularity to the meetings are also evaluated. In addition to these, During Parent & Teacher Association meetings, Parents are given an opportunity to express their views regarding the role of the College in their wards academic progression and the Parents enthusiastically take part and bring issues to the attention of the Management/ Principal. In addition the Parents are given an opportunity to interact with the Class-in-Charges and the HODs after the Parent & Teacher Association meeting is over. The Management/ Principal takes utmost care in addressing the issues put forth by the Parents.

Feedback on the Performance of the College from Alumni

Feedback from Alumni are collected during the Annual General Body meeting, which invariably falls during the last week of December every Year. The role of the College in their growth, the values inculcated on them by the College, their role in the development of the College and the lasting imprint of the College on them are evaluated. Suggestions for improvements also sought from them in the backdrop of the challenges they might have faced at their work places as an alumni of a rural College. The takes efforts to put into effect all inputs thus collected, in its endeavour of serving the rural community.

Annexure IV

Major Activities during the year in the Sphere of Extension and Institutional Social Responsibility

Sl.No.	Date	Participants	Programme	Place / Resource Person
1	30-6-2016	All U.G I & II Year	World Free Tobacco Day Rally	Killiyoor Panchayat / Killiyoor Block Officer
2	5-7-2016	All U.G I & II Year	Dengue Awareness Rally	Killiyoor Panchayat/ Adv.S.Rajesh Kumar, MLA Killiyoor Constituency
3	9-8-2016	Bio-tech	Plastic Awareness	Thittavillai
4	12-8-2016	U.G Final Year Students	World Youth Day	Mrs.N.Lizy Santhi, ICTC Counselor, Killiyoor
5	22-8-2016	All I Year NSS Volunteers	Clean India Awareness Rally	Palloor Panchayat / Palloor Panchayat President
6	23-8-2016	All I Year NSS Volunteers	Clean India Programme	Indra Nager Colony, Palloor Panchayat
7	24-8-2016	All II Year NSS Volunteers	Campus Cleaning	Principal, Annai Velankanni College. Tholayavattam`
8	30-8-2016	All U.G I & II Year	Clean India Awareness Rally	Killiyoor Panchayat/ Principal, Annai Velankanni College. Tholayavattam
9	31-8-2016	All II Year NSS Volunteers	Bus Stand Cleaning	Killiyoor Bus Stand

10	2-9-2016	All Final Years	Eye Donation Awareness	Dr. J Ganesh, Lions Club, Sivakasai. AVC, Auditorium
11	15-9-2016	3 Teaching Staff, 10 Girls & 33 Boys Students	Blood Donation camp	State Blood Transfusion Council, Chennai-8 AVC, Auditorium
12	19-10-2016	25 II Year NSS Girls Volunteers	Literacy Programme in Kamplar Village	Dr. S. Maria John Principal, AVC, Tholayavattam.
13	21-12-2016	Bio-tech	Old age home visit	Anpakam ,Muncharai
14	21-12-2016	English	Visiting Govt. Primary school Christmas gift distributed to the students	Sivalogam
15	24-10-2016	All II Year NSS Girls Volunteers	Socio-economic Survey	Kamplar Village
16	25-01-2017 to 31-01-2017	All II year NSS Volunteers	Special Camp	Unit-72-Vencode, Unit-73-Kamplar & Unit-81-Killiyoor
17	11-02-2017	50 NSS Boys Volunteers	One Day Special Camp	Kamplar Village ,Adv.S.Rajesh Kumar, MLA Killiyoor Constituency & Dr.Gladis Lilly
18	17-02-2017	Bio-tech	Plastic Awareness	Kamplar Village
19	9-3-2017	All U.G. Final year Students	Disaster Management & First aid Training Programme	Disaster Management Training Officer, Nagercoil
20	11-03-2017	All Final Year Students	Road Safely Education: Awareness Programme & Rally	Regional Transport Officer, Marthandam

Annexure V

SWOC ANALYSIS OF THE INSTITUTION

Strengths

- Noteworthy academic results including University Ranks.
- Encouragement to Staff and Students to present and publish research papers
- Encouragement to organize regional/national seminars, conferences, symposia and workshops.
- Adequate infrastructure facilities.
- Well equipped Laboratories
- Spacious Library
- INFLIBNET
- Transport facility by the College for the students
- Extensive support to students to avail various scholarships and Management support to needy students.
- Taking extra efforts to promote communication in English.
- Visionary Management.
- Very low dropout rate.
- Post Graduate and M. Phil. courses.
- Committed, dedicated and qualified employees(teaching and non teaching)
- The College has earned a name for itself as one which serves and cares and meant for poor and downtrodden of the locality.
- Lot of importance attached to formative evaluation.
- Eco friendly and serene atmosphere of learning
- Optimal utilization of working days and infrastructural facilities.
- Identification of thrust areas every year.
- Exposure to extension activities.

Weaknesses:

- No recognized research centre in the College.
- Not all benefits enjoyed by students studying in aided/ government Colleges are extended to students of self financing Colleges.
- Students from the feeder schools of the surrounding villages with good scores prefer professional courses or aided Colleges.
- Insufficient participation of placement agencies for campus recruitment.
- Lagging behind, as far as ICT enabled classrooms are concerned.
- Lagging behind, as far as entrepreneurial skill development is concerned

Opportunities

- Easy access to rural population.
- Students are mostly first generation graduates.
- Representation of faculty in the academic bodies of the affiliating University and autonomous Colleges.
- Empowerment of Women.
- Empowerment of rural/ marginalized/ downtrodden sections of the society.
- Promotion of research culture among students.
- To initiate interest and talent based student clubs and quality clubs.
- Establishing formal linkages with Industries
- Involving Industries and reputed Institutions into MOU with the College.
- Students' progression to Research
- Making the students to be successful at competitive examinations.
- Placement of students
- Establishing a full-fledged research centre.

Challenges/ Threats

- Financial constraints arising from the status of being a self-financed institution.
- Mushrooming of new self financing Colleges in the neighbourhood.
- False propaganda by communal forces.
- Lack of motivation among boy students.
- Culture of mobile-addiction.
- Cinema culture.