

Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2013-14)

2015-16

I. Details of the Institution

1.1 Name of the Institution

Government Arts College

1.2 Address Line 1

Ealiamuthur Road

Address Line 2

Bodipatty

City/Town

Udumalpet

State

Tamilnadu

Pin Code

642126

Institution e-mail address

gacudpt@gmail.com

Contact Nos.

9047852440 / 9994924982

Name of the Head of the Institution:

Dr K. Balakrishnan

Tel. No. with STD Code:

04252 - 223062

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOCGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B +		2007	5 years
2	2 nd Cycle	A	3.01	2014	5 years
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 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))

- i. AQAR 2014-15 submitted to NAAC on 28-08-2018
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

Bharathiar University,
Coimbatore

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

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

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held 12

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

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

How to submit accurate data / Improving Student Support Services / Creating awareness among students about Environmental Consciousness

2.14 Significant Activities and contributions made by IQAC

Suggestions to improve research / placement activities / SEPs / Campus Cleaning

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 year *

Plan of Action	Achievements
Mutual Academic Auditing to be done periodically	done
Task-based, ICT enabled classes to be engaged	Initiatives taken
Obtaining Recognition for research programmes	Reminders sent
New classrooms and toilets	Fund from RUSA received
Placement initiatives (at least four on-campus programmes)	Initiatives taken
e-governance initiative	Initiatives taken
Departmental innovations and best practices to be initiated	done

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

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
PhD	15			
PG	10			
UG	20			
PG Diploma	0			
Advanced Diploma	0			
Diploma	0			
Certificate	0			2
Others – MPhil	15			
Total	60			
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	34
Trimester	
Annual	

1.3 Feedback from stakeholders*

(On all aspects) Alumni Parents Employers Students

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

**Please provide an analysis of the feedback in the Annexure*

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

New Courses were introduced in MA English and BSc Mathematics.

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
94	80	14		

2.2 No. of permanent faculty with Ph.D.

66

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

33

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers	14	14	5
Resource Persons			22

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

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)

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

22		
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2.10 Average percentage of attendance of students

85

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG	621	1.66	77.29	7.5	7.08	77.29
PG	228	8.78	99.51	.48	0	89.91
M.PHIL	18		83.33			83.33

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

It suggests measures to improve teaching and learning periodically through constant meetings at the institutional level.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	3
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	1
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	8

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	6	7	0	6
Technical Staff	1	4	0	4

Criterion – III

3. Research, Consultancy and Extension

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

IQAC took initiatives to make five more departments research centres recognized by the university last year. It was achieved this year.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		2		
Outlay in Rs. Lakhs		1675000		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1		1	
Outlay in Rs. Lakhs	100000		100000	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	46	9	
Non-Peer Review Journals	3	1	
e-Journals	3	0	
Conference proceedings	6	15	

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	1	TANSCHE	100000	100000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total	1		100000	100000

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					4
Sponsoring agencies					IQAC

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

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

42

69

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

11

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 State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- Blood Screening Camp / Breast Cancer Awareness Programme
- Road Safety Day in association with Udumalpet Traffic Police - Pamphlets issued
- Voters' Day Celebrated – Pledge taking and Rally

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				
Class rooms	56			56
Laboratories	12			12
Seminar Halls	2			2
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	7			7
Value of the equipment purchased during the year (Rs. in Lakhs)	520474			520474
Others				

4.2 Computerization of administration and library

Yes.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13714		489		14203	
Reference Books	2233				2233	
e-Books	20		4		24	
Journals	9		31		40	
e-Journals	15				15	
Digital Database	4		1		5	
CD & Video	95				95	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	112	4	17			4	22	
Added	22							
Total	134	4	17			4	22	

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

Computer Literacy Programme is run for all freshers at the UG level. e-governance has just initiated.

4.6 Amount spent on maintenance in rupees :

i) ICT Rs.7000

ii) Campus Infrastructure and facilities

iii) Equipments Rs.9000

iv) Others Rs.20000

Total : Rs.18000

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Tutors were requested to individualize their care and monitor the progress of each student. The grievances and complaints were taken from students and addressed. Regular feedback was insisted.

5.2 Efforts made by the institution for tracking the progression

Departments were asked to maintain a diary of events and record all important events academic and non-academic, and to organize SEPs and FDPs as regularly as possible. They were asked to submit reports at the end of each academic year.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2368	472	103	48

(b) No. of students outside the state

0

(c) No. of international students

0

Men	No	%	Women	No	%
	1275	42.63		1716	57.37

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
18	920	22	1880	9	2840	22	940	23	2006	9	2991

Demand ratio 1:2.48 Dropout % 1.64

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

Career guidance and placement cell regularly conducts special coaching programmes for students who aspire to get through competitive examinations.

No. of students beneficiaries

1360

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Regular student counselling sessions are held by tutors. The CGPC (Career Guidance and Placement Cell) conducts various training programmes and prepares the students to face the interview.

No. of students benefitted

1360

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
2	340	34	82

5.8 Details of gender sensitization programmes

Women's wing conducts programmes periodically.

9

5.9 Students Activities

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

State/ University level

82

National level

International level

No. of students participated in cultural events

State/ University level

34

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		
Financial support from government	1834	Rs.5989107
Financial support from other sources		
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

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: To offer quality education with social, moral and ecological codes to the rural, underprivileged, meritorious students of the region for their social mobility

Mission: To admit meritorious students in strict adherence to the reservation policies of the Government of Tamilnadu / To promote effective and technology-enhanced learning teaching practices, and socially relevant research activities / To create opportunities for students to increase their employability with a 'can-do' attitude / To instil into students a sense of responsibility for social and communal harmony and for the protection of environment

6.2 Does the Institution has a management Information System

NO

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

6.3.1 Curriculum Development

Members of the board of studies bring about all necessary changes in the curriculum developed by the parent university.

6.3.2 Teaching and Learning

Initiatives were taken to improve the quality of teaching and learning such as casting the board work on the college website, ICT-enabled presentations, provision of remote access to absentees, Regular conduct of SEPs and student seminars.

6.3.3 Examination and Evaluation

Attempts have been made to centralise the conduct of internal quality assessment tests.

6.3.4 Research and Development

Members were encouraged to apply for minor and major research projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Attempts have been made for automation of library. The Government of Tamilnadu has been requested for the grant of fund for the construction of new classrooms and toilets, and for the new equipment.

6.3.6 Human Resource Management

Staff are encouraged to participate in various seminars and conferences, to run various student-centred programmes, and to guide and counsel students to achieve their social mobility through higher education.

6.3.7 Faculty and Staff recruitment

The government has been requested to appoint staff to fill vacancies

6.3.8 Industry Interaction / Collaboration

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6.3.9 Admission of Students

Single Window Counselling System for admission is rigorously followed.
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6.4 Welfare schemes for

Teaching	Yes
Non teaching	Yes
Students	Yes

6.5 Total corpus fund generated

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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	Coordinator	Yes	IQAC
Administrative				

6.8 Does the University/ Autonomous College declares 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?

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

6.11 Activities and support from the Alumni Association

The Alumni got 720 students registered with it. It organised programmes and events to encourage students. It partially funded the graduation day celebration and other key events in the college.

6.12 Activities and support from the Parent – Teacher Association

The PTA organised periodical meetings. Suggestions from parents were recorded and presented to the Principal for action. It provides salary to 14 temporary staff.

6.13 Development programmes for support staff

The Government of Tamilnadu runs programmes periodically for support staff. There are four programmes run during this academic year.

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

Awareness programmes are conducted to sensitize students about the protection of our environment. They are involved in maintaining a clean and green campus.

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.

The website has been redesigned and revamped to collect data from staff and students. DCF was enabled to collect data. / Periodical update of files was insisted and all departments kept their files updated./ Special training was offered to students who wished to go to England under Study Abroad Programme and two students and a staff were selected.

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

Feedback from students was used to update the curriculum through the members of the BOS. Learner-centred teaching was continued with the support of ICT. Requests were submitted to the director of collegiate education for permission to run full time and part time research centres. NSS, NCC and YRC conducted 24 different extension activities. Departments conducted various SEPs and Student Seminars. The college website was revamped for data collection and e-governance. An attempt was made to create an energy forest. Over hundred neem saplings were planted at a site.

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

We continued with the best practices “Use English to Learn It” and “Donate Blood and Save Lives.” Two more best practices have evolved over these two years: “Periodical File Update” and “Website for Data Collection.”

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

A pond was made to harvest rain water. More and more saplings were planted on the campus under Green Initiatives.

7.5 Whether environmental audit was conducted? Yes No

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

8. Plans of institution for next year

Feedback to be collected from the outgoing students and action to be taken / Task-based teaching to be practised consistently / over 10 different extension programmes to be organized / Research projects to be undertaken / New labs and classrooms to be constructed / SEPs and Student Seminars to be continued / 24x7 feedback system to be created for stakeholders / Continuing Initiatives to be taken for creating awareness among students about keeping the campus clean and green.

Name Dr V. Krishnan

Name Dr K. Balakrishnan

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Best Practices - I

Title of the practice "Periodical File Update"

Goal: To update the fifteen different files in each department and be ever-ready with all the details to be retrieved and submitted whenever asked for.

Context: Collecting data from each department was a great challenge. The IQAC charted this plan of having each department maintain fifteen different files for the details of admission, results, schedule of classes, allocation of syllabus, research programmes, student support services, student enrichment programmes, student progression, placement, extension activities, and green initiatives. Fifteen box files were given to each department and they were asked to keep updating the files periodically.

Evidence of Success

The IQAC through its internal auditing checked each department whether they updated their files. This periodical auditing helped the departments be ready with all the details and to submit whenever demanded by the IQAC. This has been done for the last two years, and it has merged as one of the best practices, even for many colleges to follow it.

Problems encountered and resources required

When the departments were asked to update the files, only a few departments carried out the task, and the rest just ignored the instruction. Then, the IQAC announced its periodical auditing of files exclusively and asserted that the department should have a coordinator to update the files and that he or she should keep updating the files. This announcement was very effective. All departments updated their files through their coordinators.

Any other details

This is really practicable. It does not require any great resource of anything but the readiness of the members of the staff.

Contact details	Name of the Principal	Dr A. Christinal Mary Sugunavathy
	Name of the Institution	Government Arts College
	Name of the City	Udumalpet
	Pin Code	642126
	Accredited Status	A (CGPA: 3.01)
	Work Phone	04252 -223062
	Website	www.gacudpt.in
	Mobile Phone Number	9047852440
	Fax Number`	04252-223062
	E-mail	gacudpt@gmail.com

Best Practices - II

Title of the practice "Website for collection of Data"

Goal To collect data from departments and consolidate as effectively as possible

Context

Collecting data from the departments was a real challenge. Even the data was collected, they could not be consolidated as each department had their own way of submitting data in various forms. Consolidating the data took longer time than one could imagine. In order to avoid this time consuming task, the IQAC decided to find a way out. It designed a DCF and posted it on the college website and sent an sms to all staff members to submit their data accessing the college website where the DCF had been posted on a particular page. Members of the staff posted their data and the IQAC found it very easy and quick to consolidate the data. Now, every form of data has been collected only this way from individual staff members and departments.

Evidence of Success

The website has a special tab "IQAC" which prompts all to submit the data the IQAC needs. This has led to the placing of 24x7 feedback system on the college website, which too has emerged a good practice.

Problems encountered and resources required

Designing a DCF was a bit difficult in the beginning. Any conditional DCF was a real challenge but only in the beginning. The free caldera form plugin helped the IQAC to design any kind of form or DCF as effectively as possible.

Any other details

The IQAC has suggested this style of collecting data to many institutions during its visits to other institutions which too have started using this style.

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	Mobile Phone Number	9047852440
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College Calendar

Web link: www.gacudpt.in/calendar