

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

2017-18

I. Details of the Institution

1.1 Name of the Institution

Selvamm Arts and Science College (Autonomous)

1.2 Address Line 1

Salem Road, Ponnusamy Nagar

Address Line 2

Pappinaickenpatti (P.O)

City/Town

Namakkal

State

Tamilnadu

Pin Code

637 003

Institution e-mail address

selcoll@rediffmail.com

Contact Nos.

04286 244607

Name of the Head of the Institution:

Dr.N.Rajavel

Tel. No. with STD Code:

04286 244607

Mobile:

99420 99566

Name of the IQAC Co-ordinator:

T.Vijaya Saratha

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.04	September 2008	5
2	2 nd Cycle	A	3.23	July 2014	5

1.7 Date of Establishment of IQAC:

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))

AQAR 2017-18 Submitted to NAAC on -----

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 12 B

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)

Periyar University, Salem

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

NO

Any other (*Specify*)

-

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

2.4 No. of Management representatives

1

2.5 No. of Alumni

2

2.6 No. of any other stakeholder and
community representatives

2

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

1

2.9 Total No. of members

17

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

- Time Management
- Improving Listening skills
- Importance and the need of English Language
- Tenses and spoken English
- Steps involved in publication of research articles

2.14 Significant Activities

- To improve the research knowledge among the students by sending their project for funding
- To increase the skill oriented certificate courses
- To establish MoU with research institutes
- UGC expert committee visited the college and autonomous status was extended for the college. The autonomous report was prepared by IQAC

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
Preparation to meet the UGC Expert committee	The expert committee visited the college on 3 rd and 4 th October 2017 and conferred the autonomous status.

Research activities to be enriched and final year PG students projects were sent for TNSSTC	2 students from Dept of Physics and 1 student from Biotechnology were selected by TNSSTC and 10,000 each was sanctioned
Planned to conduct Academic Council meeting and suggestions from faculty members , alumni , stake holders were collected	Academic Council meeting was conducted and UG and PG syllabus were revised for the next academic year
Planned to improve the communication skill of the students	Skills through English(STE) was introduced inside the curriculum and separate
Skill development courses were planned to increase in each in every department	Each and every department conducted skill development programmes every semester

* 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	01	-	01	-
M.Phil	09	-	09	-
PG	11	-	11	15
UG	18	-	18	40
Total	39	-	39	55

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	39
Trimester	-
Annual	-

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

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.

- Skills Through English(STE) a new communicative English course was planned to implement for both UG and PG and credits were allotted
- PG Syllabus was revised from the academic year 2016-17
- New UG syllabus was planned to be revised for the academic year (2018-19) and all the departments conducted Board of Studies during this academic year and the syllabus was approved in the academic council conducted in April-May 2017

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

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Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
127	126	-	01	-

2.2 No. of permanent faculty with Ph.D.

16

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
14	-	-	-	-	-	-	-	14	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

1	-	-
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	12	50	12
Presented papers	46	55	-
Resource Persons	-	02	-

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

- Skills Through English (STE) is implemented during regular classes to improve the communication skills of the students.
- Certificate courses are conducted based on recent trends and competitive exams.
- Skill based courses are included in the syllabus.
- ICT based teaching and learning is implemented.

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)

- Snap tests, CIA tests
- Model exams

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

129	129	129
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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	566	5.71	50.64	40.51	3.11	68.02
PG	144	19.04	80.15	0.79	-	87.5
M.Phil	101	43.90	50.09	-	-	79.61

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

- Encourage the physical science students to involve in doing projects, so as to improve the research skill.
- Motivate the faculty members and students to use ICT methods for teaching and learning.
- Seminars, workshops, conferences and symposia are conducted to improve the technical knowledge of students.

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	38
Faculty exchange programme	-
Staff training conducted by the university	01
Staff training conducted by other institutions	11
Summer / Winter schools, Workshops, etc.	05
Others	-

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	08	-	01	03
Technical Staff	23	-	07	02

Criterion – III

3. Research, Consultancy and Extension

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

- Good research practices are shared with faculty and students at different platform.
- IQAC sensitize the faculty members towards the need to apply for minor research projects to the funding agencies.
- Steps were taken to encourage and facility the facilities the faculty members to pursue Ph.D.,
- Faculty were also encouraged to attend and present research article in various seminar and conference etc, and to published paper in the journal of National and International.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
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	48	16	-
Non-Peer Review Journals	-	-	-
e-Journals	01	-	-
Conference proceedings	04	03	-

3.5 Details on Impact factor of publications: 07.132

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	-	-	-	-

Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	17-18	TNSCST	20000	20000
Any other(Specify)	17-18	DST	40000	40000
Total	-	-	60000	60000

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	01	07	-	-	20
	Sponsoring agencies	SASC	SASC	-	-	SASC

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

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 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	<input type="text" value="-"/>	College forum	<input type="text" value="84"/>		
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="-"/>	Any other	<input type="text" value="-"/>

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

- Bio formulation through formers field.
- Water source survey and tree plantation.
- Awareness about solar light energy, plastic disposal from various places of town.
- The SASC conducted gender sensitisation and women empowerment programme.
- Blood group identification in adopted village in all the departments.
- Independence day celebration and global warming awareness programme.
- Deforestation of prosopis juliflora was done in our adopted village.
- To explain government scheme for village people

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	13.3 Acrs	-	-	13.3 Acrs
Class rooms	12,833.732*	1627.104	-	14,460.836*
Laboratories	1427.20*	-	-	1427.20*
Seminar Halls	1326.24*	-	-	1326.24*
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	7 Buses	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	170.43	23.00	SASC	193.43
Others	5901.783*	-	-	5901.783*

* in square meters

SASC – Selvamm Arts and Science College

4.2 Computerization of administration and library

For fast and reliable library services (like circulation OPAC etc), library have fully computerised with the library software lips int 5.0 from 2007

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	11,500	22,89,895.00	2,655	5,82,034.00	14,155	28,71,929.00
Reference Books	7,335	1,72,731 5.00	652	1,82,965.00	7,987	19,10,280.00
e-Books*	100000+	16,500.00		5,750.00		22,250.00
Journals/ Magazines	100	2 ,13 ,020.00	3	75,000.00 #	103	2,88,020.00
e-Journals*	6000 +	-	6000 +			
Digital Database	-	-				
CD & Video	1,072	-	12		1084	
Others (specify)	-	-				

* Accessing through INFLIBNET – NLIST # - Yearly subscription for journals and Magazines

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	208	116	199	-	-	7	14	71
Added	1	-	-	-	-	-	1	-
Total	209	116	209	-	-	7	15	71

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

- Training to faculties about Google class room.
- Basics of computer for non-computer science students in Selvamm Arts and Science College
- Basics of computer for Govt. Hr. Sec. School, Ulagappampalayam school students.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.2
ii) Campus Infrastructure and facilities	204.25
iii) Equipments	0.6863
iv) Others	20.508
Total :	225.448

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Conduct continuous Internal Assessment (CIA), tests, seminars.
- Discipline - Dress code, conduct and behaviour.
- Students' attendance - Regularity and permission.
- Students' results and attendance are conveyed to their parents through SMS.

5.2 Efforts made by the institution for tracking the progression

- Develop sound health by promoting sports and games.
- Make student leaders, entrepreneurs and job creators, not job seekers by conducting skill oriented courses.
- Encourage creativity among the students to bring out their latent talents.
- Skill Through English (STE) introduced by our College.

5.3 (a) Total Number of students

UG	PG	Ph. D.	M.Phil
2389	337	01	116

(b) No. of students outside the state

04

(c) No. of international students

Nil

Men	No	%	Women	No	%
	1775	62		1067	38

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
31	895	176	1495	04	2601	36	999	176	1631	05	2847

Demand ratio 1:20

Dropout: 3%

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

- We conduct certificate course for all IIIUG and II PG students.
- We arrange and encourage students to prepare for competitive exam. According to the request we arrange coaching classes.

No. of students beneficiaries

817

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	<input type="text" value="1"/>

5.6 Details of student counselling and career guidance

- Dr.Pearl kittu counsellor of the college provides counselling to the members of the staff and to the students.
- Our college gives individual and group counselling based on the students needs.
- We give the counselling for family level problems, personal problems and health problems.

No. of students benefitted

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
11	621	225	05

5.8 Details of gender sensitization programmes

- We celebrate mothers feed week
- We celebrate international women's day every year
- We have a committee for women's welfare.
- We have conducted medical camp for girl students.

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	1070	8390650
Financial support from government	607	4388205
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 produce leaders who will be agents of social change, primarily among the communities they live in, and in the nation as a whole; and to make the college serve national and global needs by providing quality human resource, by shaping intellectually sound, ethically sensitive and socially compassionate graduates.

MISSION

Our Mission is to achieve the vision of the founder by establishing and managing Educational Institutions based on the four cardinal principles of Discipline, Sound education, Sports & Service. In order to raise leaders with rounded holistic personalities.

6.2 Does the Institution has a management Information System

Yes, the Institution has a management Information System. The MIS satisfies the diverse needs through variety of systems such as query system, analysis system, modelling system and decision support system. And it also helps the top level management in goal setting, strategic planning and evolving the business plans and their implementation.

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

6.3.1 Curriculum Development

Our institution Conducts Board of Studies every year. It ensure that staff, applicants, students, external examiners and other relevant groups are provided with accurate information about the programmes of study and other taught provision their component parts and, in particular, about the assessment of the programme.

- Usage of LCD and modern methods for teaching.
- Students are encouraged to take seminars using ICT
- Remedial classes are held for the students those who lagging behind.
- Skills through English (STE), is included for the benefit of the students.
- Our library is equipped with various new journals and new books.

6.3.3 Examination and Evaluation

- In evaluating the papers, it is crucial that any evaluation of Examination meets the same high quality standards imposed on the review and evaluation.
- To ensure independence and impartiality as key quality criteria for proper evaluation, transparency is maintained in evaluation process.
- The practical examination is conducted with internal and external examiners appointed by the controller of examination.

6.3.4 Research and Development

- Research guides have submitted project proposals to various funding agencies.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Fully equipped library with automation facilities.
- 24x7 free Wi-Fi facility.
- Two full-fledged Computer Labs .
- Class rooms with mobile LED projectors.
- Language Lab facility for English learners.

6.3.6 Human Resource Management

The institution organises Faculty Development Programme and yoga class to develop good human resources.

6.3.7 Faculty and Staff recruitment

- Qualified, experienced staffs are recruited based on test and interview

6.3.8 Industry Interaction / Collaboration

- Industrial visits are made compulsory for the under graduate students.
- MoU was signed with Infosys BPO through Periyar University.
- Departments are encouraged to make their courses of study with the industry.
- Lectures by industry experts and regional experts are regularly conducted.

6.3.9 Admission of Students:

UG	PG	M.PHIL	TOTAL
899	182	116	1197

6.4 Welfare schemes for

Teaching	Staff welfare fund, EPF, marriage contribution, yoga, picnic and provide uniform in free of cost
Non Teaching	EPF, marriage contribution, picnic and provide uniform in free cost
Students	Fee concession, scholarship, noon meals and yoga

6.5 Total corpus fund generated

As and when needed management will support

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	No	No	Yes	Head
Administrative	Yes	Auditor	Yes	Manager

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?

- Multiple choice questions are given more importance.
- 100% external valuation is done.
- Internal component is given more importance(UG-25,75) (PG40,60)

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

It encourages starting new innovative programmes according to the needs and request of the students, parents and companies.

6.11 Activities and support from the Alumni Association

- Every year alumni association meeting was conducted the passed out students were also given importance.
- Every year we select office bearer and listen to their suggestions and encourage their membership and their contribution to the institution was given importance.
- Various Alumni of our esteemed college has acted as resource persons at our college for many programs and conferences.

6.12 Activities and support from the Parent – Teacher Association

- Conduct parents-teachers meeting for every semester for the students to know their performances in the University Examination. (03.01.2018)
- It increases understanding between parents, teachers and students and also make the parents to encourage their children in studies.
- Suggestions from parents are collected and remedial measures are taken for the betterment of the students.

6.13 Development programmes for support staff

- Staff orientation programme, yoga and staff picnic
- Basic computer skills are imparted to the support staff

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

- Plantation of around 750 plant samplings in and around our college campus to make the institution green.
- We have separate dustbins for degradable and non degradable wastes and it is being followed by the students properly.

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.

- ‘Values for Life’ course is offered for all the I UG students as a life skill and human value oriented paper.
- 15 days Bridge course is offered by department of English to all the I UG students after commencement of the Academic year. And bridge course material is prepared and issued to the students. Students are motivated and encouraged to speak English fluently and functionally in the day today activities.
- Institution has been accessed scientific journals and scope to improve research activities.
- Selvamm Research Association has formed to concentrate on Research and its functioning well.
- Computer Science department organized ‘Lab to land’ and Land to Lab’ programmes in which the rural people interestingly participated and knew the basic computer skills.
- The department of Mathematics has conducting ‘PUZZLE’ programme on every Friday and selected students has get prize from the department.
- The Tamil department conducting ‘Velli Vattam’ on every Friday for improving students’ writing and speaking skills by essay writing, kavithai, Drawings and Speech.
- The department of Hotel Management and Catering Science conducted one day training programme to primary school’s Nutrition food cookers.
- The department of Business Administration conducted ‘Stall Expo’ which was useful to students for increasing their marketing skills.
- Six of our departments have conducting ‘Quiz’ Programmes to students for improving their Academic skills, Cultural skills and Creativity.

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

- Blood Group identification camp organized by the department of Bio-Technology and Microbiology for I UG and I PG students.
- All the students are motivated to save the Electricity and Water usage. And also motivated to maintain Green and clean campus.
- Every day Five new English words are displaying in notice board for learning and enhancing Students Vocabulary skills.
- Every year on December 3, our Institution organized 'World Disabled Day'. In which the disabled students participated in various events and get recognition from the management.
- Hand Book/ Calendar is prepared and issued to all the faculty members and students. It consists of rules and regulations of the college, Day order, details of working days, holidays, CIA exam, Model and Semester exam dates.
- Mentor system is followed in our college. A faculty allotted to 35 students for UG and 25 students for PG for getting guidance from the faculty. And also we maintain good relationship between faculty and students.
- Yoga practical training is given to all the students for first 15 days to all the I UG students in the beginning of the academic year, students will learn the 'Manavalakkalai Yoga' and Different kinds of Asanas.

Remedial classes are arranged for the arrear students.

- . Mathematics classes are conducted for those students who have not learned mathematics at their higher secondary level. The remedial classes are conducted on 10 Saturdays.
- Remedial classes conducted for English foundation course if those are failure in semester exams.

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

- Daily a Good Deed Programme.
- Noon-Meal Scheme.
- Union between the college and rural community for sustainable social transformation through Extension Activity.

7.4 Contribution to environmental awareness / protection

- An environmental Rally was organized in the 14 Adopted villages by the departments concerned.
- National Service Scheme of the college functioning with 400 Volunteers and it was conducted an awareness program about cleaning and greening.
- The college has adopted a village, A.K.Samuthiram and takes care of it. 105 tamarind trees are maintaining and it gives good yield to the society.
- Competitions were conducted like Drawing, essay writing and picture collections related on environment protection.
- College offers 'Environmental Studies' as one of the course for I UG students to know the importance of Environment

7.5 Whether environmental audit was conducted? Yes No

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

STRENGTHS

1. Selvamm Arts and Science College has introduced many innovations during the last Seven years to make a positive impact on the functioning of the college. It concentrates on Education, Research, Sports and Extension Activities.
2. The college has applied for NIRF, FIST and STAR College. And also preparations are going to get Centre for Potential Excellence.
3. All the departments has applied Minor/ Funded projects and received funds for few projects.
4. Our college won the overall championship in sports for the 13 consecutive years.
5. More than 1500 trees are well grown in the college premises which help to make good environment and Green campus.
6. Gas plant utilizes the wastes to produce bio-gas and is used to run the generators and for cooking purposes.
7. 4 NSS units of our college actively participate in outreach programmes in the villages around the college and conduct special camps every year.
8. All the departments organized Seminar, Conference and symposium, hands-on training program and workshop etc.,
9. The institution has developed herbal garden to improve medicinal activities.
10. All the departments have an adopted village to empower the rural people.

WEAKNESSES:

1. Majority of our students coming from rural and backward areas.
2. Less number of students comes forward to initiate, participate and involve themselves in group, institutional and societal activities.
3. Need to start diploma and PG diploma courses in the field of environment related.

OPPORTUNITIES:

1. The students of Business Administration and Hotel Management and Catering Science are going to do Inplant training in various Companies and Hotels.
2. Opportunities are provided to the students to participate in various sports and cultural activities to showcase their hidden talents and interact with students of other institutions.
3. The students of Biotechnology and Microbiology have opportunities to do interdisciplinary projects and research.
4. Students can update their knowledge by participating in workshops, seminars and conferences organized in our college and at district, state and national levels by various institutions and universities.
5. Our college students have good chance to get placement opportunities through MoUs.
6. Creativity of our students is enhanced through experimental, demonstrative training and practices.
7. Curriculum can be modified according to the current needs and demands of the society by virtue of our Autonomous status. The students of Business Administration and Hotel Management and Catering Science are going to do Inplant training in various Companies and Hotels.

CHALLENGES:

1. Most of the students are first generation learners and they get little motivation from the parents.
2. Higher education is prevented by the poor economical background of the students.
3. To mobilize more funds from central government funding agencies.
4. Our UG and PG programmes are yet to meet the needs corporate needs.
5. To increase the use of ICT skills among the staff and students.
6. To obtain feedback from the Alumni and Assignment from the students through e-form.

8. Plans of institution for next year

- To increase certificate and Diploma courses in all disciplines for enhance the students skills and employability.
- To offer PG diploma courses in all the PG departments.
- To apply for more fund to improve research activities.
- To increase MoUs with NGOs, industrial and Government agencies.
- To establish wifi connection to PG and Research Students.
- To get Centre for Potential for Excellence to our college.

Name : Mrs. T. Vijaya Saratha

Name: Dr. N. Rajavel

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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Annexure I

Best Practice –I “Daily a Good Deed”

Objectives

The practice aims to do social service for the society by the management, faculty members and students. It exposes the student’s talent to the society by doing services, like making the college campus clean and green. This practice encourages and motivates

the students to do a good deed every day. All the fourteen departments have to do it for a week continuously.

The Context

All the fourteen departments participate in the daily events. Every week one department has to do the good deed. Each department recites a devotional song to start the day in the morning and promulgate. A faculty member proclaims the good deed over the public address system which is connected to all the class rooms and all the students to hear it.

The Practice

Doing a good deed everyday takes place at the college campus and outside the campus too.

Besides at the college premises, sapling plantation, watering the saplings, cleaning the premises, providing Ragi malt and Butter milk for the faculty members and Students are being carried out during the break hours and at the evening time without disturbing the regular class hours. This practice takes a minimum of one hour to the maximum of three hours. The faculty members have led the group of students for the deeds. Ever since the programme has been introduced each and every individual gets atleast one chance. The students are encouraged and motivated to participate voluntarily.

Outside the campus faculty members and students will do many services as part of the Daily A Good Deed programme. Awareness creation is the major deed. Helmet awareness, stickering on the head lights, wearing seat belts, issuing pamphlets regarding Traffic rules, safety aids, AIDS and diseases are also important activities of the deed.

Cleaning the unused places in the village and planting saplings are also some of the activities of daily a good deed programme. Since college is located in a rural area and students have the rural background, these works are actively done with interest.

All these deeds would make the students understand clearly its importance and then they do it. So, it makes them learn and do the service wholeheartedly.

Evidence of Success

This program runs from the 1st of January 2007. Dr. S. Babu, Vice Chairman of Selvamm Arts and Science College inaugurated the programme. Ever since the commencement of this programme is voluntarily done by the Departments and students. Students get the self satisfaction from this service. This programme has got many appreciations from the society. Many people get benefitted by the awareness programmes, follow and wear the Helmets and Seat belts.

Problems encountered and resource required

Each department should prepare a week in advance, assign faculty members, students and know more information about the deeds. Sometimes class hours are disturbed. Students always expect the motivation and interest. More resources are required to expand the daily a good deed programme.

Annexure -II

Best Practice –II

“Convergence between the college and rural community for sustainable social transformation through Extension Activity”

Objectives

The management of Selvamm Arts and Science College introduced an Extension department namely **Empowering Rural People**. It is to promote an ongoing engagement of the college with the fourteen adopted villages for the social transformation. It involves the faculty members and students in the service of the rural people. To empower the youth with knowledge and skills for improving the quality of life and to create literacy interest and awareness of the women’s emancipation are the objectives.

The Context

An overall social, economic and educational backwardness has given the college the motivational challenge to empower the people in terms of access, equity, inclusiveness and social justice. Empowering the rural people would make the faculty members and students concentrate on the society. Among the many rural villages, fourteen villages near this college are chosen. College focuses on doing the extension activity.

The Practice

Extension department has adopted fourteen villages for the fourteen departments. These villages are in the districts of Namakkal, Salem, Trichy and Karur. A separate department is formed and faculty members are guiding and leading the students. All the students have to involve themselves in this programme.

80 hours of work must be done in the rural area by the UG students from the second semester to fifth semester. 60 hours of work must be done in the rural area by the PG students during the second and third semesters. It carries three credits for UG and two Credits for PG programme.

This programme aims at developing the neighbourhood communities through Literacy, Health, Legal Rights, Environmental Awareness, Sanitation and Women Empowerment.

Each class is divided into five or six teams according to the class strength. Primary Education group will take tuition for the primary school students. Women self help group guidance will be given by the women empowerment group. Youth empowerment group will share the opportunities from the Bank and Government Sector. An awareness group is formed and it has to make the awareness camps like Legal rights, Medical Camp, orientation for the School teachers and students.

Environment group is very proactive in cleaning, protecting and increasing the green cover. Every month it has to plant at least ten to fifteen plants. Environment lectures, Seminars and camps are conducted in the college and in the chosen villages.

Evidence of Success

This programme got the special attraction from the adopted village people. A cordial relationship is maintained with the people and administrators. Students get satisfied by doing the social service. All the students complete their allotted hours and do more hours with eagerness, involvement and interest.

Problems encountered and resources required

Due to lack of Transport facility, students could not reach the rural villages in time. Students go with interest but people do not welcome them and do not cooperate sometimes. It makes the students a little lazy. For expansion of extension activities the institution looks for more resources to increase the areas and to increase the values of people.

Annexure -III