

ANNUAL QUALITY ASSURANCE REPORT

2012-2013



Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

BY



NAVARASAM ARTS AND SCIENCE COLLEGE FOR WOMEN

**(Affiliated to Bharathiar University,Coimbatore and Accredited With 'B'
Grade by NAAC, Bangalore)**

ARACHALUR-638 101.

ERODE DISTRICT, TAMIL NADU.

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The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

2012-2013

I. Details of the Institution

1.1 Name of the Institution

Navarasam Arts and Science College for Women

1.2 Address Line 1

Nagamalai, Arachalur

Address Line 2

Arachalur (PO),

City/Town

Erode

State

Tamil Nadu

Pin Code

638 101.

Institution e-mail address

navarasamcollegearachalur@gmail.com

Contact Nos.

0424-2357209 and 0424-2357109

Name of the Head of the Institution:

Mr.I.Selvam, Principal Incharge

Tel. No. with STD Code:

0424-2357209

Mobile:

9865256951

Name of the IQAC Co-ordinator:

Mr.G.Balakrishnan

Mobile:

9788618630

IQAC e-mail address:

navarasamcollegeiqac@gmail.com

1.3 NAAC Track ID(For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

EC/62/A&A/018 dated 05.01.2013

(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:

www.navarasam.edu.in

Web-link of the AQAR:

<http://www.navarasam.edu.in/images/docs/aqar-2012-13.pdf>

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	2.89	Jan, 2013	2018
2	2 nd Cycle	NIL	NIL	NIL	NIL
3	3 rd Cycle	NIL	NIL	NIL	NIL
4	4 th Cycle	NIL	NIL	NIL	NIL

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*)

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

(AICTE for MCA only)

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

NIL

University with Potential for Excellence

NIL

UGC-CPE

NIL

DST Star Scheme

NIL

UGC-CE

NIL

UGC-Special Assistance Programme

NIL

DST-FIST

NIL

UGC-Innovative PG programmes

NIL

Any other (*Specify*)

UGC-Add
on Course

UGC-COP Programmes

NIL

2. IQAC Composition and Activities

2.1 No. of Teachers

05

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and

02

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

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

Non-Teaching Staff Students Alumni Others (PTA)

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

Importance of value education and quality assurance in higher education and enhancing the quality in technical Methodology in teaching learning, get achievements & face challenges.

2.14 Significant Activities and contributions made by IQAC

<ul style="list-style-type: none">• IQAC Formulates plans for various academic and non-academic activities.• Enhancement of quality in Teaching and learning process.• Special concentration made on students to create them as rank holders and Gold medalist. <p>• To encounter the competitive world, students are trained to enhance their Communicative skills.</p> <ul style="list-style-type: none">• Peculiar Attention was paid on slow learners by conducting remedial classes.• Enrichment and encouragement of research work.
--

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 *

The IQAC of Navarasam College had scheduled the following action plan for the quality enhancement

Plan of Action	Achievements
Coaching classes for competitive exams	<p>Coaching classes for competitive exams were conducted for TNPSC exam, UPSC exam, Banking Exam, SET, NET Exam, TRB and placement Training.</p> <p>Nearly 20 students have been placed in IT companies, Banking, TNPSC and TRB by successful completion of these classes.</p>

Special attempts for improving reading skills	To inculcate the Reading habit, both students and faculty members are facilitated with the yearly subscription of The HINDU Paper, All other English newspapers, Magazines and periodicals in the library.
Research work	National conference, Research committee meeting, encouraging to register the faculty members for M.Phil and Ph.D

** Attach the Academic Calendar of the year as Annexure-I*

Enclosed

2.16 Whether the AQAR was placed in statutory body Yes No

Management

Syndicate

Any other body

Academic
Committee

Provide the details of the action taken:

- The IQAC meets often and discusses various matters relating to curriculum changes and developments to the current needs.
- Meetings with Management members and staff of various committees were conducted and the outcome was reviewed.
- Recorded the outcome to encourage students, Staff members to enrich quality of education by upgrading their Education levels, Research works, Re-accreditation process, SET, NET and TNPSC.

Criterion – I

I. Curricular Aspects

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	02	-	-	-
M.Phil	07	-	-	-
PG	9	01	-	-
UG	14	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	13
Diploma	-	-	-	13
Certificate	-	-	-	13
Others	-	-	-	01
CPP	17	-	-	-
Total	49	01	-	40
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum:

- ✓ CBCS
- ✓ Core
- ✓ Elective option

(ii) Pattern of programmes:

Pattern	Number of Programmes
Semester	24
Trimester	-
Annual	14

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-II*** Enclosed

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

- As per the revision and updation made by the decision of the board of studies members of Bharathiar University.

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

- M.Sc Physics was introduced during the academic year 2012-2013.
- Extension Centre was established during 2012-2013.
- The college has Extension Centre to promote students involvement in extension activities.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
133	133	Nil	Nil	Nil

2.2 No. of Permanent faculty with Ph.D.

03

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
40	-	-	-	-	-	-	-	40	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

20

03

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	12	27	Nil
Presented papers	09	22	Nil
Resource Persons	Nil	Nil	Nil

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

- Teachers adopt innovation methods in Teaching.
- Supply of subject materials through soft copy.
- Use of Technology is encouraged in the process of Teaching and learning.
- Adoption of Technical methods like LCD, OHP as part of lesson planning.
- Use of online education port folio's to evaluate students.
- Use of ICT Teaching, Presentation, interaction section with students, Guest Lecturers and Soft training programme.
- Use of communication Lab
- Development and Usage of Software.
- The college offers value added courses to enhance moral and ethical values among students.
- Carrier oriented courses like Communicative English coaching classes are conducted.

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

188 days

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

Open Book Examinations

- Revaluation, Re-checking process is followed by the university to give the benefit to Students and also supplementary examination is conducted for students those who are having one arrear in final year.
- Model Examinations.

2.9 No. of faculty members involved in curriculum Restructuring / revision/ syllabus development

01

NIL

05

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

95

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	27	06	21	-	-	100
B.A ENGLISH	110	03	64	40	06	94
B.Sc MATHS	61	49	08	-	04	93
B.Sc MATHS CA	56	44	10	-	02	96
B.Sc PHYSICS	30	15	15	-	-	100
B.Sc BIO	21	07	14	-	-	100
B.Sc CS	114	46	68	-	-	100
B.Sc IT	38	25	13	-	-	100
BCA	103	38	64	-	-	100
B.Com	61	01	40	08	12	80
B.Com (CA)	109	24	71	10	04	96
BBA	25	01	24	-	-	100
M.A TAMIL	25	08	17	-	-	100
M.A ENGLISH	29	04	22	-	-	89
M.Sc MATHS	27	21	05	-	-	96
M.Sc CS	50	50	-	-	-	100

M.Sc IT	45	43	02	-	-	100
MCA	22	21	01	-	-	100
M.Com	24	24	-	-	-	100
M.Com (CA)	43	36	06	-	-	98
M.Phil (MATHS)	29	-	11	-	-	38
M.Phil (BIO)	01	-	01	-	-	100
M.Phil (CS)	16	-	16	-	-	100
M.Phil (Commerce)	25	8	17	-	-	100
M.Phil (ENG)	16	-	14	-	-	87

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

- IQAC monitors and evaluate Teaching and learning with the help of various committees like staff council, Academic committee, Model Exam committee, Research Committee, Extra Coaching classes for scoring average students.
- Learning is made students centric by arranging regular and scheduled lectures on all subjects.
- The Academic Committee supervise and checks the teaching learning process regularly and take efforts in advising faculty members to encourage and enrich teaching learning process.
- IQAC of institution conducts periodical meeting and decides steps to be taken in improve and sustain the quality of higher education.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	05
UGC – Faculty Improvement Programme	-
HRD programmes	01
Orientation programmes	05
Faculty exchange programme	-
Staff training conducted by the university	10
Staff training conducted by other institutions	05
Summer / Winter schools, Workshops, etc.	-
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	15	-	-	-
Technical Staff	09	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- The IQAC conducts meeting periodically to promote various plans for research and motivates for the academic enhancements.
- IQAC encourages the faculty members to have wider knowledge in Research activities.
- Faculty members are motivated to upgrade themselves by registering M.Phil and Ph.D.
- They are insisted to do Major and Minor projects.
- Necessary assistance like OD, Special leave is provided to attend the conferences, seminar and orientation programmes.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	-	-
Outlay in Rs. Lakhs	-	5 Lakhs	ICSSR	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	2	-	-
Outlay in Rs. Lakhs	-	1.15 Lakhs	UGC	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	-	03
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
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 organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2 Years	ICSSR	5,00,000	2,00,000
Minor Projects	2 Years	UGC	1,15,000	45,000 32,500
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (<i>other than compulsory by the University</i>)	-	-	-	-
Any other(BSR)	-	UGC	10,00,000	10,00,000
Total	02	-	16,15,000	12,77,500

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	-	-	22
Sponsoring agencies	-	Management	-	-	Management

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 College
 Total

3.16 No. of patents received this year

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

No. of 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	<input type="text" value="01"/>	State level	<input type="text" value="01"/>
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="9"/>
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="12"/>
		Any other	<input type="text" value="02"/>

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

1. NSS camp, YRC, RRC
2. Blood Donation
3. Helping for Orphan Home,
4. Helping for Poor children
5. Free Medical Services
6. Book Distribution to Poor School Students
7. School Adoption
8. Village Adoption
9. Donation to Poor students of Government School

10. Water Harvesting

11. Environmental Awareness and Nature Club Activities

12. Alumni & PTA Programmes

13. Voter Awareness Campaign

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	15.8 acres	-	-	15.8 acres
Class rooms	81 rooms	4 rooms	Management	85
Laboratories	07	01	Management	08
Seminar Halls	01	Nil	Management	01
No. of important equipment's purchased (1-0 lakh) during the current year.	542	120	Management	662
Value of the equipment purchased during the year (Rs. in Lakhs)	77,68,754	39,89,915	Management	1,17,58,669
Others Arrear Class room, Communicative Class room, Bridge Course)	03	05	Management	08

4.2 Computerization of administration and library.

Entire Administration and Library are fully computerized with the following facilities:

- Internet facility is available in the Administrative Block through Wi-Fi.
- Latest software and Hardware are provided to cater the needs of current trends.
- Institution Library has Inlibnet version for various academic activities.

- Institution has well equipped digital library. Internet facility is made available in the library for accessing research and relevant materials using online databases.
- Internet lab available for both staff and students.
- ICT has been integrated in the college activities.
- Internet is provided to every department and the hostels.
- Up gradation of all the LANs with a speed of 1Gbps.
- Library Automation.
- Internet band with speed available with 8Mbps.
- E-Learning –Content Management Available (Data Mining & Physics).
- Institutional Repository Available.
- Resource sharing Network/Consortia Available (Inflibnet).

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	24433	50,09,036	1109	2,68,000	25,542	52,77,036
Reference Books	1913	7,65,200	58	22,040	1,971	7,87,240
e-Books	Nil	Nil	Nil	Nil	Nil	Nil
Journals	115	61,728	115	63,523	230	1,25,251
e-Journals	10	52,000	10	55,000	20	1,07,000
Digital Database	01	25,000	Nil	Nil	01	25,000
CD & Video	865	2,800	75	3,300	940	6,100
Others *	183	Nil	32	Nil	215	Nil

* **Book Bank** - Donated by Staff Members and Students.

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	542	07	60	Nil	Nil	08	12	Nil
Added	03	Nil	10	Nil	Nil	03	01	02
Total	545	07	70	Nil	Nil	11	13	02

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

- Training in net lab access,
- Online teaching,
- IT skill new technology training for teachers and students.
- Internet provided to faculty members and students.
- Audio visual aids are provided
- Library – Inflibnet
- Communicatory library available.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1,24,554
ii) Campus Infrastructure and facilities	1,51,18,232
iii) Equipments	5,14,060
iv) Others	Nil
Total :	21,50,437

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services.

- Suggestion and views are encouraged from the IQAC student members for enhancing the quality education and institutions.
- IQAC gives information about various student support services existing at the institution and other levels.
- Bridge courses, Remedial course, Communicative classes, are conducted, SC, ST Scholarship, Government Scholarship, Free Education for Economically Poor Students.
- Industrial Visit, College Magazine to improve student's efficiency, skill development programme for the benefit of the students.
- 5% Poor quota for economically poor Students, Placement training, Earn and learn scheme, fees installment for students.

5.2 Efforts made by the institution for tracking the progression.

- Learning outcomes through analyze the test and examination results.
- Result evaluation, Placement, Research paper writing training, Tutor system, Remedial course, Feedback analysis.

5.3 (a) Total Number of students

UG	PG	M.Phil	Ph. D.
2833	599	114	9

(b) No. of students outside the state

02

(c) No. of international students

Nil

Men

No	%
-	

Women

No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2586	222	05	Nil	Nil	2813	3045	504	6	-	01	3555

Demand ratio: 5:1

Dropout : 1%

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

- Arranging for TNPSC coaching, TRB coaching, Aptitude training class, SET/NET coaching classes, Placement, IT coaching and bank examinations.
- Various competitive exams are conducted in English and Tamil.

No. of students beneficiaries

25

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSCUPSC Others

5.6 Details of student counseling and career guidance

- Placement Counseling, Aptitude Test, Subject oriented Extra Coaching, Seminar, Parents and Alumni Meet and Guidance through Care Club.
- Bridge courses for Fresher's, Remedial Classes for Arrears, Classes for Communicative English Skill, Campus Interviews Arrangements, Conducting Yoga and Meditation. Enrichment of Skills and Talents of students through various Academic Clubs.

No. of students benefitted

122

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
5	250	35	7

5.8 Details of gender sensitization programmes.

- Periodical counseling of Women counseling cell, Training for self defence for girls, Environmental awareness protection committee of institutions conducts number of programmes for solving women students problem.

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.

Source	Number of students	Amount
Financial support from institution	988	38,00,150
Financial support from government	75	5,26,700
Financial support from other sources	121	10,26,000
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organized / 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

Awareness Rally, NSS Camp, Human Chain and Health Centre

5.13 Major grievances of students (if any) redressed: Yes,

- The institutions have Women Counseling Cell, grievance redressal Cell and environmental awareness protection committee solved many grievances for continuing their studies.
- Helping economically poor students.
- Conducting remedial classes for arrear students.
- Calling the parents and discussion about the student's problem if any.
- Solving transport problem and increased transport facility.
- Arrangement for scholarship for SC / ST students.
- Increased periodical magazines and reference books.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

Promoting rural women empowerment and elevating the community.

Mission:

- To develop potential academic excellence and quality education.
- To create and promote career opportunities for Students.
- To inculcate awareness and self-reliance among rural and weaker sections.
- To promote cultural and spiritual enrichment and create socially responsible citizens.
- To provide the livelihood atmosphere with modern technological infrastructure.

6.2 Does the Institution has a management Information System : Yes.

- The Institution has a well-established MIS for most of the activities. Separate committees are formulated under Management Information System.
- The following systems have established make the administration process efficiently.
 - Administrative procedures
 - Students admission Process
 - Students & Staff Attendance
 - Staff appointment process
 - Evaluation & Examination Procedures
 - Research activities
 - Formation of various committees

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

6.3.1 Curriculum Development

- i) Faculty members act as member of Board of Studies and they insist on change of syllabus periodically fulfilling the demands of students to envisage the competitive world.
- ii) The Institution conducts regular seminars, workshops; Symposium both national and international levels apart from the regular class hours.
- iii) The Institution also offers a Teaching Plans and Methodologies for the students to have wider, Research knowledge in their respective field.
- iv) Subject allocation as per specification of faculty.
- v) Feedback from alumni, Corporate, Students, Parents, Visiting faculty.

6.3.2 Teaching and Learning

- i) Teaching is learned centred and the faculty uses not only chalk and talk method but lecture –cum- discussion method, presentation, computer – aided learning in teaching and learning method, assignment mode etc. Collaborative learning is undertaken through internship with industries, Field trips, Group projects, Independent learning is encouraged through e-learning.
- ii) Individual departments review the program in Teaching and Learning through departmental meets, lesson plans, and audit of question papers, syllabus completion reports and feedback practices to evaluate teaching learning process.
- iii) Various teaching methodologies like e-learning, ICT innovative practices in teaching & learning.
- iv) A/V methods of LCD, OHP are used for teaching learning process apart from the traditional way of teaching.
- v) Remedial classes and Bridge courses are conducted to enhance the learning process.
- vi) Well stocked library, FDP, QIP are conducted.

6.3.3 Examination and Evaluation

1. Examinations are conducted in two ways namely Internal and External.
2. The model examinations and other components are assignments, Seminars and Presentation for improving and enhancing the subject knowledge's as well as developing and better personality.
3. Apart from University examination, the respective departments conduct regular test to evaluate the performance of students.
4. Supplementary examination is conducted for arrear students.

Different types of evaluation methods and transparency is achieved. University appointed college examination officer to ensure smooth and strict conduction of examination. By identifying the students such as scorers, slow learners and weak students special initiatives are taken to teach them according to their levels.

This evaluation tests help the faculty to identity the slow learners and teach according to their necessities. Examination results are displayed on the notice board and are accessible to parents as well as students.

Evaluating the capacity of the students, different methodologies are taken according to the demands of the students.

6.3.4 Research and Development

The Research committee has been formed to motivate the staff and students to undertake research work. The members of the research committee encourage both the faculty members and students to submit the research project and papers to various funding agencies.

The committee also insist young faculty to register Ph.D. Both the students and faculty members are permitted to present papers in National and International seminars conducted inside and outside the college. Faculty members are encouraged to have major and minor projects and financial support to the faculty for presenting and publishing research papers for academic achievement.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library Advisory committee comprising of Librarian and faculty members has been formed which actively perform various actions. The Library is computerized and digitalized.

The committee ensures and recommends purchase of new books, journals and magazines.

- i) Library is updated and library contains 25,542 Books, 230 journals, 20 E-journals, CD & video 940 with digital, database -01.
- ii) Sufficient instrument and computers are provided.
- iii) ICT based instruments are purchased.
- iv) Internet Lab with 60 Computers and Wi-Fi Services are provided.
 - Spacious and well equipped labs are available in the institution with modern technical aids and internet facility with UPS and batteries.
 - The institution has good physical infra-structure with calm and serene atmosphere at the foot hill of Nagamalai.
 - Institution has separate sports room gymnasium. Indoor and outdoor game facilities such as carom, Chess and badminton are available.
 - The Institution has a physical director and a playground for Outdoor sports like volley ball, Kho-Kho, Kabaddi etc.
 - Two generators are established in the campus for the uninterrupted current supply. 6 Bore wells are provided in the campus for continuous water supply.

6.3.6 Human Resource Management

- The Institution has sincere dedicated and committed faculty members.
- The institution concentrates on developing a cordial relationship among students and faculty members.
- The Workshops and faculty training programmes are arranged for the faculty to enrich knowledge and handle for the classes effectively.
- For the betterment of students, the institution encourages them to participate in competitions conducted outside the college.
- Decision making, aptitudes and more are conducted by the placement cell. Study leave for faculty members to continue their research work.

- Monetary benefits are also provided to various categories of staff members according to their efficiency.
- The computer and internet facility are available for the faculty members and department.

6.3.7 Faculty and Staff recruitment

- The staff recruitment is considered according to the student strength, work load, norms and arising vacancies due to the staff members leaving in the end of academic year. The institution advertises faculty and staff vacancies in various Medias.
- Applicants are asked to submit their applications.
- The applications received are screened and the short listed names are called for interview.
- The interview and appointments are as per the statutes of the affiliating university.
- Selection of faculty and staff members are done by the college committee and selection committee.

6.3.8 Industry Interaction / Collaboration

- The institution has good relationship and collaborations with industries and institutions.
- Executives from industry are invited to conduct workshops. Students are sent to industrial visit.
- The institute interacts with local and nearby industries and students undergo industrial training.
- The MCA, M.Sc (CS), M.Sc(IT), M.Com, M.Com(CA) students in the final semester undergo six month project work in reputed institutions.

6.3.9 Admission of Students

- Admission of students to various courses is based on merit.
- The course for MCA students are filled through counseling conducted by the Government of Tamil Nadu.
- The process of admitting students to various courses is carried out through the norms laid down by the higher education, the affiliating university.
- Admission committee is constituted for the purpose of monitoring the admission process.

6.4 Welfare schemes for

Teaching	Concession to the wards in getting school education
Non-teaching	Concession to the wards in getting school education, Distribution of Uniforms to the drivers.
Students	Free Education

Sponsored Training: Teaching and Non-teaching staff members are sent for various seminars and workshops and the expenses are borne by the college.

Staff Tour : Teaching and Non-teaching staff tour is sponsored by the management every year.

- Academic achievements by staff members in curricular and co-curricular activities are felicitated by the management members.
- A personal loans for faculty members and salary advance are also given to the need staff members.
- Gifts are given to all staff members for the festival like Diwali and Pongal.
- Mementos are gifted for the academic achievements of staff members on the occasion of Annual day.

6.5 Total corpus fund generated

Rs. 50 Lakhs

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	UGC, NAAC	Yes	Academic committee and IQAC
Administrative	No	No	Yes	Management and various committees

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?

Preparation and execution examination are under the control of university controller of Examinations. At college level model examination is conducted by model examination committee.

Supplementary examination is conducted by the University.

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

University helps the institution with necessary facilities and suggestions in promoting autonomy with up gradation of curriculum and syllabus.

6.11 Activities and support from the Alumni Association

- The College has a profound strength of Alumni.
- Alumni meets have been conducted by the out gone students to get acquainted with the institutions and often interaction with management.
- The alumni association contribute various services to institution.
- The Alumni association donates scholarship to the economically poor students every year and offers monetary benefits to the students of higher studies and getting employment opportunities.
- The Alumni association has denoted Rs.25,000 /- for establishing vehicle stand in the premises of the college.

6.12 Activities and support from the Parent – Teacher Association.

- Parents Association meet has been conducted often and parents gives valuable suggestions for the development of the students
- Counseling, suggestion, solving problems for students
- Feedback from parents, funding for the improvement of institution etc.
- Diagnosing the defects by personal counseling with the parents.
- Discussing the merits and de-merits of the students by the parents meeting with the faculty members.
- PTA association distributes prizes for the proficiency and efficiency of students every year in the Annual day.
- PTA association offers scholarship to the economically poor students every year.

6.13 Development programmes for support staff

- Orientation programmes refresher courses for newly appointed staff members.
- Yoga and Meditation for staff members have been conducted.
- Tour and Health clubs are the welfare scheme offered for staff members.
- Helping fund for medical treatment for staff.
- The institution conducts staff development programmes by inviting resource persons on various subjects from outside college.
- The faculty of the college is provided with the computer and Audio visual aids to enhance teaching method.
- Non-Teaching staff members have been encouraged to register themselves to continue higher education.

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

- Gardening, Cleaning and greening the premises.
- Planting of trees.
- Rain water harvesting.
- Action taken for preventing pollution in the environment.
- Hazardous waste management.
- E-waste management.

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.

- Research committee conducts research service for the encouragement of research work
- Women redressal cell often meets and solve the problems of the students.
- Net lab provide for enhancing the science and technology in global level
- Hindi classes are conducted for Hindi learners.
- Coaching classes are conducted for students for various competitive examinations for TNPSC, Bank and IT field.
- Creativity in preparing magazine.
- Alumni association offers guidance for personality development program.

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

- The Plan of action is planned in the beginning of the year, the IQAC meetings and new methodology in teaching and learning process of higher education are processed.
- The action plan for conducting National seminars and conferences.
- Plan of action for workload for the staff members, prolife of the students and teaching schedule for staff members.
- Plan of action by various committees meetings in the beginning of the year.

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

- The Institute follows number of best practices for enhancing quality education.
- Conducts intercollegiate meet.
- Practice for students for enhancing the quality education and skill of the students.
- Various clubs are formed for Co-curricular activities.

***Provide the details in annexure: Annexure III -**

Enclosed

7.4 Contribution to environmental awareness / protection

- NSS extension activities
- Plantation
- Cleaning and greening campus activities.
- Water Harvesting
- Environmental awareness and protection activities.

7.5 Whether environmental audit was conducted?

Yes

No

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

Strength:

- The Institution has dedicated sincere and committed faculty members
- Best aim and goal by management for the betterment and development of institution.
- Promoting research process and publication.
- Conducting various extension activities and awareness programmes.
- Fully computerized administration, Library and departments.
- Enhancement of curricular achievements year after year and quality of education.
- Economically poor students are encouraged by offering fee concession by the management.

Weakness:

- i) College is situated in rural background.
- ii) Students from village rural area find difficult to pay fees.

Opportunities:

- i) Institution strives to achieve autonomous status.
- ii) Chance to perform research activities by faculty members.
- iii) Introduction of UGC- courses, communicative English classes and CPP courses.

Threats / Challenges:

- i) Competition from Government college and constitute college.
- ii) Taking initiative to bring students from other states.

8.Plans of institution for next year

- i) Re-accreditation process started.
- ii) Planning to arrange Conference, Seminars and workshop national & international level to motivate students and staff for research work.
- iii) Planning the activity by IQAC committee for the quality enhancement of education.
- iv) Plan for initiating of Academic activities in all methods.
- v) Planning creativity and innovation for enhancing the betterment of education and achieving academic Excellency.
- vi) Encouraging faculty members to apply for major and minor Projects.
- vii) Encouraging faculty members for developing research work and in writing and publishing of articles and books.
- viii) Upgrading campus network and information technology.

Name :Mr.G.Balakrishnan



Signature of the Coordinator, IQAC

G. BALAKRISHNAN, M. Sc., M. Phil.,
Head, Dept. of Computer Science,
Navarasam Arts & Science College for Women,
Arachalur, Erode Dt. 638 101.

Name : Mr.I.Selvam



Signature of the Chairperson, IQAC

Principal
Navarasam Arts & Science
College For Women
NAGAMALAI, ARACHALUR (PO)
ERODE - 638 101.

ANNEXURE-I
PLAN OF ACTION / OUTCOME
JUNE-2012

S.NO	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	Computer Science	Extension activity on Importance of Computer in Real Life for the school students.	13.06.2012	Ms.K.Saranya&Ms.S.Soundari Asst.Prof(s) of computer Science, Navarasam arts and science college for women, Arachalur
2.	Biochemistry	Blood donor's day	14.06.2012	Mr. Blood ThanavelMurugan, sivagiri.
3.	English	Remedial class	18.06.2012 To 22.08.2012	Mrs.V.Sangeetha Ms.E.Elayavakini Asst.Prof(s) of English Navarasam arts and science college for women, Arachalur
4.	College	I-UG Inaugural Function	21.06.2012	College committee members
5.	Biochemistry	Week end programme	23.06.2012	Mrs.P.Gowsalya, HOD,Dept of Biochemistry. Navarasam arts and science college for women, Arachalur.
6.	Chemistry	Fresher's day	25.06.2012	Ms. M.Jamuna, HOD,Dept of Chemistry. Navarasam arts and science college for women, Arachalur.
7.	Computer applications	Aptitude Training Program	25.06.2012 to 29.06 .2012	Mr.K.Soundarajan, Institute of higher mathematics, Perundurai.
8.	Biochemistry	Diabetes Day	27.06.2012	Dr.Thangavel. Monica Diabetes center,Erode.
9.	Chemistry	Bridge Course Creating an email and net usage	29.06.2012	Mrs.M.Logambal, Asst.Prof of computer Science, Navarasam arts and science college for women, Arachalur

10.	Computer Science	Seminar on .NET Programming	29.06.2012	P.Kulanthaivel, Asst.Prof of computer Science, KSR arts and science college, Tiruchengode.
11.	Computer applications	Fresher's welcome party	29.06.2012	Mrs.P.Rathiga, HOD, Dept of computer applications, Navarasam arts and science college for women, Arachalur.

JULY -2012

S.NO	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	Commerce	Bridge Course	2nd onwards	Mrs.R.Vijaya Chandra, HOD, Dept of mathematics, Navarasam arts and science college for women, Arachalur.
2.	Management	Bridge Course- Principles of accounting	02.07.2012 to 11.07.2012	Ms.C.Saraswathi, Asst. prof, Dept of commerce, Navarasam arts and science college for women, Arachalur.
3.	Computer Science	Bridge Course for I-UG Non Computer Science Students	03.07.2012 to 04.07.2012	Mr.G.Balakrishnan HOD of Computer Science & Mrs.A.Sumathi Asst. prof, Dept of computer science, Navarasam arts and science college for women, Arachalur.
4.	Management	Fresher's welcome party	03.07.2012	HOD & Department staff members
5.	Computer Science	Bridge Course for I-UG Tamil Medium students	05.07.2012	Mrs.G.Anuradha, Asst. prof, Dept of Computer science.
6.	Computer applications	Bridge Course	05.07.2012	R.Monisha N.Mahalakshmi, Asst.Prof(s). of Computer Applications
7.	Computer Science	Workshop on Effective use of Windows XP and its Installation.	06.07.2012	Mr.R.Shankar, Executive, Leo tech, Erode.

8.	Computer Science	Bridge Course For all I-UG Students on Basics of Computer Science	09.07.2012 to 10.07.2012	Mr.G.Balakrishnan HOD of Computer Science, Navarasam arts and science college for women, Arachalur.
9.	Mathematics	Bridge Course on Computer Science	11.07.2012 to 13.07.2012	Mr.G.Balakrishnan HOD of Computer Science, Navarasam arts and science college for women, Arachalur
10.	Biochemistry	World populations day	11.07.2012	Mr.I.Selvam, Vice principal, Navarasam arts and science college for women, Arachalur.
11.	Computer Science	Bridge Course to I-UG Non Maths Students.	11.07.2012	Ms.K.Prabhavathi, Asst. prof, Dept of mathematics, Navarasam arts and science college for women, Arachalur.
12.	Computer Science	Bridge Course organized to I-UG Non Computer Science Students.	12.07.2012 to 13.07.2012	Mr.G.Balakrishnan HOD of Computer Science &Mrs.A.Sumathi Asst. prof, Dept of Computer Science, Navarasam arts and science college for women, Arachalur.
13.	Tamil	ThirukkuralPeravaiT huvvakvizha	13.07.2012	MarabinMaidhanMuthaiya
14.	English	Fresher's day	14.07.2012	HOD & faculty members
15.	Computer Science	Seminar on Innovative Ideas in Software Development.	14.07.2012	Mr.G.Eswaramoorthy, Asst. Prof, Dept of Computer applications, Kongu arts and science college
16.	Computer applications	Seminar on : Emerging IT Technologies	14.07.2012	Mr.AnandShanmugasundram M.Sc., Manager,IBM India private Ltd, Bangalore,
17.	Management	Bridge course- Basic Mathematics	16.07.2012 to 25.07.2012	Mrs.A.Sudha , Asst. prof, Dept of mathematics, Navarasam arts and science college for women, Arachalur.
18.	Mathematics	Bridge course- on Accountancy	17.07.2012 to 19.07.2012	Mr.C.Vadivel, Principal Incharge, Navarasam arts and science college for women, Arachalur.
19.	College	Inaugural of I-PG students	18.07.2012	College committee members

20.	Computer Science	Conducting Online Test Schedule Programme.	18.07.2012 to 26.07.2012	All faculty members of computer science.
21.	College	Inaugural function of Literary Association	21.07.2012	Mr.M.Muthaih Editor, NamathuNambikkai, Coimbatore.
22.	Commerce	Commerce Association Inaugural function	21.07.2012	Mr.M.Sathiyamoorthy, (Auditor)
23.	Tamil	Feminism in Tamil Literature	23.07.2012	Dr.M.Sharmila Devi, Kongu College, Erode.
24.	Library	Orientation Programme for all I-UG students	24.07.2012	Mrs.N.Valarmathi Librarian, Navarasam Arts and Science College
25.	English	PTA Meeting	24.07.2012	HOD & Class Incharges
26.	Biochemistry	Blood grouping campaign	24.07.2012 to 25.07.2012	Dr.C.Kumarasamy, Secretary & Correspondent, Navarasam institutions, Arachalur.
27.	Health Centre	Blood grouping campaign	24.07.2012 to 25.07.2012	Dr.Thavamanidevi. Thangam hospital, Arachalur.
28.	Chemistry	Remedial class for allied chemistry paper	25.07.2012	Mrs. T.Daisy rani, Asst. Prof, Dept of chemistry, Navarasam arts and science college for women, Arachalur.
29.	Tamil	Classical Tamil in people's republic of China	27.07.2012	Mr.Kadikasalam China Radio Tamil Pirivu
30.	English	Bridge course (Total no of student=137)	27.07.2012 To 31.7.2012	G.Saranya S.Charanya Asst.Prof(s),Dept of English, Navarasam arts and science college for women, Arachalur.
31.	Computer Science	A seminar on Cloud Computing.	27.07.2012	Mrs.M.Krishnasudha, HOD of Computer Science, Sri Vasavi College.
32.	Physics	Solar Energy Seminar	28.07.2012	Dr.Tamilarasan, prof, head of the deptKongu engineering college,
33.	Biochemistry	Week end Programme.	28.07.2012	Dr.C.Vadivel, Principal Incharge, Navarasam arts and science college for women, Arachalur

34.	English	Communicative English	30.07.2012 To 20.10.2012	All faculty Members
35.	Management	Bridge course – Introduction to Computers	30.07.2012-08.08.2012	Ms.P.Pavithra, Asst.Prof,Dept of computer science, Navarasam arts and science college for women, Arachalur.

AUGUST-2012

S.NO	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	Chemistry	Friendship Day	06.08.2012	Mrs.S.Brindha, Asst. Prof, Dept of chemistry, Navarasam arts and science college for women, Arachalur.
2.	Computer Science	Organized a group discussion for final PG Students.	06.08.2012	Mrs.A.Sumathi& Mrs. C.Premavathi, Asst. Prof, Dept of Computer Science
3.	Physical Education	Intercollegiate Ball Badminton Tournament	07.08.2012 to 08.08.2012	Mr.G.Srithar Zonal Manager, Micro Labs, Secretary Erode District Ball Badminton Association, Dr.K.Murugavel Director & Head Department of Physical Education Bharathiar University
4.	Tamil	Tamil letters and numerical	09.08.2012	Mr.Murugan, Tamil En EzhuthuNibunar
5.	English	Friendship day	09.08.2012	HOD & faculty members
6.	Biochemistry	Friendship day	10.08.2012	Dr.C.Vadivel, Principal Incharge, Navarasam arts and science college for women, Arachalur.
7.	Computer applications	I-MCA Re-opening	10.08.2012	Mrs.P.Rathiga, HOD, Dept of computer applications, Navarasam arts and science college for women, Arachalur

8.	Biochemistry	Youth day	11.08.2012	Mr.G.Balakrishnan, HOD of. Computer Science, Navarasam arts and science college for women, Arachalur.
9.	Management	Friendship day celebration	11.08.2012	Mrs.K.P.Deepa,Asst.Professor of Management, Navarasam arts and science college for women, Arachalur.
10.	Computer applications	Friendship day	13.08.12	Mrs.P.Rathiga, HOD, Dept of computer applications, Navarasam arts and science college for women, Arachalur
11.	Management	Bridge course-Indian economy	13.08.2012 to 22.08.2012	Mrs.M.Meena, Asst.Prof,Dept of Economics, Navarasam arts and science college for women, Arachalur.
12.	Computer Applications	Friendship day Celebration	13.08.2012	Mrs.P.Rathiga, HOD, Dept of Computer applications, Navarasam arts and science college for women, Arachalur
13.	College	Independence Day	15.08.2012	College Committee members
14.	Mathematics	Freshers Day	18.08.2012	Mr.I.Selvam, Vice Principal, Navarasam arts and science college for women, Arachalur.
15.	Mathematics	Department Association Inaugural	18.08.2012	Dr.M.G.Karunambigai, Vasavi college, Erode.
16.	Bio-Chemistry	Week end & Fresher's Day	18.08.2012	Mrs.M.R.Chitradevi. Asst.Prof of bio chemistry, Navarasam arts and science college for women, Arachalur
17.	College	PTA Meet	19.08.2012	College committee members
18.	College	Alumni meet	19.08.2012	College committee members
19.	Computer Science	Faculty Development Programme on Emotional Stability.	20.08.2012	Dr.K.Parivallal, M.E., CEO, DMW, CNE, Training centre, Perundurai.
20.	Library	Book Exhibition	22.08.2015 to 25.08.2012	Mr.C.Palanisamy Treasurer, Navarasam Arts & Science College for women,

21.	Tamil	Archeological Field Visit	24.08.2012	Mrs.P.Thilagavathi, Asst.Prof. Of Tamil Navarasam arts and science college for women, Arachalur
22.	English	Guest Lecture (Life and Literature)	24.08.2012	K.A.Agalya, Asst.Professor / Head Dept of English Sri VasaviCollege.Erode
23.	Commerce	Minsaara Vizhipunarvu VaaraVizha	24.08.2012	Manager, EB Board
24.	Computer Science	Seminar on Mainframe	25.08.2012	P.Kulanthaivel, Asst.Prof of Computer Science, KSR Arts and Science College, Tiruchengode.
25.	Computer Science	Welcome Party for the I-UG Students	25.08.2012	All faculty members of Computer Science.
26.	Chemistry	Department Inauguration & Guest Lecture on the Topic, BASIC OF THERMODYNAMICS	26.08.2012	Mr.V. Sivakumar, Asst.Prof.in chemistry, Sri Vasavi college, Erode.
27.	College	9 th Convocation day	26.08.2012	Dr.R.M.Vasagam, Chairman, National Design & Research forum, Bengaluru. Dr.P.Kolandaivel Director, School of Physical Sciences.
28.	Physics	Vocal Music	27.08.2012	Vishudevnambuduri
29.	Physics	Demo-PG Practicals	27.08.2012	Mr.P. Thangadhurai.
30.	Management	Seminar FDI in Indian Retail Sector	28.08.2012	Mr.G.gowrisankar, Asst.Prof. Kongu Polytechnic college.
31.	Physics	Emotional Stability	28.08.2012	Dr.K.Parivallal, M.E., CEO, DMW, CNE, Training centre, Perundurai.
32.	Bio-Chemistry	Week end Programme and National Sports day	29.08.2012	MS.P. Kavitha, Physical Directress, Navarasam arts and science college for women, Arachalur.
33.	Commerce	"Ennamum, Vannamum"	29.08.2012	Mrs. Paarivallal

34.	Commerce	Department Competition	30.08.2012	Mrs.K. Satyabhama, Asst.Prof.ofcommerce, Navarasam arts and science college for women, Arachalur.
35.	Physics	Seminar	31.08.2012	Dr.Chinnaraj, Advisor, Kalaimahal college.
36.	Physics	Extension Activities	31.08.2012	XI Standard ,Govt.Hr.Sec.School, Arachalur.

SEPTEMBER- 2012

S.NO	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	Commerce	Remedial Course	1 st Week onwards	Mrs.V.Pushpalatha, Asst.Prof.ofmathematics,Navarasam arts and science college for women, Arachalur.
2.	College	Teachers Day	5.09.2012	Management, Navarasam Institutions, Arachalur.
3.	Bio-Chemistry	Literacy Day	8.09.2012	Mr.C. Palanisamy, Treasurer, Navarasam arts and science college for women, Arachalur.
4.	Computer Science	Awareness Programme for the World Ozone Day.	17.09.2012	Mr.G.Balakrishnan, HOD of. Computer Science, Navarasam arts and science college for women, Arachalur.
5.	Commerce	Green Banking International seminar	17.09.2012	1.G.Esther vijayakala, HOD, Dept of commerce, 2.N.Boomathi, Asst.Prof. Ofcommerce,Navarasam arts and science college for women, Arachalur
6.	Health Centre	One day bus campus	20.09.2012	Dr.S.Govindasamy, Dr.Agarwal, Eye Hospital,Erode.
7.	Computer Science	Guest Lecture on Current Trends in Multimedia and Animation	22.09.2012	Mr.M.Velliangiri, Asst.Prof, deptof computerscience,KMC College.

8.	Bio chemistry	Department seminar	27.09.2012	Dr.t.v .Mohan M.B.B.S ,M.D, Former prof, HOD Dept of Bio chemistry, Raja muthiah medical college, Annamalai university.
9.	Computer Science	Workshop on Assembling Hardware Components and Software Installation	28.09.2012	Mr.G.Balakrishnan, HOD of. Computer Science, Navarasam arts and science college for women, Arachalur.
10.	Bio chemistry	Week end programme-Tourism day	29.09.2012	Dr.C.Vadivel, PricipalIncharge.

OCTOBER- 2012

S.NO	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	Bio chemistry	Gandhi Jayanthi	03.10.2012	Ms.O.R.Kasthuri, Asst.Prof. of bio chemistry, Navarasam arts and science college for women, Arachalur.
2.	Commerce	PPT Presentation performance appraisal	05.10.2012	Mrs.S.Sasikala, Asst.Prof. ofcommerce, Navarasam arts and science college for women, Arachalur.
3.	English	Remedial Class	08.10.2012 To 24.11.2012	Mrs.V.Sangeetha Ms.E.Elayavakini Asst.Prof(s) of English Navarasam arts and science college for women, Arachalur
4.	Commerce	Global opportunity for accounting and finance (National level)	10.10.2012	Mrs.K.Satyabhama, Asst.Prof. ofcommerce, Navarasam arts and science college for women, Arachalur
5.	Biochemistry	Week end Programme & World Arthritis day	13.10.2012	Mrs.V.Kalaiselvi Asst.Prof of Biochemistry, Navarasam arts and science college for women, Arachalur

NOVEMBER – 2012

S.NO	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	Mathematics	Training on MS Office Package – FDP	02.11.2012	Mrs.P.Rathiga, HOD of. Computer Applications, Navarasam arts and science college for women, Arachalur.
2.	Mathematics	A role of Teachers in Quality Research and Quality education - FDP	05.11.2012	Dr.R.Parvathi, Vellalar college for Women, Erode.

DECEMBER -2012

S.No	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	College	NSS camp	03.12.2012 to 09.12.2012	Dr.K.K.Suresh NSS Co-ordinator, Bharathiar University
2.	Commerce	Placement training	07.12.2012	Mr.V.Sugumar, HOD, Dept of business administration, Navarasam arts and science college for women, Arachalur.
3.	Biochemistry	Week end programme, International day against corruption	09.12.2012	Mr.C.Kumarasamy, Secretary & Correspondent, Navarasam institutions, Arachalur.
4.	Computer Science	Awareness Programme on internet utilization for School Students	12.12.2012	Mrs.A.Sumathi, Asst.Prof. Of Computer Science, Navarasam arts and science college for women, Arachalur.
5.	Computer Science	Remedial Course for the Poor skilled students	18.12.2012	All faculty members of Computer Science

6.	Computer Applications	Seminar on: An introduction of cloud computing	18.12.2012	Mr.G.Kesavaraj, Asst.Prof. of Computer Science, Vivekananda Arts & Science college for women, Tiruchengode.
7.	English	Communicative English	20.12.2012 To 20.02.2013	All faculty Members
8.	Computer Science	Coaching Programme for Bank Exams to the Final UG & PG Students	21.12.2012	Mrs.G.Anuratha, Asst.Prof of Computer Science
9.	Mathematics	Department Seminar	28.12.2012	Dr.N.Palaniappan, Alagappa University, Karaikudi.
10.	Biochemistry	International Biodiversity day	29.12.2012	Mrs.K.Chandraprabha, Asst.Pro. Of Biochemistry, Navarasam arts and science college for women, Arachalur.

JANUARY-2013

S.No	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	College	Road safety awareness programme	03.01.2013	Mr.Ramalingam Mr.Lakshmanasamy Erode District Traffic Commissioner
2.	Commerce	Competition	04.01.2013	Mrs.T.Poongodi Asst.Prof. of commerce, Kongu arts and science college.
3.	Biochemistry	Week end Programme	05.01.2013	Mrs.P.Gowsalya, HOD of Biochemistry, Navarasam arts and science college for women, Arachalur.
4.	Computer Science	Awareness Programme on Self Employment and Free Website Creation Training	05.01.2013	Mr.P.Ramesh, Asst.Prof. Of Computer science, Kongu arts & science college

5.	Computer science	Quiz and Word Hunt Competitions on Current Technologies and Personalities of IT Companies	09.01.2013	All faculty members of Computer Science.
6.	Tamil	Tamil illakiyathilulaviyal	10.01.2013	Dr.K.Malavizhi Sri Vasavi College, Erode.
7.	Physics	Seminar conservation of energy	10.01.2013	Mr.N.Anbalagan, TNEB.
8.	Commerce	EDP Program	11.01.2013	Mr.A.Nagendran, Head, Dept of commerce, Nandha arts and science college.
9.	Commerce	Role of DIC	11.01.2013	Mr.G.ThiruMurugan
10.	Biochemistry	National Youth day	12.01.2013	Mr.I.Selvam, Vice Principal, Navarasam arts and science college for women, Arachalur.
11.	Computer Applications	Seminar on: Network Security	18.01.2013	Dr.S.Karpagachelvi, Associate Prof. And Head Dept of Computer Science, KSR College of Arts & Science, Tiruchengode.
12.	Computer Science	One day Awareness Campaign on Green plantation for all UG &PG Students	19.01.2013	-
13.	Chemistry	Poster presentation On environmental pollution	23.01.2013	Mr.I.Selvam, Vice Principal, Navarasam arts and science college for women, Arachalur.
14.	College	Re-public day	26.01.2013	College Committee members
15.	Computer Science	A Science Exhibition - IT Concepts.	29.01.2013	Mr.I.Selvam, Vice Principal, Navarasam arts and science college for women, Arachalur.
16.	Biochemistry	World Leprosy Eradication	30.01.2013	Mrs.M.R.Chitradevi, Asst.Pro. Of Biochemistry, Navarasam arts and science college for women, Arachalur.

FEBRUARY- 2013

S.No	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	Biochemistry	World cancer day	04.02.2013	Mr.Karthikeyan
2.	Computer Science	Workshop on Installing Applications in Laptop and How to use Free SMS	04.02.2013	Mr.G.Balakrishnan, HOD of. Computer Science, Navarasam arts and science college for women, Arachalur.
3.	English	LITERARIA Essay Writing & Freeze Zone	05.02.2013	Mr.J.Selvam Vice Principal, Mr.G.Balakrishnan HOD of. Computer Science, Navarasam arts and science college for women, Arachalur.
4.	English	Extempore	06.02.2013	Mr.V.Sugumar Mrs.M.R.Chitradevi Navarasam arts and science college for women, Arachalur.
5.	English	Collage	06.02.2013	Mrs.G.EstherVijayakala Mrs.R. Vijaya Chandra Navarasam arts and science college for women, Arachalur.
6.	Mathematics	Association Valedictory	06.02.2013	Mr.I.Selvam, Vice Principal, Navarasam arts and science college for women, Arachalur.
7.	Computer applications	Department Meet: 1.'C' Programme Debugging. 2.SystemPainting. 3. Flower Arrangement	06.02.2013	1.Mrs.A.Kalaiselvi 2. Ms.M.Sangeetha 3.Mrs.M.Sumathi Asst.Prof(s). Of computer applications, Navarasam arts and science college for women, Arachalur.
8.	English	Ad wizardry	07.02.13	Mrs.V.Kalaiselvi Mrs.N.Valarmathi Navarasam arts and science college for women, Arachalur.

9.	Computer applications	1.Quiz 2.Paper Presentation 3.Software Presentation	07.02.2013	1.Mrs.L.Sudha 2.Ms.M.Yasothai 3.Ms.N.Mahalakshmi Asst.Prof(s). of computer applications, Navarasam arts and science college for women, Arachalur.
10.	Computer Science	Arranged a Women's Welfare Development Meditation Programme	11.02.2013	Mr.N.Ramesh, Center Incharge, Sri Ramachandra mission, Erode.
11.	Computer Science	National level Seminar on Recent Trends in Computing	14.02.2013	Mr.K.S.Vijayan, Branch Head, INDIACAN Education pvt Ltd., Erode. Mr.Gokul Raj, Master Trainer, Infra Structure Management Service, INDIACAN Education pvt Ltd., Erode. Ms.Samyutha, redhat Certified Engineer, INDIACAN Education pvt Ltd., Erode.
12.	College	College Annual day	16.02.2013	Mr.V.K.Shanmugam District Collector
13.	Computer Science	Cookery Competition on Topic "Cooking without Fire"	20.02.2013	All HOD's of Various Departments
14.	Biochemistry	Mother language day	21.02.2013	Dr.T.Ananthavalli, Asst.Prof.of Tamil, Navarasam arts and science college for women, Arachalur.
15.	Computer Science	Placement Training to the final UG & PG Students.	28.02.2013	Placement cell

MARCH- 2013

S.No	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	Biochemistry	Week end and women's day	09.03.2013	Dr.A.K.Vidhya,
2.	Tamil	Industrial Visit	11.03.2013 to 14.03.2013	Mrs.P.Thilagavathi, Asst.Prof.of Tamil, Navarasam arts and science college for women, Arachalur.
3.	Biochemistry	Kidney day	13.03.2013	Ms.O.R.Kasthuri, Asst.Prof.of bio chemistry, Navarasam arts and science college for women, Arachalur
4.	Biochemistry	World water day	22.03.2013	Mrs.V.Kalaiselvi, Asst.Prof.of bio chemistry, Navarasam arts and science college for women, Arachalur.

APRIL -2013

S.No	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	College	Students Valedictory function	19.04.2013	College committee members

Annexure-II

Feedback from stakeholders

The feedback is obtained from the following stakeholders and other sections:

- Students – in the beginning and end of the year and outgoing students.
- Alumni.
- PTA.
- Guest lecturer and academic experts.
- Management.

IQAC periodically collect feedback from the stakeholders and following is the analysis of their feedback:

- Feedback from students is obtained about the quality of teaching and disadvantage in all fields.
- College union council members and representative of classes gather the views and suggestions of the students in all spheres.
- Assessment from Continuous Internal Assessment and model examination are made for the improvement of defects.
- By identifying student's difficulty from feedback, right methodology of Teaching is implemented and other disadvantages are rectified.
- Also necessary steps are taken by each department to make rectification and solve the difficulty of the students. Thus feedback fulfills the gap between students and teachers.
- Periodical alumni meetings are conducted in the year and their feedbacks are obtained.
- The feedback of alumni is more useful and meaningful to improve the academic plans of the institution. These plans include the various programmes to be conducted to add value in the existing programmes.

- It also provides the employment opportunity for the students and generate help fund for the development of the institution.
- Feedback from Parent's is also obtained in the PTA meeting conducted in the college. Their suggestions and views are discussed solved and rectified the difficulties of the students. Frequent discussions with concerned teachers are made to solve the complexities of the students.
- The institution invites employer's entrepreneurs to ascertain their views and suggestions about the institution and students.
- The institution gets feedback from the above categories. The suggestions and views expressed by them will be concentrated much and steps will be taken for the quality of education.
- It is the routine process in the college that the outgoing students have to fill a feedback form mentioning the overall difficulties and experience of a learner in the campus.
- From the views and points of feedback obtained from the above categories, we are taking follow up action and enhancing the value of education and also the intuition solve the problems one after another every year.

Annexure –III

Best Practices I and II

Best Practices- I

1. Curriculum:

Student's participation to enhance the quality education and values.

2. Objectives of the practice:

1. To create awareness and realization among students for the quality of the institution.
2. By analysing the feedback of the students, the students are encouraged to participate in the enhancement of quality education.
3. Students and stakeholders are involved actively to develop quality of all activities.
4. The participation of students for implementation of IQAC action plans by motivation.

3. Context:

Students play an efficient and enthusiastic role in education system of higher education institution. So students are the important participant in enhancing the quality of education.

4. Practices:

Though majority of the students are from rural background, the institution and faculty members encourage them to participate in various committees.

The students gradually involve with interest and play active roles in committees and bodies. Every Saturday the value of education sessions are organized and deliberated. The value and culture in the modern life against social evils and socialization has been imparted among the of students.

5. Evidences of success:

- Learners enjoy value education session and express their feelings with interaction.
- The alumni and parents convey their appreciation and happiness at their meets.
- Students build up their confidence level, they are supportive and friendly to the neighbours and obedient to the elders.
- By learning this, the management and faculty members feel proud by adhearing the views of students for their great values and success in their future life.
- Conduct of centralized CIA test.
- Consistently good academic records of the students.
- Enhanced internet facility and number of books and journals in the library.
- Coaching classes for competitive examinations.
- More facilities and opportunities for co-curricular activities.
- Conduct of exhibitions.
- Improvement in human relations and technical skills.
- No single day is lost to the students in the curricular achievements.

Best practices – II

1. Co-curricular activities:

Participation of Students and Faculty members in co-curricular activities.

2. Objectives:

- To enrich knowledge of students and skill development.
- To create social responsibility among students.
- To make them earn while they learn.
- To develop leadership quality among students in team work.
- Enhancement of employability.

3. Context:

- The co-curricular activities are necessary in addition to the academic curriculum to prepare the students practically for their bright future.
- Also to increase the moral and ethical values among students the institution creates various co-curricular activities like.
- NSS, YRC, RRC and sports and various club activities are mentioned below.

4. Practices:

- All students of UG and PG have to participate in any of the clubs mentioned below.
- Also the final year students of UG and PG should go to career guidance, communicative classes and Placement cell.
- The senior most teacher acts as a coordinator of the clubs and forums.
- The various clubs and forums meet periodically and make suggestions related to their various programmes.
- The remuneration for various club activities and experts are paid by management.

Various clubs and forums are:

1. Tamil Literary Association.
2. English Literary Association.
3. Science Club.
4. New method Technological Club.
5. Toy Making Club.
6. Beautician Training Club.
7. Painting Club.
8. Tailoring Club.
9. Cookery Club.
10. Cultural Club.
11. Environmental Club.
12. Handicraft Club.
13. Placement Cell.
14. Jewelry Making Club.
15. Disaster Management Club.
16. Health Centre.
17. Hindi Learners Club.
18. Computer Learners Club.
19. Embroidery Club.

5. Evidence to Success

- The skills acquired by these clubs create part time employment opportunities to the students and generates income while learning.
- The staff & students of various co-curricular forums achieved many prestige awards.
- Students got opportunities to exhibit their skills and talents through these clubs.
- These clubs create self employment avenues. Many alumni appreciate self reliant students because of the skills developed through these clubs. Many parents are happy as their daughters are getting experience and potential knowledge in cooking, painting, Tailoring and embroidery.
