

# ANNUAL QUALITY ASSURANCE REPORT

2013-2014



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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## CONTENTS

S.NO	PARTICULARS	PAGE.NO
1.	<b>PART-A</b>	
	Details of the institution	1
	IQAC Composition and Activities	5
2.	<b>PART-B</b>	
	CRITERION I : Curricular Aspects	8
	CRITERION II : Teaching-Learning and Evaluation	10
	CRITERION III : Research, Consultancy and Extension	14
	CRITERION IV : Infrastructure and Learning Resources	20
	CRITERION V : Student Support and Progression	23
	CRITERION VI : Governance, Leadership and Management	28
	CRITERION VII : Innovations and Best Practices	36
3.	<b>ANNEXURE</b>	
	Annexure – I Plan of Action and Outcomes Achieved	41
	Annexure – II Feedback From Stakeholders	56
	Annexure – III Best Practices	58

# The Annual Quality Assurance Report (AQAR) of the IQAC

## Part – A

AQAR for the year (*for example 2013-14*)

2013-2014

### 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 (P.O),

City/Town

Erode

State

Tamil Nadu

Pin Code

638 101.

Institution e-mail address

[navarasamcollegearachalur@gmail.com](mailto:navarasamcollegearachalur@gmail.com)

Contact Nos.

0424-2357209 , 0424-2357109

Name of the Head of the Institution:

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

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

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2013-14.doc>

## 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.89	Jan, 2013	2018

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

19.07.2011

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC.

i) AQAR for year 2012-2013 on 18.11.2015

AQAR 2013-2014 submitted to NAAC on 18.11.2015

## 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)



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

06

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

02

2.6 No. of any other stakeholder and  
Community representatives

02

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

17

2.10 No. of IQAC meetings held

05

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

Non-Teaching Staff  Alumni  Students

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

Workshop in various fields to enhance the Quality sustenance and initiative post –accreditation

2.14 Significant Activities and contributions made by IQAC

- Formation of internal Academic Audit Committee and to monitor its functioning.
- Orientation programmes were conducted to enrich the efficiency to newly recruited faculty members to their respective profession.
- A Programme was organised to strengthen the computer knowledge and skill of Non-Teaching Staff Members.



- Created a Women Counseling cell and Entrepreneurial development cell.
- Faculty Development Programme was organized in the Institution.
- Staff Members are motivated to apply for Major and Minor Research projects.

2.15 Plan of Action by IQAC/Outcome

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

Enclosed
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2.16 Whether the AQAR was placed in statutory body

Yes  No

Management  Syndicate  Any other body

✓	Academic Committee
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Provide the details of the action taken:

- To undertake Minor and Major Research projects by faculty members, the Management encourage fulfilling their project work.
- The Management decided to organise Academic interactions in the form of Guest lectures, Seminars, Workshops and Conferences by all Departments.
- The faculties were encouraged to participate and present research papers in such programmes conducted by other institutions.

**Part – B**  
**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	10	-	-	-
UG	14	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	13
Diploma	-	-	-	13
Certificate	-	-	-	13
Others	-	-	-	01
CPP	17	-	-	-
<b>Total</b>	<b>50</b>	<b>-</b>	<b>-</b>	<b>40</b>
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum:

- ✓ CBCS
- ✓ Core
- ✓ Elective option

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	24+(17 CPP)
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 up gradation made by the decision of the board of studies members by Bharathiar University. The University made slight revision of syllabi for few programmes during this year.

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

NIL

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	139	124	15	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
	42	-	-	-	-	-	-	-	42	-

2.4 No. of Guest and Visiting faculty and Temporary faculty 39 04 NIL

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	05	32	04
Presented papers	05	29	Nil
Resource Persons	Nil	01	Nil

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

- Exhibitions is organised by various departments and the students are encouraged to display their models in the exhibition.
- Advanced learners are motivating slow learners to clear their doubts.
- E-learning resources creations.
- The faculty are encouraged to learn the latest development in their areas of specialization.

2.7 Total No. of actual teaching days 202 days  
 During this academic year

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

Conducting Examinations and Evaluation are the responsibilities of the affiliating university.

2.9 No. of faculty members involved in curriculum Restructuring / revision/ syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 04 NIL NIL

2.10 Average percentage of attendance of students 94.45

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 Programme						
B.A TAMIL	38	05	32	0	01	97
B.A ENGLISH	121	01	71	47	02	98
B.Sc MATHS	64	24	39	-	01	98
B.Sc MATHS CA	68	34	33	-	01	98
B.Sc PHYSICS	37	20	16	-	01	97
B.Sc BIO	13	09	04	-	-	100

B.Sc CS	122	63	56	-	03	97
B.Sc IT	55	33	22	-	-	100
BCA	118	51	64	-	03	97
B.Com	109	05	76	16	12	89
B.Com (CA)	109	25	81	-	03	97
BBA	40	03	33	01	03	92
PG Programme						
M.A TAMIL	17	05	12	-	-	100
M.A ENGLISH	34	03	31	-	-	100
M.Sc MATHS	49	35	13	-	01	97
M.Sc CS	33	29	04	-	-	100
M.Sc IT	15	13	02	-	-	100
MCA	27	26	01	-	-	100
M.Com	38	24	14	-	-	100
M.Com CA	35	26	09	-	-	100
M.Phil MATHS	07	04	-	-	03	50
M.Phil BIO	17	12	05	-	-	100
M.Phil CS	17	-	11	04	01	84
M.Phil COMMERECE	29	-	09	20	-	100
M.Phil ENGLISH	10	09	-	-	01	88

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

Processes:

- By conducting and monitoring the academic audit.
- Initiating production of multimedia learning material.
- By providing campus wide Wi-Fi connectivity to enhance technical Teaching and Learning.
- IQAC monitors through feedback and discussion with faculty and Students.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	04
UGC – Faculty Improvement Programme	-
HRD programmes	01
Orientation programmes	03
Faculty exchange programme	-
Staff training conducted by the university	05
Staff training conducted by other institutions	07
Summer / Winter schools, Workshops, etc.	15
Others (FDP in Navarasam)	55

### 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	19	-	-	-
Technical Staff	09	-	-	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Decided to conduct NAAC sponsored IQAC National seminar in the near future.
- Steps have been taken to conduct seminars to promote research climate to get fund from various funding agency.
- Motivating teachers to undertake Research projects and to encourage research publications.
- Encouraging teachers to take initiatives for Minor and Major Projects and to conduct Inter National and National conferences, Symposia and workshop in Research related subjects.

#### 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	-	1,15,000	UGC	-

Number of minor research project applied - 03



### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	05	-	04
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	02	-	-

### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	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> )	-	UGC (BSR)	10,00,000	10,00,000
Any other	-	-	-	-
Total	02	04	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	-	03	-	-	41
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	-
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	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.23 No. Of. Awards won in NSS:

University level	<input type="text" value="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="2"/>	Any other	<input type="text" value="04"/>

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

- NSS camp was conducted and 100 Saplings were planted in and around Elumathur village.
- Constructed shelter at the Amman Kovil, Sivagiri and Carmel school at Kangayam.
- Construction of stage in Auditorium and donated two computer systems to poor students at Carmel school, Kangayam.

- LAB training programme for GHSS students, Arachalur by Physics and computer science department.
- Blood grouping Camp was conducted by Health centre and Bio-chemistry Department .
- Eye camp by NSS, Health centre and Bio chemistry department.
- Coaching classes for competitive exams.
- Infosys and TCS training.
- Commerce department conducted awareness related to online earnings for SC/ST students through EDP programmes.
- SEBI sponsored workshop was organised by the Management Department.
- Staff members visited orphan homes for helping.
- Staff members of English department conducted lab training to develop the skill of students to speak and write fluently.
- College Bazaar was organized to promote the manufacture of Hand Making Material and Embroidery.
- Faculty participation FM & Air Radio programmes.
- Students participated and gave speech in TV channels.
- We have established in our college premises botanical garden with the UGC grant of six lakhs. Various nursery plantations was planted and distributed to various institutions and organisations for past many years through this botanical garden.
- Training programme for Non- Teaching Staff by self help group.

## 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	85 rooms	03 rooms	Management	88
Laboratories	08	01	Management	09
Seminar Halls	01	01	Management	02
No. of important equipments purchased (1-0 lakh) during the current year.	662	1057(Lab, UPS & Xerox)	Management	1719
Value of the equipment purchased during the year (Rs. in Lakhs)	1,17,58,669	4,23,000	Management	121,81,669
Others ( Vehicles)	23	01	Management	24

#### 4.2 Computerization of administration and library.

Entire administration and library are fully computerized with the following Facilities.

- i) Library is automated with Inflibnet software and Bar coding facility is used for issue and return of books.
- ii) College office is totally computerized.

### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	25542	5277036	888	223711	26430	5303466
Reference Books	1971	791300	23	11,040	1994	802340
e-Books	N-List					5000
Journals	115	63523	02	1900	117	65423
e-Journals	10	53000	-	-	10	53000
Digital Database	01	25000	-	-	01	25000
CD & Video	940	2950	20	1300	960	4250
Others (specify)	185	-	12	-	197	-

### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	545	07	70 (Wi-Fi campus)	Nil	Nil	11	13	02
Added	-	60	-	-	100	-	-	-
Total	545	67	70	-	100	11	13	02

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

- Extra Computer Lab hours are available after college working hours for all the students.
- Internet facility is accessed regularly for both staff and students.
- Students and Staff upgrade their technology orientation by attending technology up gradation programme organised by our Institution, Outside Institution and Universities.
- Technically qualified supportive staff are invited to coach the ICT empowered Teaching – Learning system.
- The College also organizes training to Staff members in Technology enhanced learning and Multimedia material with Skype oriented.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1,22,106
ii) Campus Infrastructure and facilities	1,66,07,537
iii) Equipments	3,02,441
iv) Others	Nil
<b>Total :</b>	<b>1,70,32,084</b>



## Criterion – V

### 5. Student Support and Progression

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

- Personality development programmes for students.
- Counseling programmes for Career Opportunities are organised.
- ICT enabled Learning.
- Coaching classes for various competitive Examinations like TNPSC, NET, SET.
- Displayed Employment media information and all other information with regard to academic and administrative activities through Notice Board.

#### 5.2 Efforts made by the institution for tracking the progression

- Internal Assessment Tests are continuously conducted.
- Results are analyzed by various departments after the publication of semester results.
- Tutor system and Remedial courses are conducted.
- Participation in National, International, Symposia and Inter collegiate meet by students are encouraged.
- Periodical assessment of students.
- Efforts to increase more number of Placements.

5.3 (a) Total Number of students

UG	PG	M.Phil	Ph. D.
2784	559	121	10

(b) No. of students outside the state 

02
----

(c) No. of international students 

-
---

Men	No	%	Women -	No	%
	-			-	-

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3045	504	06	-	01	3555	2905	555	07	-	02	3467

Demand ratio: 3:1

Drop out : 1.5%

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

- SET, NET Exam coaching was conducted by Departments for the benefit of Post Graduate students.
- Department of Mathematics and Computer Applications have conducted coaching classes for developing quantitative aptitude and numerical ability for the students.
- Various coaching classes are conducted for the competitive Examinations like TNPSC, Banking and IT coaching.

No. of students beneficiaries 

150
-----

### 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="18"/>

### 5.6 Details of student counseling and career guidance

- For every class, a Teacher is designated as “Class Incharge”. She is very important counselor for the students as she meets her class students daily. Many issues are solved by the class incharges.
- Tutor system is sponsored by the Departments and 30 students are entrusted by a tutor and a clock interaction are made by the counseling with the tutor bring and yield good results.
- Aptitude training programme is conducted to enrich the skill and knowledge in various fields.
- The College has career guidance and placement cell which help the learners to step into the higher studies and Employment opportunities.
- The Placement cell also arranges for Campus Recruitment by inviting various organizations.
- Coaching for communication skill and Interview talent are conducted to all the Learners.

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
05	310	48	15

## 5.8 Details of gender sensitization programmes:

- The College has Women counseling cell and the cell conducts number of programmes on various issues related to Gender.
- Teachers stimulate awareness of production among women students and develop their safety and independent thinking.
- The Women counseling cell conducts Guest Lectures, Seminar by inviting professional counselor on various issues related to Gender periodically.

## 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	953	43,48,265
Financial support from government	584	19,59,340
Financial support from other sources	210	20,19,090
Number of students who received International/ National recognitions	Nil	Nil

### 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: Yes,

- R.O system was installed for providing pure and Protected Drinking Water.
- Two cash collection counter is available in office, additional counter was demanded by students to remit the fees by students to avoid waiting time.
- Students represented to establish few more wash rooms in new block.
- Students demanded to extend bus route to interior places for transport facilities, the management arranged the same.
- Helping fund to economically poor students by management.
- Many students was not able to pay the tuition fees, bus fees in time, by the request we permitting extra time for their fees remittance and permit them write their university examinations.

## 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

The Management Information System (MIS) of the college has established the following areas:

- Administrative Procedures
- Students Admission
- Evaluation Mechanism
- Library Management
- Financial Administration
- Hostel Administration

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

#### 6.3.1 Curriculum Development

- The institution is an affiliating one by Bharathiar University. Also, it contribute much development of curricula for the programmes offered by the university as members of board of studies
- Three senior faculty members (Tamil-1, Biochemistry -2) act as the members of the Boards of Studies constituted by the Bharathiar University.
- The department of English conducts communicative classes for outgoing students.
- All the Department conducts value added courses with Grant in Aid by UGC, New Delhi.

#### 6.3.2 Teaching and Learning

- ICT enabled Teaching and Multimedia Learning Material also with usage of LCD & OHP.
- Use of Library Resources & Computer Laboratories for self learning.
- Feedback based Teaching.
- Conducting bridge course & remedial Classes.
- Interactive Learning Process.

#### 6.3.3 Examination and Evaluation

- Pre-Examinations Preparation.
- Continuous Evaluation.
- Internal Examination
- Model Examination & Evaluation Conducted to identify the Capacity of the Students for ensuing Semester Examination.

During this year Tamil and Commerce are recognized as Research centre to offer Ph.D 2 faculties act as research guide and 10 students are undergoing their Ph.D Research.

#### 6.3.4 Research and Development

- The Research Committee of the institution guides the ways & means for the Promotion of research.
- Research Programmes like M.Phil & Ph.D. enhance the qualitative achievements.
- Faculties are motivated to undertake research and to Present papers National, International level Conferences.
- Faculties are encouraged to seek financial assistance from UGC for Minor & Major Projects.
- Management offers financial support to the faculty for presenting & Publishing research papers.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation.

- Digitized central Library with adequate number of 6 computer systems.
- The Library infrastructure has been updated sufficiently to fulfil the user requirements.
- The information sources have been strengthened as per the readers need.
- This academic year library consist of 26,430 books and 117journals and periodicals, 960 CD and Video and 1 database.
- The central library keeps the good number of rare book collections which are accessible by the readers as a reference.
- The Readers are utilizing News Paper clipping service of the central library.
- The Library working hours are set for the convenience of students including the inmates of the hostel.
- Periodical refreshment of the library notice board with the highlighted employment and recruitment news



- Supply of required information is provided to the researchers.
- ICT facilitates with added audio/video CD's and DVD's, Power point presentation periodical online –objective type Examination in every subjects and virtual class rooms for learning new technologies.
- Well equipped gymnasium with UGC Grant in aid, to Facilitate the physical fitness of the students through indoor and outdoor games.
- The enhancement of an auditorium and conference hall with updated audio, video and LCD presentation facilities.
- There are 85 full featured class rooms with the lightening and ventilation facilities.
- Reverse osmosis system is available for purified and protected water.

#### 6.3.6 Human Resource Management

- Recruitment and selection are based on merit.
- Placement and induction are based upon their caliber.
- Retaining the talents is the management's philosophy.
- Reasonable compensation acts as retention strategy.
- The institution concentrates on developing a cordial relationship among students and faculty members.
- Faculty development programmes.
- Staff support programmes organized by staff welfare committee.
- On the basis of HRM, the management is easily accessible to all categories of employers to satisfy all their needs.

### 6.3.7 Faculty and Staff recruitment

- 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.
- At the time of selection, the management gives priority to merit and teaching experience & talent.
- The college has visiting faculty to meet the requirements of learners in their areas of specialization.

### 6.3.8 Industry Interaction / Collaboration

- Linkage with industry facilitates the institution to contribute suggestions for curriculum development/ enrich.
- On the job training, Summer Placements, Professional development, Consultancy and student placement all are made possible for the institution because of its linkage with industry.
- Executives from industry are invited to conduct workshops. Students are send to industrial visit.
- The institute interacts with local and nearby industries and students undergo industrial training.
- Field/ industrial visits to gain hands-on expertise & applied acumen.
- Representatives from industrial sectors are in IQAC.

### 6.3.9 Admission of Students

- Admission of students to various courses is based on merit.
- Admission committee is constituted for the purpose of monitoring the admission process.
- Admission procedure is liberal as the college was established to serve the local people and especially for those living below the poverty line.
- As the college offers quality education, the admission rate is increasing year after year and the life in the hostel is peaceful.

### 6.4 Welfare schemes for

Teaching	Festival advances, bonus, loan and gifts.
Non teaching	Concession to the wards in getting school education, Distribution of Uniforms to the drivers, loan and Bonus.
Students	Free Education to economically poor and fees concession to the poor students. Orientation Programmes, Add-on Courses, Extra-Curricular activities, Remedial coaching, Scholarship, Health care programmes and Earn while you learn scheme.

6.5 Total corpus fund generated

75.50 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	Yes	Directorate of collegiate Education and Government of Tamil Nadu	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?

Nil

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

Nil

6.11 Activities and support from the Alumni Association

- 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 for higher studies and getting employment opportunities.
- Magnificent contribution for infrastructural development of the institution.

### 6.12 Activities and support from the Parent – Teacher Association.

- Counseling, suggestion and solving problems for students.
- Feedback from parents, funding for the improvement of institution etc.
- 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

- Personality development programmes .
- Orientation programmes refresher courses for newly appointed staff members.
- Yoga and Meditation for staff members have been conducted.
- Helping fund for medical treatment for staff.
- Non-Teaching staff members have been encouraged to register themselves to continue higher education.
- Motivating the staff members to develop their skill and talent.

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

- Gardening, Cleaning and greening the premises.
- Rain water harvesting.
- Nature club facilities.
- Clean and Green activities.
- NSS volunteers make the campus clean and green.

## 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.

- Earn while you learn
- Interactive teaching method.
- Motivating teacher to do more no of Major & Minor Projects.
- 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 programme.

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

- The Various Programmes by various committees meeting in the beginning of year.
- Train the teachers to learn the interactive methodology.
- Targeting the slow learners to achieve success & minimize drop outs.
- Multimedia learning materials have been developed by all departments for the latest teaching techniques.
- Need to have a long term plan for the institution.

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

- Value education and conducting add on courses.
- Club activities.

***Refer Annexure- III***

**Enclosed**

7.4 Contribution to environmental awareness / protection

- Cleaning and greening campus activities
- NSS extension activities.
- World environmental day was celebrated and saplings were planted.
- Steam cooking is available
- Environmental awareness and protection activities.
- Installed rain water harvesting and created environmental awareness protection committee.

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.
- Cordial relationship between the stakeholders of the institution.
- Well disciplined students.
- Promoting research process and publication.

- Infrastructural facilities like library, laboratories, networked computers and teaching aids are learner friendly.
- Rural background of the students is conducive for maintaining discipline.
- ICT enabled teaching learning
- Provision for counseling and value based education.
- The management, staff members and students have equal interest in NSS, YRC, RRC and cultural activities.
- Sports students are given free education, boarding and lodging.
- Career guidance and placement cell strive to train and place students in companies of national and international repute.
- Life is safe for young girls both in the college & hostel.
- Fully computerized administration library and departments.
- Enhancement of curricular achievement year after year and quality of education.
- Transport facilities are established for students from faraway places.
- Learner friendly infrastructure in the class rooms, library and laboratories.
- An exclusive higher educational institution for girls.
- Sports loving management.
- Priority for exposure to learners by undertaking number of co-curricular activities.

**Weakness:**

- Drop outs are due to marriages in between the period of study.
- Staff resignation is more due to personal commitment of the female faculty members.



- Research is in progressive stage
- Students from village area find difficult to pay fees.
- Lacking in consultancy service.

**Opportunities:**

- Institution strives to achieve autonomous status.
- Introduction of UGC-courses, communicative English and CPP courses.
- Creating a platform for self employment by promoting leadership qualities and entrepreneurial skills.
- Service to first generation rural learners.

**Threats / Challenges:**

- Competition from government college and constitute college.
- Fluency in English communication is yet to gain momentum due to students from rural background.
- To mould the first generation learners to face global challenges.
- Taking initiative to bring students from other states.
- Curriculum needs updation to satisfy industry. But the college, as an affiliated one has very little say in curriculum construction.

**8. Plans of institution for next year**

- i) Re-accreditation process started.
- ii) Planning to arrange Conference, Seminars and workshop National and 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) Encourage 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.
- ix) To purchase books to the library depending upon the department requirements.
- x) Plan to start new course M.Sc Chemistry in our institution from 2014-2015.
- xi) To establish new chemistry laboratory for the ensuring 2014-2015.

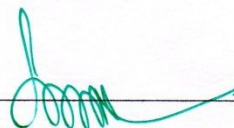
Name G. BALAKRISHNAN

Name I. SELVAM



Signature of the Coordinator, IQAC  
IQAC

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



Signature of the Chairperson,

**PRINCIPAL I/c**  
**Navarasam Arts & Science**  
**College For Women**  
**Nagamalai, Arachalur (Po)**  
**Erode District.**

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**Annexure-I**  
**Plan of Action / Outcome**  
**June-2013**

S.NO	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	English	Bridge Course	24.06.2013 to 28.06.2013	Ms.S.Revathi Mrs.N.Preetha Asst. Prof(s) of English Navarasam arts and science college for women, Arachalur
2.	English	PTA Meet	28.06.2013	HOD & Class Incharges Asst. Prof(s) of English Navarasam arts and science college for women, Arachalur.
3.	College	I-UG Inaugural Function	19.06.2013	Committee Members, Navarasam Arts & Science College for Women, Arachalur.
4.	Computer science	Seminar on Multimedia and Android Applications	22.06.2013	Mr.Karthick Swaminathan M.Sc., M.Phil., Technical Head S2I Vector Animation Academy, Erode.
5.	Chemistry	Fresher's day	26.06.2013	Ms.M.Jamuna, HOD of Chemistry, Navarasam arts and science college for women, Arachalur
6.	College	Management scholarship was offered to the 123 economically poor students to the maximum amount of Rs.13,14,500/-	27.06.2013	Committee Members, Navarasam Arts & Science College for Women, Arachalur.
7.	Computer Applications	Fresher's day	29.06.2013	HOD & Class Incharges Asst. Prof(s) of Computer Applications Navarasam arts and science college for women, Arachalur.

## JULY 2013

S.NO	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	Mathematics	CSIR Exam Awareness Programme	02.07.2013	Mr.P.Vairamani, Director, V.Tech Solutions, Perundurai
2.	Mathematics	Guest Lecture on Web Designing	02.07.2013	Mr.Karthick Swaminathan M.Sc., M.Phil., Technical Head, S2I Vector Animation Academy, Erode.
3.	Mathematics	Bridge Course	03.07.2013 to 05.07.2013	Mrs.A.Sumathi, Asst.Prof in Computer Science, Navarasam arts and science college for women, Arachalur.
4.	Computer Applications	Seminar on: Andriod and PHP/My SQL	04.07.2013	Mr.Karthick Swaminathan M.Sc., M.Phil., Technical Head, S2I Vector Animation Academy, Erode.
5.	Management	Bridge Course – Principles of Accounting	04.07.2013 to 15.07.2013	Mr.V.Sugumar, HOD of Management, Navarasam arts and science college for women, Arachalur.
6.	Computer science	Bridge Course to I-UG Tamil Medium Students.	05.07.2013	Mrs.P.Bhuvaneshwari, Asst.Prof in English, Navarasam arts and science college for women, Arachalur
7.	Mathematics	Integer Partitions	06.07.2013	Dr.T.Geetha, IMS, Chennai
8.	College	Eye Camp	07.07.2013	Mr.U.L.DhanavelMurugan, Mr.S.P.Sugumar, Erode Supreme Rotary Club.
9.	Computer Applications	Bridge Course	09.07.2013	Ms.R.Monisha, Asst. prof, Dept of Computer Applications, Navarasam arts and science college for women, Arachalur.

10.	Computer Science	Workshop on Effective use of Photoshop and flash to CS, IT and CT Students	10.07.2013 to 12.07.2013 and 15.07.2013 to 16.07.2013	Mr.Karthick Swaminathan M.Sc., M.Phil., Technical Head, S2I Vector Animation Academy, Erode.
11.	Computer Applications	Seminar on: Future of JAVA and What is Project	11.07.2013	Mrs.A.Subbulakshmi, Edupluz Technologies, Erode.
12.	Commerce	Creating Success for Commerce	11.07.2013	Mr.C.Sivachalapathy
13.	Commerce	E-learning and Web Design	12.07.2013	Mr.Karthick Swaminathan M.Sc., M.Phil., Technical Head, S2I Vector Animation Academy, Erode.
14.	English	Literaria Extempore	12.07.2013	Mrs.G.Esther Vijayakala, HOD of Commerce, Mrs.R.Vijaya Chandra, HOD of Mathematics, Navarasam arts and science college for women, Arachalur
15.	English	Essay Writing & Freeze Zone	12.07.2013	Mr.V.Sugumar, HOD of Management, Mrs.M.R.Chitradevi, Asst.Prof in Biochemistry, Navarasam arts and science college for women, Arachalur
16.	English	Collage	12.07.2013	Mr.I.Selvam, Vice Principal, Mr.G.Balakrishnan, HOD of Computer Science, Navarasam arts and science college for women, Arachalur
17.	English	AD Wizardry	12.07.2013	Mrs.V.Kalaiselvi, HOD of Physics, Mrs.N.Valarmathi, Librarian, Navarasam arts and science college for women, Arachalur.

18.	Management	Bridge Course – Basic Mathematics	16.07.2013 to 24.07.2013	Mrs.V.Pushpalatha, Asst.Prof in Management, Navarasam arts and science college for women, Arachalur.
19.	Chemistry	Remedial Class for Allied Chemistry	17.07.2013	Mrs.T.Daisy Rani, Asst.Prof in Chemistry, Navarasam arts and science college for women, Arachalur
20.	College	I-PG Inaugural Function	18.07.2013	Committee Members, Navarasam Arts & Science College for Women, Arachalur.
21.	Computer Science	Bridge Course conducted to all IUG Students on basics of computer science	18.07.2013 & 19.07.2013	Mr.G.Balakrishnan HOD of Computer Science Navarasam arts and science college for women, Arachalur.
22.	English	Fresher's Day	19.07.2013	HOD & Faculty Members, Navarasam arts and science college for women, Arachalur
23.	Mathematics	Workshop on Web Designing	19.07.2013 to 20.07.2013	Mr.Ramachandran, S2I Vector Animations Academy, Erode
24.	Biochemistry	Blood Grouping Campaign	19.07.2013 to 20.07.2013	Dr.S.Renugadevi, Principal, Navarasam arts and science college for women, Arachalur.
25.	College	Students who joined in I-PG was given merit Concession starting from 75% up to 100%	20.07.2013	Committee Members, Navarasam Arts & Science College for Women, Arachalur.
26.	Computer Applications	Seminar on : Application oriented Data Structure	20.07.2013	Dr.A.Vijaya, Government Arts College, Salem.
27.	Computer Science	Bridge Course to I UG Non-Maths Students	20.07.2013	Mrs.R.Vijayachandra, HOD of Mathematics, Navarasam arts and science college for women, Arachalur.
28.	Computer Science	Seminar on Project Development to final UG & final PG Students	25.07.2013	Mr.R.Shankar, Executive, Leo Tech, Erode.

29.	Computer science	Bridge course organized to I-UG Non computer science students.	27.07.2013 to 29.07.2013	Mr.G.Balakrishnan HOD of Computer Science & Mrs.R.Myrhili, Asst. prof, Dept of Computer Science, Navarasam arts and science college for women, Arachalur.
30.	Management	Bridge Course – Introduction to Computers	29.07.2013 to 31.07.2013	Ms.S.Preetha, Asst.Prof. in Computer Applications, Navarasam arts and science college for women, Arachalur.
31.	Computer Applications	I-MCA Re-Opening	22.07.2013	HOD & Faculty Members, Navarasam arts and science college for women, Arachalur.

### AUGUST-2013

S.NO	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	Computer Science	Seminar on Image Processing	01.08.2013	Mrs.M.Santhoshmani, Department of Computer Science, Nandha Arts & Science College.
2.	Management	Bridge Course – Introduction to Computers	01.08.2013 to 10.08.2013	Ms.S.Preetha, Asst.Prof. in Computer Applications, Navarasam arts and science college for women, Arachalur.
3.	Mathematics	Bridge Course on Accountancy	05.08.2013 to 07.08.2013	Mrs.K.Satyabhama, Asst.Prof in Commerce, Navarasam arts and science college for women, Arachalur.
4.	Computer Science	Aptitude and Group discussion for final UG Students	06.08.2013	Ms.P.Pavithra, Asst.Prof in Computer Science, Navarasam arts and science college for women, Arachalur.
5.	Computer Science	Made arrangements for the students to participate in the Book fair	06.08.2013 to 10.08.2013	Makkal Sindhanai Paeravai, Erode.



6.	Commerce	Made arrangements for the students to participate in the Book fair	06.08.2013	Makkal Sindhanai Paeravai, Erode.
7.	Physical Education	Inter-Collegiate Ball Badminton Tournament for Women	07.08.2013	Mr.G.Srithar, Zonal Manager, Micro Labs, Secretary, Erode District Ball Badminton Association
8.	Physical Education	Inter-Collegiate Ball Badminton Tournament for Women	08.08.2013	Mr.S.Ravindranath IRS, Additional Commissioner of Income Tax (RET). and Dr.K.Murugavel M.P.Ed., M.Phil., Ph.D., Director & Head, Dept of Physical Education, Bharathiar University, Coimbatore.
9.	Computer Applications	Department Meet 1. 'C' Program Debugging 2. System Painting 3. Flower Arrangement	13.08.2013	Mrs.A.Kalaiselvi, Mrs.N.Shanmugapriya, Mrs.M.Sumathi, Asst. Prof(s), Dept of Computer Applications, Navarasam arts and science college for women, Arachalur.
10.	Management	Bridge Course – Indian Economy	13.08.2013 to 20.08.2013	Mrs.S.Krishnaveni, Asst.Prof. in Commerce, Navarasam arts and science college for women, Arachalur.
11.	Computer Applications	Quiz, Paper Presentation Software Presentation	14.08.2013	Mrs.L.Sudha, Ms.M.Yashothai, Ms.S.Kohilavani, Asst.Prof (S). in Computer Applications, Navarasam Arts & Science College for Women, Arachalur.
12.	College	Independence Day	15.08.2013	Committee Members, Navarasam Arts & Science College for Women, Arachalur.
13.	Biochemistry	Poster Presentation	17.08.2013	Dr.T.Palanisamy



14.	College	Inauguration to various Associations	20.08.2013	Mrs.Andal Priyadharsini M.A., M.Phil., Writer & Head, Doordharshana Kendra, Coimbatore & Dr.G.James Pitchai, Vice Chancellor, Bharathiar University, Coimbatore.
15.	College	Management Scholarship was offered to the 123 economically poor students to the Maximum amount of Rs. 13,14,500/-	20.08.2013	Committee Members, Navarasam Arts & Science College for Women, Arachalur.
16.	Management	Financial Education	22.08.2013	Mr.V.RaviKumar, Mr.Sreekanth (SEBI)
17.	English	Friendship Day	23.08.2013	HOD & Asst. Prof(s), Dept of English, Navarasam arts and science college for women, Arachalur.
18.	Mathematics	Department Association meet	23.08.2013	Dr.S.Renugadevi, Principal, Navarasam arts and science college for women, Arachalur.
19.	Computer Applications	Friendship Day	24.08.2013	HOD & Asst. Prof(s), Dept of Computer Applications, Navarasam arts and science college for women, Arachalur
20.	College	We obtained Govt scholarship for Rs. 16,89,340 SC/ST Rs.1,37,400/- Minority students and handed over to them.	25.08.2013	Committee Members, Navarasam Arts & Science College for Women, Arachalur.
21.	Biochemistry	Diabetes mellitus & its impact on Human Health	27.08.2013	Dr.T.V.Mohan MBBS., M.D.,
22.	Computer Science	Seminar on Mobile Computing	27.08.2013	Mr.N.Senthil, Asst.Prof of Karuppana Mariappan College.

23.	Computer Science	Inaugural Function for the I UG Students.	27.08.2013	HOD & Asst. Prof(s), Dept of Computer Science, Navarasam arts and science college for women, Arachalur.
24.	Biochemistry	Week end Programme	29.08.2013	Mr.I.Selvam, Vice Principal, Navarasam arts and science college for women, Arachalur.
25.	Chemistry	Friendship day Cele	05.08.2013	Ms.G.Nithya, Asst.Prof in Chemistry, Navarasam arts and science college for women, Arachalur.
26.	Mathematics	Workshop on Fuzzy Sets	30.08.2013	Dr.M.Murugalingam, Head & Associate Professor, Dept of Mathematics, Thiruvalluvar College, Pabanasam.
27.	Commerce	Department Function	30.08.2013	HOD & Asst. Prof(s), Dept of Commerce, Navarasam arts and science college for women, Arachalur.
28.	Chemistry	Department Inauguration & Guest Lecture on the Topic : Technology of Polymers	31.08.2013	Dr.P.Sivakumar M.Sc., M.Phil., Ph.D., Govt Arts College, Namakkal.

### SEPTEMBER- 2013

S.NO	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	Mathematics	Remedial Course	02.09.2013 to 30.09.2013	Mrs.V.Punitha & Mrs.K.Prabhavathi, Asst.Prof(s) in Mathematics, Navarasam Arts & Science College for Women, Arachalur.
2.	College	Teachers Day	5.09.2012	Management, Navarasam Institutions, Arachalur.

3.	Computer Applications	Seminar on : Cloud Computing	06.09.2013	Mr.S.Vigneswaran, Anna University Religinal Center, Coimbatore
4.	Physics	Universe & Human Being	13.09.2013	Mr.D.Manivannan, Erode Arts & Science College.
5.	Computer Science	Aptitude and Personality Development for Final PG students	17.09.2013	Mr.G.Balakrishnan, Head, Dept of Computer Science, Navarasam Arts & Science College for Women, Arachalur.
6.	Computer Science	Guest lecture on Recent Trends in Information Technology.	22.09.2013	Mr.N.Dharmalingam, Asst.Prof. Dept of Computer Applications, Nandha Arts & Science College.
7.	Physical Education	Inter Collegiate KHO-KHO Tournament for Women	23.09.2013 to 25.09.2013	Mr.K.P.S.Jeyachandran M.Sc., M.Phil., Asst.Commissioner of Police, Law & Order, Sri Rangam Range, Trichy, Mr.G.P.Saini IRSEE, Senior Divisional Electrical Engineer Electric Logo Shed, Erode. and Dr.K.Murugavel, M.P.Ed., M.Phil., Ph.D., Director & Head, Physical Education, Bharathiar University, Coimbatore.
8.	Computer Science	Workshop on 1. Assembling hardware components – Session I and 2. Software installation - Session II	28.09.2013	Mr.G.Prabhakaran, Dept of ECE, Nandha Engineering College.

9.	College	10 <sup>th</sup> Convocation Day	29.09.2013	Dr.P.K.Manoharan Ph.D., Registrar, Bharathiar University, Coimbatore and Dr.V.Thiagarasu, Syndicate Member Bharathiar University, Associate Prof. in Computer Science, Gobi Arts & Science College (Autonomous), Gobi.
10.	Bio chemistry	Week end programme & Tourism Day	29.09.2013	Mr.C.Palanisamy, Treasurer, Navarasam Arts & Science College for Women, Arachalur.
11.	Tamil	National Level Seminar on: “முத்தமிழுக்கு முடிசூட்டு விழா”	30.09.2013	Mr.V.S.Ragavan, cinema Actor, Chennai.

### OCTOBER- 2013

S.NO	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	English	Guest Lecture	04.10.2013	Dr.P.Nagaraj, Asst.Prof. Dept of English, Sri Vasavi College, Erode.

**DECEMBER- 2013**

<b>S.No</b>	<b>DEPARTMENT</b>	<b>PROPOSAL</b>	<b>DATE OF EXECUTION</b>	<b>RESOURCE PERSON</b>
1.	College	National Service Scheme Camp	02.12.2013 to 08.12.2013	Moodakkurichi
2.	English	Communicative English	10.12.2013 to 31.12.2013	Asst.Prof(s). in English, Navarasam Arts & Science College for Women, Arachalur.
3.	Computer Science	Seminar on “.Net Programming”	18.12.2013	Mr.S.Manikandan, Head, Bluchip Technology, Erode.
4.	Computer Science	Awareness Programme on Information Technology to Arachalur Govt. Hr.Sec.School Students.	20.12.2013	Mrs.A.Sumathi, Asst.Prof. in Computer Science, Navarasam Arts & Science College for Women, Arachalur.
5.	Computer Science	Remedial Course for the Slow learner students.	21.12.2013	Asst.Prof(s). in Computer Science, Navarasam Arts & Science College for Women, Arachalur.
6.	English	Remidial Class	24.12.2013 to 31.12.2013	Ms.A.Harini, Mrs.J.Julie Jasmine, Asst.Prof(s). in English, Navarasam Arts & Science College for Women, Arachalur.
7.	Computer Science	Coaching programme for TNPSC Exams to the Final UG & PG students.	26.12.2013	Mrs.S.Jayanthi, Asst.Prof. in Computer Science, Navarasam Arts & Science College for Women, Arachalur.
8.	Computer Science	Placement Traning for III UG Students	26.12.2013	Ms.M.Yashothai, Asst. Prof. in Computer Applications, Navarsam Arts & Science College for Women, Arachalur.
9.	Mathematics	Guest lecture on Spectral Property of Product Square matrices on a set of distinct positive integers.	31.12.2013	Dr.M.Chandrasekaran, Principal, Erode Arts & Science College (Autonomous), Erode.

### January- 2014

S.No	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	English	Remidial Class	01.01.2014 to 31.01.2014	Ms.A.Harini, Mrs.J.Julie Jasmine, Asst.Prof(s). in English, Navarasam Arts & Science College for Women, Arachalur.
2.	English	Communicative English	01.01.2014 to 31.01.2014	Asst.Prof(s). in English, Navarasam Arts & Science College for Women, Arachalur.
3.	English	Bridge course	06.01.2014 to 10.01.2014	Mrs.S.Gomathi, Ms.K.V.Dharshna, Asst.Prof(s). in English, Navarasam Arts & Science College for Women, Arachalur.
4.	Computer Science	Awareness programme on IAS,IPS and Other Government Related Exams.	07.01.2014	Mr.Viswanathan,Principal, Karuppana Mariappan College, Muthur.
5.	College	Tobacco Awareness Rally	09.01.2014	Dr.P.Karthigeyan MBBS., Govt Doctor, Government Hospital, Arachalur.
6.	Computer Science	Online Aptitude Test for PG Students.	09.01.2014	Asst.Prof(s). in Computer Science, Navarasam Arts & Science College for Women, Arachalur.
7.	Mathematics	Guest lecture on career opportunities	10.01.2014 [F.N]	Dr.R.Parvathi, Associate professor, Dept of maths, Vellalar college for women, Erode.
8.	Mathematics	Department association meet	10.01.2014 [A.N]	Mrs.G.Esther vijayakala,HOD Dept of commerce & Mrs.P.Rathiga , HOD Dept of Computer Applications, Navarasam Arts & Science College for Women, Arachalur.
9.	Computer Applications	Seminar on : Soft skills	18.01.2014	K.Julie Rose Mary, A to Z computech, Arachalur.
10.	English	Guest lecture	24.01.2014	Mr.K.R.Radha Krishnan, Asst.Prof Vivekanandha college of arts and science for women, Tiruchengode.

11.	Physics	Practical Demo	24.01.2014	Mr.R.Shanmugam, Chemco Scientific , Chennai.
12.	College	Movie Show on "Vannathupoochi" to create Awareness on child labour.	25.01.2014	Order by Collector , Erode- DT.
13.	College	65 <sup>th</sup> Republic Day	26.01.2013	Management Members

### February 2014

S.No	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	English	Remedial Class	01.02.2014 to 23.02.2014	Ms.A.Harini, Mrs.J.Julie Jasmine, Asst.Prof(s). in English, Navarasam Arts & Science College for Women, Arachalur.
2.	English	Communicative English	01.02.2014 to 15.02.2014	Asst.Prof(s). in English, Navarasam Arts & Science College for Women, Arachalur.
3.	Computer Science	Seminar on "NET Programming	01.02.2014	Mr.S.Ganesh, Tehnical Analyst, Appsmine Infotech, Erode.
4.	Mathematics	Remedial Course	03.12.2014 to 28.02.2014	Ms.E.Elayakalyani, Mrs.S.Kanniya, Asst.Prof(s). in Mathematics, Navarasam Arts & Science College for Women, Arachalur.
5.	Computer Science	Workshop on Image processing using MAT LAB".	04.02.2014	Mr.G.Balakrishnan, Head, Dept of Computer Science, Navarasam Arts & Science College for Women, Arachalur.
6.	Computer Applications	Seminar on: Employment opportunity in IT industry and future network technologies	04.02.2014	Mr.N.Mahendren, Mr.K.Ansari, The Rank Academy of Excellence, Erode.
7.	Management	Department Meet	04.02.2014 to 05.02.2014	HOD's All Department, Navarasam Arts & Science College for Women, Arachalur.

8.	Computer Science	Guest lecture on “avoid Plastic and Polythein Products”.	05.02.2014	Mrs.M.R.Chitradevi, NSS Co-ordinator, Dept of Biochemistry, Navarasam Arts & Science College for Women, Arachalur.
9.	Mathematics	Week end Programme	07.02.2014	Mr.I.Selvam, Vice Principal, Navarasam Arts & Science College for Women, Arachalur.
10.	Management	Entrepreneurship Development Programme	10.02.2014	Dr.V.Venkatapathy, Director, BSMED, Bharathiar University, Coimbatore.
11.	Management	Achievement Motivation for successful Entrepreneur	11.02.2014	Dr.S.Mahalingam, Associate Professor BSMED, Bharathiar University Coimbatore
12.	Computer Science	Grievances Collection from the students and Taking Remedial Actions	11.02.2014	Grievances and Redressal
13.	Chemistry	Quiz Programme & Guest Lecture on the Topic : Recent Trends on Organic chemistry	12.02.2014	Dr.N.Prabu M.Sc Ph.D, Research Associate, IIT, New Delhi.
14.	College	College Bazaar	13.02.2014	Dr.V.K.Shanmugam I AS, District Collector, Erode.
15.	Computer Applications	Workshop on: CASE TOOLS	13.02.2014	Dr.L.Velmurugan, EBET College, Nathakadaiyur.
16.	Computer Science	Environmental Awareness Programme “Clean and Green”.	15.02.2014	College Union Council Members
17.	English	Guest lecture	19.02.2014	Mr.C.Sadhasivam, Associate professor ,C.N college, Erode.
18.	Computer Science	Encourage the Students to conduct Various Competitions “Talent Show”	20.02.2014	HOD’s & Asst.Prof(s). in Various Departments, Navarasam Arts & Science College for Women, Arachalur.
19.	Commerce	Department Competition	20.02.2014	Asst.Prof(s). in Commerce, Navarasam Arts & Science College for Women, Arachalur.



20.	College	Sports Day and Various Literary Association	21.02.2014	Mr.M.Baskaran B.Sc., Deputy Superintendent of Police, Perundurai Dr.M.Ramalingam, Chennai
21.	College	Annual Day & College Union Valedictory Function	21.02.2014	Dr.G.Jagadeesan M.Sc., M.Phil., Ph.D., Joint Director of Collegiate Education, Coimbatore Region.
22.	College	Presentation of Gold coin for the Gold medalist, memento to rank holders and their respective staff members.	21.02.2013	Committee Members, Navarasam Arts & Science College for Women, Arachalur.
23.	Computer Science	Placement training to the final UG & PG students.	28.02.2014	Placement Cell Members, Navarasam Arts & Science College for Women, Arachalur.

### March- 2014

S.No	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	Chemistry	Farewell Party	01.03.2014	Ms.M.Jamuna, Head Dept of Chemistry, Navarasam Arts & Science College for Women, Arachalur.
2.	English	PTA Meet	29.03.2014	HOD & Asst.Prof(s). in English, Navarasam Arts & Science College for Women, Arachalur.

### April -2014

S.No	DEPARTMENT	PROPOSAL	DATE OF EXECUTION	RESOURCE PERSON
1.	College	Final Year Students Valedictory Function	01.04.2014	Management Members
2.	English	Guest Lecture	19.04.2014	Dr.T.Manason, Associate Professor, CN College, Erode.

## **Annexure-II**

### **Feedback from stakeholders**

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 and any other difficulties. The views and suggestions were conveyed by the student's representative in all categories of academic and administrative will be rectified.

The state of the affairs of the students are identified through this feedbacks and steps will be taken for the rectification of the feedback. By understanding the learners difficulties the correct methodology of teaching can be identified by the 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.

Employment opportunity for the student is benefited and the contribute fund for the poor students and development of the institution.

Parents Teachers Association meetings are conducted periodically and feedbacks are also obtained from parents. Their suggestions and views are discussed, solved and rectified the difficulties of the students. Frequent discussion with concerned teachers are made to solve the complexities of the students.

The institution obtains feedback from industrialist and experts to ascertain their views and suggestions about the institution and students.

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 institution 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 analyzing 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:**

The education values are guiding students to act with clarity, knowledge and skill, decision making and result evaluation. 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 and curriculum activities.

The students gradually involve with interest and play active roles in committees and bodies. Every Saturday the value of education sessions are

organized deliberately. The value and culture in the modern life against social evils and socialization has been imparted among the students.

“The Human Values”, “Health & Hygiene”, values are human life carrying family and parents. Fetch the value oriented subject among the students.

## **5. Evidences of success:**

Learners enjoy value education session and express their feelings with interaction.

Alumni in their meeting proudly pronounce the impact of value education session in moulding the students. The alumni conveyed their appreciation and happiness in their meets.

Parents convey their happiness at the minutes Parents Teachers Association about the transformation in their daughters attitude towards their family responsibilities, confidence building, supportive and friendly approach towards neighbours and relatives and obedience towards elders.

Teachers are happy while counselling session and they are conducting periodically.

By learning the students talent and skill, the management and faculty members feel proud by adhering the views of students for their great values and success in the future life.

Conduct of centralized CIA test, good academic records, internet facility, more books and journals in the library, coaching classes for competitive exam, more opportunities for curricular activities and exhibitions are important best practices in our institution.

## Best practices – II

### **1. Co-curricular activities:**

Participation of students and faculty members in co-curricular activities.

### **2. Objectives:**

- To make the students for knowledge & skill development.
- To create social responsibility, confidence buildings and creativity in the minds of students.
- To make them earn while they learn.
- To develop leadership quality among students in team work.
- To improve personality development skill and enhancement of employability among students.

### **3. Context:**

- The co-curricular activities are necessary in addition to the academic their 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 clubs mentioned below.
- Earning potential – at times even degrees may not fetch employment. But the sharpened and developed skills will fetch an opportunity to earn their live hood.

#### **4. Practices:**

- All students of I UG, II UG & III UG, I PG & II PG have to participate in any of the clubs mentioned below.
- Also the final year students of UG & PG shall go to career guidance, communicative classes & Placement club.
- The senior most teacher acts as a coordinator of the clubs and forums.
- The various clubs and forums meets 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. Jewellery 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 make the students part-time employment opportunities 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 in cooking, painting, Tailoring and embroidery.



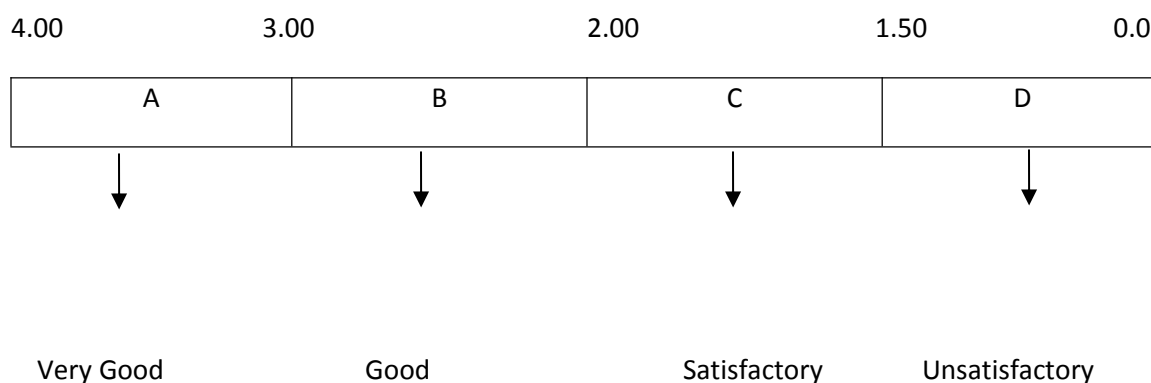
## SAMPLE QUESTIONNAIRES FOR FEEDBACK FROM STUDENTS

### AFFILIATED / CONSTITUENT COLLEGES

#### QUESTIONNAIRE NO.1

#### NAVARASAM ARTS AND SCIENCE COLLEGE FOR WOMEN

Students are required to rate the courses on the following attributes using 4-point scale shown. The format given is for one course. Do the same for other courses on separate page.



S.No	Parameters	A Very Good	B Good	C Satisfactory	D Unsatisfactory
1	Depth of the course content including project work if any		✓		
2	Extent of coverage of course	✓			
3	Applicability / relevance to real life situations		✓		
4	Learning value ( In terms of knowledge, Concept, Manual, Skills, analytical abilities and Broadening perspectives)	✓			

5	Clarity and relevance of textual reading materials	✓			
6	Relevance of Additional source material (Library)	✓			
7	Extent of effort required by students		✓		
8	Overall rating	✓			

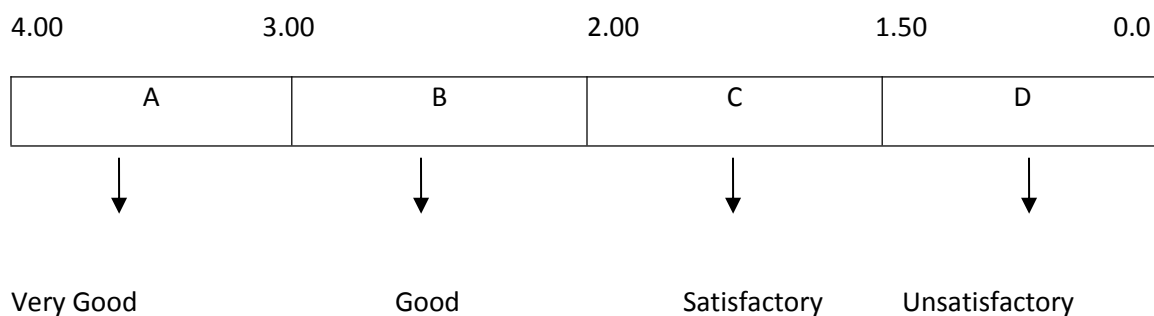
**SAMPLE QUESTIONNAIRES FOR FEEDBACK FROM STUDENTS**

**AFFILIATED / CONSTITUENT COLLEGES**

**QUESTIONNAIRE NO.2**

**NAVARASAM ARTS AND SCIENCE COLLEGE FOR WOMEN**

Please rate the teaching on the following attributes using the 4-point scale shown.



S.No	Parameters	A Very Good	B Good	C Satisfactory	D Unsatisfactory
1	Knowledge base of the teacher (as perceived by you)	✓			
2	Communication Skills (in terms of articulation and comprehensibility)		✓		
3	Sincerity / Commitment of the teacher		✓		
4	Interest generated by the teacher	✓			
5	Ability to integrate course material with environment/ other issues, to provide a broader perspective	✓			

6	ability to integrate content with other courses		✓		
7	Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside class)	✓			
8	Ability to design quizzes/testes/assignments/examinations and projects to evaluate students understanding of the course	✓			
9	Provision of sufficient time for feedback		✓		
10	Overall rating	✓			