Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**RAJA DORAISINGAM GOVERNMENT ARTS COLLEGE**
Name of the head of the Institution	**Dr. P. Hemalatha, M.Com.,M.Phil.,M.Ed.,Ph.D.,**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04575240235**
Mobile no.	**9486566924**
Registered Email	**rajadoraisingamgovtartscollege@gmail.com**
Alternate Email	**rdgacollege@gmail.com**
Address	**Manamadurai Road, Sivagangai**
City/Town	**SIVAGANGAI**
State/UT	**Tamil Nadu**

Pincode	**630561**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. K. Sathya Sai**
Phone no/Alternate Phone no.	**04575242502**
Mobile no.	**9486607324**
Registered Email	**rdgaciqac@gmail.com**
Alternate Email	**rajadoraisingamgovtartscollege@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.rdgacollege.in/assets/doc/aqar/AQAR-2017-2018.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.rdgacollege.in/calendar.php

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B+**	**76.30**	**2004**	**08-Jan-2004**	**07-Jan-2009**
2	**B**	**2.61**	**2016**	**19-Feb-2016**	**18-Feb-2021**

6. Date of Establishment of IQAC	**23-Jul-2007**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
ICT Enabled Quality Assessment and Effective documentation for the seven Criteria of NAAC	08-Feb-2019 3	70
Activity Plan of the year: a discussion among members of the composition	10-Aug-2018 1	15
Effective maintenance of college website	08-Aug-2018 1	10
College Council meeting for sensitizing Quality Consciousness & Activity plan discussion	24-Jul-2018 1	14
IQAC quality culture promotion and electronic data maintenance	23-Jul-2018 1	14
Composition of IQAC as per revised Norms	11-Jul-2018 1	15
No Files Uploaded !!!		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities	No

during the year?

12. Significant contributions made by IQAC during the current year(maximum five bullets)

- Creating awareness among staff members on revised ICT based NAAC assessment procedure by organizing staff seminar and encouraging staff to attend seminars on the topic. • Special meeting was conducted to apply proposals from various departments for major and minor projects. • Formal feedback collecting and processing practice was introduced. Collected responses were verified and a report was prepared and submitted by the HoDs concerned to the IQAC, after duly forwarded by the Principal. • Students support features were incorporated in the college website. It enables the students to see their exam result, download various essential forms, etc.,

No Files Uploaded !!!

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Green and Clean campus initiative	A massive plantation project was organized by the department of chemistry with the help of the alumni to plan and maintain trees in front of Newly built block for Chemistry and Mathematics
E-content development by faculty	To promote the practice of developing e-content among staff members using the guideline of SWAYAM, based on which some of the staff members prepared and uploaded e-content.
Enhancing the facelift of college website	College website was reactivated with updated information and additional features to meet the requirements revised NAAC norms.
Constituting various committees for inculcating quality enhancement activities	Committees under the headships of various senior professors were formed to enhance quality in the aspects of the seven criteria of NAAC
Alumni engagement	Various department conducted Alumni meet and generated fund for conducting competitions among students and other students support programme
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to	No

assess the functioning ?	
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**07-Feb-2019**
17. Does the Institution have Management Information System ?	**No**

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Part B

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CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

1. To ensure effective implementation of curriculum, hand book is prepared and distributed among staff and students in the beginning of the academic year and a soft copy of the same is uploaded in the college website. The proposed hand book is prepared in accordance with university norms with details of no of working days per semester, dates of internal examinations, course wise complete details about syllabus, subject codes., Paper titles etc., 2. Newly admitted students are oriented towards the nature of curriculum, methods of implementations, assessment procedures. 3. At the end of every semester, the syllabus allocation for the ensuing semester is planned well in advance. 4. Chalk and talk is a common teaching method in practice due to various limitations, still our staff members have the practice of using Power Point presentations for teaching. There are also some remarkable contributions by our staff members for e-content on rare topics. 5. After the completion of a part of the syllabus students are motivated to take seminars and write assignments. Two internal tests and one model examination are conducted, based on which internal marks for 25 awarded to students. 6. Remedial classes are conducted for the slow learners and weaker sections of the students. 7. Post graduate students are encouraged to prepare proposal for minor projects and asked to prepare dissertation to obtain practical knowledge on research activities. 8. Students Satisfaction Survey conducted by IQAC helps improving the quality of teaching and learning practices. 9. Students are encouraged to involve themselves in extension activities such N.S.S., N.C.C., Y.R.C. to create social responsibilities among them. During the special camp organized by N.S.S. students stay in a remote village and serve the people. 10. Field tours are organized by Departments of Botany, Zoology, Chemistry, Physics, Tamil, etc., to create awareness on conservation of ecosystem, to relate the syllabus components with real life situation and to understand man nature relationship. Department of Physics took the students to orphanage and the students spend time with those underprivileged inmates and understand their predicaments.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Computer Literacy	Computer Literacy	04/07/2018	180	Computer Literacy	1. Introduction

Programme by Programme Govt. of Tamilnadu	Programme	to computers 2. Operating System: Concepts win 98-win 2000/2003 3. Personal Productivity Software: Ms Office 4. Introduction to Multimedia 5. Desktop Publishing 6. Internet and its Applications 7. Introduction to Tamil word Processor-

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BBA	Business Administration	25/06/2018
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BBA	Business Administration	25/06/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	History	60
BSc	Botany	4
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
A common feedback form on teaching-learning process was prepared based on a structured questionnaire and distributed among all the students. The responses of the students for the feedback were analyzed by the senior faculty of each department and the inferences from the feedback with necessary suggestions and action plan for improvement of the system were incorporated in the report submitted to IQAC, duly forwarded by the Principal. Teachers have the practice of giving feedback on various aspects of the functionality such as academic and administrative aspects of the institution, informally during different occasions orally. The college has planned to collect structured feedback from other stakeholders such as Parents, Alumni, from the academic year 2019-20. It was also planned to collect online feedback from students from the next academic year. There is a box fixed in the Principal's office for the redressal of student grievances. It is monitored by college office and issues are addressed then and there. Members of Anti-ragging committee and women grievances redressal committed also attend to the issues whenever there is an issue.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1053	220	1	0	69

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using	ICT Tools and resources	Number of ICT enabled	Numberof smart classrooms	E-resources and techniques used

	ICT (LMS, e-Resources)	available	Classrooms		
70	35	11	11	0	2

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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)
Student mentoring practice is available in the entire department to pay more individual attention to students both in their academic and personal aspect. Main objective of such practices is to help students feel happy and comfort at the college atmosphere. It is difficult to concentrate on studies if students have problems either in the college or at home. Hence this system helps the students to spare time with their mentor after regular class hours. This helps for • Increasing student and teacher contact hours. • Inculcating values and social responsibilities • Identifying the problems faced by slow learners. • Identifying difficulties of first generation learners • Equipping students for the competitive world. • Encouraging advance learners to fulfill their aspiration for quick advancement. • Reducing the dropout rates of students. All departments organize orientation sessions to the fresher in the beginning of the academic year. They are explained about the functionality of mentoring system in the college. The departments create a database of the new entrants consists of details such as the students contact no., e-mail id., family details, gender, etc., and these data are maintained by mentors in the department. Assessment plays a vital part in teaching learning process. Student's academic performance is maintained by the tutor concerned. Teacher student interaction through individual meetings or social websites helps students to share their problems freely and find solution for the same immediately. PTA meetings help the parents know the students progress in academics. The parents can meet the class- in charge of their wards and see the performance of their wards in a register maintained in the department. Mentoring System and its Outcome in 2018-19. • There is quite remarkable improvement in teacher student relationship. • Students are encouraged to prepare and submit proposals for student's minor projects sanctioned by TANSCHE (Tamil Nadu State Council for Education). It is planned to make representation from all the departments. • Students were motivated to inculcate research competency by frequently attending seminars and presenting papers. • Our mathematics department arranges classes for NET/ SET, TANCET and some of the students cracked the examinations and joined higher studies • Our students made remarkable performance in sports and extension activities. NCC, NSS

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3517	70	1:26

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
101	70	31	0	53

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-	Date of declaration of results of semester-

			end examination	end/ year- end examination
**No Data Entered/Not Applicable !!!**
View File

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

No Data Entered/Not Applicable !!!

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar is prepared every academic year by the college and issued to all staff members and students in the beginning of the academic year. A soft copy of the same is uploaded in the college website. As the college is affiliated to University, the calendar is prepared adhering to the university's norms such as number of working days, time of internal exam, model exam and other details about syllabus, assessment procedure, etc., All the departments conduct internal examinations as per the dates given in the Hand book this helps students plan and prepare well in advance for those examinations.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://rdgacollege.in/outcome.php

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
**No Data Entered/Not Applicable !!!**	
View File

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://rdgacollege.in/assets/doc/iqac/report.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
**No Data Entered/Not Applicable !!!**
View File

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date

SOCIAL STIGMA AND HEALTH SEEKING BEHAVIOUR OF HANSEN'S DISEASE IN INDIA	Economics	07/03/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Tamil	4
Physics	1
Chemistry	2
Zoology	2

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			

View File

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Computer science	1
English	6
Maths	38
Chemistry	1
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation

No Data Entered/Not Applicable !!!
View File

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
View File						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	12	7	2
Presented papers	4	12	0	0
Resource persons	0	0	6	12
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
View File				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			

No file uploaded.

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3000000	2999966

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Modern Library	Fully	2015-II	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	43265	0	738	200000	44003	200000
Reference Books	1663	0	33	0	1696	0
Others(spe cify)	1902	0	0	0	1902	0
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under

Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	75	39	0	0	0	6	20	100	1
Added	0	0	0	0	0	2	7	0	0
Total	75	39	0	0	0	8	27	100	1

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
400000	399966	2600000	2600000

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

1. construction, maintenance and repairing of academic buildings, library, classrooms, Canteen, electrical appliances and other physical infrastructure of Raja Doraisingam Govt. arts college, Sivagangai, is done by PWD (Social sector) and PWD (Electrical) Government of Tamilnadu. The Principal, Raja Doraisingam Govt. Arts College, intimates the construction, maintenance and repairing related requirements, as and when required, to the respective PWD, The government of Tamilnadu. 2. A separate block consists of six class rooms were constructed at the estimated cost thirty lakhs under RUSA grant during this academic year. 3. While purchasing an equipment from any fund, it is always ensured that the installation charges and maintenance charges are provided by the company, which delivers the equipment. Such a clause is inserted in the work order of the equipment. 4. Portion of the fund received under RUSA scheme has been utilized and the repairing of the existing laboratories and other existing infrastructure .

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
	No Data Entered/Not Applicable !!!		
	View File		

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Communication skills Development	**09/01/2019**	**80**	**English Department**
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	**TNPSC Coaching**	**45**	**0**	**1**	**1**
2018	**TNUSRB - Police**	**54**	**0**	**3**	**3**
2018	**PG TRB**	**1**	**0**	**1**	**1**
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	**5**	**20**

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to

No Data Entered/Not Applicable !!!
View File

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
SET	4
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Kho-Kho - Sep 14 - 2018	University	96
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	gold Medal	National	1	0	0318304026	Perumal S
2018	Silver Medal	National	1	0	0317101146	karuppiah J
2018	Bronze Medal	National	1	0	0317101146	karuppiah
2018	Bronze Medal	National	1	0	0316101026	Ramya R
2018	Bronze Medal	National	4	0	Team`	Team
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

No Data Entered/Not Applicable !!!

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

147/2001

5.4.2 – No. of enrolled Alumni:

992

5.4.3 – Alumni contribution during the year (in Rupees) :

99200

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni Meeting organized in the college during the academic year 2018-19 Our

college alumni has long lineage as our college was established before our Independence. Our alumni are holding distinguished positions in politics, administration, entrepreneurship, and other spheres of activities. Our Deputy Chief Minister Honourable O. Paneerselvam is one of the most distinguished alumni of our college. The entire department organise various activities in our college. This year Department of Physics organised ALUMNI MEET on 26-02-2019 at 2.00 PM. In the Department.. The department was succeeded in bringing various distinguished Alumni to the programme. Dr.M.Stalin Mano Gibson, HoD / Physics welcomed the gathering. Dr.S.Maheswaran, Mr.P.Govindarajan, Mr.R.Rajasekaran and Mr.S.Paul Mani from1986-89 batch were the distinguished guest for the programme. This occasion serves as a nostalgic journey filled with pleasant college days and they were happy to share their memories to the gathering. Batch volunteers distributed prizes certificates of appreciation to the students who won first three places in Alagappa university semester examinations 2017-2018. Batch mate Mr.S.Raju, (Ministry of Defence, Kolkata) Octogenarian Mr. Venkatakrishanan, first graduate of the college (1950s) had offered his blessings to participants on the occasion. Mr.G.Vinoth Kumar proposed the vote of thanks.The team visited the department lab and interacted with the students. A group photo session was also arranged at the end of the meeting.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Participative management, otherwise known as employee involvement or participative decision making, encourages the involvement of stakeholders at all levels of an organization in the analysis of problems, development of strategies, and implementation of solutions. Employees are invited to share in the decision-making process of the institution by participating in activities such as setting goals, and making suggestions. It increases the responsibility. Participative management, however, involves more than allowing employees to take part in making decisions. The Principal of the college is the Chair Person and HoDs from various departments, Physical Director, Librarian are members. There is also a representation from administrative side. Our college council is an advisory body to direct or to advice in the internal affairs of the college. The college council regularly meet to discuss or take actions on various issues related to academic, campus discipline, or any other matter of concern. The planning for all events in the college starting from students admission, appointment of staff under PTA, organizing college Day, sports Day and convocation Day everything is decided by the council.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum design and development is made by affiliating university. Our college staff represents in some board of studies.
Research and Development	Staff members are encouraged to contribute for research and motivated to publish papers in UGC care list

	journals in all IQAC meetings. Special meeting was arranged for applying for Project Work
Examination and Evaluation	P.G. students overall performance is satisfactory. U.G. students' performance is not up to the mark. Post exam analysis and counselling is done for improving them
Library, ICT and Physical Infrastructure / Instrumentation	At the level of implementation of curriculum the Concept of OBE introduced and not implemented fully. ICT integration is initiated by a few staff members

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
No Data Entered/Not Applicable !!!	

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

No Data Entered/Not Applicable !!!

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
TAMIL NADU GOVT. EMPLOYEES NEW HEALTH INSURANCE SCHEME	TAMIL NADU GOVT. EMPLOYEES NEW HEALTH INSURANCE SCHEME	State Government Scholarship for SC/ST OBC Minority Scholarship

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

As our college is run by State Government Administrative Audit both internal and external is conducted regularly.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

12730

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		No	
Administrative	Yes	Central / State Government	Yes	College Level

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

- Temporary staff appointed were paid from PTA fund • College security salary is borne by PTA • Sweeper is appointment from PTA

6.5.3 – Development programmes for support staff (at least three)

Nil

6.5.4 – Post Accreditation initiative(s) (mention at least three)

- Remarkable development in physical facility enhancement – New Block comprises 6 class rooms under RUSA- Dr.MGR Centenary .Celebration Building (Rs. 3crores), under construction and the state of auditorium Compound wall built at the estimated cost of (Rs.39310800) is under construction.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Swayam Portal and E-content preparation	12/09/2018	12/09/2018	12/09/2018	40
2019	ICT enabled Revised NAAC Procedure	08/02/2019	08/02/2019	08/02/2019	70
2019	Preparation of student satisfaction survey	11/03/2019	11/03/2019	11/03/2019	12
2018	updating information in college website	16/10/2018	16/10/2018	16/10/2018	12

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women's Day Celebrations	09/03/2019	09/03/2019	300	20

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
? "Save energy" initiative is taken by the students' union to make students aware by? making them switch off lights and fans before leaving the classroom ? Environmental awareness campaigns by organizing seminars under NSS Unit and by organizing student exhibitions annually ? Department of Conservation Biology, Botany and Zoology conduct field work and study? tours to create awareness and conservation of biodiversity among the students ? Students prepare projects on "Environmental Science" as a part of their course? curriculum on different environmental issues such as air, water, land and sound pollution, solid waste management, ecosystem and biodiversity.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	6
Provision for lift	No	0
Ramp/Rails	Yes	7
Braille Software/facilities	No	0
Rest Rooms	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	13/08/2018	3	Compound Wall Painting	Swatch bharath	21

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
National Integration Day	24/01/2019	24/01/2019	1500

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Waste land Development in our college Department of Botany maintaining the following green campus initiative in our college • Sustainable development / alternative resources • Arboretum, • Herbal Garden, • energy plantation, • organic compost pit, Rain water Harvesting, Ban on Plastic in the campus. Medicinal Plant Garden, Maintained by Department of Botany Menstrual Hygiene Management

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices I Title of the Practice Education for Social Harmony and Empowerment of the weak. Objectives of the Practice: This region is socially and economically backward, hence restlessness often prevails in the society. In order to establish harmony among people and empower the youth, education serves as the best medium. 3. The Context • Majority of our students are first generation graduates and economically and socially underprivileged. . 4. The Practice • Special care given to students with learning difficulties by means of special classes for slow learners, classes for SC/ ST students. • TNPSC coaching classes, Police Exam classes help our students enter various government services • Entrepreneurship development programmes and workshops organized by the college help them to get awareness • Government scholarship programme help most of the students to pursue higher education otherwise it is not affordable to them. • Involving social activists and Government officials to enlighten the students on human rights and fundamental freedom for equal rights and opportunities. Best Practices II Title of the Practice Women Empowerment Objectives of the Practice: Enrolment of women in our academic programmes is greater than that of men. . The majority of them come from drought and famine-ravaged rural areas, where miserable conditions of utter poverty, illiteracy, ill-health and superstition take hold of their lives. Thus they are doubly affected by the backwardness and discrimination. So, the

college has resolved to take up the cause of Women Empowerment for the women students with the objectives of 3. The Context • Due to family economic condition, some of our students are part -time workers • Shift system helps them earn while learn • Being rural women students initially have inhibitions in sharing their problems. • Various legal protective provisions for women were misunderstood by them. • Many women students get in to marriage and find difficult to shine in their academics. • Their domestic responsibilities undermine academic empowerment 5. The Practice • Mentoring women students on women specific issues with one women teacher as mentor for every 20 women mentees. • Creating an environment through awareness programmes organized by N.CC, N.S.S. Sports and cultural activities to enable the students to realize their full potential for learning and solving their problems independently • Arranging special sessions with the police and social activists for enabling the female students to be aware of several types of 'evil designs' by professional criminals for the worst type of exploitation taking the advantage of their innocence and gullibility. •Meetings are conducted by inviting social activists and Government officials to enlighten the students on human rights and fundamental freedom for equal rights and opportunities. • For gender sensitisation and promoting gender equity debates and discussions are organized • During Women's Day celebrations, discussions are centred on ragging, eve-teasing and dowry system to expose the ill-effects of the evils. • Providing special training on flower arrangements for functions, dry flower making(bouquet), Bonsai plant, vegetable carving are offered as vocational and technical skills among the women students In association with Government medical college, Sivagangai, Programmes such as exclusive health camps for women students by women doctors for free treatment of women-related health problems and conducting awareness programmes on the importance of sanitation, personal hygiene and prevention of seasonal diseases are organized . • Tackling the social, developmental, health consequences and prevention of HIV/AIDS from a gender perspective.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

India is a country with more than one billion people with just one third of them can read, rapidly growing size of population, shortages of teachers, books, basic facilities and insufficient public fund to cover education cost are some of the nations toughest challenge. Raja Doraisingam college is situated i the backward area and its sole objective is to include the excluded and giving the best to the least. most of the students enrolled in our college are first generation learners from economically and socially backward area. To them higher education will become a distant dream if the college does not exist here. moreover the college contributes more for the empowerment of women, More than 60 of our students are women students. the college has succeeded in is goal by offering affordable quality higher education to the underprivileged section of the society for more than seven decades. The college apart from focusing on academics, gives due importance to competitive examination, TNPSC, Police, Army and entrepreneur development in order to empower them for their livelihood. our college offers coaching classes to our students for different examinations. some of our students got in to government services, and others become entrepreneurs. Various entrepreneurial skills development programmes and workshops are organised in association with ICTACT of govt. of Tamil Nadu. This programme is very helpful as participants are trained in Project Proposal

preparation for Entrepreneur and during industrial visit the participants interact with employees enthusiastically.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

a. For holistic aspects of quality enhancement, criteria heads and the team should work with definite goal to enhance the score in the respective criteria during the next NAAC visit 2021. It is essential to understand the present status of the task assigned, to find what best is possible to attain in that aspect, and meticulous planning and effective measures for execution must be done on the part of the team. b. IQAC office is to be shifted to a more air-conditioned spacious room with basic telephone and internet facilities, cupboard and bureaus for maintaining files, notice board and connectivity to the PAS, and it must be well furnished to conduct meetings with all the HoDs and members. A staff must be appointed for secretarial assistance. c. Office automation is essential to ensure an updated data management system in the college. Office automation has been planned to include an online archiving of student, faculty and staff database with necessary details. Information related to financial assistance such as scholarships, fellowships are also planned for digital archiving.. d. Online feedback system is introduced from the academic session 2019-2020, the results of which will be analyzed by the IQAC. The college also aims to sincerely address the issues highlighted in the feedback reports e. It is planned to conduct academic audit, green audit from the forthcoming academic year. A committee is already constituted for academic audit and the department of Botany with conduct the green audit. The college has already the practice of conducting administrative audit every year. f. E-content development will be planned with staff in-charge of SWAYAM activates. Organization of workshop for E-content development at a larger scale and duration to promote the use of E-resources among all faculty members g. Organization of workshop, seminar and job oriented services by the Career Counselling and Placement Unit. The college plans to organize job interviews by local companies and also organize interactive sessions of final year students with skilled professionals and alumni h. Organization of seminar and workshop by the IQAC to promote the quality improvement strategies in teaching-learning, research, extension related and co-and extracurricular activities. IQAC is also planning to publish a handbook on quality assurance in this context for wide circulation i. Promoting post-graduate student term paper projects and research activities and project proposal preparation practices for M.Phil. and Ph.D. scholars. j. Encouraging faculty members to promote research culture in the college and to continue research activities through quality publications and research projects.