Annual Quality Assurance Report
(AQAR 2015 - 16)

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
Bangalore – 560 072.

By

Internal Quality Assurance Cell (IQAC)
SENGAMALA THAYAAR EDUCATIONAL TRUST WOMEN'S COLLEGE

(Affiliated to Bharathidasan University, Tiruchirappalli)
Recognized by UGC under section 2(f) & 12(B)
(NAAC accredited 'A' Grade with CGPA 3.45 / 4.00)
SUNDARAKKOTTAI, MANNARGUDI – 614 016.
TIRUVARUR DISTRICT, TAMILNADU.

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

2015-2016

1.   Details of the Institution

1.1   Name of the Institution

SENGAMALA THAYAAR EDUCATIONAL TRUST WOMEN'S COLLEGE

1.2   Address Line 1

Main Road

Address Line 2

Sundarakkottai Village

City/Town

Mannargudi

State

Tamil Nadu

Pin Code

614 016

Institution e-mail address

stetwc@gmail.com / stet@stet.org.in

Contact Nos.

04367-255405

Name of the Head of the Institution

Dr.S.Amudha, M. Com., M.Phil., M.B.A., Ph.D.

Tel. No. with STD Code

04367- 255405

Mobile

9443703331

	Name of the IQAC Co-ordinator	Dr. R. Saravanamuthu M.Sc., M.Phil., Ph.D.

	Mobile	9842618181

	IQAC e-mail address	stetiqac@gmail.com

1.3	**NAAC Track ID**	TNCOGN19382

OR

1.4	**NAAC Executive Committee No. & Date**	EC (SC)/05/A&A/085 dated 03.03.2015

1.5	**Website address**	www.stet.edu.in

	Web-link of the AQAR	http://stet.edu.in/AQAR/AQAR15-16.pdf

1.6   Accreditation Details

Sl. No.	CYCLE	GRADE	CGPA	YEAR OF ACCREDITATION	VALIDITY PERIOD
1	1st Cycle	**A**	**3.45**	03.03.2015	02.03.2020
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

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

20.06.2011

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

   i. AQAR _____NIL _____(DD/MM/YYYY)

   ii.AQAR_____ _____NIL_____(DD/MM/YYYY)

   iii.AQAR_____ _____NIL_____(DD/MM/YYYY)

   iv.AQAR_____ _____NIL_____(DD/MM/YYYY)

1.9   Institutional Status

University	**State**	✓	**Central**	
	Deemed		**Private**	
Affiliated College	**Yes**	✓	**No**	
Constituent College	**Yes**		**No**	✓
Autonomous college of UGC	**Yes**		**No**	✓
Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI)	**Yes**	✓	**No**	

Type of Institution

	Co-education			
	Men		**Women**	✓
	Urban		**Rural**	✓
	Tribal			

Financial Status

Grant-in-aid	
UGC 2 (f)	✓
UGC 12B	✓
Grant-in-aid + Self Financing	
Totally Self - Financing	✓

1.10   Type of Faculty / Programme

Arts	✓	**Science**	✓
Commerce	✓	**Law**	
PEI (Phys. Edu.)		**TEI (Edu.)**	
Engineering		**Health Science**	
Management	✓	**Other (Specify)**	

1.11   Name of the Affiliating University

> Bharathidasan University, Tiruchirappalli, Tamil Nadu

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

Autonomy by State/Central Govt. / University   –

University with Potential for Excellence	-	**UGC-CPE**	-
DST Star Scheme	-	**UGC-CE**	-
UGC-Special Assistance Programme	-	**DST- FIST**	-
UGC-Innovative PG programmes	-	**Any other (Specify)**	-
UGC-COP Programmes	-		

2.   IQAC Composition and Activities

2.1   No. of Teachers

| 11 |

2.2   No. of Administrative/Technical staff

| 2 |

2.3   No. of students

| 2 |

2.4   No. of Management representatives

| 2 |

2.5   No. of Alumni

| 2 |

2. 6   No. of any other stakeholder and community representatives

| 2 |

2.7   No. of Employers/ Industrialists

| 2 |

2.8   No. of other External Experts

| 2 |

2.9   Total No. of members

| 21 |

2.10   No. of IQAC meetings held

| 11 |

2.11   No. of meetings with

| Various stakeholders: | 4 | Faculty | 5 |

| Non-Teaching Staff | 1 | Alumni Students | 2 |

| Others | 4 |

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. | 7 | International | 2 | National | 2 |

| State | 1 | Institution Level | 2 |

(ii) Themes | Academic enhancement and promotion of Research |

2.14   Significant Activities and contributions made by IQAC

- Departments organized National/International Conference / Seminars /Workshops / hands on training and FDP programmes.
- Departments took initiatives for effective activation of activities with the MoUs forged organizations.
- Departments effectively used ICT gadgets for the enhancement of quality of teaching learning processes.
- Members of the staff / Scholars / PG students published their research findings in reputed Journals, and carried out intensive research.
- Members of the staff / scholars / PG students attended and presented research articles in National / International Seminars / Conference / Workshops.
- Statistical tools and techniques are used effectively using SPSS packages.

2.15   Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Actions	Achievements
Introduction of Post Graduate Diploma / Certificate Course	• Proposal for introducing one year Post Graduate Diploma Programme on 'Big Data Analytics' has been approved by the parent (Bharathidasan) University, and the programme to be launched in the academic year 2016-2017. • Diploma Course on 'Entrepreneurship and Career Development' has been conducted
Additional class room	Two classrooms have been constructed for the said purpose

Effective implementation of ICT based teaching-learning processes	Power Point Presentation, Educational CDs, e-contents prepared by the teachers have been used for teaching.
Organization of Conferences / Seminars / workshops	Two international and two National Conferences and six workshops were conducted. • Proposal for the conduct of a workshop and Seminar has been submitted to the TNSCST and UGC
Publication of conference proceeding	Three conference proceedings with ISBN Number have been published
Publication of Research articles	166 research articles have been published in National and International Journals.
Research Projects	• Three major research projects, and 37 minor research projects have been submitted to the UGC • Proceeding of three conferences were published with ISBN numbers • Students' research projects have been submitted to TNSCST, Tamil Nadu.
Participation in Seminars / Conferences / Workshops	Teachers, scholars and students participated in Seminars / conference / workshops and presented a papers by **Presentation** • Students / scholars – 287 nos • staff – 184 nos **Participation** • Students / scholars – 922 nos • staff – 195 nos
Consultancy	Revenue generated through consultancy Rs. 22,556/-
Extension Service	94 Extension service activities were carried out in different villages for the school students / villagers/ SHGs
Activation of MoUs	• Students had internships / training / industrial visits / projects with organization with which MoUs signed. • A sum of Rs. 1,30,000/- was sanctioned by Yoge International (MoU) • Expression of Interest has been submitted for collaborative research project with Russian Science Academy (MoU – INMA)

* Attached the Academic Calendar of the year- **Annexure I**

2.16   **Whether the AQAR was placed in statutory body**   Yes   [✓]   No   [ ]

Management   [✓]   **Syndicate**   [ ]   **Anyother body**   [ ]

Provide the details of the action taken   [✓]   [ ]

- Slow learners were identified and their performance was improved through coaching/remedial classes

- Teachers and research scholars were motivated for mobilizing research grants from the funding agencies through projects

- They are also motivated to publish their research finding in peer reviewed journals with high impact factor, as a continuous process

- Innovative diploma programme have been launched as value added programmes

PART - B

CRITERION – I

1. Curricular Aspects

1.1 Details about Academic Programmes 2015-2016

Level of the Programme	Number of existing Programmes	Number of Programmes added during the year	Number self-financing programmes	Number of value added / Career Oriented programmes
Ph.D.	03	---	03	---
M.Phil	04	---	04	---
PG	13	---	13	---
UG	11	---	11	---
PG Diploma	---	---	---	---
Advanced Diploma	---	---	---	---
Diploma	03	01	04	---
Certificate	10	01	11	03
Others	---	---	---	
Total	44	02	46	03

Interdisciplinary*	14	---	14	---
Innovative	Skill Development Programmes such as Tailoring, Yoga and Karate			

1.2 (i) Flexibility of the Curriculum   :   Choice Based Credit System

   (ii) Pattern of programmes   :

Pattern	Number of programmes
Semester	28
Trimester	-
Annual	-

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

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

The Institution follows the curriculum framed by the parent University. The College does not make any change in the curriculum as it is an affiliated College. However, feedbacks on the curriculum given by the stakeholders and the views presented in the Staff Council meeting of the College are submitted to the University through the members of Board of Studies. Teaching quality is enhanced through structured feedback systems. In addition to formal feedback, individual faculty members also obtain informal feedback from students, review them and use them for improving their performance. The infrastructure and transport facilities of the College are satisfactory according to the Student's and Parent's view.

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

The syllabi are prepared and revised by the affiliating university periodically. The last revision was carried out in 2010-2011.The syllabus for Value education for UG Programmes was revised in 2015- 2016.The syllabi for all the I year UG and PG Programmes are to be revised in the academic year 2016-2017 as per the guidelines of the UGC. The members of the Board of studies participated and gave suggestions in the meetings held at the University.

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

Software Development Council (SDC) has been constituted to impart skill and train the students in designing and development of application softwares. The Council instructed the Departments of Computer Science, Computer Applications and Information Technology to motivate the students to have hands on training in Software Development to complete successfully their Post Graduate students' projects. The Students were assigned local need based projects and they completed the projects successfully, which were very well appreciated.

New innovative course entitled "Post Graduate Diploma in Big Data Analytics" (PGDBDA) was proposed by the institution to the Parent University (Bharathidasan University, Thiruchirappalli) with required syllabi, which have been duly approved by the University. The PG Diploma Course is to be commenced from the academic year 2016-2017.

*Details of Interdisciplinary Courses

The Parent University (Bharathidasan University, Tiruchirappalli) has prescribed 11 Skill Based Elective courses. The Students of different UG Programmes are given freedom to choose any one of the courses.

Each Department (Totally 12 UG Departments) of the Institution offers two Courses as Non Major Elective Courses and the Students of different UG Programmes (11) are given freedom to choose any two Courses as the Non major elective of their own interest. Thus horizontal mobility and Interdisciplinary options among different Courses are ensured.

The Students of all UG Programmes have the freedom to choose either M.B.A. or M.C.A. (with Mathematics as one of the Subjects) besides the Core subject. Thus vertical mobility has been ensured.

CRITERION – II

TEACHING, LEARNING AND EVALUATION

2.1   Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
166	161	-	03	02

2.2   No. of permanent faculty with Ph.D. | 28 |

2.3   No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	-	-	-	-	-	-	-

2.4   No. of Guest and Visiting faculty and Temporary faculty

17		20		-

2.5   Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	76	110	9
Presented papers	73	109	-
Resource Persons	-	1	1

2.6   Innovative processes adopted by the institution in Teaching and Learning:
- Deployment of modern infrastructure facilities, ICT enabled teaching – learning gadgets and e-resources such as INFLIBNET/N-LIST and NPTEL in the library
- Besides subjects, LSRW skills in English are developed by updating their knowledge using ICT gadgets
- Students' profile is created, maintained and periodically updated by monitoring the academic performance of the students
- Advanced learners are supported by providing training for competitive examinations and skill oriented programmes
- Recital of an unit from 'Thirukkural' every day so as to enhance the moral value

- Departments are instructed to conduct conferences/seminars/workshops so as to provide exposure to the recent developments
- Provision for publication of Biannual Newsletters to improve their reading and writing skills has been made
- Preparations of glossary by the departments to let the students to know the technical terms in the respective subject
- PG student's projects were identified on thrust areas to facilitate intensive research
- PPT presentation has been made mandatory to monitor the research progress of the PG students
- Besides chalk and talk practices, seminar, online submission of assignments, group discussion, objective type questions, unit wise two mark questions and answers are being used for teaching and learning
- Preparing and updating glossary and question bank in the respective subjects by involving students are practised
- Career guidance, soft skill training and online test
- Frequent expert visits for seminars and conferences
- Conduction of certificate courses by some departments
- Effective teaching methods using smart class room facilities
- Invited special lectures, group discussions, quiz competition, model preparation, organization of National and International seminars, glossary and question bank preparation

Microbiology

- Teachers adopt innovative methods in teaching. Institute-Industry interface, online assignment, supply of subject materials as soft copy, use of language lab, development and usage of software are some of the innovations.
- Motivation of the PG students towards research advanced learning through lecture by Scientists, Experts, Industrialists and Alumni
- Exposure to new sophisticated instruments and training on lab equipments and computers
- Visit of students from other institutions as part of student exchange programme
- Consultancy and extension services on Vermicompost, edible mushroom production, Biofertilizer and micro nutrient preparation

Chemistry

- To motivate the students a programme entitled "Applications of Chemistry in all fields" through Power Point Presentation for all the students

Biochemistry

- Hands on training is given to the students to acquire practical skills in knowledge in the area of clinical biochemistry and haematology

English

- Effective language lab for the practice of Grammar Exercises and Communication skills
- Part II English Work Book for First Year Undergraduate students has been prepared for two semesters
- To enrich the skills of the students Proficiency Test and creative writing competitions are conducted

Nutrition and Dietetics

- Mock – up teaching methods or working model : setting a miniature models
- Marketing survey: analyzing the marketing and consumer tendency of the food items and equipments

Computer Science

- Training was extended for applications of soft ware development
- Attempts have been made for the development of e-governance modules

Physics

- Preparation of practical physics books for both UG and PG students for the development of practical skills

Commerce

- Practical knowledge on banking practices through demonstration on various aspects
- Practical knowledge on entrepreneurship through hands on training
- To impart examples via advertisement and other social media

Mathematics

- Vedic mathematics are taught for easy way of finding solutions to mathematical problems

Economics

- A test under the name, "Know your Economy" is conducted to enrich the knowledge of the students

Business Administration

- Students are instructed to submit the assignments with Evaluation Sheet
- Students are motivated to present their dissertation with the aid of Power Point presentation
- Panel discussion on emerging topics

MCA

- Each student is provided with laptop to improve the practical skill
- Attempts have been made for the development of e- governance software

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

200

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

As the institution is affiliated one it follows the pattern/ reforms prescribed by the parent university

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

03	03	02

2.10   Average percentage of attendance of students

93.6

2.11   Course/Programme wise Distribution of pass percentage:

UG PROGRAMME

Title of the Programme	Total No. of Students appeared	Division (%)				
		Distinction	I	II	III	Pass
B.A. Economics	33	-	100	-	-	100
B.A. English	70	-	87.1	11.4	-	98.5
BBA	12	7.5	92.5	-	-	100
B.Com.	60	15.38	84.62	-	-	100
B.Sc., Computer Science	156	79.04	19.7	-	-	98.74
B.Sc., Mathematics	160	46.25	53.75	-	-	100
B.Sc., Chemistry	60	13.33	66.67	-	-	80
B.Sc., Physics	49	24.49	69.39	-	-	93.88
B.Sc., Microbiology	59	18.6	81.4	-	-	100
B.Sc., Biochemistry	59	25	73	02	-	100
B.Sc., Nutrition and Dietetics	48	29.1	68.8	-	-	97.9

PG PROGRAMME

Title of the Programme	Total No. of Students appeared	Division (%)				
		Distinction	I	II	III	Pass
M.Com.	25	12	88	-	-	100
M.Sc. Computer Science	33	93.94	6.06	-	-	100
M.Sc., IT	19	94.74	5.26	-	-	100
M.Sc. Mathematics	40	77.5	22.5	-	-	100
M.Sc. Chemistry	21	14.29	71.43	-	-	85.72
M.Sc. Physics	32	43.75	25	-	-	100
M.Sc. Microbiology	34	70.6	29.4	-	-	100
M.Sc. Biochemistry	22	14	82	-	-	96
M.Sc. Nutrition and Dietetics	21	42.9	47.6	-	-	90.5
MBA	39	41.03	58.97	-	-	100
MCA	47	87.24	12.76	-	-	100

RESEARCH PROGRAMME

Title of the Programme	Total No. of Students appeared	Division (%)				
		Distinction	I	II	III	Pass
M.Phil. Commerce	04	-	100	-	-	100
M.Phil. Computer Science	08	100	-	-	-	100
M.Phil. Biochemistry	02	-	50.0	-	-	50
M.Phil. Microbiology	04	100	-	-	-	100

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

The IQAC convenes its meeting once in a month. Various aspects including the need of additional physical infrastructure facilities, laboratory needs, library facilities, hostel and health facilities are discussed and the resolutions are forwarded to the authorities for transforming them into action. The progress of the implementation of the recommendations of IQAC is monitored by the management, Principal and the IQAC. The IQAC takes care to ensure the needed quality at each level. The IQAC ensures the need of additional IT facilities, Faculty development programmes, etc.

Monitoring

ICT enabled teaching and learning processes are practised in all departments of the institution. The functioning of the system is monitored by the Heads of the Departments of the corresponding Department and Principal by using

- Teaching Plan
- Adherence to the schedule of the teaching plan
- Completion of the syllabus within the scheduled period
- Students/Parents' feed back

Evaluation of teaching and learning processes

- Usage of ICT gadgets for effective teaching
- Capabilities to prepare e- content. The teachers are asked to submit the support materials such as Power Point presentation CDs, e- content CDs, etc, for evaluation
- The pass percentage of the students in the concerned courses is also being used as the yard stick to evaluate the teaching learning process
- Students' regularity, participation and involvement are also considered as criteria for the evaluation of learning process

2.13   Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	05
Orientation programmes	03
Faculty exchange programme	-
Staff training conducted by the university	06
Staff training conducted by other institutions	08
Summer / Winter schools, Workshops, etc.	14
Others	145

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	11	-	-	-
Technical Staff	17	-	-	--

Criterion – III

3.   Research, Consultancy and Extension

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

- Faculty development programmes on 'Writing research proposals to the funding agencies'
- Organizing Guest lectures, research conferences, seminars, etc., for the students and research scholars
- Constitution of the research committee to scrutinize the research proposals and for suggesting improvements
- Motivating faculty, students and scholars to attend and present research papers in National / International Seminars/Conferences.
- Guiding the young faculty members in research paper publications
- Conducting Workshops/Training on Research Tools through Research and Development Cell
- Motivating the faculty to apply for Major and Minor Research Projects
- Three major research projects proposals (DST-SERB,ICMR, ICAR), and 37 minor project proposals have been submitted to the UGC
- Staff members and students are encouraged to publish their research findings in reputed journals with high impact factor
- Students / scholars who have registered for M.Phil. / Ph.D. are motivated for obtaining financial grants from various funding agencies
- In order to promote intensive research in the subject area, thrust areas were identified and the research activities were focused in those areas
- Hands on training was provided to the teachers and students in the SPSS package and its application in the statistical analyses of research findings

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	3
Outlay in Rs. Lakhs	-	-	-	144.642

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	37
Outlay in Rs. Lakhs	-	-	-	120.8

3.4   Details on research publications

	International	National	Others
Peer Review Journals	110	5	-
Non-Peer Review Journals	49	2	-
e-Journals	136	-	-
Conference proceedings	21	17	2

3.5   Details on Impact factor of publications:

Range | 0.65-6.805 | **Average** | 1.9 | **h-index** | 8 | **Nos. in SCOPUS** | 34

3.6   Research funds sanctioned and received from various funding agencies, industry and other Organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	2	UGC SERO Hyderabad	3,80,000	3,20,000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	1	Yoge International Pvt. Ltd., Pune	1,30,000	1,30,000
Projects sponsored by the University/ College	1	Management Funded	2,70,000	2,70,000
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total			7,80,000	7,20,000

3.7   No. of books published   i) With ISBN No. | 4 | **Chapters in Edited Books** | 147

ii) Without ISBN No. | 33

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

Rs. 22,556/-

3.11   No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	2	2	-	-	29
Sponsoring agencies	Index Info Systems, Singapore ICT Academy of Tamil Nadu and Computer Society of India Local Fund	Local Fund	-	-	Management

3.12   No. of faculty served as experts, chairpersons or resource persons   15

3.13   No. of collaborations   **International**   1   **National**   25   **Any other**   -

3.14   No. of linkages created during this year   1

3.15   Total budget for research for current year in lakhs:

From funding agency   4.75   **From Management of University/College**   4

Total   8.75

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
45	-	5	4	6	1	29

3.18 **No. of faculty from the Institution**
 who are Ph. D. Guides

6

 and students registered under them

26

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** | 1 **Project Fellows** | - **Any other** | -

3.21 **No. of students Participated in NSS events:**

| **University level** | 150 | **State level** | - |

| **National level** | - | **International level** | - |

3.22 **No. of students participated in NCC events:**

| **University level** | - | **State level** | - |

| **National level** | - | **International level** | - |

3.23 **No. of Awards won in NSS:**

| **University level** | - | **State level** | - |

| **National level** | - | **International level** | - |

3.24 **No. of Awards won in NCC:**

| **University level** | - | **State level** | - |

| **National level** | - | **International level** | - |

3.25 **No. of Extension activities organized**

| **University forum** | - | **College forum** | 72 |

| **NCC** | - | **NSS** | 22 | **Any other** | - |

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

- 'Blood group' of the I UG students was identified by the Department of Microbiology and for the same students 'Haemoglobin screening' was done by the Department of Biochemistry. Department of Nutrition and Dietetics conducted 'Nutrition Awareness Programme' to all the first year students by analyzing their Body Mass Index

- The faculty members of Nutrition and Dietetics offered consultancy services for Post Menopausal Management, Cancer diet therapy, Food preservation and Obesity – Risk assessment

- A programme on "Applications of Chemistry in everyday life" was conducted by the Department of Chemistry at Ponnukannu Ammal Vedhammal Govt. Hr. Sec. School, Thirumakkottai

- Department of Microbiology conducted 'Blood Group Testing' at Govt. Hr. Secondary School, Painganadu village and 75 students were benefitted

- Department of Biochemistry conducted Haemoglobin screening test at Govt. Hr. Secondary School, Painganadu village in which 100 students were benefitted

- Department of Nutrition and Dietetics conducted 'Nutrition Awareness Programme' at Govt. Hr. Secondary School, Painganadu in extending social responsibility

- Department of English conducted two extension activities such as "Approaches and methods of Teaching English" to B.Ed., students and "Grammar components for students" at Little Rose Matriculation High School, Orathanadu for 50 Students

- Department of Mathematics conducted an extension programme on 'Vedic Mathematics' to the students of Government Girls Higher Secondary school, Ullikkottai to learn shortcut methods to solve mathematical problems

- Department of Economics conducted 'Career Guidance' to the students of Government Girls Higher secondary school at Pudukottai-Ullur and Kadhir Mohideen Higher Secondary School, Adhirampattinam as an extension activity programme

- Faculty members and students of commerce conducted "Enrichment of Students Society on Banking" to the students of Navbharath Matriculation School; Ullikkottai in which 50 students were benefitted. The Department of Commerce conducted an extension activity on "Career Counselling" to the students of CCS Computer Centre, Mannargudi focusing the opportunities in the job market

- Department of M.B.A. conducted an extension activity programme on "Health hazards of Junk Food consumption" to the Primary School students of Edayarnatham.
- 'Health Consciousness' and an awareness programme on 'Adulteration' were conducted by the Business Administration department to the students of Government Higher Secondary School at Paravakkottai

- Along with the staff members, II M.C.A. students conducted an extension activity on "Computer Fundamentals" at Govt. Hr. Sec. School, Paravakkottai. Department of Computer

science conducted two extension activities such as 'Computer Training programme' to B.Ed., Students and "Computer Awareness Programme" to the students of Govt. Hr. Sec. School, Vadaseri

- Students of Nutrition and Dietetics and Biochemistry Departments visited the Cancer exhibition jointly organized by the Indian Medical Association, Needamangalam and Raj Hospital, Mannargudi

- Red Ribbon club conducted an essay writing competition on "Celebrating Life" and a drawing competition under the title "AIDS Free Society" to the UG students. The club members attended Human Chain programme organized near Tiruvarur Municipal office on 26th June 2015. The club organized a special programme on "Role of youth in AIDS awareness" in which Mr. G. Jayaseelan, ICPC Counsellor, Alangudi delivered a lecture. M. Aarthi, S. Gowri and S. Priyadharshini from III B.Sc., Microbiology won the first prize in the International Youth Day – 2015 conducted by the District AIDS Prevention and Control Unit, Thiruvarur

- Youth Red Cross conducted a 'First Aid Training' Programme on 23rd February 2016 in which Mr. Thulasi Durai Manickam (First Aid Trainer, St. John Ambulance Service) created awareness on the importance of first aid. This club donated an amount of Rs. 7800/- to the International Association for the blind to provide best education and rehabilitation for the visually challenged people and the club received "IAB Blind Empowerment champions – 2016 award". The club members also donated a sum of Rs. 3000/- to the National Foundation and Communal harmony. T.S. Kaviya of II B.Sc., N&D secured third prize in the Intercollegiate Tamil Elocution competition under the title "Thagaval thozhil nutpa valarchi – Varama, Sabama" at Nethaji Subash Chandra Bose College, Thiruvarur. Indian Red Cross Society honoured our Institution by providing "Certificate of Appreciation" for the best performance in Youth Red Cross Movement for the year 2013-2014. The Principal of our institution has been selected as 'Best Principal' for the year 2013 – 2014 for the best performance in Youth Red Cross Movement. Tuberculosis awareness programme was conducted to our students having Dr. M. Ramachandran, Deputy Director of District TB centre, Thiruvarur

- The EXNORA club organized a guest lecture on 'Blue Alert' in which Dr. Arul Jenith Raj, Head, ISSAC foundation, Chennai delivered a special talk. The club conducted a 'Tree Plantation Programme' at Vallankudikadu and contributed saplings to the village people of Thirumakkottai. In Koopachikkottai our club members cleaned the temple, lake, puddle, pond and donated saplings to the village people

- N.S.S. unit of our college carried out weed eradication at Sababatheeswarar temple at Painganadu. "Youth Awareness Programme" was conducted in the college premises in which Padmashree, Dr. S. Rajaram, Secretary, Sivananda Saraswathi Sevashram, Chennai enlightened the students with his speech. On the day of Gandhi Jayanthi (02.10.2015), 'Clean India Campaign' was organized and the tank situated opposite to our College, which belongs to Sundarakkottai village was cleaned. N.S.S. celebrated the Independence Day in the adopted village Sundarakottai and distributed the sweets. They also celebrated the

birthday of Rajiv Gandhi Former Prime Minister of India and communal harmony pledge was taken by the students. Former President Dr. A.P.J. Abdul Kalam's birthday was observed as 'Youth Awakening Day' and elocution and essay writing competitions were conducted. During the Pongal Festival N.S.S. students donated dresses to the villagers at Rishiyur. Voter's Day was organized, and a rally was also organized to create awareness regarding the significance of exercising their franchise. N.S.S. Programme officers J. Porchelvi and S. Malini attended Orientation course from 01.09.2015 to 07.09.2015, conducted by Empanelled Training Institute (ETI), Madras School of Social Work, Chennai. They also arranged a voting awareness programme in the presence of RDO & Thasildhar of Mannargudi to ensure 100% voting

- Installation function of Rotaract club was held in the month of September 2015 in which Dr. N. Vijayasundari, Asst. Prof. of Tamil, UDC College, Tiruchirappalli delivered an enlightening speech. The Rotaract students donated dresses to the under privileged people in certain villages of Pamani, Painganadu, Karuvakkurichi, Sundarakkottai, Keelathiruppalakkudi, Melanaththam and Pentland school, Mannargudi during Deepavali festival. Along with the Rotary Club of Mannargudi the club organized Blood donation camp on 30th November 2015. Rotary club of Mannargudi and STET Rotaract club in association with Forest Department of Mannargudi organized a 'Tree Plantation Programme' on 30th December, 2015 in our College premises

- "Pongal Carnival – 2016" was celebrated in our College premises to respire the traditional and cultural values of Pongal

- Our Trust has created an endowment "IlakkiyaVirudhu", with a cash prize of Rs. 50,000/- to felicitate eminent writers in Tamil. This year the award was presented to Tamil writer Prabanjan in the function presided over by Mr.M.Ambikapathi, President, Kamban Kazhagam, Mannargudi

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	Total Area 2,73,162.8 Sq. m.	-	Management	Total Area 2,73,162.8 Sq. m.
Class rooms	84 Classrooms 50,424 Sq. ft.	2 Classrooms 1,170 Sq. ft.	Management	86 Classrooms 51,596 Sq. ft.
Laboratories	22 Laboratories 26,483.25 Sq. ft.	-	Management	22 Laboratories 26,483.25 Sq. ft.
Seminar Halls	2 Seminar Halls 4,580 Sq. ft.	-	Management	2 Seminar Halls 4,580 Sq. ft.
No. of important equipments purchased (≥ 1.0 lakh) during the current year	17	3	Management	20
Value of the equipment purchased during the year (Rs. In Lakhs)	Rs. 64,89,792/-	Rs.4,15,740/-	Management	Rs.69,05,532/-
Others	-	-	-	-

4.2 Computerization of administration and library

- The college has been provided with 30mbps leased line network with wi-fi facility to enable the teachers, scholars and students to have uninterrupted internet access throughout the campus. This also enables the ICT enabled teaching learning processes
- The office and the departments are computerized. The office details such as accounts, students' data, etc., are computerized and facility has been made for office automation. Besides admission processes including scrutinization of application, Merit list, Government quota and Management quota list are prepared by using computers
- The information regarding the library books, student's visits, books/journals used and the lending/returning of books, accessing, etc., are made through OPAC facility
- In house e-resources such as educational CD's, video and web resources INFLIBNET/IUC, NPTEL, N-LIST, Staff developed e-content, etc. are made available
- Library website is also available in our college website (www.stet.edu.in/library)

4.3   Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	25,334	45,90,371.52	3,831	10,20,915.00	29,165	56,11,286.52
Reference Books	6,043	54,59,553.82	762	11,75,174.00	6,799	66,34,727.82
e-Books	791	-	-	-	791	-
Journals	178	2,96,427.00	1	1,000.00	179	2,86,362.00
e-journals	12	-	4	-	16	-
Digital Database	-	-	-	-	-	-
CD & Video	2,019	-	126	-	2,145	-
Others (specify)	-	-	-	-	-	-

4.4   Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing centres	Computer centres	Office	Departments	Others
Existing	490	395	40	40	15	10	30	-
Added	10	-	-	-	-	-	10	-
Total	500	395	40	40	15	10	40	-

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

- 500 systems are connected through LAN and wi-fi network. LAN is established by **star** and **hyper net topologies**
- 30mbps wi-fi facility is provided with high and wireless networking device with few access points in the college campus. Each access point covers a range of 5Km radius. The two D-Link DWL-3000 have been installed in the conference hall and general library

- Student circulars, Staff circulars, information, etc., are transmitted through e-media
- Information and Library Network (INFLIBNET) centre and the Project entitled "National Library and Information Services infrastructure for Scholarly Content (N-List)" are available in the campus
- e-content training programme was arranged for teachers with efficient Resource persons
- ICT enabled teaching-learning training programme was arranged for teachers and students
- Each student of M.B.A, M.C.A., M.Sc., C.S., and M.Sc. IT programmes is provided with a Laptop, which can be used for accessing the internet facility, in the campus as well as from their homes
- Computer awareness programme, internet usage, networking programmes were arranged for the benefit of the students
- For the final year PG students Project Viva-voce Examination was conducted through Power Point Presentation as open viva-voce

4.6 Amount spent on maintenance in lakhs:

i) ICT	8,19,000/-
ii) Campus Infrastructure and facilities	2,00,51,861/-
iii) Equipments	4,15,740/-
iv) Others	4,70,10,948/-
Total	6,82,97,549/-

CRITERION – V

5.   Student Support and Progression

5.1   Contribution of IQAC in enhancing awareness about Student Support Services

➢ IQAC provides information about various Student Support Services available in the institution and other sources through College Handbook, prospectus, etc.

➢ Various student support services such as English Language Laboratory, Soft Skill Development Cell, Career Guidance and Placement Cell, Entrepreneurial Development Cell, Target CE, Research and Development Cell, Fine Arts Association, Sports and Games Committee, Library Committee, Magazine Committee, Anti Ragging Committee, Committee for Differently abled persons, WECAN, Alumni Association, Grievance Redressal Cell, Counselling Committee, Consumer Citizen Club, Discipline Committee, Transport Committee, Hostel Committee, Health Club, Student EXNORA and other Allied Associations are duly made aware of the students through College Handbook, Orientation programme at the entry level and schedule of the programmes through circulars

➢ Scholarships (SC/ST, Uzhavar Paadukappu Thittam, Single Girl Child, Private Firms, Merit scholarships etc), Bank Loans and Freeships by the Management including mess fee, tuition fee and bus fare are provided

5.2   Efforts made by the institution for tracking the progression

➢ Every thirty students in the class are allotted with a tutor under tutorial system
➢ Students, those who are at risk of failure or dropout are provided counseling through Heads of the Departments and class in-charges
➢ Every student's progression is closely monitored through periodic interim reports.
➢ Providing Laptops for M.B.A., M.C.A., M.Sc. C.S. & M.Sc. I.T. Students with wi-fi Facility to promote independent learning of the student.
➢ Conducting Certificate courses and Diploma courses by various Departments, as value added programmes
➢ Software Development Council was established which conducts hands on training to the PG Students on software development.
➢ To facilitate students' employability a PG Diploma Course in "Big Data Analytics" had been proposed and approved by the Parent University
➢ The academic performance of the students such as regularity, conduct and CIA Test marks are informed to the parents periodically.
➢ The process of internal assessment is informed well in advance to the students and parents.
➢ The guidance and counselling are given to the students regarding the methods of preparation for examination, time management, presentation skills, etc., prior to University examinations.

- Students are given all the required support to improve the academic performance and self esteem by the faculty of the respective courses.
- Encouraging creativity among the students to bring out their latent talents by conducting competition for elocution, essay writing, and management games, quiz, aptitude tests, Newspaper reading, grammar class, spoken English class, online tests, Language laboratory, assignments, seminars, etc. The institution monitors and ensures the achievements of the learning outcome through analysis of examination results and the pass percentage
- IQAC provides suggestions to the departments to track the progression of the students
- Career guidance and Placement Cell also help the students to improve their competency and provides guidance and counselling to final year UG /PG students to improve their skill to make them employable. The prospects and employment opportunity of the each concerned department motivate the students to join in higher education available in the institution.
- Placement opportunities are also extended to college Alumnae.
- The institution offers Post Graduate programmes in all the departments and M.Phil., and Ph.D. programmes in selected departments. Display of brochure regarding the various programmes offered by this institution and other reputed institutions in the college notice board, and the motivation extended by the faculties also facilitate the progression of students' higher learning.
- Books are issued through Bar Coding System in Library.
- Bridge Courses and Remedial classes are conducted.
- The students of science and humanities and language departments brings out half yearly newsletters viz., Thellu Thamizh (Tamil), Damsels' views (English), Path finder (Economics), Espousal (BBA), Nexus (Commerce), Aryabhatta (Mathematics), CSLILO (Computer Science), Wings (Science Departments), The First step (MBA) and CAN (MCA) which enhance their intellectual skill.
- The college publishes annual college magazine which gives an opportunity to showcase the creativity of the students.
- The college also publishes a quarterly international journal entitled "International Journal of Scientific Transactions in Environment and Technovation" to facilitate the publication of research findings of the teachers and scholars.
- The management of the institution is magnanimous enough to support the meritorious as well as economically weaker section of the society by providing
  - Free-ships to cover term fee, college bus fare and hostel mess fee
  - Free-ships to the students who excell in sports and games and other extra-curricular activities
  - Part time job is given to the economically deserving hostel students through 'WECAN' Scheme.
- The institution facilitates the students to get the following scholarships from the government.
  - Merit scholarship from the Government
  - SC/ST Scholarship
  - Scholarship for single girl child

- Scholarship for physically handicapped
- Scholarships from the service organizations and foundations
- State " Uzhavar Pathukaappu Thittam" Scholarship
- Bank Loans
- Others

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others (M.Phil)
3081	779	29	28

(b) No. of students outside the state | 02 |

(c) No. of international students | - |

Men	No.	%		Women	No.	%
	Not Applicable	-			3917	100

Last Year (2014-2015)						This Year (2015 -2016)*					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
11	107	3	1326	4	1450	20	123	02	1299	08	1444

Annexure-II

Demand ratio: 1:1.39   Dropout: 1.6%

5.4 Coaching for competitive exams

➤ Career Guidance, Placement Cell, and TARGET CE arrange coaching classes/training programmes to face the competitive examinations (Banking Services, TNPSC, UPSC, GATE examinations, etc.,)

➤ Online tests are conducted to the final year UG and PG students on various topics to develop aptitude skills and to get an idea about the competitive examinations. Coaching classes are conducted for UGC NET / SET examinations for both the staff members and students

➤ Coaching classes are conducted for the final year UG students appearing for TANCET entrance examination. Training for TANCET Examination, group discussions, written / online tests and mock interviews, campus interviews and guiding the students to attend off campus interviews also support the students to get employment

No. of students beneficiaries | 1627 |

5.5   No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	2	UPSC	-	Others	81

5.6   Details of student counselling and career guidance

➢ Periodical monitoring of student's activities through counselling cell for the personal problems and academic issues such as
   ✓ Depression
   ✓ Confusion or stress
   ✓ Difficulty in making decisions
   ✓ Lack of communication
   ✓ Poor academic performance
   ✓ Irregular attendance

➢ TARGET CE organized a counselling programme, "How to face Interview?" for the final year UG and PG students

➢ Career Guidance and Placement Cell conducted "Career guidance Programme" for the final year UG and PG students

No. of students benefitted | 2120 |

5.7   Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	646	29	18

5.8   Details of gender sensitization programmes

➢ Gender sensitization refers to the modification of behaviour by raising awareness of gender equality concerns

➢ Celebration of "Women's Day" and trainings on specific topics such as gender equalities and HIV/AIDS were conducted

➢ Training on Self defence (Karate)

➢ Organized awareness programme on "Gender Awareness and Women Empowerment" through Sexual Harassment committee

5.9   Students Activities

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

State/
University level | 43 | **National level** | 42 | **International level** | -

No. of students participated in cultural events

State/
University level | 28 | **National level** | - | **International level** | -

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/
University level | 10 | **National level** | - | **International level** | -

Cultural: State/
University level | 26 | **National level** | - | **International level** | -

5.10   Scholarships and Financial Support

	Number of students	**Amount (Rs.)**
Financial support from Institution	47	5,10,677.00
Financial support from Government	340	20,02,635.00
Financial support from other sources	02	2,000.00
Number of students who received International/ National recognitions	01	28,000.00

5.11   Student organised / initiatives

Fairs   : State/ University level | 5[*] | **National level** | - | **International level** | -

Exhibition: State/ University level | 1[#] | **National level** | - | **International level** | -

* "Management Meet" by Departments of B.B.A
   "Maths Quiz" by Department of Mathematics
   "CS Quiz" by Department of Computer Science & M.C.A.
   "Nutrition Quiz" by Department of Nutrition & Dietetics
   "Management Meet" by Departments of M.B.A
"Demo on Advertising" by Department of Commerce

5.12 **No. of social initiatives undertaken by the students** $\boxed{28}$

S. No.	Social Initiative	Department	Venue	Beneficiaries
1	Career guidance on Employment opportunities for Economics Students	Economics	Govt. Hr. Sec. School Pattukkottai, Ullur	30
2	Career guidance on Employment opportunities for Economics Students		Kadhir Mohideen Girls Hr. Sec. School, Adhirampattinam	90
3	Grammar Components for students	English	Little Rose Matriculation High School, Orathanadu	50
4	Approaches and methods of teaching English		STET College of Education, Sundarakkottai	100
5	Women community Towards Enlightment	Commerce	Sundarakkottai Village, Mannargudi	50
6	Enrichment of students society on Banking		Navbharat Matric. School, Ullikottai	50
7	Demo on Advertising		STET College campus	75
8	Awareness about Health Concious	BBA	Govt.Hr.Sec.School, Paravakkottai	75
9	Blood Grouping and Anemia screening	Biochemistry	Sundarakkottai	123 people of adopted villages
10	Haemoglobin Screening		Government Higher Secondary School, Painganadu	100
11	Haemoglobin Screening for I UG students		STET College campus	1050 students
12	Cancer Exhibition and Relay		Raj Hospital-Mannargudi	12 students
13	Blood Group testing for first year students	Microbiology	Microbiology Lab(College Campus)	All first year UG students
14	Mushroom consultancy		STET College campus	25 womens from SHGs
15	Applications in Chemistry	Chemistry	Ponnukkannu Ammal Vedhambal Government Girls Hr.Sec.School	135
16	Extension Activity	Mathematics	Govt. Hr. Sec. School,	60

S. No.	Social Initiative	Department	Venue	Beneficiaries
	Programme on 'Vedic Mathematics'		Ullikkottai	
17	How to save electricity	Physics	Village People, Sundarkkottai	200
18	Computer Awareness Programme	Computer Science	Government Higher Secondary School, Vadasery	55
19	Computer Training Programme		STET College of Education	100
20	Anemia and Haemoglobin screening	Nutrition and Dietetics	Sundarakottai	56
21	Nutrition Assessment- Screening And Counselling		Govt. Hr. Sec. School, Painganadu	93
22	Cancer exhibition and Ralley		Raj Hospital- Mannargudi	30
23	BMI – Screening		STET College campus	1033
24	Nutrition Quiz		STET College campus	193
25	Pongal Carnival		STET College campus	100
26	Nutrition Awareness Programme		STET College campus	1033
27	Fundamentals of Computer	M.C.A.	Govt. Hr. Sec. School, Paravakkottai	50
28	Awareness Programme	M.B.A.	Keelanatham primary School	38

5.13   Major grievances of students (if any) redressed:
- The canteen facilities and quality were improved
- Sanitary facilities were enhanced
- Periodical annual maintenance of RO systems is undertaken
- Certificate and Diploma courses were added
- Improvement in bus facility offered by the institution
- SDC (Software Development Council) looks after the problems encountered during the project works of the computer science students

CRITERION – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

To blossom into a Centre of Excellence in Higher Education and Research, targeting the women students of the downtrodden and economically weaker section of the society, so as to enlighten, empower and make them instrumental in creating a par excellent society

Mission

- Creating an academic environment by providing modern infrastructure facilities and current advancement in humanities, science and technology
- Providing not only quality education but also inculcating discipline and moral values

6.2 Does the Institution has a Management Information System

- Management Information System (MIS) has been implemented for Fee Collection, Scholarship, Admission, student data, feedback system, pay roles, library learning resources such as books, journals e-resources, etc., and accessing, issue and return are managed through software package (OPAC)
- Public Address System (PAS) has been established for the transmission of information to the students
- Circulars are transmitted through internet towards paperless information initiative

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

6.3.1 Curriculum Development

- Curriculum is designed and structured by the parent university. The contents of the curriculum are revised by the concerned board of studies appointed by the university and forwarded to the affiliated Colleges. Members of the faculties of the Department of Microbiology and Biochemistry are members of the Board of studies. They involve in the curriculum design, revision and restructuring in their respective discipline
- The institution has started an advanced Post Graduate Diploma programme in 'Big Data Analytics' with required syllabus, which has been approved by the parent University. The programme is to be commenced from the academic year 2016-17

- The institution is an affiliated college. It follows the curriculum prescribed by the university. However, 4 diploma and 11 certificate courses are conducted by the institution, and the curriculum has been designed by the department concerned

- Besides the curriculum contents prescribed by the parent University, the institution has adopted the following strategies to improve the curriculum with specific course contents

  ➢ For the I year UG students, intensive bridge course is conducted by the respective departments.

  ➢ Spoken English classes are conducted on alternate Saturdays for the first year UG students.

  ➢ Language Lab for the First Year PG students is conducted in order to enhance the Listening and Speaking skills.

  ➢ Skill oriented programmes such as edible mushroom cultivation, vermicomposing, and biofertilizers production are conducted by the department of Microbiology.

  ➢ Extension activities taken up by the students of all the departments inculcate the sense of social responsibility, besides the programmes of NSS, Rotaract Club and Student Exnora

- Glossaries are prepared by each department for the technical terms used in each subject

6.3.2 Teaching and Learning

- Besides conventional chalk and talk teaching practices, the institution adopts innovative teaching methods such as Power Point Presentation, ICT enabled teaching practices using computers, internet and 'Smart Boards'. The said objective has been fulfilled by establishing 'Smart class rooms' for each department.

- The students are taken for field trips/industrial visits/internships. Students of UG Computer Science are assigned with group projects, and the students of PG are assigned with individual projects as part of the requirements for the programme. The project works give them practice on understanding, designing, planning, budgeting, analytical skills and implementation.

- Learning skills of the students are improved by exposing the students to ICT enabled teaching learning processes. LSRW skill development programmes, and communication skill development programmes are conducted, which enhance the learning skills of the students. Teaching- learning outcome are determined on the basis of the performance of the students in the university examinations. Periodic

assessments are made, slow learners are identified and their learning skills are improved by conducting remedial and coaching classes.

6.3.3 Examination and Evaluation

Examination

- Since the institution is an affiliated one, the examinations are conducted as prescribed by the parent university, and on the basis of the guidelines for the conduct of formative and summative assessments

- The formative assessment of the students is a continuous process. Two tests, five assignments and seminar/quiz are conducted throughout the semester, and attendance of the student per semester are used as yard stick to assess the performance of the students. Summative examination of the students is conducted at the end of the semester as per the schedule of the parent university and the question papers supplied by the university

- The institution takes extra efforts to improve the performance of the students in the summative examination by conducting periodic online tests. The department of English conducts proficiency test for all the UG students. The Departments of humanities conduct skill oriented tests in the concerned subjects

Evaluation

- The students' progress in learning the subject is periodically assessed on the basis of their performance in the tests conducted by the institution. The periodic tests help to evaluate and to identify the slow learners and also improve their performance in the summative examination through coaching and remedial classes.

- The performance of the students in the summative examination is evaluated by the external examiners appointed by the parent university. The practical skill and the projects are evaluated by the external examiners appointed by the parent university. The practical skill and their involvement of the students in designing, planning, implementation and drafting are also assessed by the staff-incharge as a continuous process.

6.3.4 Research and Development

The R & D cell organized programmes to create awareness, promote and motivate the faculty and students on the

  i. Methods of writing proposals and project report,
 ii. Schemes available in various funding agencies,
iii. Promote intensive application and result oriented research with societal value,
 iv. The departments were directed to identify thrust areas in the concerned subject and the students projects are assigned in various aspects of thrust areas,
  v. Training on hardware for the PG students of CS, MCA and IT,
 vi. The students and teachers are practised and motivated to write research articles in the indexed journals with high impact factor,
vii. Organising international/national conferences/seminars/workshops and brought out proceedings with ISBN number,

viii. The institution encourages the staff to utilize their expertise and available facilities for consultancy services to WSHGs, farmers and rural people

ix. Training on biocomposting, vermicomposting, edible mushroom cultivation and micronutrients by STET Bio-Floral Products Development and Research Centre and Tissue culture and Biominin laboratory, and

x. Hands on training in the modern instrumentation techniques like Gas Chromatography, HPLC, Semi Auto Analyser, Atomic Absorption Spectroscopy, UV-VIS Spectroscopy and Bioreactor to make the students readily employable in various private and public industrial and academic institutional laboratories

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library

Details	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	25,334	45,90,371.52	3,755	9,39,126.00	29,089	55,29,507.52
Reference Books	6,043	54,59,553.82	756	10,99,695.00	6,799	65,59,248.82
e-Books	791	-	-	-	791	-
Journals	178	2,96,427.00	1	1,42,019.00	179	4,26,336.00
e-Journals	12	-	4	-	16	-
Digital Database	-	-	-	-	-	-
CD& Video	2019	-	126	-	2148	-
Others (Specify)	-	-	-	-	-	-

ICT

- 490 systems are supported with internet facility

- ICT enabled teaching-learning facilities

- Upgradation and maintenance of 'smart class rooms' and ICT facilities

- English Language laboratory for LS (Learning, speaking) skill development
- Smart class room facilities for each department fully equipped Seminar/Conference halls and auditorium, which are periodically maintained
- Learning resources such as library facilities, book banks, laboratory equipments, well furnished laboratories, NPTEL, INFLIBNET/N-LIST membership, etc., are provided
- 8 Mbps "BSNL" dedicated leased line network with Wi-Fi connectivity throughout the campus is upgraded to 30 Mbps
- A centralized reprographic facility is provided for the use of the staff and students, which are also periodically maintained

Physical Infrastructure
- Two class rooms have been added with furniture

Instrumentation

- Upgradation of Atomic Absorption Spectrophotometer

- In the Department of Physics, instruments like microscope spectrometer, Intel 8085 microprocessor, potentiometer etc., are purchased for the additional section

6.3.6 Human Resource Management

Management

- The Management Council offers necessary guidance and directions for the staff members for the improvement of the academic activities

Faculty

- As per the direction of the management the Principal conducts the meeting of the Heads of the Departments at regular intervals and also meets every member of the staff individually to interact with them and to encourage them to fulfill their needs
- The college has a well defined policy with regard to the appointment of staff, training and development, and extending support to their individual growth. Any issue related to the staff is presented by the Principal in the Management Council Meeting
- Individual achievements of the teachers are recognized, appreciated and suitably rewarded by the Management
- Adequate opportunities are extended to the staff members for their individual accomplishments. Necessary concessions and provisions are made available to the staff to encourage them to further improvement of their qualifications and quality of teaching
- Capacity building training programme and Faculty Development Programme were organized for the faculty and non-teaching staff to enhance the work efficiency

Students

- The students council and class representative meetings are being held regularly and the Principal obtain feedback on their needs, teaching-learning process and infrastructure of the college
- Special training programmes like spoken English, imparting and enhancing employability skills were carried out for both Undergraduate and Postgraduate Students.
- Self development, Student's empowerment, Health and Hygiene awareness programme were also organized for the students. The counselling centre extends its counselling and special lectures to the students in the neighbouring schools and the village people.

Non-Teaching Staff

- The administrative, technical and support staff are also periodically called for meeting with the principal both individually and in groups to know their needs, problems and difficulties, and suitable actions are taken to maintain a clean, green and a peaceful environment.

Parents

- Parents' meeting is organized every semester to inform them about the performance of their tutorial wards and to know their satisfaction about the functioning of the college. The parents are also free to meet the principal to have discussions on the progress of the students.

6.3.7 Faculty and Staff recruitment

- The Principal conducts meeting with the Heads of the Department at the end of each semester and collects the requirements of the needed faculty members for each department and places the requirements before the Board of Management. Applications are invited from qualified candidates through advertisements. Applications are scrutinized and eligible candidates are called for interview. The selection panel consists of Correspondent, Principal, Head of the Department, IQAC coordinator and subject experts. Selected candidates are appointed on a permanent basis with one year probation.

6.3.8 Industry Interaction / Collaboration

- MoUs are signed for industry - institution collaboration to facilitate training, internship, recruitment and curriculum development.
- MoUs facilitate training, internship, project and placement. Exposure to industry offers work environment, hands-on-experience, team work and real time projects as industry – institution interface and enhance the learning process.
- The institution has shown 'Expression of Interest' for collaborative research with Russian Science Academy as facilitated by MoU with INMA.

6.3.9 Admission of Students

The Admission Committee functions with the Principal, Head of the Departments and the University representative as members. Computerized rank list of applications for UG admission is prepared on the basis of the marks obtained by the applicants in Higher Secondary Examination. 50% of the sanctioned seats are filled as per the norms of the state government and university and the remaining 50% of the seats are under the management quota, which are also filled on the basis of merit

6.4 Welfare schemes for teaching, non teaching and students

Teaching staff	1. Members of the staff are supported and honoured for their respective roles at the college functions such as College Day and Sports Day
	2. Medical / Maternity leave with salary
	3. Free Wi-Fi connectivity
	4. Employees Provident Fund facility
	5. Loan facility

	6. Free transport
	7. Coaching classes were conducted for UGC NET / SET examinations
	8. INFLIBNET/N-LIST facility
	9. OPAC facility
Non teaching staff	1. Medical / Maternity leave with salary
	2. Free Wi-Fi connectivity
	3. Employees Provident Fund facility
	4. Loan facility
	5. Free transport
Students	1. 'WECAN' is functioning adopted to make the students to earn while learning
	2. Grievance and Redressal Cell
	3. Full Term fee concession, and 50% term fee concession are extended to the deserving students
	4. Facilities to pay the term fee in installment
	5. Bus fare free-ship scheme
	6. Mess bill free-ships scheme for deserving students
	7. Facilitation of Education loan from the Nationalized Banks.
	8. Students' co-operative stores for supply of note books and stationeries at concessional prices to the students
	9. Providing Laptop for M.Sc. Information Technology, Computer Science, M.C.A. & M.B.A. students, to be returned after use at the end of the academic year
	10. Free Wi-fi connectivity
	11. Field/industrial visits/Hands on Training
	12. Bridge intensive course gives orientation to the college environment at the entry level
	13. Tutorial system
	14. Health Centre
	15. Counselling Cell
	16. Career Guidance and Placement Cell
	17. Department library
	18. Entrepreneurship Development Cell
	19. Endowment prizes are awarded to the student who scores the highest mark in each department by the management.
	20. Special training programmes are organized for Elite group students of all the departments on different aspects
	21. Quiz Club
	22. STET FIESTA (Fine Arts Week)
	23. STET EUPHONIES (Music Day)
	24. Computer literacy classes are conducted during and after the college hours
	25. Online tests are conducted to the final year UG and PG students on various topics to develop aptitude skills and to get an idea about the

competitive examinations

26. Coaching classes are conducted for the final year UG students for TANCET entrance examination
27. Coaching classes are conducted for UGC NET / SET examinations
28. Spoken English classes are conducted on alternate Saturdays for the freshers and weekly once classes for the final year PG students
29. Language laboratory classes are conducted for the first year PG students to develop LS (listening, speaking) skills
30. Apart from the University instruction hours, extra one hour is utilized for tutorial classes every week to support the slow learners
31. Remedial classes are conducted to help the academically weaker students for two hours on alternate Saturdays
32. INFLIBNET/N-LIST facility
33. OPAC facility
34. Anti-Ragging Committee

6.5   Total corpus fund generated   Rs. 6,58,211 /-

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 Yes/No	Agency	Internal Yes/No	Authority
Academic	Yes	Triennial Commissions, appointed by the parent University & Eminent Professors	Yes	Staff Council
Administrative	Yes	A.Krishnamoorthy & Co, Chartered Accountants, Chennai.	Yes	Correspondent & M. Senthil Kumar, MMS Associates, Auditors, Mannargudi

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?

The institution is affiliated one. Hence all the reforms foot forth by the parent university (Transparency – photocopies of the answer scripts and Revaluation) are adopted then and there. Students are prepared by the institution through online tests. Remedial and coaching classes are conducted for the slow learners.

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

University encourages the institution to get an autonomous status

6.11   Activities and support from the Alumni Association

- The association gives scholarships to the underprivileged students every year
- Endowment prizes are awarded to the student who scores the highest mark in Part II English in the University Examinations
- Contributing newspaper advertisement for the graduation day
- Donating books to the library
- Providing feedbacks on curriculum / campus life
- The alumni also supports the students by way of providing the information regarding the higher education facilities, employment opportunities, helping to get job opportunities, etc.

6.12   Activities and support from the Parent – Teacher Association

- Parent-Teachers Association meet is conducted every semester
- Parents appreciated the student welfare schemes provided by the college management
- To upkeep and maintain discipline among students
- Feedback improves the teaching - learning outcome.
- Socio economic and psychological counselling
- Collective effect helps to enhance the teaching- learning processes
- Safe Transport Facility.

6.13   Development programmes for support staff

- Training on Ms-office application
- Training on accessing internet resource
- Training on Tally for the maintenance of Accounts

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

- Polythene free campus
- Green initiatives through e- governance

- Energy conservation
- Rain water harvesting
- Use of renewable energy
- Water recycling
- Plantation
- Solid waste management (segregation of biodegradable and non-biodegradable) such as conversion of organic wastes into biocomposts and Vermicomposts. The concept of 3 'R' s is followed (Reduce-Recycle-Reuse)
- Green campus and carbon audit (Green Audit)
- Replacement with LED lights
- Street lights with solar panels
- Environment awareness programme by STET Students' EXNORA
- Recycling of waste water and usage for irrigation
- Botanical Arboretum and Herbal Garden

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.

Innovations
- Seminars were organized to create awareness among the teachers regarding the funding sources and the formats for applying were provided.
- Teachers were advised to use the ICT resources effectively.
- Departments were directed to organize National / International Conferences to give exposure to recent developments.
- Departments were instructed to identify thrust areas in the concerned subjects, in order to make the post graduate students' projects into intensive and result oriented ones.
- Training was provided to the teachers and students on the application of SPSS package.
- Initiatives made for paperless communication.
- Efforts were made to promote teaching and learning processes comprehensive.
- Supplementation of chalk and talk practice of teaching and learning with ICT enabled methods of teaching and learning.
- Management Information System has been introduced.

Positive Impact:
- Teachers have submitted three major research projects proposals, and 37 minor research projects proposals to UGC and the sanction is awaiting.
- Teachers prepared Power Point presentation and e-contents for classroom teaching.
- Two International and two National Conferences, and six workshops were organized.
- Conference Proceedings have been brought out with ISBN number.
- This also resulted in the preparation of the proposal for the Diploma Programme on 'Big Data Analytics', which has been approved by the parent University (Bharathidasan University, Tiruchirappalli).
- The programme is to be launched as a value added one to the Post Graduate students.
- The thrust area based students projects resulted in the preparation of books monograph.
- Students have used SPSS package for the computation of project results and statistical analysis.
- Multiple choice questions and answers have been introduced to students of UG and PG programmes (Economic).
- Totally 166 research articles have been published in National/International journals

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

- Introduction of value added Post Graduate Diploma Programme on 'Big Data Analytics', and a certificate programme on 'Entrepreneurial Development'.
- Effective implementation of ICT enabled teaching-learning processes.
- Two International and Two National Seminars & Conference and Six workshops were organized.
- Three major research projects proposals, and 37 minor research projects proposals have been submitted to UGC.
- 166 research articles have been published in National / International Journals.
- About 1117 participation and 471 presentation of research papers have been made by teachers/ students / scholars.
- A sum of Rs. 6,58,211/- has been created as corpus fund.
- A sum of Rs. 1,30,000/- was sanctioned as project fund by Yoge International (MoU)
- Initiative has been made for International collaboration with Russian Science Academy.

7.3 Give two Best Practices of the institution

Best Practice I

Title of the practice

"Efforts to improve the employability of the students"

Goal

To enhance the employability of the students towards empowerment of the entitled students of the institutions.

Context

Soft skill and skill in the comprehensive idea and application of mind in finding solution to the problems is the need of the hour. It needs inquisitiveness, curiosity and knowledge in the recent developments in the subjects, especially in science. For example, Computer Science and Information Technology are dynamic and fast expanding subjects. Hence to improve the employability of the students of science and commerce, one year programme on "Big Data Analytics" has been introduced as a Post Graduate Diploma Programme, as a strategy to achieve the goal, and as a pilot programme.

Practice

One year Post Graduate Diploma programme has been proposed for the PG students besides their regular programme. It is one of the value added programmes conducted by the institution. The programme is to be introduced from the academic year 2016-2017, which includes courses on recent developments in the computer science and applications

and to satisfy the requirement of IT industries. The programme includes two semesters, 6 courses, 3 practical courses and project. Internship and project guidance from the reputed companies are assured. This satisfies the advance learning in computer science and job requirements. Job is assured for those successfully complete the course.

Evidence of success

"Big Data Analytics" is a developing and emerging area in computer science. The demand of human resource in this area is relatively high. In this context an international conference on "Big Data Science and Analytics" was successfully organized. The conference provided exposure to the recent developments in the subject. Arrangements have been made for providing job offer letters on the day of admission itself.

Problems encountered and resources required

The physical infrastructure such as class room, laboratory and computers and required softwares had been problems encountered for launching the programme. The problems were effectively addressed by the management. The other resources required had been trained human resource. The management deputed the selected teachers to undergo the programme and also advised the department to outsource the experts wherever/whenever required. Thus this problem has also been solved.

Best Practice II
Title of the practice

"Enhancing the research and development through international industry collaboration"

Goal

To promote research and development of the institution on par with international standards.

Context

Though the institution is located in rural area the spirit of involvement of teachers and students is always high as the correspondent himself is a scientist, who always shows keen interest to promote research in the institution. The departments of Biochemsitry, Microbiology and Computer Applications are recognized research departments. Various departments have forged MOUs with industries, and research activities are carried out with whom MoUs have been signed. The department of Microbiology has submitted the 'Expression of Interest' for international collaborative research with Russian Science Academy as facilitated by INMA with whom the institution has forged MoU.

Practice

Students' projects and research of various departments have been made as identified thrust area research, which helps for intensive research in the subject area and to bring out a comprehensive report/monograph. Further extension of research could lead to new discoveries / inventions and ultimately for patenting. Besides research and students projects the MoUs also help to have industrial visits, internships and student exchange programmes.

The proposed international collaborative research project has been planned to study fungal diversity, microbial interactions / Antibiotic interaction, microbial products development, etc.

Evidence of success

The research activities have lead to the development of two new software and one polyherbal ointment, 'Instacure' for which patenting in progress. MoUs with institution / industries helped the students to facilitate students project, internships / industrial visits instrumentation training and employment opportunities.

Problems encountered and Resources required

Since the Management is directly involved in the research and development of the institution, problems in terms of finance, men, materials, space and other resources are readily taken care off and the problems are solved.

7.4   Contribution to environmental awareness / protection

- Awareness is created regarding the polythene menace through periodic instructions by keeping plug cards and notice boards

- The campus is maintained polythene free
- Awareness is created regarding the biodegradable and non-biodegradable wastes
- The biodegradable wastes are converted into organic manures
- The possible recycling of non-biodegradable wastes is practiced
- The policy and concept of 3 'R's - reduce, recycle and reuse is propagated and adopted
- Awareness regarding the health hazards of anthropogenic pollutants has been created
- Rainwater harvesting as a measure of water conservation is a continuous process
- Energy conservation practices are carried out - Solar Energy Plant
- Monitoring CO_2 level
- Green audit and maintenance of green campus

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

- Management with prospective and yonder vision
- Direct involvement of management in teaching, research and development
- Publication of both printed and e-version of the International quarterly journal
- Introduction of one year Post Graduate Diploma in 'Big Data Analytics'
- Effective teaching – learning processes through ICT gadgets
- Besides university allotted hours, additional one working hour on all day orders
- Dedicated faculty members, noteven availing prescribed causal leave.
- Twenty six MoUs to facilitate teaching / research / internships / industrial visits.
- Thrust area based students' research projects for intensive research
- Biofloral Product Development and Research Centre, and Biominin Laboratory to promote extension and consultancy services
- Extended financial support for the economically weaker section of the society by the management

Weakness

- Since the institution is a self financed one, mobilizing extended finance is a constraint

Opportunities

- Field visits / Industrial visits / internships are the opportunities extended through MoUs
- Members of the staff / scholars / students can publish their research findings in the journal published by the institution

Challenge

- Since most of the students hail from rural areas and depend on the transport facility extended by the management, they could not work beyond the scheduled time

8. Plans of institution for next year

1. Introduction of new value added programmes.
2. Effective implementation of quality teaching-learning processes through modern tools and techniques.
3. Creation of additional infrastructure facilities.
4. Mobilization of funds from funding agencies and through collaborative research projectors with MoU signed organization.
5. Organization of National/International conferences/seminars/workshops
6. Publication of proceedings/research articles with impact factor/books with ISBN Number.
7. Strengthening of consultancy and extension services.
8. Extension of staff/students' welfare measures.
9. Submission of proposal of FIST and CPE (College with potential for Excellence).

Annexure III

Name : Dr. R. Saravanamuthu

Signature of the Coordinator, IQAC
STET Women's College,
Sundarakkottai, Mannargudi – 614 016
Tiruvarur Dist.

Name : Dr. S. Amudha

Signature of the Chairperson, IQAC
STET Women's College,
Sundarakkottai, Mannargudi – 614 016
Tiruvarur Dist.

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ACADEMIC CALENDER

Month	Date	Activity	Remarks
June	09.06.15	IQAC Committee Meeting	
	19.06.15	College reopens for II,III year UG and II PG	
	20.06.15	Workshop on "Software Development Life Cycle" by Department of Computer Science	
	22.06.15	N.S.S. unit of our college carried out weed eradication at Sababatheeswarar temple at Painganadu - "Youth Awareness Programme"	
	24.06.15	Anti-Ragging Committee Meeting	
	26.06.15	International Yoga Day Celebration – N.S.S	
	26.06.15	Essay competition on "Celebrating Life" conducted by RRC	
		Participated in Human chain on international Drug Abuse Day along with Indian Red Cross Society, Tiruvarur.	
	30.06.15	Management Games conducted by BBA department	
July	01.07.15	Discipline/Grievance Redressal Cell Meeting	
		Commencement of Classes for I UG students	
		Soft Skill Development Cell Committee Meeting	
	03.07.15	Bridge Course for I UG students	
	06.07.15	"Blood group identification for I UG"- Department of Microbiology	
		Body Mass Index Screening- Department of Nutrition and Dietetics	
	06.07.15-09.07.15	'Haemoglobin Screening'- Department of Biochemistry	
		Extension activity on 'Nutrition Awareness Programme'- Department of Nutrition and Dietetics	
	08.07.15	WECAN Committee Meeting	
	09.07.15	Enrollment of first year students for Part-V	
	10.07.15	Awareness about World Literacy Day	
		Tree plantation by Student's EXNORA	
	13.07.15	Submission of Assignment No-I for II UG,III UG and II PG	
		Commencement of Classes for I PG students	
	13.07.15-16.07.15	Hardware Training Programme conducted for Department of Computer Science students	
	15.07.15	Create awareness to the students for the aim, objectives and activities of NSS	
	17.07.15	Extension activity by Department of Computer science	
	18.07.15	IQAC Committee Meeting	
	22.07.15	Workshop on "Participatory Rural Appraisal"- Department of Microbiology	
		Workshops on "Applications of SPSS in Research", "How to write Thesis"- IQAC and R&D	
	23.07.15	Business Quiz conducted by BBA department	
	24.07.15	Submission of Assignment No-I for I UG	
	27.07.15	Staff Council Meeting	

Month	Date	Activity	Remarks
July	28.07.15	Submission of Assignment No-II for II UG,III UG and II PG	
	31.07.15	Guest lecture on "Android Application Development"- Department of Computer Science	
		Rally on "Creating environmental awareness" by Student's EXNORA	
August	07. 8.15	Submission of Assignment No-II for I UG	
	07.08.15, 13.08.15& 14.08.15- 19.08.15& 20.08.15	Hardware Training Programme by Department of Computer science to I UG & I PG	
	11.08.15	IQAC Committee Meeting	
	13.08.15	Submission of Assignment No-III for II UG,III UG and II PG	
	14.08.15	Tree Saplings distribution to Thirummakkottai people.	
	15.08.15	Independence Day Celebration	
	15.08.15	Students' Union Office bearers were inducted	
	18.08.15	Guest lecture on "Spectroscopy"- Department of Physics	
		Quiz Club – Department of MBA	
	19.08.15	Counseling Cell Committee Meeting	
		Ph.D Synopsis presentation by Ms.T.Ananthi,Department of Biochemistry	
	20.08.15	Our College Students taking Voth about nonviolence for Sadbhavana Diwas	
		Submission of Assignment No-III for I UG	
	21.08.15	Anti Ragging Committee / Examination Committee Meeting	
	24.08.15- 01.09.16	I Cycle Test	
	25.08.15	R&D Cell Committee Meeting	
	26.08.15	Submission of Assignment No-I for I PG	
	31.08.15 & 01.09.15	National Conference on "Corporate Social Responsibility" Department of Economics, Commerce, Business Administration,Management studies	
September	03.09.15	Mass Food Production-Department of N&D	
	04.09.15	International Seminar on "Dimensions in Management" - Department of Commerce	
		Discipline/Grievance Redressal Cell Committee Meeting	
		Extension activity by Department of Chemistry "Applications of Chemistry in everyday life "	
	07.09.15	Target CE Committee Meeting	
		Submission of Assignment No-IV for II UG,III UG and II PG	
		WE CAN Committee Meeting	
		Preliminary Round –Nutrition Quiz-Department of N&D	
	08.09.15 09.09.15	Workshop on "Preparation of Metal Oxide Nano Powders and their application to degradation of Organic Dyes" - Department of Physics	
	08.09.15& 09.09.15	Online Test to all final year UG,PG students	
	09.09.15	Submission of Assignment No-II for I PG	
	10.09.15	Youth Awareness Programme	

Month	Date	Activity	Remarks
September	11.09.15	Guest lecture - Dept.of Biochemistry	
		Mass food production-Department of N&D	
	15.09.15	Submission of Assignment No-IV for I UG	
	17.09.15	Power Point Presentation on Services Marketing conducted by Department of BBA	
		Submission of Assignment No- V for I PG	
	18.09.15	Nutrition Quiz- Department of N&D	
	19.09.15	Installation Function of Rotaract Club	
	20.09.15	Guest lecture on "Recent Reforms in Auditing"- Department of Commerce	
	21.09.15		
		Synopsis presented by Mrs.S.Bhuvaneswari, Department of Microbiology	
	22.09.15	IQAC Committee Meeting	
	23.09.15	Mass Food Production-Department of N&D	
		Workshop on "Consumer Awareness Programme"- Department of Commerce	
	25.09.15	Submission of Assignment No-III for I PG	
	26.09.15	Hardware Training Programme to B.Ed., students by Department of Computer Science	
		Faculty Development Programme	
	28.09.15	Training Programme on "Instrumentation in Analytical Techniques"- Department of Chemistry	
	30.09.15	Submission of Assignment No- V for II UG,III UG and II PG	
		Guest lecture on "Mahalir Manbhugal" - Department of Tamil	
October	01.10.15	SET/NET Coaching Class	
		Guest lecture on "Chemistry of Natural Products"- Department of Chemistry	
		Workshop on "Big Data and Hadoop"- Department of Computer Science and Master of Computer Applications	
		Mass Food Production-Department of N&D	
	02.10.15	Clean India Campaign by NSS	
	05.10.15	Soft Skill Development Cell Committee Meeting	
		Examination Cell Committee Meeting	
		Submission of Assignment No-V for I UG	
	07.10.15	Extension Programme on 'Vedic Mathematics'- Department of Mathematics	
	08.10.15	Consumer Citizen Club celebrated the 'World Iodine Deficiency Protection Day'	
		Voter's Awareness Rally –NSS	
		Lecture on "Safety and Protective Measures"-NSS	
	09.10.15	Group Discussion on Online Purchase	
	12.10.15-19.10.2016	Model Exam	
	14.10.15	Youth Awakening Day Celebration-NSS	
		IQAC Committee Meeting	
	16.10.15	Extension activity -"Approaches and Methods of Teaching English" to B.Ed., Students- Department of English	

Month	Date	Activity	Remarks
October	17.10.15	Guest lecture on "Data Mining"- Department of Computer Applications and Computer Science	
		Submission of Assignment No-V for I PG	
	19.10.15	Extension activity -"Grammar components for students"- Department of English	
	20.10.15	Mass Food Production-Department of N&D	
November	11.11.15	Staff Council Meeting	
	13.11.15	Transport meeting	
	25.11.15	WE CAN/Discipline/Grievance Redressal Cell Committee Meeting	
	26.11.15	College reopens for Even Semester	
	27.11.15	IQAC Committee Meeting	
		Business quiz conducted by BBA department	
		Soft skill development cell committee III meeting	
	30.11.15	Blood Donation Camp –Rotaract	
December	07.12.15	Target CE Committee Meeting	
	11.12.15	Submission of assignment No- I for all classes	
	12.12.15	Campus cleaning- Rotaract	
	15.12.15	Group Discussion on Impact on Advertising in Modern Marketing	
	16.12.15-09.01.16	Internship to Meenakshi Hospital UG final year N&D students	
	17.12.15	IQAC Committee Meeting	
	18.12.15	Guest lecture on "Stress and its Management" - Department of Biochemistry	
	19.12.15	Weed eradication in Temple at Kandithempettai by Student's EXNORA	
	23.12. 15	National Seminar on "Recent Trends in Language and Literature"- Department of English	
	23.12. 15	Awareness programme for Dengue fever and Ponmagal Savings Scheme conducted by NSS	
	24.12.15	Ilakkiya virudhu-Department of Tamil	
	30.12.15	Blood Donation Camp along with Rotary Club of Mannargudi	
	30.12.15	Rotaract Club in association with Forest Department of Mannargudi organized a 'Tree Plantation Programme'	
	31.12.15	Submission of Assignment No- II for all Classes	
January	02.01.16	R&D Cell Committee Meeting	
	06.01.16	"Career Guidance"- Department of Economics	
		Anti-Ragging Committee Meeting	
	07.01.16	Awareness programme on "Applications of Chemistry in all field"- Department of Chemistry	
	08.01.16	Rangoli Competition On "Eco Friendship" - Students' EXNORA	
	11.01.16	One Day Camp (Donate and Planted Saplings, Cleaned The Lake, Temple, Pond, And Puddle) -Students' EXNORA	

Month	Date	Activity	Remarks
January	11.01.16	Dress Donation Camp-NSS	
	12.1.16	Guest lecture on 'Fiscal Policy'- Department of Economics	
		IQAC Committee Meeting	
	13.1.16	Pongal Carnival - Department of N&D	
	20.01.16	Extension activity on "Enrichment of Students Society on Banking"-Department of Commerce	
	21.01.16	Submission of Assignment No- III for all classes	
	21.01.16-10.02.16	IInternship at Meenakshi Hospital, Tanjore by II M.Sc., Microbiology students	
	23.01.16	Herbal Garden Maintenance- Students'EXNORA	
	24.01.16-26.01.16	Founders' Day Celebration , Fine Arts Celebration entitled "STET FIESTA"	
	25.01.16	Voter's Day Rally –NSS	
	26.01.16	Republic Day	
	28.01.16-25.02.16	Internship to Meenakshi Hospital PG final year N&D Students	
	29.1.16	Guest lecture on "Big Data – An overview"- Department of Computer Science and Computer Applications	
		Quiz Competition final –Department of MBA	
February	03.02.16	Demo on Advertising – Department of commerce	
		Anti-Ragging Committee Meeting	
	04.02.16	Health conscious and Awareness programme conducted by Department of BBA	
	06.02.16	Students' EXNORA club organized a Guest lecture on 'Blue Alert'	
	08.02.16-17.02.16	I Cycle Test	
	17.02.16	Target CE Committee Meeting	
	18.02.16	Students participated in Intercollegiate Competition at A.V.C. college, Mayiladuthurai	
	19.02.16	IQAC Committee Meeting	
		Industrial Visit by II M.Sc., Microbiology Students to Thiruthuraipoondi	
	20.02.16	Sports Day	
	22.02.16	Submission of Assignment No- IV for all Classes	
	22.02.16-24.02.16	Industrial Visit to Coimbatore by Department of Microbiology	
	23.02.16	Industrial Visit by Department of Economics	
		Youth Red Cross conducted a 'First Aid Training'	
	24.02.16	'Nutrition Awareness Programme' at Govt. Hr. Secondary School, Painganadu- Department of Nutrition and Dietetics	
		Extension activity on "Blood Group Testing" by Department of Microbiology	
		Entrepreneurship Motivation Campaign- EDC	
	25.02.16	'Nutrition Awareness Programme'-Department of Biochemistry, Microbiology and N&D	
		'Haemoglobin Screening' at Govt. Hr. Secondary School, Painganadu - Department of Biochemistry	
		Guest lecture on "Number Patterns and Equations" -	

Month	Date	Activity	Remarks
		Department of Mathematics	
		Counselling Cell Committee Meeting	
February	25.02.16-26.02.16	Training Programme on "Bioinstrumentation"by Department of Microbiology	
	26.02.16	Visit to Cancer Exhibition- Department of N&D and Biochemistry	
	29.02.16	Hands on Training Programme on "Semi Auto Analyzer"- Department of Biochemistry	
March	01.03.16-02.03.16	Industrial Visit by II M.Sc., Biochemistry Students to Coimbatore	
	02.03.16	Industrial Visit by II M.Sc., FSM&D Students	
	03.03.16	WE CAN Committee Meeting	
	04.03.16	International Conference on "Big Data Science and Analytics" - Department of Computer Science and Master of Computer Applications	
		Examination Committee Meeting	
	05.03.16	Industrial Visit by II M.Sc.,Physics, Chemistry Students to Vanjore.	
	07.03.16	World Mathematics Day Celebration- Department of Mathematics	
		Discipline/Grievance Redressal Cell Committee Meeting	
		Soft Skill Development Cell Committee Meeting	
		Industrial Visit by Department of Microbiology and Department of Biochemistry Students to IICPT,Thanjavur.	
	08.03.16	Women's Day Celebration – Department of N&D , Department of MBA	
		Tree Plantation-Rotaract	
	09.03.16	Management Meet – Department of BBA	
	09.03.16-11.03.16	Industrial visit to Chennai – Department of MBA	
	10.03.16	Staff Council Meeting	
		Students participation at Intercollegiate Competition at A.V.V.M. Sri Pushpam College, Poondi.	
		Submission of assignment No- V for all classes	
	11.03.16	Campus Interview- Career Development Cell	
	14.03.16-22.03.16	Model Examination	
	18.03.16	IQAC Committee Meeting	
	22.03.16	Voter's Awareness Programme – NSS	
		TB Awareness Programme –YRC	
	24.03.16	Career guidance programme –Career guidance and placement cell	
	28.03.16	Budget 2016-Department of Commerce	
	30.03.16	Alumnae Meet	
April	02.04.16-30.04.16	Collection of Polio Eradication fund-NSS	
	04.05.16	Music Day (STET Euphonies)	

Month	Date	Activity	Remarks
	05.04.16	Farewell Party	
	06.04.16	IQAC Committee Meeting	
	07.04.16	Graduation Day	
April	09.04.16	Annual Day – SUMMIT 2016	
	12.04.16	Industrial Visit to BHEL by Department of Computer Science Students	
	25.04.16	Extension activity on "Don't waste electricity"-Department of Physics	
May	05.05.16	Workshop on Cloud Computing by Department of Computer Science	

STUDENTS ADMITTED IN VARIOUS UG & PG (AIDED) COURSES BELONGING TO DIFFERENT CATEGORIES DURING 2015 – 2016

Course	Subject	Sanctioned Strength	Additional seats Sanctioned for 15-16	Total	No. of Students Admitted	Vacant	OC	BC	MBC/DNC	SC/ST	Total	No. of Qualified Candidates Through	
												TN State Board	Other than TN
UG	Economics	60	-	60	60	-	-	38	12	10	60	60	-
	English	60	-	60	60	-	01	41	14	04	60	60	-
	Biochemistry	50	-	50	50	-	-	35	11	04	50	50	-
	Nutrition & Dietetics	40	-	40	40	-	-	30	09	01	40	40	-
	Chemistry	50	-	50	50	-	-	29	16	05	50	50	-
	Mathematics	140	40	180	180	-	3	140	27	10	180	180	-
	Physics	40	40	80	80	-	-	56	15	09	80	80	-
	Commerce	180	-	180	180	-	07	112	42	19	180	180	-
	BBA	120	-	120	120	-	2	86	18	14	120	120	-
	Computer Science	150	30	180	180	-	01	155	21	3	180	180	-
	Microbiology	50	-	50	50	-	1	33	13	3	50	50	-
PG	Economics	30	-	30	14	16	-	10	02	02	14	14	-
	English	35	-	35	09	26	-	04	04	01	09	09	-
	Biochemistry	30	-	30	28	02	-	18	05	05	28	28	-
	FSM&D	25	-	25	21	04	-	12	03	06	21	21	-
	chemistry	25	-	25	25	-	-	11	06	08	25	25	-
	Mathematics	35	-	35	35	-	01	23	08	03	35	35	-
	Physics	25	-	25	25	-	-	19	03	03	25	25	-
	Commerce	40	-	40	40	-	01	31	06	02	40	40	-
	MBA	40	-	40	40	-	-	33	03	04	40	40	-
	MCA	40	08	48	41	07	-	33	07	01	41	41	-
	Computer Science	25	-	25	25	-	-	18	06	01	25	25	-
	Information Technology	40	-	40	40	-	01	38	01	-	40	40	-
	Microbiology	26	-	26	23	3	1	12	6	4	23	23	-
M.Phil.	Biochemistry	-	-	-	06	-	-	02	02	02	06	06	-
	Commerce	15	-	15	07	08	01	04	01	01	07	07	-
	Computer Science	16	-	16	11	05	-	10	01	-	11	11	-
	Microbiology	12	-	12	4	8	-	4	-	-	4	4	-

Dept / Month	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER
			Planning Schedule - 2016-2017		
Tamil	Students Seminar Group Discussion	National Conference	Motivation programme for Speech & Creativity	1. Conduct MupperumVizha (Noolarangam, Karutharangam, Bavarangam, Natiyavarangam, Nadagavangam Chirukathai Pattarai	1. Kavithai Payilarangam 2. Pattimandram
English		Resuming Literary Club Activities		National Conference.	Quiz Contest through literary club
Economics		Department Invited Lecture	Guest Lecture for 1st M.A. Students (Mathematical Economics) Guest Lecture	Industrial Visit	
BBA	Management Games	Industrial Visit	Management Games Business Quiz	Group Discussion	Extension Activity
Commerce	Internship on Auditing	Industrial Visit TNPL	International Seminar	Workshop on SEBI	Group Discussion
Mathematics		Extension Activity Guest Lecture	Preliminary Round Quiz	National Seminar	Training Programme for Competitive Examinations
Computer Science	1. IBM Course 2. Extension Activity	1. Certificate course for N&D, Chemistry Students 2. Extension Activity 3. Computer Quiz	1. Diploma Course 2. Hardware Training 3. Symposium 4. Online Test 5. Web Designing - Certificate Course 6.Exhibition	1. Extension Activity 2. Workshop on "PC Assembling" 3. Industrial Visit	Guest Lecture
Bio-Chemistry	1. Online Assignment Submission 2. Internship Programme for II PG Students - Meenakshi Hospital, Thanjavur	1. Hands on Training for other institutions 2. Extension activity - Haemoglobin screening for 1st UG Students 3. Blood Glucose Estimation for all Staff members	1. National Seminar on Medicinal Plant Research 2. Science Exhibition	1. Guest Lecture by Alumnae 2. Consultancy Services	

Microbiology	Meenakshi Hospital **June 2016** 1. Release of Biannual Newsletter 2. Visit to Coconut Research Station, Veppankulam	1. Publishing of Book on Microbial Diversity of Cauvery Delta Zone. 2. Visit to Phytoproducts, Thiruthuraipoondi 3. Guest Lecture on emerging areas of Microbiology 4. Training on Vermicompost production 5. Blood Group Testing for 1st Year students	1. Visit to IICPT, Thanjavur 2. 6 days training programme on Fungal Technology	International Seminar	1. Workshop on Edible Mushroom Cultivation 2. Visit to Sri Amman Biocare, Thirukkanurpatti
Nutrition & Dietetics	Seminar	Workshop	Nutrition Quiz	National Conference More Industrial Visit	Stregthening Internship Programme, Certificate Programmes
Physics		Group Discussion (Laws and Principles)	Common Exhibition Extension Activity	National Seminar	Group Discussion (Innovative Discussion on Physics)
Chemistry			1. To carry out more extension activities 2. Motivating the PG Students to do research based projects and to publish in research journals Science Exhibition	One day training program 1. Periodical Seminar / Conference / workshops / symposia to be conducted in National & International level	Industrial Visit 1. Arranging coaching class for competitive exam 2. To organize science exhibition
Management Studies			Industrial Visit	Management Meet	Extension
MCA		National Level Seminar on Network Security	1.Guest lecture on Automata Theory 2.Exhibition 3.Symposia	Extension Activity	Organizing Industrial visit for final year MCA Students

PLANNING SCHEDULE – 2016 – 2017

Dept / Month	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH
Tamil		Preparation of Kalaichol Dictionary	Ilakkiya Sorpozhivu	Manithavazha Mempatinai eduthu raithal	1. Exhibition (Tamilarikalin valviyal thonmangalai)
English		Seminar	Quiz Contest through Literary Club	Extension activity	Symposium
Economics		Extension Activity	Pre-Budget Discussion by students Inter Disciplinary awareness programme by Students	Know your economy test MOU Activity	
BBA		P.P.T Management Games	1. Invited Talk 2. Extension Activity	Inter-departmental Management Meet	
Commerce	Extension Activity on Banking	Workshop on Auditing	DEMO on advertising	Extension on career Development	1. Group Discussion, Power point Presentation 2.Department Alumnae Meet - April 3. **May -** Internship
Mathematics		Quarter Final Quiz	Exhibition on Applications of Mathematics	Semi Final Quiz Competition	1. Mathematics Day Celebration And Final Quiz Competition
Computer Science		1. Parents Meeting 2. Group Discussion 3.Workshop on Project Writing & Journal Publishing			National Conference on Network Security

Bio-Chemistry			**Extension Activity** at Govt. Higher Secondary School, Ullikottai **Industrial Visit** 1. Ponni Agro Farm, Tropical Biosciences, Biofarm, Coimbatore 2. Thai Biotech, Trichy 3. IICPT, Thanjavur		1. Guest Lecture by Visiting faculty
Microbiology		Hands on training on Bioinstrumentation Release of Biannual News letter Visit to TRRI, Aduthurai	Visit to Biofertilizer production unit, Needamangalam	Extension Activity Quiz Competition	M.Sc., Project Preparation Guest Lecture
Nutrition & Dietetics		Intercollegeiate Competition	Social Activities Pongal Carnival Women's Day Celebration New year, Christmas, Ramzan Celebration	Lactation week celebration / Poster presentation Cancer Awareness Exhibition Nutritional Awareness Programme	MOU Reschedule Nutritional Assessment screening and counselling BMI Screening Pregnancy Awareness ICDS
Physics	Newsletter	Workshop	Extension Activity	Science Day (Quiz Program) Industrial Visit	Extension Activity Newsletter
Chemistry	Awareness Programme	To Organize state/national level paper presentation Syllabus oriented guest lecturers	To estimate the amount of CO2 level in our college campus Internship / Training to students	ACT Concept Test Collaboration with industry (MOU) Motivating students to publish articles	To motivate inter disciplinary approach in research
Management Studies	Guest Lecture		Extension	National Seminar orgranize by students	
MCA		Workshop on Project Writing & Journal Publishing	Technical workshop on CASE tool	National level workshop on Software testing	National conference on Network security