

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2015-16)

2015 – 2016

1. Details of the Institution

1.1 Name of the Institution

H. H. The Rajah's College

1.2 Address Line 1

Thirumayam Road

Address Line 2

Near Rose Land

City/Town

Pudukkottai

State

Tamil Nadu

Pin Code

622 001

Institution e-mail address

hhrajahscollege@gmail.com

Contact Nos.

04322-221558

Name of the Head of the Institution:

Dr. M. Veerappan

Tel. No. with STD Code:

04322-221558

Mobile:

9940913222

Name of the IQAC Co-ordinator:

Dr. A. S. Nageswaran

Mobile:

9489250500

IQAC e-mail address:

hhrciqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

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

EC / 38 / RA / 06

1.5 Website address:

www.hhrc.ac.in

Web-link of the AQAR:

http://www.hhrc.ac.in/AQAR2015-16.doc

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|----------------|------|-----------------------|-----------------|
| 1 | 1 st Cycle | Three Star | 70 | 1999 | 2004 |
| 2 | 2 nd Cycle | B ⁺ | 80 | 2006 | 2011 |
| 3 | 3 rd Cycle | | | | |
| 4 | 4 th Cycle | | | | |

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

18.06.2004

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR: 2010 – 2011 (02/01/2016)
- ii. AQAR: 2011 – 2012 (02/01/2016)
- iii. AQAR: 2012 – 2013 (02/01/2016)
- iv. AQAR: 2013 – 2014 (02/01/2016)
- v. AQAR: 2014 – 2015 (02/01/2016)
- vi. AQAR: 2015 – 2016 (02/01/2016)

1.9 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☒ No ☐

Regulatory Agency approved Institution Yes ☒ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☐ Rural ☒ Tribal ☐

Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☒

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

**Bharathidasan University,
Tiruchirappalli**

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

Autonomy by State/Central Govt. / University

State

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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

3

2.11 No. of meetings with various stakeholders:

No.

Faculty

2

Non-Teaching Staff Students

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year?

Yes

☐

No

☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.

International

National

State

Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- All the departments are equipped with technology based teaching learning environment like wall-mounted LCDs, laptops Internet, etc.
- A series of review meetings were also organized for the teaching and non-teaching staff in the preparation of NAAC 3rd cycle report.
- The IQAC has been involved in preparing many reports highlighting the activities of the college such as Annual Report, Magazine, etc;
- During the academic year 2014 – 2015, the members of the IQAC were actively involved in the compilation of the Self Study Report for the third cycle of NAAC reaccreditations, and coordinating the visit of the NAAC Peer Team.

2.15 Plan of Action by IQAC/Outcome

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

| Plan of Action | Achievements |
|--|---|
| Preparation of NAAC 3 rd Cycle Report | Self Study Report Prepared |
| Promotion of E-resources | Wall mounted LCDs installed in most of the classrooms |
| Feed back | Online feedback received from the students |

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☐ Syndicate ☐ Any other body ☒

Provide the details of the action taken

| | |
|---------------------------------------|---|
| Promotion of Research | College research committee was constituted. The initiative helps to build on research based activities in the campus and can bring together a sustained network of institutional links. |
| Enhancing connectivity and Networking | College Website has been well designed and regular updating is being done |

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD | 10 | | | |
| PG | 10 | | | |
| UG | 13 | | | |
| PG Diploma | | | | |
| Advanced Diploma | | | | |
| Diploma | | | | |
| Certificate | | | | |
| Others | 9 | | | |
| Total | 42 | | | |

| | | | | |
|-------------------|--|--|--|--|
| Interdisciplinary | | | | |
| Innovative | | | | |

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

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------------|
| Semester | 2 – All UG / PG Programmes |
| Trimester | |
| Annual | |

1.3 Feedback from stakeholders*

(On all aspects)

Alumni ☐ Parents ☒ Employers ☐ Students ☒

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

**Please provide an analysis of the feedback in the Annexure*

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

The curriculum was restructured in 2012 – 13 and hence no changes were made in the current year

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

-

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 106 | 90 | 15 | 0 | 1 |

2.2 No. of permanent faculty with Ph.D.

63

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 |
| 08 | 49 | 0 | 0 | 0 | 0 | 0 | 0 | 08 | 49 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

57

0

3

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | 1 | 11 | 0 |
| Presented papers | 17 | 36 | 1 |
| Resource Persons | 0 | 1 | 4 |

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

- ICT enabled Teaching
- Soft skill training programme to students

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

180

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

- Double valuation for PG programmes is already in practice.

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

| | | |
|--|---|--|
| Board of studies for each discipline comprises 10 Internal experts and 5 external experts from University, Academic Council Nominee, Industry, Law, Commerce and IQAC. | Controller of Examination is a invitee for all Board of Studies | Revision / restructuring of syllabus is subjected to Academic Council approval |
|--|---|--|

2.10 Average percentage of attendance of students

79%

2.11 Course/Programme wise distribution of pass percentage :

| Title of the Programme | Total no. of students appeared | Division | | | | |
|------------------------|--------------------------------|---------------|-----|------|-------|--------|
| | | Distinction % | I % | II % | III % | Pass % |
| UG | 625 | 4 | 53 | 42 | 1 | 71 |
| PG | 164 | 12 | 88 | 0 | 0 | 84 |
| M.Phil. | 90 | 11 | 89 | | | 97 |
| M.Phil. | 90 | 11 | 89 | | | 97 |

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

- IQAC holds regular periodical meetings to make an assessment of teaching and learning process
- Arranges and analyses the feedback from students on curriculum, teaching, learning and evaluation.
- IQAC facilitates discussion, suggests remedial measures and give advice to the administrative body on various quality parameters for enhancing and enriching better output of the institution.

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|---|-------------------------------------|
| Refresher courses | 9 |
| UGC – Faculty Improvement Programme | 0 |
| HRD programmes | - |
| Orientation programmes | 0 |
| Faculty exchange programme | - |
| Staff training conducted by the university | - |

| | |
|--|---|
| Staff training conducted by other institutions | 0 |
| Summer / Winter schools, Workshops, etc. | 8 |
| Others | 4 |

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 | 0 | 0 | - | - |
| Technical Staff | 2 | 6 | - | 2 |

Criterion – III

3. Research, Consultancy and Extension

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

- Encourages Paper Presentation, Paper Publication in the referred journals
- Motivates the Faculty to apply for Major and Minor Research Projects.
- By the establishment of College Research Committee (CRC) the college creates and facilitates a conducive environment to register for Ph.D. programme.

3.2 Details regarding major projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | | | | |
| Outlay in Rs. Lakhs | | | | |

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | | | | |
| Outlay in Rs. Lakhs | | | | |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | 26 | 4 | 5 |
| Non-Peer Review Journals | - | - | 0 |
| e-Journals | 2 | 0 | - |
| Conference proceedings | - | 2 | 6 |

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|--|---------------|----------------------------|------------------------|----------|
| Major projects | | | | |
| Minor Projects | | | | |
| Interdisciplinary Projects | | | | |
| Industry sponsored | | | | |
| Projects sponsored by the University/ College | | | | |
| Students research projects <i>(other than compulsory by the University)</i> | | | | |
| Any other(Specify) | | | | |
| Total | | | | |

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges

Autonomy ☒ CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

| Level | International | National | State | University | College |
|---------------------|---------------|----------|-------|------------|---------|
| Number | -- | 1 | 0 | -- | 1 |
| Sponsoring agencies | | UGC | | | College |

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

| Type of Patent | | Number |
|----------------|---------|--------|
| National | Applied | |
| | Granted | |
| International | Applied | |
| | Granted | |
| Commercialised | Applied | |
| | Granted | |

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

| Total | International | National | State | University | Dist | College |
|-------|---------------|----------|-------|------------|------|---------|
| 4 | | 1 | | | 3 | |

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

25

41

3.19 No. of Ph.D. awarded by faculty from the Institution

10

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other 08

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

| | | | | |
|------------------|--------------------------------|---------------|--------------------------------|---|
| University forum | <input type="text"/> | College forum | <input type="text" value="1"/> | |
| NCC | <input type="text" value="1"/> | NSS | <input type="text" value="4"/> | Any other <input type="text" value="11"/> |

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

- More than 150 students of Rotract club participated in the awareness rally on Evils of Alcohol Consumption
- Organized Blood Donation Camp at College Campus.
- Organised Three Day Eye Screening Camp to disseminate the Awareness of Eye donation.

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 | | | | |
| Class rooms | 32 | - | | 32 |
| Laboratories | 10 | | | 10 |
| Seminar Halls | 1 | 0 | | 1 |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | 1 | | | 1 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 1.2 | | | 1.2 |
| Others | | | | |

4.2 Computerization of administration and library

- Use of Computer Software for Pay-roll, Tax Deduction, Salary, arrear bill, Fee Collection, Students Scholarships are the computer based work done by college office.
- Exam Panel, Examiner selection and Hall Tickets are computerized.
- CA Marks computed and included to the End-Semester mark sheets.
- Exam Panel, Examiner selection and Hall Tickets are computerized.

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|-----------|-------------|--------|-------|-----------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 60611 | 28,95,508 | 1388 | 66,308 | 61999 | 29,61,816 |
| Reference Books | 970 | 1,06,436 | 60 | 6,584 | 1030 | 1,13,020 |
| e-Books | | | | | | |
| Journals | | | | | | |
| e-Journals | | | | | | |
| Digital Database | | | | | | |
| CD & Video | | | | | | |
| Others (specify) | | | | | | |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 92 | 87 | 3 | 1 | 1 | 1 | 0 | 0 |
| Added | | | | | | | | |
| Total | 92 | 87 | 3 | 1 | 1 | 1 | 0 | 0 |

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

- Government Scholarship, e-Governance staff trained and assessed by Special Programmers.
- Office Automation training to staff in administration.

4.6 Amount spent on maintenance in lakhs:

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

Total :

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC plays an important role in enhancing awareness of student support services.

- Feedback collected from students on various student support services at the end of the year for due consideration.
- Information regarding scholarships and other financial assistance is given to the students through display on notice boards and announcements through circulars.
- Dissemination of information to staff, research scholars and students on various aspects such as UGC notices on schemes for colleges.

5.2 Efforts made by the institution for tracking the progression

- The institution is maintaining the data of every student who gets admission.
- Regular internal tests are conducted.
- Slow learners are identified in the first internal test in the first semester.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|-----|-----|--------|--------|
| 819 | 242 | 40 | 114 |

(b) No. of students outside the state

| |
|----|
| -- |
|----|

(c) No. of international students

| |
|----|
| -- |
|----|

| No | % |
|-----|----|
| 840 | 69 |

Men

Women

| No | % |
|-----|----|
| 375 | 31 |

| Last Year | | | | | | This Year | | | | | |
|-----------|-----|----|-----|-----------------------|-------|-----------|-----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 71 | 342 | 4 | 995 | 6 | 1418 | 62 | 294 | 3 | 852 | 4 | 1215 |

Demand ratio 1.8

Dropout 4%

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

- TNPSC Group IV and II coaching classes were organized in collaboration with IQAC as part of college initiative.

No. of students beneficiaries

250

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- Tutor ward system
- Counselling by class teacher for under achievers
- Special/coaching classes for slow learners

No. of students benefitted

5.7 Details of campus placement

| <i>On campus</i> | | | <i>Off Campus</i> |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| | | | |

5.8 Details of gender sensitization programmes

The college is having a women forum consisting of women faculty and students. It regularly organizes programmes at institutional and university level about various themes on women issues. The forum celebrates international women's day on 8th March every year. Besides it gives counselling for the issues of female students as well. The course-gender study is a part of curriculum on academic structure for UG and PG courses.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

| | Number of students | Amount |
|--|--------------------|-----------|
| Financial support from institution | | |
| Financial support from government | 1454 | 51,50,503 |
| Financial support from other sources | | |
| Number of students who received International/ National recognitions | | |

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

It is our vision to persuade every mind in this temple of learning to tirelessly seek the truth to face the challenges of the times and honestly participate in the establishment of universal peace, progress and love.

Mission

It is our mission to create in everyone an honest searching mind to be ready for value based creative citizenship for regional, national and global peace and progress.

6.2 Does the Institution has a management Information System

- Yes, Information received from the Government, DEC, University and other sources is routed to the Department and staff through the Principal and College Office for administrative decision making.
- Information from the departments to the Principal/College Office is always forwarded through the HODs for appropriate actions.
- All important notification from DEC/University/Collectorate/UGC as well as other examination related information are presently received / sent through email and post.

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

6.3.1 Curriculum Development

The following mechanisms are adopted to enhance the curriculum of various disciplines.

- (a) Board of Studies
- (b) Academic Council
- (c) Feedback obtained from the stakeholders, teachers, students, Alumni and employers.

6.3.2 Teaching and Learning

Both conventional and innovative methods of teaching are in practice.

- Black board teaching, assignments, seminar classes and brain storming sessions.
- Laptop use by students and staff in class room teaching.
- LCD projectors are installed in each department for innovative teaching
- Experiential learning through field / industrial visit.

6.3.3 Examination and Evaluation

- The question setting and valuation of internal exams are done by the concerned class teachers.
- External Question paper setting and Central Valuation by external examiners are in practice for all UG and PG programmes.

6.3.4 Research and Development

Research Committee: The Research Committee of the College encourages and assists the faculty in the preparation of research proposals for minor and major projects. Faculties have the freedom to apply for Minor Project, Major Project for various funding agency.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library: Networking has been installed in the library which facilitates access of information on various types such as online databases and e-books. No. of Journals and Books have been considerably increased. The college library has been provided with CCTV facility for vigilance and monitoring.

INFLIBNET: Assessable to students provides reliable access the theses, dissertations, books, monographs and non-book materials (manuscripts, audio-visuals, computer data, multimedia, etc.) in various courses.

6.3.6 Human Resource Management

- Student counselling centre apart from offering counselling to students has also organised various programmes on Self Development, Girl Students' empowerment, Stress Management and on Health and Hygiene.
- Scholarships were given to the deserving students under Student helpline.
- Personnel counselling and guidance to students.
- Monitoring students discipline

6.3.7 Faculty and Staff recruitment

- Recruitment of staff is done by the Directorate of Collegiate Education, Government of Tamil Nadu. The College adheres to the rule of the Government on faculty recruitment.
- Tamil Nadu Public Service Commission recruits non-teaching staff members and the Director of Collegiate Education appoints them for various positions.

6.3.8 Industry Interaction / Collaboration

- Students from Science, Commerce and Business Administration periodically visit the industries and institutes to develop their knowledge in practical aspects.
- Inviting industrial personalities for guest lecturers in all the departments is a practice to balance theory and practice of education.

6.3.9 Admission of Students

Admission to UG and PG and Research Programmes are made through General Counselling as per the State Government and Bharathidasan University norms. A detailed prospectus, which includes course content and counselling dates, are issued along with the applications. Counselling dates are also advertised prominently in news daily. Local television channels with greater coverage. The Government reservations are strictly adhered.

6.4 Welfare schemes for

| | |
|--------------|--|
| Teaching | Provident Fund Scheme, Health Insurance, Thrift, Pongal Bonus, FIP, Maternity Leave, Festival Advance, Medical Leave, Earning Leave. |
| Non teaching | Provident Fund Scheme, Health Insurance, Thrift, Pongal Bonus, FIP, Maternity Leave, Festival Advance, Medical Leave, Earning Leave. |
| Students | Bus pass, Laptops, Scholarship, Free hostel, Bank Account, Students Cooperative Store. |

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

Yes

☒

No

☐

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

| Audit Type | External | | Internal | |
|----------------|----------|---|----------|--------------------------------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | Yes | Government Audit for Five Years in once | Yes | Principal and Academic Council |
| Administrative | | | | |

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes

Yes

☒

No

☐

For PG Programmes

Yes

☒

No

☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Online publication of semester results and Hall Ticket.
- The Printing of mark statement include the feature of the photograph of the student

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

6.11 Activities and support from the Alumni Association

- Contributes Financial Assistance – Water Doctors were installed in the campus
- Shoulders the responsibility along with the management for conducting the convocation every year.

6.12 Activities and support from the Parent – Teacher Association

Parent – Teacher Meet was organized by various departments like Physical Education where teachers will give the feedback about their wards in the areas of curricular, co-curricular and behavioural aspects.

6.13 Development programmes for support staff

Supportive staffs were given special training to operate software pertaining to College office.

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

- Regular drinking water quality monitoring – monthly once.
- Regular maintaining Greenary inside the campus.
- Reduce plastic bags and noise pollution inside the campus – yearly twice.

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.

- Online Hall Ticket was introduced
- Dress code/Uniform for all UG and PG Students
- Ragging free campus
- ICT enables teaching
- Single window counselling system for all admission to UG and PG Courses

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

- Enhanced research output: establishment of College Research Committee
- Alumni chapters started in various districts

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

- Revision of curriculum based on feedback and on par with the national and international standards
- More number of skill based elective and optional papers. Value education, capacity building, soft skill programme and gender studies to all UG students.

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

- Environment Day celebrated by creating awareness to reduce plastic bags and noise pollution inside the campus among the students as well as faculties and employees.
- Campus drive cleaning by NCC and NSS students.
- Tree Plantation by various department students and faculties.

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 <ul style="list-style-type: none"> • Highly qualified and dedicated faculty, committed to student welfare. • A large number of scholarships disbursed for the students of economically backward • Best practices – Uniform and ID as well as Anti-Ragging • Eco-friendly, green campus partially powered by solar energy. | Challenges <ul style="list-style-type: none"> • Limited man power resources. • Industry Institution Interaction and MoU. • Developing and enriching communication skills to the students. • Creating job opportunities to students. |
| Opportunities <ul style="list-style-type: none"> • Scope for initiation of more UG and PG and Research programmes. • Scope for obtaining and utilizing funds for Infrastructure strengthening. • Scope for increasing the built up area of the campus. | Weakness <ul style="list-style-type: none"> • Low concentration of certificate course. • Many classroom are running in age-old buildings. • Lack of industry tie-ups. |

8. Plans of institution for next year

1. Availing more minor and major projects from the funding agencies
2. Publication with impact factors
3. Strengthening infrastructure
4. Development of software related to teaching, learning and evaluations
5. Strengthening Alumni Association
6. Strengthening the placement services for the students

Name Dr. A.S. NAGESWARAN



Signature of the Coordinator, IQAC

The Co-ordinator,
NAAC - IQAC
H.H. The Rajah's College (Aut),
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Name Dr. M. VEERAPPAN



Signature of the Chairperson, IQAC

PRINCIPAL,
H.H. THE RAJAH'S COLLEGE (AUT),
PUDUKKOTTAI - 1.
