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

1. Details of the Institution

1.1 Name of the Institution	**Alpha Arts and Science College**
1.2 Address Line 1	**Post Box No.30**
Address Line 2	**Porur**
City/Town	**Chennai**
State	**Tamil Nadu**
Pin Code	**600 116**
Institution e-mail address	**artscollege@alphagroup.edu**
Contact Nos.	**044 – 24762368; 044 - 24768656**
Name of the Head of the Institution:	**Dr.S.Alfred Devaprasad**
Tel. No. with STD Code:	**044 – 24762368; 24768656**

Mobile: **9884442576**

Name of the IQAC Co-ordinator: **Mrs. Geetha Ravi**

Mobile: **9841292669**

IQAC e-mail address: **iqac.aasc@alphagroup.edu**

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)* **12434**

1.4 **NAAC Executive Committee No. & Date:** **EC/59/A&A/54 Dated 21-4-2012**
(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address: **http://www.alphagroup.edu/alpha_arts/**

Web-link of the AQAR: http://alphagroup.edu/alpha_arts/files/12434AQAR2012-13.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	**1st Cycle**	**A**	**3.14**	**2012**	**20.04.2017**
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY **07.06.2010**

1.8 AQAR for the year *(for example 2010-11)* **2013-14**

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

i. **AQAR 2012-13 submitted to NAAC on 14/08/2013.**
ii. AQAR_____ _____ (DD/MM/YYYY)
iii. AQAR_____ _____ (DD/MM/YYYY)
iv. AQAR_____ _____ (DD/MM/YYYY)

1.10 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 12

Grant-in-aid + Self Financing Totally Self-financ ✓

1.11 Type of Faculty/Programme

Arts ✓ Science ✓ Comme ✓ Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management ✓

Others (Specify) . **BCA and M.Sc (Information Technology)**

1.12 Name of the Affiliating University *(for the College*

University of Madras

1.13 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 (*Specif*	**ISO 9001 : 2008 Certification**
UGC-COP Programmes	-		

2. IQAC Composition and Activities

2.1 No. of Teachers	**08**
2.2 No. of Administrative/Technical staff	**02**
2.3 No. of students	**01**
2.4 No. of Management representatives	**01**
2.5 No. of Alumni	**01**
2. 6 No. of any other stakeholder and community representatives	**01**
2.7 No. of Employers/ Industrialists	**01**
2.8 No. of other External Experts	**02**
2.9 Total No. of members	**19**

2.10 No. of IQAC meetings held **04**

2.11 No. of meetings with various stakeholders: **03** No. Faculty **04**

Non-Teaching Staff / Students **0 6** Alumni **02** Others (Industry) **02**

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. **06** International **-** National - State - Institution level **06**

(ii) Themes

- **Self improvement**
- **Leadership development - Students**
- **Efficient Worker, Good communication and time management**
- **Skills in research writing**
- **Lets improve & not prove**
- **Lessons in Leadership**

2.14 Significant Activities and contributions made by IQAC

1. Student participation in International Forums.
2. New remedial model for slow learners.
3. Student engagement in extensive Community services.
4. Women's Empowerment programme.
5. New courses and programmes to encourage entrepreneurship.
6. Sports Extravaganza for a healthy Campus life.
7. Stakeholder's feedback mechanism fine tuned.
8. Student Forum Election digitalized and process improved.

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
1. A committee to identify students with sound academics, good communication skills and leadership qualities. Motivational sessions to encourage them to participate in events both inside and outside the college.	Nivedha Chockalingamof II BBA is one among 3 students from India selected to participate in the SUSI-Study of the US Institutes for Student Leaders, an exchange program hosted & conducted by the University of Kansas located in Laurence, Kansas for the period from June 26th 14 – Aug 3rd 14.
2. To intensify the remedial measures for the slow learners by means of academic mentoring. The mentors will have specific no. of students under their tutelage, meeting them periodically to understand their needs & monitor their progress. MLM-suitably tailored notes to be given to the slow learners to improve academic performance.	There was a marked improvement in the percentage of attendance to classes (10-20%) and also in academic performance of students.
3. The NSS Cell of the College to motivate the students to participate in extensive Community and adventure activities for confidence building and exposure to the world outside.	5 Girl students participated in a Special adventure camp at Dharmashala, Himachal Pradesh from 6th to 15th January 2014 sponsored by Ministry of Youth Affairs and Sports, Govt. of India. The volunteers had a taste of mountaineering, rock climbing, and trekking at the Atal Bihari Vajpayee Institute of Mountaineering and Allied Sports " Regional Mountaineering Centre" ,Mcleodganj, Dharamshala.

	48 NSS volunteers participated in a week long Special Camp organized by the NSS Unit of the UNOM from 15th -21st February at Government High School Campus , Pulicat. NSS voluntees and Camp officers from nearly 10 colleges participated in various activities such as "Cancer Awareness Camp", Blood Donation, Sapling Planting and Cultural programmes.
4. The Women's Cell of the College to initiate programmes on Women Empowerment in the College neighbourhood.	48 women of the College neighbourhood underwent a training programme in the art of making handicraft products followed by a session on health and hygiene. This was followed by an interaction with women self- help groups and an exhibition of their products.
5. To identify Certificate courses relevant to the industry and to encourage entrepreneurship.	Certificate courses like "Event Management, Aari & Zardosi, Mushroom cultivation" were conducted to enable students to earn a living even while they are studying. This encouraged the spirit of entrepreneurship in the students.
6. The NRI Cell to focus on activities that would foster camaraderie and harmony among students of different countries in the College Campus .	The Foreign and NRI Students Cell of the College in association with the Department of Physical Education organized Alpha International Student's Football Premier League (AIS-FPL) as part of its International Students Day Celebrations. 3 teams - Africa SC(Sudan, Comoros ,Yemen), Indian United(India & the NRIs)and Himalayan FC(Bhutan, Tibet, Nepal) participated in this colourful sports extravaganza.
7.The R & D Cell to make the feedback mechanism professional and reveal outcome of the analysis to the College for improvement	The staff were able to recognize their strengths and shortcomings and decide on the course of action for self-improvement
8. The Student Forum Cell to improve the digital process of the Forum Election.	The election procedure was improved by digitalization of the whole process and the results of the election were made available within record time.

** 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

Based on the recommendations of the management the following action were taken,

A. Academic performance:

1. A new remedial model was conceived and implemented.
2. Bridge course was held to upgrade the students to the desired standards in subjects like Maths and English.
3. Advanced learners were closely monitored and encouraged to aspire for university ranks.

B. Research Development:

1. A MOU was signed with Frontier Lifeline Hospitals for collaborative research and students projects.
2. Three minor projects and one major project was prepared and sent for funding. Minor Projects submitted to UGC - **1**.Gunapaselam (composed fish waste) as soil amendment and its influence on the growth and nodulation efficacy of Vigna radiate (L.) R. Wilczek – A possible approach to waste management.**2** Influence of FACEBOOK: Changing attitudes towards violence against women. **3**. Demographic and academic factors influencing performance at college level. Major project submitted to Google - Sequential Reinforcement Learning: A Computational Approach.

C. Attract foreign students to the campus:

The medium of sport was used to bring about a conducive environment for the vibrant student community to enrich their overall experience. The Alpha International Students' Football Premier League was organised where the Foreign and NRI Students' Cell of the College in association with the Department of Physical Education conducted a 3-day tournament, with the participation of 3 teams - Africa SC United [Sudan, Comoros, and Yemen], Indian United FC [Indian and NRI] and Himalayan FC [Bhutan, Tibet, and Nepal]. The Rolling Trophy for 2013-14 was won by Indian FC United. Nurturing an active sporting culture helps to strengthen the inflow of foreign students into the Alpha community.

D. Create a friendly neighbourhood:

To create a friendly neighbourhood and bring awareness on women's empowerment, under the auspices of the women's cell a seminar on women's empowerment was conducted in association with the Self Help Group of Thiruvallur. 46 women from the neighbourhood participated and benefitted from this program.

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	Nil	Nil	Nil	Nil
PG	02	Nil	02	02
UG	11	Nil	11	11
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	01	09	10	10
Others	Nil	Nil	Nil	Nil
Total	14	09	23	10

Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

1.2 (i) Flexibility of the Curriculum: Choice Based Credit System (CBCS)
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	**13**
Trimester	--
Annual	--

1.3 Feedback from stakeholders* Alumni ✓ Parents ✓

Employers ✓ Students ✓

(On all aspects)

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

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 soft skill for II UG has become a theory paper with an external evaluation at the end of the semester.
- Revision of the syllabus in Part I Tamil – I and II semester elaborates the impacts of Modern literature and reinstates the importance and cultural value of folklore literature.
- Revision in syllabus of Financial accounting (BBA) – Focuses on partnership accounts.
- Revision in syllabus of Management accounting (BBA) – Focuses on sources and allocation of investments.
- Revision in syllabus of Allied Mathematics (I ECS) – Acquire improved knowledge in differentiation and integration.
- Revision in syllabus of Numerical Methods (II ECS) – Improve understanding of numerical problems, algorithms and programming techniques.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
	27 +41	4 + 1	1+1 (Prin	

Lecturer – 40

PD- 2 (

2.2 No. of permanent faculty with Ph.D. **08**

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

Nil	**03**	Nil

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	**10**	**08**	**10**
Presented	**01**	**07**	**Nil**
Resource Persons	**Nil**	**Nil**	**Nil**

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

Teaching

- Learning through blogs: In the department of French, students are encouraged to submit their assignment through the blog created by the faculty. This effort aims to improve the written communication skills of the students.
- Videos from on line forums : Viscom department has downloaded learning videos and made available for students
- Online learning: Awareness created on the usage of Moodles software to promote effective continuous learning even in the absence of teacher.
- Field trips: To enhance practical understanding field trips to IGCAR, Hatsun Agro, Wheels India were arranged.
- Learning from Ancient Arts: Viscom department arranged a study tour to Tanjore to study and learn ancient art and paintings.
- Showcasing talents: The art and photographs by students of Viscom were showcased through an art exhibition at the college.

Learning

- Extensive Bridge Course: A two week extensive bridge course to fill gaps in knowledge of English and Mathematics
- For high achievers advanced topics were given for assignment and seminar. They are encouraged to participate in seminars and conferences conducted outside.
- Remedial Schemes:

(i) MYM (Meet Your Mentor) – A Teacher Mentor for every student to help identity and remedy learning problems faced by students

(ii) PGP(Peer Group Programme) – Slow learners participate in Groups with high achievers to learn through peer discussions

(iii) CPA (Continuous Performance Appraisal) – Continuous assessment of students and identification of remedial measures.

High Achievers

(iv) Are Encouraged to attend Conferences / Seminars

(v) Are provided support to identify advanced learning material (Open source courses such as Khan Academy, Coursera, NPTEL etc)

(vi) Are encouraged to participate in discussion forums with teachers

(vii) Are encouraged to conduct sessions for other students

2.7 Total No. of actual teaching days during this academic year | **184**

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

In order to improve the quality of evaluation of answer scripts in the Continuous Internal Assessment (CIA) exams, Departmental Central evaluation was experimented upon.

*The college being affiliated to the University, strictly follows the exam regulations as implemented by the Madras University, and the scope for reforms is minimal.

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

02	**Nil**	**02**

2.10 Average percentage of attendance of students | **81.29%**

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Electronics and Communications Science	**21**	**19**	**33.3**	**09.5**	**-**	**61.9**
UG Biotechnology	**09**	**33**	**56**	**-**	**-**	**89**
Business Administration	**30**	**-**	**43.3**	**43.3**	**-**	**86.6**
Computer Science	**67**	**16.4**	**49.2**	**07.4**	**-**	**73**
Bachelor of Computer Applications	**78**	**26**	**42**	**03**	**02**	**73**
Visual Communication	**31**	**03**	**32**	**22**	**03**	**61**
Information Systems Management	**23**	**17.39**	**52.17**	**04.34**	**-**	**73.91**
Commerce	**139**	**-**	**40**	**20**	**08**	**68**
PG Biotechnology	**09**	**56**	**33**	**-**	**-**	**89**
PG Information Technology	**09**	**56**	**44**	**-**	**-**	**100**

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

New remedial model for Slow Learners

1. Academic mentoring: Student mentoring was introduced to improve the academic performance of the slow learners.

2. Meet your Mentor (MYM): MYM was initiated to offer mentoring to slow learners with special focus on the student's academic performance. The Mentors had specific number of students under their tutelage whom they met periodically to understand their needs and monitor their progress.

3. The Minimum Learning Material (MLM) a suitably tailored lesson notes on all subjects was prepared by teachers for the benefit of slow learners.

Peer Group Programme (PGP): The peer group learning was introduced and advanced learners were encouraged to teach their peers.

Comprehensive Course file: The creation of course file by the faculty helps in planning and effective conduct of the course, portrays thorough preparedness of the staff for handling the course and facilitates seamless transition from one to another due to any unavoidable reason during the middle of the course. The preparation of course file is a continuous process and it comprises the syllabus, lesson plan, course notes, details about reference books, website and journals, past end semester question papers, question bank with solutions, sample internal test answer papers of students etc.

Substitution Timetable: A substitution timetable was prepared for every department with the objective of engaging students productively and to ensure effective compliance of the lesson plan.

Revitalised Book Bank Scheme: The existing book bank scheme to help the students was revitalised by increasing the number of books by networking with alumni and with various publishers who were willing to support this cause.

Improved Question bank: The question bank which serves as a vital tool for good academic performance of the students was made easily accessible by making it available online. It was updated and digitized, thus helping the students to access the bank from anywhere.

Enhanced usage of ICT: National Programme on Technology Enhanced learning (NPTEL) and Video Lectures by Experts from outside the campus was facilitated. The students were encouraged to join free online courses offered by leading Universities in the world and the college facilitated and created awareness about the online Courses.

360% degree feedback: Scientific analysis of the feedback from Parents, Alumni and students on staff performance, campus experience, infrastructure facilities etc was executed and the same was shared with faculty and management.

Regular Academic Audit: Academic Audits were conducted at regular intervals to monitor the effectiveness of the implementation of the academic systems and processes.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	**Nil**
UGC – Faculty Improvement Programme	**Nil**
HRD programmes	**Nil**
Orientation programmes (at College Level)	**61**
Faculty exchange programme	**Nil**
Staff training conducted by the university	**Nil**
Staff training conducted by other institutions	**01**
Summer / Winter schools, Workshops, etc.	**04**
Others	**05**

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**	**Nil**	**Nil**	**Nil**
Technical Staff	**10**	**Nil**	**Nil**	**Nil**

Criterion – III

3. Research, Consultancy and Extension

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

- Presentation of research papers by Cell members followed by discussion
- FDP cum Training on writing research papers
- Research level training on Probability for Cell members
- Establishing linkages with institutions/ organizations for training and R & D
- MoU with Frontier Life line Hospital for research in the field of medicine
- Flexibility in timing / Sabbatical leave for staff pursuing Research
- Sharing information about upcoming Conferences, Seminars, and Workshops among faculty
- On Duty granted to faculty for attending professional Seminars, Conferences, and Workshops, etc.
- Submission of Minor project proposals to UGC in the fields of Waste Management, Sequential learning, Social networking

3.2 Details regarding major projects Nil

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	**01**
Outlay in Rs. Lakhs	-	-	-	**Rs. 3 Crores**

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	**03**
Outlay in Rs. Lakhs	-	-	-	**10.55 Lakhs**

3.4 Details on research publications

	International	National	Others
Peer Review Journals	**05**	**00**	**00**
Non-Peer Review Journals	**00**	**00**	**00**
e-Journals	**00**	**00**	**00**
Conference proceedings	**02**	**16**	**00**

3.5 Details on Impact factor of publications:

Range **1.09- 2.93** Average **2.03** h-index - Nos. in SCOPUS -

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

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 *(other than compulsory by the University)*	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

3.7 No. of books published i) With ISBN No. - Chapters in Edited Books **01**

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 Schem -

INSPIRE - CE - Any Other (specify -

3.10 Revenue generated through consultancy **Nil**

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	**0**	**0**	**0**	**0**	**02**
Sponsoring agencies	**-**	**-**	**-**	**-**	**Alpha Women's Cell**

3.12 No. of faculty served as experts, chairpersons or resource persons **06**

3.13 No. of collaborations International - National - Any other **01**

3.14 No. of linkages created during this year **02**

3.15 Total budget for research for current year in lakhs :

From Funding agency - From Management of University/College **13.60**

Total **13.60**

3.16 No. of patents received this year --- Nil

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
0	**0**	**0**	**0**	**0**	**0**	**0**

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them **01** **03**

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

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

NA

JRF - SRF - Project Fellows - Any other -

3.21 No. of students Participated in NSS events:

University level **80** State level **96**

National level **07** International level -

3.22 No. of students participated in NCC events:

University level - State level **08**

National level **10** 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 **01**

Nati[illegible]evel

International level

3.25 No. of Extension activities organized

University forum - College foru **02**

NCC **04** NSS **08** Any other **02**

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

NCC:

1. AIDs Prevention and Awareness Rally
2. Tree Planting Mela
3. Rally on Waste Management for efficient disposal of waste
4. Road Safety Awareness Program
5. Anti-tobacco Rally
6. TB Awareness Rally
7. Aid to Uttaranchal Flood Relief

NSS:

1. Rally against Drug Abuse and Illicit Trafficking
2. Workshops for NSS volunteers on Personality Development and Disaster Management
3. Workshop to promote Prevention of Non- Communicable Diseases & establish Youth health clubs
4. Annual medical check-up for first year students of the College
5. Campaign on “My Earth My Duty” in association with Nehru Yuva Kendra- Chennai Rural, Ministry of Youth Affairs and Sports Planting of Saplings
6. Clean India Day Rally
7. International AIDS Day
8. VPM school coaching
9. Participation in Special Adventure Camp at Dharmashala, HP
10. Voter’s Day Awareness Programme in the adopted school and locality

11. Participation in UGC sponsored State-level Entrepreneurship Awareness Camp at Mangalore
12. Participation in Mega Camp at Pulicat Lake
13. Coastal Clean-Up
14. Sapling Planting

Women's Cell:

1. Women's Entrepreneurship Workshop to promote entrepreneurship and empower women in the process
2. Promotion of women's entrepreneurship through exhibition of products by SHGs
3. Women's Empowerment Programme - "Soft Power of India" – by NGO YuvaShakthi, Chennai; Discussion on: "Indian perception of Women"; "Contemporary challenges faced by women"; "The subtle but substantial contribution of women towards the cultural and economic development of the nation"
4. Seminar by Yuvashakthi to Women candidates on Health and Safety measures

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	**5.0008 acres**	-	-	-
Class rooms	**38**	**03**	**College**	**41**
Laboratories	**11**	-	-	-
Seminar Halls	**1**	-	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	**14**	**College**	**1**
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	**3,75,235**
Others	-	-	-	**1,25,072**

4.2 Computerization of administration and library

- Administrative Section is equipped with Computers and internet facility with Wi-Fi connection
- Admission procedures computerized
- Online submission of Weekly reports
- Library Management System (Issue, Returning, Book search etc.,)
- Bio-metric attendance for staff
- Computerization of student attendance and marks
- Digitalized Library with DELNET and INFLIBNET facility
- Koha Software for library catalogue

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	**11340**	**25,84.912**	**326**	**73,986**	**11644**	**26,58,898**
Reference Books	**3780**	**8,61,637**	**81**	**18,496**	**3881**	**8,80,133**
e-Books	**110**	**Downloaded through inflibnet and delnet**	**100**	**Downloaded through inflibnet and delnet**	**210**	**Downloaded through inflibnet and delnet**
Journals	**46**	**1,15,940**	**0**	**0**	**46**	**70,750**
e-Journals	**50**	**(Online)**	**25**	**(Online)**	**75**	**--**
Digital Database	**8**	**(In-house)**	**5**	**(In-house)**	**13**	**(In-house)**
CD & Video	**432**	**4291**	**15**	**0**	**447**	**4291**
Others (specify) **Institutional membership** 1. British Council Library 2. American Consulate 3.Delnet (online Access) 4.Inflibnet (online Access))	**6**	**53500**	0	0	**6**	**53500**

5.ICTACT 6.Oracle Online resources						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	**256**	**05**	**Yes-WiFi**	**01**	**-**	**07**	**11**	**17**
Added	**0**	**0**	**0**	**0**	**0**	**0**	**03**	**0**
Total	**256**	**05**	**Yes**	**01**	**-**	**07**	**14**	**17**

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

- Computers with Internet/ Intranet access are available in all the departments, Labs, library and administrative offices
- Wifi enabled campus
- ERP (Enterprise Resource Planning) Training for faculty
- Training in basic computing skills for all students within the Curriculum
- College has well equipped computer labs with Internet facility for the students
- Access to DELNET and INFLIBNET to all faculty
- Students have access to a well equipped digital Library.

4.6 Amount spent on maintenance in lakhs :

i) ICT	**2.54**
ii) Campus Infrastructure and facilities	**9.95**
iii) Equipments	**1.62**
iv) Others	**0.75**
Total :	**14.86**

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Student support services like Scholarship committee, TCP cell, NRI cell, Women Cell, Life skill development cell etc... are communicated to the students by means of, notices, circulars, letters through post, group & Individual emails, Group & Individual text messages to their mobile phones, flex banners at prominent places inside the college etc...

5.2 Efforts made by the institution for tracking the progression

- Regular counselling and financial assistance is provided to reduce the student dropout.
- Departments maintain records to track the academic progress of their students.
- TCP Cell follows a comprehensive mechanism of collection information about recruitments and record of all placements.
- The Department maintains and updates the records of the progress of alumni.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1855	**47**	--	-

(b) No. of students outside the state **41**

(c) No. of international students **74**

Men	No	%
	1095	**58**

Women	No	%
	807	**42**

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
295	**202**	**05**	**1149**	**02**	**1651**	**215**	**268**	**02**	**1417**	**02**	**1902**

Demand ratio : **10:9** Dropout %: **03%**

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

- The Institution facilitates the availability of books to prepare for competitive exams in the library.
- The TCP Cell conducts training in Numerical Ability, Aptitude and English for Competitive exams.
- Periodical arrangements are made for guest lectures in the related subjects.

No. of students beneficiaries

27

5.5 No. of students qualified in these examinations

NET	0	SET/SLET	0	GATE	0	CAT	0
IAS/IPS etc	0	State PSC	0	UPSC	0	Others	27(TANCET)

5.6 Details of student counselling and career guidance

- Counsellors from the NGO “Rapha” visit the college on a regular basis. Mentors direct the students for individual counselling. Suggested follow up measures are implemented. “Rapha” also holds classroom sessions on sensitive topics relevant to the student community.
- The Training and Placement cell (TCP) conducts counselling sessions throughout the year on career guidance. Experts from the industry are invited for the sessions.
- Alumni holding prominent positions are invited to motivate and offer guidance to the students.
- The Department organises tech-talks and seminars by subject experts on career opportunities. Motivational videos are shown to encourage students..

No. of students benefitted **503** (Counselling) + Career Guidance

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
21	**180**	**146**	**21**

5.8 Details of gender sensitization programmes

- Women's Cell- sensitizes the students on Women Empowerment and trains the students on entrepreneurship.
- The NGO Rapha holds sessions separately for the boys and girls to sensitise them on healthy relationships with the opposite gender and also addresses their grievances.
- The NGO Yuvashakthi conducted a seminar for the girl students on Health and Hygiene.

5.9 Students Activities

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

State/ University leve **0** National le **0** International l **0**

No. of students participated in cultural events

State/ University leve **0** National le **01** International l **0**

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

Sports : State/ University leve **0** National le **0** International **0**

Cultural: State/ University leve **0** National le **0** International **0**

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government (SC/ST)	**121**	**4,14,840**
Financial support from other sources	**14**	**1,39,750**
Number of students who received International/ National recognitions	**01**	**All Expenses Sponsored by US Consulate, Chennai.**

5.11 Student organised / initiatives

Fairs : State/ University leve - National le - Internationa -

Exhibition: State/ University leve **01** National le - Internationa -

5.12 No. of social initiatives undertaken by the students

12

5.13 Major grievances of students (if any) redressed**: 02**

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

To instil in students a sound philosophy based on core human values, an d through quality education foster a community of competent youth who would contribute to national and global development serving humanity at large.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

Select departments constitute advisory boards with members drawn from industry and academia for guidance and advice on quality enhancement in the curriculum delivery. The periodic updations / changes found necessary by the faculty in their subjects are forwarded to the respective Boards of Studies of the University for consideration.

6.3.2 Teaching and Learning

The Institution adopts a variety of techniques to improve the quality of the teaching-learning process:

- **Learning through Blogs**: Students learn foreign languages by submitting assignments and participating in blogs created by faculty.
- **Learning through Art:** In the department of Visual Communication,online videos are made available for learning in addition to arranging field trips to places of interest like Tanjore to study art and paintings.The art works of the students are also displayed in art exhibitions.
- **Learning through Study Trips:** Practical understanding of the subject is enhanced by trips to work spots like IGCAR, Hatsun Agro, Wheels India etc.
- **Comprehensive Course file:** The creation of course file by the faculty helps in planning and effective conduct of the course, portrays thorough preparedness of the staff for handling the course and facilitates seamless transition from one to another due to any unavoidable reason during the middle of the course. The preparation of course file is a continuous process and it comprises the syllabus, lesson plan, course notes, details about reference books, website and journals, past end semester question papers, question bank with solutions, sample internal test answer papers of students etc….
- **In addition to the above the following measures enhanced Teaching-Learning process:**

1. Academic mentoring: Student mentoring was introduced to improve the academic performance of the slow learners.

2. Meet your Mentor (MYM): MYM was initiated to offer mentoring to slow learners with special focus on the student's academic performance. The Mentors had specific number of students under their tutelage whom they met periodically to understand their needs and monitor their progress.

3. The Minimum Learning Material (MLM) a suitably tailored lesson notes on all subjects was prepared by teachers for the benefit of slow learners.

4. Peer Group Programme (PGP): The peer group learning was introduced and advanced learners were encouraged to teach their peers.

5. Substitution Timetable: A substitution timetable was prepared for every department with the objective of engaging students productively and to ensure effective compliance of the lesson plan.

6. Revitalised Book Bank Scheme: The existing book bank scheme to help the students was revitalised by increasing the number of books by networking with alumni and with various publishers who were willing to support this cause.

7. Improved Question bank: The question bank which serves as a vital tool for good academic performance of the students was made easily accessible by making it available online. It was updated and digitized, thus helping the students to access the bank from anywhere.

8. Enhanced usage of ICT: National Programme on Technology Enhanced learning (NPTEL) and Video Lectures by Experts from outside the campus was facilitated. The students were encouraged to join free online courses offered by leading Universities in the world and the college facilitated and created awareness about the online Courses.

9. 360% degree feedback: Scientific analysis of the feedback from Parents, Alumni and students on staff performance, campus experience, infrastructure facilities etc was executed and the same was shared with faculty and management.

10. Continuous Performance Appraisal (CPA): Continuous assessment of students and identification of remedial measures.

11. Extensive Bridge Course: A two week extensive bridge course to fill gaps in knowledge of English and Mathematics.

12. Advanced Learners or high achievers are encouraged to attend seminars and conferences in the related field. They are provided support to identify advanced learning material (open source courses like NPTEL etc. They are encouraged to participate in discussion forums with teachers and also conduct classes for other students.

6.3.3: Examination & Evaluation:

- In order to improve the quality of evaluation of answer scripts in the Continuous Internal Assessment (CIA) exams, Departmental Central evaluation was initiated.
- The University offers facilities for re-totalling and revaluation of answer scripts for all students.
- The final semester students have the option of applying for instant examinations after the publication of the results.

*The college being affiliated to the University, strictly follows the exam regulations as implemented by the Madras University, and the scope for reforms is minimal

6.3.4 Research and Development:

1. Flexibility in timing and sabbatical leave for staff pursuing research

2. Training sessions on writing of Project proposal.

6.3.5: Library, ICT, Infrastructure & Instrumentation:

Library –

1. An increase of 552 (books and journals) for quality service.
2. Work in partnership with others (offline and online resources) to offer value added services.
3. Koha Software is used for library catalogue enabling quick accession facility
4. Action plans chalked out for innovation and better service.

ICT -

1. Awareness created on the usage of Moodles software (online learning) to promote effective continuous learning even in the absence of teacher.
2. National Programme on Technology Enhanced learning (NPTEL) and Video lectures by External Experts was facilitated
3. The students were encouraged to join free online courses offered by leading Universities in the world and the college facilitated and created awareness about the Courses.

Infrastructure –

1. New equipments purchased in ECS department
2. Increase in overall infrastructural facilities for proper monitoring and smooth running of administrative and academic activities.
3. 100% stakeholder feedback to check on upgradation and maintenance.
4. Regular management body meeting for monitoring the smooth functioning of the institution and providing educational facilities of the highest order.

6.3.6 Human Resource Management

1. Performance Appraisal- Self and Peer evaluation
2. Feedback analysis on staff
3. Providing on duty leave to staff for workshops and conferences
4. Sabbatical leave for research.

6.3.7 Faculty and Staff recruitment

To ensure quality in the recruitment process:

- The eligibility (NET/ Ph.D) is strictly adhered to.
- The communication skills and core competency of the candidates are put to test by means of a demonstration session.
- The attitude and other personal characteristics are examined at a personal interview with the HR.

6.3.8 Industry Interaction / Collaboration

- MoU signed with Frontier Lifeline Hospital for collaborative research and student projects. As a result the PG students carried out projects at Frontier Lifeline, Mediville.
- The students of the BBA dept. underwent training by TVS Training, Panasonic & C Exim. Special internship at Wep Peripherals, Chennai which led to recruitment of a BBA student.
- A special Training by CSS Corps as part of Skills + Outreach program took place.
- Kalaichuvadugal - Nizhal Team collaboration resulting in a week long workshop.

6.3.9 Admission of Students

- Online admission process introduced for expediting admission process
- Admission on Open Window system in accordance with the University norms.
- Admission caters to the local community, majority of whom are First Generation Learners.

*The college being affiliated to the University, strictly follows the regulations as implemented by the Madras University, and the scope for reforms is minimal

6.4 Welfare schemes for

Teaching	Ph.D leave & Sabbatical Gratuity PF Benefit

Non teaching	Fee Concession to wards of Non teaching staff Medical leave Maternity Leave Gratuity PF Benefit
Students	Student Safety Insurance Policy United India Insurance Company

6.5 Total corpus fund generated **Rs.320.28 Lakhs**

6.6 Whether annual financial audit has been done Yes ✓ No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Metro Consulting , Chennai	Yes	Internal ISO auditors
Administrative	Yes	Mr.Chandrasekar, (Auditor) Online Bill Systems	Yes	Internal ISO auditors

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?

- All processes relating to examinations are computerised: Applying for the exam, Issue of hall tickets, Internal marks entry, Exam absentee statement etc.
- After the publication of results students who have grievances have the facility to apply for re-totalling, revaluation, obtaining the photocopy of answer scripts and applying for instant exams .
- Dyslexic students are exempted from writing exams for certain subjects like languages. They are also given extra time for completing the exams.
- Students with disabilities are allowed the use of a scribe.

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

The University promotes Autonomy:

- In certain processes relating to examinations -applying for the exam, Issue of hall tickets, Internal marks entry, Exam absentee statement, selection of external examiners for soft skills and practical exams.
- In HR policies – staff recruitment
- In admission – preference for first generation learners and students from the neighbourhood.

6.11 Activities and support from the Alumni Association

- Financial support to the economically weak students of the College
- Information about Job opportunities and support for Placement.
- Alumni visit the college and departments to hold tech talks and for counseling the students on the industry's expectations of the students.
- Provides support in the form of books for the Book Bank.
- Helps in the Institution-Industry Interaction.
- Alumni serve as ambassadors of the College.

6.12 Activities and support from the Parent – Teacher Association

- Parents with financially sound background come forward to help the needy students.
- Opportunities for Internship
- Parents provide feedback on all aspects pertaining to college. This helps in self evaluation and in self-improvement.
- Parents serve as good ambassadors of the college thereby helping admissions.

6.13 Development programmes for support staff

- The wards of the supporting staff are encouraged to enrol as students in the college and are offered concession in the fees.
- IQAC Orientation Programme for supporting staff by Ms. Rathi Sankar (HR Trainer, AGI)
- Workshop on "Philosophy of Self Help Group" and "Awareness programme on Health, Hygiene & Child Abuse."
- Noon meal scheme and Joy of Sharing programmes are organised for the welfare and development of the supporting staff.

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

- Rain Water Harvesting made compulsory.
- College is declared as a Tobacco prohibited and plastic free Zone.
- Fallen leaves are used as natural manure by the process of Vermicomposting
- Maintenance of Organic Garden by the use of Biofertilizers.
- College emphasizes the need to reduce paper usage. Staff encouraged to use e-circulars and emails. Paper recycling encouraged.
- Increase in the green cover in the College.
- Increasing awareness on reducing power consumption.

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.

- **Alpha International Students' Football Premier League**
  To focus on activities that would foster camaraderie and harmony among students of different countries in the college campus, the Foreign and NRI Students' Cell of the College in association with the Department of Physical Education organized this program as part of its International Students' Day celebrations. The 3-day tournament, from 29 to 31 January 2014, witnessed participation from 3 teams - Africa SC United [Sudan, Comoros, and Yemen], Indian United FC [Indian and NRI] and Himalayan FC [Bhutan, Tibet, and Nepal]. The Rolling Trophy for 2013-14 was won by Indian FC United.
- **New Remedial Measures-** An improved remedial method was implemented to improve the academic performance of the students. **Meet your Mentor (MYM) and Minimum Learning Material (MLM).** During the MYM meet problems and difficulties of the students were sorted out either with counseling or training for the students. Suitably tailored notes called MLM were prepared by the teacher and given to the slow learners to improve the academic performance of the students. With the implementation of this new measure the attendance percentage of the students improved. The overall pass percentage improved by 10% thereby increasing placement and higher education opportunities.

- **SDCR project – Staff Department College rating**
  Feedback allows the Institution to evaluate how its service provision is viewed by its most important group of stakeholders, namely its students. With the aim to offer the best possible environment and learning experience the SDCR project was conducted for selected students. Feedback was collected based on the questionnaire given in both English and Tamil. This was analysed and the performance percentage calculated for each staff. The Staff average was calculated to determine the performance of the department. The Department average percentage was calculated to give the college performance percentage. This method helped the institution identify existing problems, if any, and recommend changes wherever necessary.

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

Action Taken Report
Identify students sound in academics and communication skills: • The Literary Committee and the debating Club conducted competitions for the freshers talent meet and zeroed in on the students with good communication skills. • Motivational talks by the forum and staff encouraged the students to participate in a plethora of competitions both inside and outside the College. This bolstered the confidence levels of the participants, improving the speaking skills of the students .
Intensify the remedial measures for the slow learners: • The slow learners were identified based on evaluation tests and small groups of these students were assigned to academic mentors. • Simplified notes, solutions to repeated questions etc. were provided to the slow learners to improve performance. • Academic Mentors met their wards at regular intervals and monitored their academic performance by means of tests, tutorials etc. • This was followed by MYM-Meet your mentor program wherein the guardian of the slow learners were informed of their ward's academic performance.
Encourage the students to participate in Community and extension activities: • The NSS officer identified enthusiastic students and deputed them as NSS leaders. • The leaders led the others in extensive activities inside and outside the College • The NSS officer updated the students on opportunities in the form of camps & expeditions happening inside and outside the state. • For activities outside, the students were provided OD and allowed to take up new and challenging tasks inside and outside the state.
Empower the women in the College neighborhood: • The women's Cell hit on the plan to organize a programme with a view to "Empowering Women"in the neighbouring locality. • Each non- teaching lady staff of the College was entrusted with the task of canvassing about the planned workshop and bringing in 1-2 participants. • The invitee participants were treated to refreshments and were taught job skills that would help them to earn a livelihood if need be.
Identify Certificate courses relevant to the industry: • The EDC of the College identified courses suitable for nurturing the spirit of entrepreneurship in students. • Courses capable of providing jobs such as "Event Mgmt", TALLY, Mushroom Cultivation"etc were started. • The students were taught by resource persons from the concerned industry. • Certificates were issued at the end of the course.
Foster camaraderie and harmony among students of different countries in the College: • The NRI Cell of the college chalked out a plan to bring the student community together through the most popular sport- football. • The teams were divided based on countries and their neighbours-

3 teams -Africa SC(Sudan, Comoros ,Yemen), Indian United(India & the NRIs)and Himalayan FC (Bhutan, Tibet, Nepal) participated.

- The winner of the league matches would be awarded the AIS-FPL Cup
- The participating players sponsored their own kits and jerseys.
- The 3 day AIS-FPL was hugely successful in bringing the students closer together.

Improve the feedback mechanism:

- The Student Feedback on Faculty performance was taken up as a project by the R&D Cell.
- Questionnnaire which had closed end responses were prepared covering all aspects of teaching-learning, d to a with special emphasis on teacher's contribution to the process.
- The questionnaire was distributed to a sample group having select no. of students from all 3 types of learners, slow, medium and advanced in every class of every dept.
- The results were fed into the computer and analyzed extensively based on the responses to every question.
- The analysis showed the calibre of the teacher both at the dept. level and college level.
- The results were made available to the individual teacher by means of a one to one meeting with the Principal. This helped the teacher to realize her strengths and areas of weakness and decide on the course of action to rectify the shortcomings in teaching process.

Improve the process of the Student Forum Election:

- The Student Forum Cell decided to further improve the Forum Election process.
- The Students and staff of the ISM dept. improved the software of the election process.
- The election process was completely digitalized right from the voting process to the counting of the ballot.
- The computerization of the whole process enabled the Student Forum Cell to announce the results in the earliest possible time.

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

1. Student Mentoring – A new Remedial Model for slow learners

2. Promotion of pluralism and inclusiveness in College through Sports

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

7.4 Contribution to environmental awareness / protection

- Students participated in Clean India day on 25th October, 2013.
- NSS volunteers participated actively in the sapling planting Programmes supported by TMSSAO, an NGO from Chennai. It includes encouraging green cover by free distribution of saplings and seeds, survey of old trees in the vicinity and replacing fallen trees with new saplings.
- Students participated in the cleaning up work at Marina Beach, Chennai on International Coastal Day and Lake Clean-up work at Keelkatalai.

7.5 Whether environmental audit was conducted? Yes [✓] No [ ]

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

Women empowerment initiatives:

The college undertook initiatives to empower women by providing them with Entrepreneurship training in two levels. Entrepreneurship training was organised in association with Self Help Groups of Thiruvallur for 46 women from Local community. A similar entrepreneurship training program was conducted for the women students of our college. An exhibition was conducted for the women students to showcase their products and experience being an entrepreneur during the exhibition days.

Enhancing Communication skills:

Communication skills are vital for recruitment. But a major deterrent for our students is communication skills and it is also proved by analysing stakeholder's feedback. In-house training is not enough for the students and the language teachers' needs to be equipped with customised training. Regional English language Office (RELO) based U. S. Embassy, New Delhi supports professional development of English Language Teachers. We have submitted a proposal for our English Language Teachers to be trained under RELO so that they are equipped to help our students.

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

1. New Courses in next academic year 2015-16:
    a. B. Com – Corporate Secretaryship
    b. M.Sc Computer Science
2. Study Abroad Program: To introduce Study Aboard program in partnership with Concordia College, New York, USA
3. Project Proposal Submissions: To submit project proposals to Department of Science and technology, UGC, Other Government Agencies etc...
4. National level Workshops in PG Depts:
    a. Dept of Bio technology
    b. Dept of Information technology
5. National level Conference on Media and ICT
6. National level one day Management Conference

Name _____ *Name* _____

_____ _____

Signature of the Coordinator, IQAC *Signature of the Chairperson, IQAC*

_____***_____

Annexure 1 Academic Calender (2013-2014)

ALPHA ARTS AND SCIENCE COLLEGE

Porur, Chennai - 116

College Calendar (2013-2014)

JUNE-2013				
1	Sat			
2	Sun			
3	Mon			
4	Tue			
5	Wed			
6	Thu			
7	Fri			
8	Sat			
9	Sun			
10	Mon	**Staff Reporting - Prayer Meeting**		
11	Tue			
12	Wed			
13	Thu			
14	Fri	**IQAC - Staff Seminar on Self Improvement**		
15	Sat			
16	Sun			
17	Mon			
18	Tue			
19	Wed			
20	Thu	**College reopens for II UG, III UG & II PG**	Day 1	1
21	Fri		Day 2	2
22	Sat	ISO Internal Audit		
23	Sun			
24	Mon		Day 3	3
25	Tue		Day 4	4
26	Wed	**College reopens for I UG-Orientation for Students & Parents**	Day 5	5
27	Thu	**Bridge Course and orientation programme for I UG**	Day 6	6
28	Fri		Day 1	7
29	Sat			
30	Sun			

JULY-2013

1	Mon		Day 2	8
2	Tue		Day 3	9
3	Wed		Day 4	10
4	Thu	**Bridge Course and orientation programme for I UG ends**	Day 5	11
5	Fri	**NSS & NCC- Inauguration**	Day 6	12
6	Sat	**IQAC- Non- Teaching staff orientation / Seminar**	Day 1	13
7	Sun			
8	Mon		Day 2	14
9	Tue		Day 3	15
10	Wed		Day 4	16
11	Thu		Day 5	17
12	Fri	**IQAC- Student Leadership Development Workshop**	Day 6	18
13	Sat			
14	Sun			
15	Mon		Day 1	19
16	Tue		Day 2	20
17	Wed	**Student Forum Inauguration & Fresher's Talent Meet**	Day 3	21
18	Thu	**IQAC - Workshop on Skills in Research Writing**	Day 4	22
19	Fri	**EDC Inauguration**	Day 5	23
20	Sat		Day 6	24
21	Sun			
22	Mon		Day 1	25
23	Tue		Day 2	26
24	Wed	**Viscom Club activity- KalaiChuvadugal**	Day 3	27
25	Thu		Day 4	28
26	Fri	**Computer Science Club activity**	Day 5	29
27	Sat			
28	Sun			
29	Mon		Day 6	30
30	Tue	**Biotechnology Club activity**	Day 1	31
31	Wed		Day 2	32

AUGUST-2013

1	Thu	**I CIA commences**	Day 3	33
2	Fri		Day 4	34
3	Sat		Day 5	35
4	Sun			
5	Mon		Day 6	36
6	Tue		Day 1	37
7	Wed	**I CIA ends**	Day 2	38
8	Thu		Day 3	39
9	Fri	**Ramzan**		
10	Sat			
11	Sun			
12	Mon		Day 4	40
13	Tue	**BCA Club activity**	Day 5	41
14	Wed	**FOP Inauguration**	Day 6	42
15	Thu	**Independence Day**		
16	Fri		Day 1	43
17	Sat	**Alpha Fest Off stage events**	Day 2	44
18	Sun			
19	Mon		Day 3	45
20	Tue	**Maths Club activity**	Day 4	46
21	Wed	**Language Club activity**	Day 5	47
22	Thu		Day 6	48
23	Fri	**Alpha Fest ON stage and College Bazaar**	Day 1	49
24	Sat			
25	Sun			
26	Mon	ECS - State Level FDP & Workshop	Day 2	50
27	Tue	**Cultural Immersion Programme**	Day 3	51
28	Wed	**Krishna Jayanthi**		
29	Thu	**BISM Club Activity**	Day 4	52
30	Fri		Day 5	53
31	Sat	Placement Officers Meet		

SEPTEMBER-2013				
1	Sun			
2	Mon		Day 6	54
3	Tue	**BBA Club activity**	Day 1	55
4	Wed		Day 2	56
5	Thu	**ECS Club activity**	Day 3	57
6	Fri		Day 4	58
7	Sat	**Samuvel Memorial Trophy**	Day 5	59
8	Sun			
9	Mon	**Vinayakar Chathurthi**		
10	Tue	Synergy	Day 6	60
11	Wed		Day 1	61
12	Thu		Day 2	62
13	Fri	**Women's Cell Workshop**	Day 3	63
14	Sat			
15	Sun			
16	Mon	**Onam**		
17	Tue		Day 4	64
18	Wed		Day 5	65
19	Thu	**Model Examination Commences**	Day 6	66
20	Fri		Day 1	67
21	Sat		Day 2	68
22	Sun			
23	Mon		Day 3	69
24	Tue		Day 4	70
25	Wed	**Model Examination Ends**	Day 5	71
26	Thu	**Commerce Club activity**	Day 6	72
27	Fri		Day 1	73
28	Sat			
29	Sun			
30	Mon		Day 2	74

OCTOBER-2013				
1	Tue		Day 3	75
2	Wed	**Gandhi Jayanthi**		
3	Thu		Day 4	76
4	Fri	**Intercollegiate Viscom Programme &**	Day 5	77
5	Sat	**Parents Teachers Meet**	Day 6	78
6	Sun			
7	Mon	**II CIA commences**	Day 1	79
8	Tue		Day 2	80
9	Wed		Day 3	81
10	Thu		Day 4	82
11	Fri		Day 5	83
12	Sat	**II CIA ends**	Day 6	84
13	Sun	**Ayudha Pooja**		
14	Mon	**Vijayadasami**		
15	Tue	Commencement of University Practical Examinations	Day 1	85
16	Wed	**Bakri- Id**		
17	Thu		Day 2	86
18	Fri		Day 3	87
19	Sat		Day 4	88
20	Sun			
21	Mon		Day 5	89
22	Tue		Day 6	90
23	Wed		Day 1	91
24	Thu		Day 2	92
25	Fri	**Closure of Semester**	Day 3	93
26	Sat			
27	Sun			
28	Mon	IQAC- Faculty Development Programme		
29	Tue			
30	Wed			
31	Thu			

	NOVEMBER-2013			
1	Fri			
2	Sat	**Diwali**		
3	Sun			
4	Mon	Commencement of University Theory Examinations		
5	Tue			
6	Wed			
7	Thu			
8	Fri			
9	Sat			
10	Sun			
11	Mon			
12	Tue			
13	Wed			
14	Thu	**Muharram**		
15	Fri			
16	Sat			
17	Sun			
18	Mon			
19	Tue			
20	Wed			
21	Thu			
22	Fri			
23	Sat			
24	Sun			
25	Mon	Reopening of Even Semester	Day 1	1
26	Tue		Day 2	2
27	Wed		Day 3	3
28	Thu		Day 4	4
29	Fri		Day 5	5
30	Sat			

DECEMBER-2013				
1	Sun			
2	Mon		Day 6	6
3	Tue		Day 1	7
4	Wed		Day 2	8
5	Thu		Day 3	9
6	Fri		Day 4	10
7	Sat	**IQAC - Workshop on Skills in Research Writing**	Day 5	11
8	Sun			
9	Mon		Day 6	12
10	Tue		Day 1	13
11	Wed		Day 2	14
12	Thu		Day 3	15
13	Fri	Edufest ,Christmas Celebrations and Joy of sharing	Day 4	16
14	Sat			
15	Sun			
16	Mon		Day 5	17
17	Tue		Day 6	18
18	Wed		Day 1	19
19	Thu		Day 2	20
20	Fri		Day 3	21
21	Sat	**Christmas Vacation begins**		
22	Sun			
23	Mon			
24	Tue			
25	Wed	**Christmas**		
26	Thu			
27	Fri			
28	Sat			
29	Sun			
30	Mon			
31	Tue			

JANUARY-2014

1	Wed			
2	Thu	**College Reopens after Christmas vacation**	Day 4	22
3	Fri		Day 5	23
4	Sat	Working Day	Day 6	24
5	Sun			
6	Mon		Day 1	25
7	Tue		Day 2	26
8	Wed		Day 3	27
9	Thu		Day 4	28
10	Fri	**N.George Memorial Trophy**	Day 5	29
11	Sat			
12	Sun			
13	Mon	**Milad-Un-Nabi**		
14	Tue	**Pongal**		
15	Wed	**Thiruvalluvar Day**		
16	Thu	**Uzhavar Thirunal**		
17	Fri		Day 6	30
18	Sat	Rural Sports	Day 1	31
19	Sun			
20	Mon	I CIA Commences	Day 2	32
21	Tue		Day 3	33
22	Wed		Day 4	34
23	Thu		Day 5	35
24	Fri		Day 6	36
25	Sat	I CIA ends	Day 1	37
26	Sun	**Republic Day**		
27	Mon		Day 2	38
28	Tue		Day 3	39
29	Wed		Day 4	40
30	Thu		Day 5	41
31	Fri		Day 6	42

	FEBRUARY-2014			
1	Sat		Day 1	43
2	Sun			
3	Mon		Day2	44
4	Tue		Day 3	45
5	Wed		Day 4	46
6	Thu		Day 5	47
7	Fri	**Sports Day**	Day 6	48
8	Sat			
9	Sun			
10	Mon		Day 1	49
11	Tue		Day 2	50
12	Wed		Day 3	51
13	Thu		Day 4	52
14	Fri		Day 5	53
15	Sat	**Alumni meet**	Day 6	54
16	Sun			
17	Mon		Day 1	55
18	Tue		Day 2	56
19	Wed		Day 3	57
20	Thu		Day 4	58
21	Fri		Day 5	59
22	Sat			
23	Sun			
24	Mon	Model Examination Commences	Day 6	60
25	Tue		Day 1	61
26	Wed		Day 2	62
27	Thu		Day 3	63
28	Fri	Model Examination Ends	Day 4	64

MARCH-2014

1	Sat	**Student Forum Election**	Day 5	65
2	Sun			
3	Mon		Day 6	66
4	Tue		Day 1	67
5	Wed		Day 2	68
6	Thu		Day 3	69
7	Fri	**Women's Day, Investiture, International Students day & Social Break up**	Day 4	70
8	Sat			
9	Sun			
10	Mon	Commencement of University Practical Examinations	Day 5	71
11	Tue		Day 6	72
12	Wed		Day 1	73
13	Thu		Day 2	74
14	Fri	**College Day**	Day 3	75
15	Sat			
16	Sun			
17	Mon	**II CIA Commences**	Day 4	76
18	Tue		Day 5	77
19	Wed		Day 6	78
20	Thu		Day 1	79
21	Fri		Day 2	80
22	Sat	**II CIA Ends / Hostel Day celebrations**	Day 3	81
23	Sun			
24	Mon		Day 4	82
25	Tue		Day 5	83
26	Wed		Day 6	84
27	Thu		Day 1	85
28	Fri		Day 2	86
29	Sat		Day 3	87
30	Sun			
31	Mon	**Telugu New Year**		

APRIL-2014

1	Tue		Day 4	88
2	Wed		Day 5	89
3	Thu		Day 6	90
4	Fri	Closure of the semester	Day 1	91
5	Sat			
6	Sun			
7	Mon			
8	Tue			
9	Wed	**IQAC - Staff Seminar on "Lessons in Leadership"**		
10	Thu	Commencement of University Theory Examinations		
11	Fri			
12	Sat			
13	Sun	**Mahavir Jayanti**		
14	Mon			
15	Tue			
16	Wed	Convocation		
17	Thu			
18	Fri	**Good Friday**		
19	Sat			
20	Sun			
21	Mon			
22	Tue			
23	Wed			
24	Thu			
25	Fri	Staff picnic		
26	Sat			
27	Sun			
28	Mon			
29	Tue			
30	Wed			

MAY-2014

1	Thu	**May Day**
2	Fri	
3	Sat	
4	Sun	
5	Mon	
6	Tue	
7	Wed	
8	Thu	
9	Fri	
10	Sat	
11	Sun	
12	Mon	
13	Tue	
14	Wed	
15	Thu	
16	Fri	
17	Sat	
18	Sun	
19	Mon	
20	Tue	
21	Wed	
22	Thu	
23	Fri	
24	Sat	
25	Sun	
26	Mon	
27	Tue	
28	Wed	
29	Thu	
30	Fri	
31	Sat	

Annexure 2(i)- Student Feedback Questionnaire

ALPHA ARTS AND SCIENCE COLLEGE, PORUR

STUDENT FEEDBACK - JANUARY 2014

Name of the Faculty: Class:

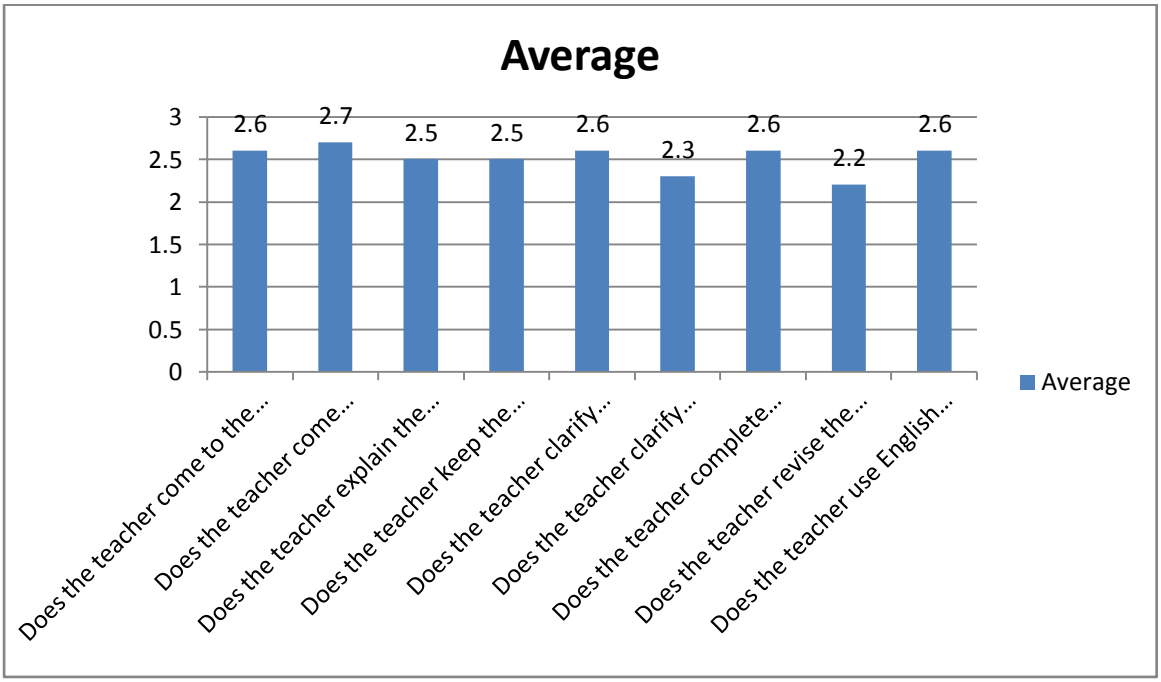
Subject taught:

1.	Does the teacher come to the class on time? ஆசிரியர் நேரத்தில் வகுப்பிற்கு வருகிறாரா?	Always/Mostly/Sometimes/Never எப்போதும் / பெரும்பாலும் / சிலநேரங்களில் / இல்லை
2.	Does the teacher come prepared with the lessons? ஆசிரியர் தயாராக படிப்பினைகளை / பாடங்களை கொண்டு வருகிறாரா?	Always/Mostly/Sometimes/Never எப்போதும் / பெரும்பாலும் / சிலநேரங்களில் / இல்லை
3.	Does the teacher explain the topics clearly? ஆசிரியர் தெளிவாக தலைப்புகளை விளக்குகின்றாரா?	Always/Mostly/Sometimes/Never எப்போதும் / பெரும்பாலும் / சிலநேரங்களில் / இல்லை
4.	Does the teacher keep the class under control and maintain discipline? ஆசிரியர் கட்டுப்பாட்டின் கீழ் வகுப்பறையை வைத்து ஒழுக்கத்தை பராமரிக்கிறாரா?	Always/Mostly/Sometimes/Never எப்போதும் / பெரும்பாலும் / சிலநேரங்களில் / இல்லை
5.	Does the teacher clarify doubts and questions in the class? ஆசிரியர் சந்தேகம் மற்றும் கேள்விகளை தெளிவு படுத்துவாரா?	Always/Mostly/Sometimes/Never எப்போதும் / பெரும்பாலும் / சிலநேரங்களில் / இல்லை
6.	Does the teacher clarify doubts and questions outside the class if required by the students? மாணவர்களுக்கு தேவைப்பட்டால் ஆசிரியர் சந்தேகங்களை மற்றும் கேள்விகளை வகுப்பு அறைக்கு வெளியே தெளிவு படுத்துவாரா?	Always/Mostly/Sometimes/Never எப்போதும் / பெரும்பாலும் / சிலநேரங்களில் / இல்லை
7.	Does the teacher complete the portions before the examinations? ஆசிரியர் தேர்வுகளுக்கு முன் பகுதிகளை நிறைவு செய்கிறாரா?	Always/Mostly/Sometimes/Never எப்போதும் / பெரும்பாலும் / சிலநேரங்களில் / இல்லை
8.	Does the teacher revise the lessons before the examinations? ஆசிரியர் தேர்வுகளுக்கு முன் படிப்பினைகளை மறுஆய்வு செய்கிறாரா?	Always/Mostly/Sometimes/Never எப்போதும் / பெரும்பாலும் / சிலநேரங்களில் / இல்லை
9.	Does the teacher use English language while lecturing in the class? ஆசிரியர் வகுப்பில் விரிவுரையை செய்யும் போது ஆங்கில மொழியை பயன்படுத்துகின்றாரா?	Always/Mostly/Sometimes/Never எப்போதும் / பெரும்பாலும் / சிலநேரங்களில் / இல்லை
10.	Is the teacher partial towards some students? ஆசிரியர் சில மாணவர்கள் மீது பாரபட்சம் காட்டுகிறாரா?	Always/Mostly/Sometimes/Never எப்போதும் / பெரும்பாலும் / சிலநேரங்களில் / இல்லை

Annexure 2(ii) Student Feedback Analysis - Overall College

Alpha Arts and Science College
Porur, Chennai – 600 116
Student feedback - Analysis

Sl.No	Particulars	Avg
1	Does the teacher come to the class on time?	2.6
2	Does the teacher come prepared with the lessons?	2.7
3	Does the teacher explain the topics clearly?	2.5
4	Does the teacher keep the class under control and maintain discipline?	2.5
5	Does the teacher clarify doubts and questions in the class?	2.6
6	Does the teacher clarify doubts and questions outside the class if required by the students?	2.3
7	Does the teacher complete the portions before the examinations?	2.6
8	Does the teacher revise the lessons before the examinations?	2.2
9	Does the teacher use English language while lecturing in the class?	2.6



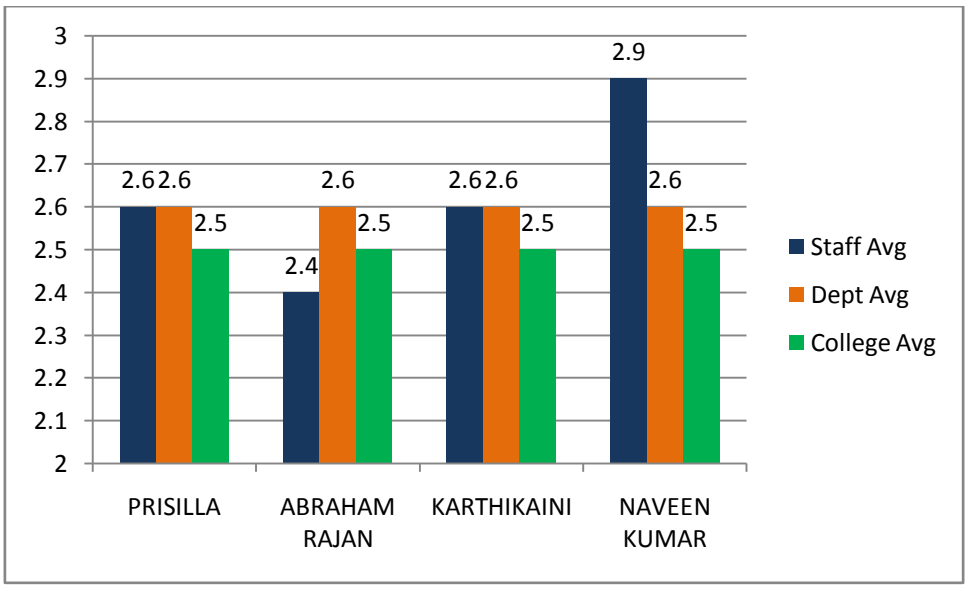
Annexure 2(iii) Student Feedback Analysis

Alpha Arts and Science College

Department – Feedback Analysis

(2013-14)

INFORMATION SYSTEM MANAGEMENT				
SL. NO	**PRISILLA**	**ABRAHAM RAJAN**	**KARTHIKAINI**	**NAVEEN KUMAR**
Does the teacher come to the class on time?	3	2	1.3	2.7
Does the teacher come prepared with the lessons?	2.8	1.6	1.5	3
Does the teacher explain the topics clearly?	2	1.1	1.5	3
Does the teacher keep the class under control and maintain discipline?	2.5	0.7	1.4	3
Does the teacher clarify doubts and questions in the class?	2.4	1.3	1.7	2.9
Does the teacher clarify doubts and questions outside the class if required by the students?	2.4	1.4	1.6	2.9
Does the teacher complete the portions before the examinations?	2.8	1.6	1.8	2.9
Does the teacher revise the lessons before the examinations?	2.6	1	1.6	2.7
Does the teacher use English language while lecturing in the class?	2.9	1.9	1.7	2.9
T. AVG	2.6	**2.4**	**2.6**	**2.9**
25 marks	**22**	**20**	**22**	**24**
DEPT AVG	**2.6**	**2.6**	**2.6**	**2.6**
COLL AVG	**2.5**	**2.5**	**2.5**	**2.5**
Department Average:				**2.6**



Annexure 3 (ii) Alumni Feedback Report

Alpha Arts and Science College
Porur, Chennai – 600 116
Alumni Feedback Report

S.No.	Question	StronglyAgree	Agree	Neutral	Disagree
1.	Your studies at Alpha helped you to achieve your career/educational goals	56	42.22	1.78	0
2.	Your experience at Alpha enhanced your confidence to face professional life	36	62.22	1.78	0
3.	Your experience at Alpha contributed to enhancing your social skills/ life skills	38.67	58.67	2.66	0
4.	The Alumni Association of the College is very active	34.22	59.56	5.33	0.89
5.	Do you agree that the Alumni of the institution can contribute significantly in various aspects of the development of the College?	56	42.22	1.78	0

Numbers shown are percentage of responses.

Annexure 3(i) - Alumni Feedback Questionnaire

Format No: MR
Issue No: 01
Rev. No: 00

Alpha Arts and Science College
Porur, Chennai – 600 116
Alumni Feedback Form

We would like your feedback regarding your experience at Alpha. Please spare a minute and respond to the questions below.

Personal Information:

Name		
Batch		**Degree:**
Contact details	**Mobile:**	**Email:**
Current Occupation **State nature of occupation/ employer details**	**Own Business/ Employed/Student/Others**	

S.No.	Question	Rating
1.	Your studies at Alpha helped you to achieve your career/educational goals	Strongly agree/ agree/ neutral/ disagree
2.	Your experience at Alpha enhanced your confidence to face professional life	Strongly agree/ agree/ neutral/ disagree
3.	Your experience at Alpha contributed to enhancing your social skills/ life skills	Strongly agree/ agree/ neutral/ disagree
4.	The Alumni Association of the College is very active	Strongly agree/ agree/ neutral/ disagree
5.	Do you agree that the Alumni of the institution can contribute significantly in various aspects of the development of the College?	Strongly agree/ agree/ neutral/ disagree

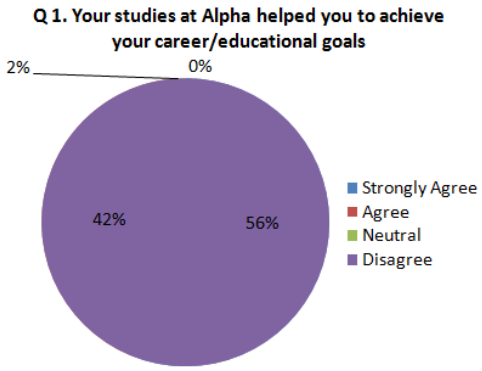
Do you have additional comments about your college experience that you think we might find useful .....

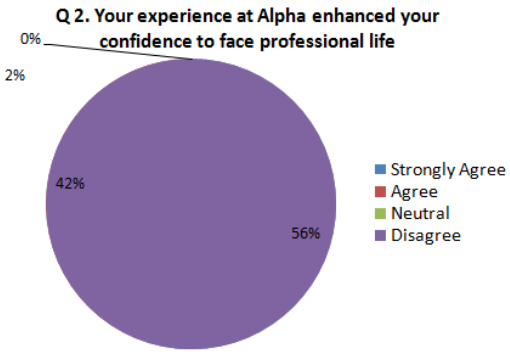
Thank you for your feedback. We greatly appreciate your time. Your responses will help us to improve the quality of our services to the students at Alpha.

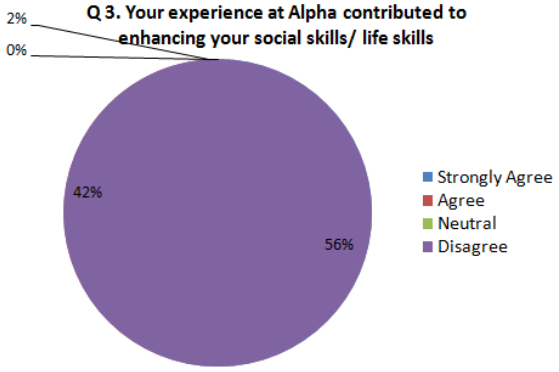
With best wishes,

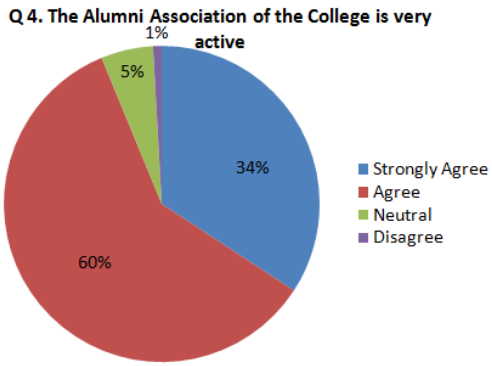
Principal and Staff at Alpha

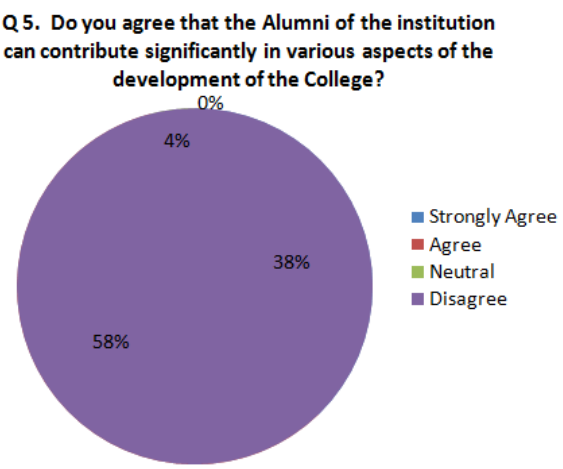
Annexure – 3 (iii) - Alumni Feedback Analysis - Charts

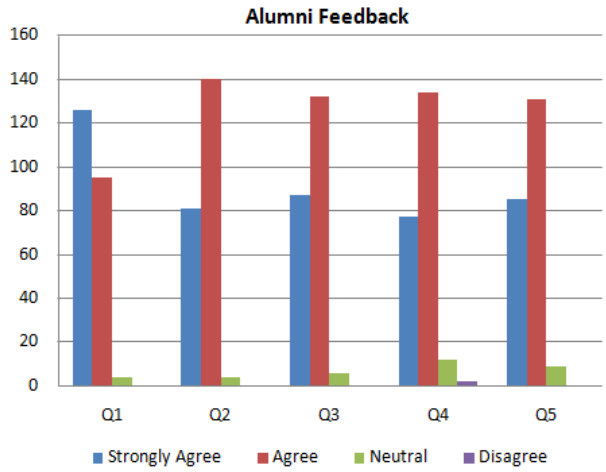












Total Number of Respondents 225

	Q1	Q2	Q3	Q4	Q5
Strongly Agree	126	81	87	77	85
Agree	95	140	132	134	131
Neutral	4	4	6	12	9
Disagree	0	0	0	2	0

Annexure – 4 (i)

Best Practice 1: Student Mentoring – A new Remedial Model for slow learners

1. Title of the practice

Student Mentoring – A new Remedial Model for slow learners

2. Goal

To mentor students with a holistic approach to understand the academic and other needs of the s.tudents and to offer solutions to the needs of the students.

Learning is the foremost objective of any student. The ability to learn gets reflected in the academic performance of the students. The poor academic performance of the students is not only a result of lack of student's intellectual ability but a complex combination of various factors such as (= hailing from families with) poor economic conditions, dysfunctional families, first generation graduates and lack of proper guidance.

In the light of the above mentioned context, the need was felt to create a student mentoring program with a holistic approach. This mentoring model was conceived to achieve the goal of making the atmosphere conducive for producing good academic performance from the students.

3. The Context

The College is located in a semi urban locality. The college attracts students from both rural and semi urban communities. The physical, mental and intellectual traits of the students vary from one to another. Hence there are many reasons for poor academic performances which had a retarding effect on their educational development other than limited intellectual ability. A healthy and wholesome mentoring model to address the factors which influence the academic performance was implemented.

4. The Practice

After a careful analysis of the students' performance in the examination and diagnosing the areas of difficulty and areas that need attention, two new programs were started. One is the Meet your Mentor (MYM) and the other Minimum Learning Material (MLM).

MYM was initiated to offer mentoring to slow learners with special focus on the student's academic performance. The Mentors had specific number of students under their tutelage whom they met periodically to understand their needs and monitor their progress. Some of the issues handled were:

1. Academics- CIA & university examination
2. Attendance- medical reasons, personal problems, attitude -counseling
3. Communication skills- difficulties in understanding the subject, teacher, method of teaching etc…
4. Discipline - late coming, following the rules & regulation of the college, class discipline.

After a one to one interaction, problems and difficulties of the students were sorted out either with counseling or warning and strict action for the problematic students. The observations were brought to the notice of the parents to achieve the desired results. Interaction with the parents revealed that many of them were totally unaware of their ward's poor performance and absenteeism.

Minimum Learning Material (MLM): Suitably tailored lesson notes on all subjects were prepared by teachers for the benefit of slow learners. The students prepared for the exams from these notes as it helped them to have a better grasp of all the lessons and also prepare well the oft repeated questions that appeared in the university exams.

5. Evidence of Success

The implementation of the new remedial model paved way for never before rapport between staff and students. A significant positive change in the attitude of the students was observed by the mentors. The signs of success of this program were largely quantitative in nature like punctuality, improved discipline, willingness to learn etc… After the implementation of the new remedial measures, it was found that the student's attendance percentage improved by 12 % and overall passes percentage improved by 10%.

6. Problems Encountered and Resources Required

The teachers – students ratio play a critical role in the success of this program as lesser the number of students mentored by a teacher promises high percentage of success. Many of our students have taken up part time job to support themselves so their physical availability in the campus is considerably hampered.

Annexure – 4 (ii)

Best Practice 2: International Students Football Premier League

1. Title of the Practice:

Promotion of pluralism and inclusiveness in College through Sports.

2. Goal:

To foster camaraderie and harmony among students of different countries in the College Campus through sports.

Diversity is a fundamental aspect of life and a defining character of higher education which enriches the educational experience. With the increasing presence of foreign students in the college campus, the need was felt to create an environment of healthy co-existence by initiating activities in various domains like academic, cultural and sports.

Sports being an arena where team work, mutual respect and acceptance come to the fore, AIS-FPL was conceived to achieve the goal of making the campus conducive for a vibrant community to thrive.

3. The Context:

In the globalised world cultural diversity serves as a source of exchange, innovation & creativity. The presence of foreign students on the campus is a great boon in this respect. The local community benefits a great deal by the participation and interaction with their foreign counterparts. Need was felt to create friendly and healthy platforms for the students to mingle, and co-exist in harmony. AIS-FPL was an attempt at this, making campus life interesting and appealing to both local and foreign students and serving as a valuable educational tool for both.

4. The Practice:

In a first-ever of its kind attempt, the foreign and NRI students Cell of the College in association with the Department of Physical Education organized AIS-FPL as part of International Students Day Celebrations . Football, being a sport close to the heart and land of the foreign students, the College deemed it fit to organize a match between students across the world studying in the College.

The 3-day tournament, from 29 to 31 January 2014, witnessed participation from 3 teams - Africa SC(Sudan, Comoros ,Yemen), Indian United(India & the NRIs)and Himalayan FC(Bhutan, Tibet, Nepal).

It was indeed a thrilling sight to see as students from various nationalities meet on common ground, a love of sport uniting them. The matches held the attention of the spectators and each goal scored was accompanied by thunderous applause that sparred the team as to do better. The rolling trophy was won by Indian FC United. Rahul Ahongsangbam of Indian FC united was declared the top scorer and Abdoulbar Alfakihi of Africa SC United, the best player. The Principal of the College congratulated all teams for their passionate participation and gave away the Trophy, medals and certificates to the winning and participating teams. The 3 day tournament would surely go down in the annals of the College as a memorable event that would become a trend-setter in the years to come. The Unique feature of the tournament was that students from different countries and different religious faiths came together on a common platform for the love of the Sport.

5. Evidence of success:

The Sporting extravaganza has had a very positive impact on the College Community as a whole. A significant improvement in relations among the competing teams was noticeable, which slowly spread among all students. A tangible difference in perception could be observed among the foreign students signifying a sense of belonging to the College which resulted in their increased participation in college events.

The increased number of foreign students seeking admission could also be a positive fall out of this practice.

6. Problems encountered and Resources required:

Due to paucity of time, the students were not able to get sponsors for the matches. Hence the teams had to meet their own expenses, like the purchase of kits and jerseys.