



ALPHA ARTS AND SCIENCE COLLEGE

(A Christian Minority Institution)
(ISO 9001:2015 Certified & Re-Accredited by NAAC)
A Unit of Alpha Group of Educational Institutions



South Asia

10th Nov 2018

To

The Director
National Assessment and Accreditation Council (NAAC)
P.O.Box No:10175
Nagarbhavi
Bangalore-560072

Sub: Submission of AQAR Report

Ref.No: Track ID No 12434

Sir

The First Annual Quality Assurance Report (AQAR) of Alpha Arts and Science College (CGPA 2.77, Grade B++) Chennai, Tamil Nadu after the 2nd cycle Reaccreditation for the Academic Year 2017-2018 is submitted for your kind perusal. This AQAR report is in the format prescribed by NAAC, The required (5) annexures are also attached.

Kindly accept and acknowledge the same

Yours Faithfully


(Dr.D.ASHALATHA)

CHAIRPERSON, IQAC



ALPHA ARTS AND SCIENCE COLLEGE
Porur, Chennai 600 116

(Affiliated to the University of Madras)
(Reaccredited by NAAC with “B++” Grade with a CGPA of 2.77 on a 4 point scale)

ANNUAL QUALITY ASSURANCE REPORT
June 2017- May2018
(AQAR)

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. BOX No.1075, Nagarbhavi, Bangalore – 560072, Karnataka, India

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

I. Details of the Institution

1.1 Name of the Institution

Alpha Arts and Science College

1.2 Address Line 1

P.Box.No.30

Address Line 2

Porur

City/Town

Chennai

State

Tamil Nadu

Pin Code

600116

Institution e-mail address

artscollege@alphagroup.edu

Contact Nos.

9884442576

Name of the Head of the Institution:

Dr. D. Ashalatha

Tel. No. with STD Code:

044-24762368

Mobile:

8428623817

Name of the IQAC Co-ordinator: Ms. Geetha Ravi

Mobile:

984129669

IQAC e-mail address:

iqac.aasc@alphagroup.edu

1.3 NAAC Track ID (For ex. MHC0GN 18879)

12434

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/59/A&A/54 dated 21.04.2012

1.5 Website address:

<http://alphagroup.edu/arts-science/index.php>

Web-link of the AQAR:

<http://alphagroup.edu/arts-science/downloads/AQAR2017to18.pdf>

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	A	3.14	2012	20.04.2017
2	2 nd Cycle	B++	2.77	2017	12.09.2017 to 11 .09.2022
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

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

07.06.2010

1.8 AQAR for the year (for example 2010-11)

2017-2018

1.9 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*)

Not applicable, as we are sending the first AQAR after the Reaccreditation (2nd Cycle), in September 2017

- i. AQAR _____ (DD/MM/YYYY)4
- 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 12B

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

UNIVERSITY OF MADRAS

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

Autonomy by State/Central Govt. / University	<input type="text" value="--"/>		
University with Potential for Excellence	<input type="text" value="-"/>	UGC-CPE	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other (<i>Specify</i>)	<input type="text" value="-"/>
UGC-COP Programmes	<input type="text" value="-"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="21"/>		
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>		
2.3 No. of students	<input type="text" value="2"/>		
2.4 No. of Management representatives	<input type="text" value="1"/>		
2.5 No. of Alumni	<input type="text" value="2"/>		
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>		
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>		
2.8 No. of other External Experts	<input type="text" value="1"/>		
2.9 Total No. of members	<input type="text" value="30"/>		
2.10 No. of IQAC meetings held	<input type="text" value="7"/>		
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="3"/>	Faculty <input type="text" value="7"/>
	Non-Teaching Staff	<input type="text" value="2"/>	Students <input type="text" value="3"/>
	Alumni	<input type="text" value="3"/>	Others <input type="text" value="7"/>

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. 1 International -- National -- State 1 Institution Level --

(ii) Themes

- ICT in Teaching Learning

2.14 Significant Activities and contributions made by IQAC

- FDP were organised for faculty development.
- 360 degree feedback from all stake holders
- Continuous monitoring of the student performance.

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
<p>To enhance the employability of Learners on par with global expectations to work abroad, work with international organisations and use English in International business environment.</p>	<p>The institution offered training on Cambridge English: Business Certificates (BEC) for all the first year students.</p>
<p>To devise strategy to Innovate Collaborate and Educate the faculty on a regular basis and nominate them to attend the FDPs organised by its partner, the ICT Academy.</p>	<p>The institution was conferred “The ICT Academic Partner Excellence Award 2018” in recognition and appreciation of its consistent participation in Faculty development programs.</p>

Plan of Action	Achievements
<p>To encourage the spirit of entrepreneurship amongst the student community</p>	<p>An International workshop on Entrepreneur Development was organised as part of International Youth Festival on 10th August 2017 with 325 participants from both India and abroad.</p> <p>*The budding entrepreneur of the NEN team received appreciation for being in the top 3rd position in the State.</p> <p>*Start ups were facilitated through the course content on Learn Wise APP and student support systems.</p> <p>*ENACTUS team worked in association with Kanchi Organic Farm for sustainable Entrepreneurship</p>
<p>To conduct Annual National Conference with reference latest developments in the field of Biotechnology in association with reputed research organisations.</p>	<p>The National Conference on Stem Cell Biology and Regenerative Medicine. Dr Satheesan Balasubramaniyan, Director, Malabar Cancer Research Centre, Cannore was the Guest of Honour.</p>
<p>To reduce student absenteeism</p>	<p>Student absenteeism was decreased due to the intense monitoring of the daily attendance .of students.</p>
<p>To improve student pass percentage.</p>	<p>Continuous monthly assessment tests were conducted. This helped to improve the pass percentage in certain departments.</p>
<p>Revision and revamping of the faculty log book.</p>	<p>The formats for the monthly assessment and the consolidated internal assessment were included for effective entry and monitoring of the student attendance / performance.</p>

** 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

1. Introduction / revival of PG courses to encourage research on campus.
2. Quality initiatives to promote research through conduct of seminars / conferences.

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	Nil	02	02	Nil
UG	14	Nil	14	03
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	Nil	Nil	Nil
Others	Nil	Nil	Nil	Nil
Total	14	02	16	03

Interdisciplinary	2	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	09 (UG) – Shift I – 9, Shift II – 5, 02 (PG)
Trimester	--
Annual	--

1.3 Feedback from stakeholders*

Alumni Parents

Employers Students

(On all aspects)

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
99	98	-	1	-

2.2 No. of permanent faculty with Ph.D.

17

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
12	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

GUEST FACULTY	VISITING FACULTY	TEMPORARY FACULTY
NIL	<ul style="list-style-type: none">Mr. G. S. Vignesh –Department of Visual Communication	NIL

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	21	27	3
Presented papers	22	25	--
Resource Persons	19		

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

TEACHING	LEARNING
<ul style="list-style-type: none"> • Google Classroom • Workbooks for Mathematics papers. • Audio visual presentation. • Video lecturing by Subject experts. • Mind mapping. • Screening of movies to explain the techniques. 	<ul style="list-style-type: none"> • Live Projects. • Discussion on recent scientific journals. • Case Study Oriented Research projects. • CATCH THEM YOUNG - Base paper discussion on the papers published by the students. • SEED FOR THOUGHT - Reviewing of the screened movies • Peer group learning. • NOWTHIS - Relating current affairs with subject by students. • Article contributions by the students in the departmental journal.

2.7 Total No. of actual teaching days during this academic year - 180 days

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

- | |
|--|
| <ul style="list-style-type: none"> ✓ Multiple choice questions ✓ Open book test. |
|--|

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

S.No	NAME OF THE STAFF	DETAILS
1	Dr. D. Ashalatha	Member –Senate and Academic Council, University of Madras
2	Dr. K. Tamizharasi	Member – Academic Council, University of Madras
		University Representative for SSKV college for Women –Kanchipuram
3	Ms. A. S. Purnalakshimi	Member-BOS - Mathematics , Mother Teresa University, Distance Education

2.10 Average percentage of attendance of students: 76 %

2.11 Course/Programme wise Distribution of pass percentage:

Title of the Programme	Total no. of students appeared		Distinction %		I Class %		II Class %		III Class %		Pass %	
	Shift1	Shift2	Shift1	Shift2	Shift1	Shift2	Shift1	Shift2	Shift1	Shift2	Shift1	Shift2
ECS	22	NA	23	NA	50	NA	-	NA	-	NA	50	NA
BBA	42	15	2.4	-	26	-	21	4	-	-	47	5
B.COM	129	64	10	1.56	57	10.93	16	10.94	-	-	73	23.43
B.Com (ISM)	36	13	11	-	36	23	25	7.6	-	-	61	24
B.Sc (Comp.Sci)	51	26	25	4	53	38	18	4	5	-	76	46
BCA	70	30	2.8	10	40	40	11	7	10	3	61	60
B.Sc.BT	37	NA	27	NA	78	NA	16	NA	-	NA	94	-
B.Sc.VIS.COM	21	NA	-	NA	29	NA	57	NA	-	NA	81	NA

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

IQAC	TEACHING	LEARNING
CONTRIBUTION	<ul style="list-style-type: none"> • Orientation programs for staff • FDP • Conferences • Guest lectures • Workshops • Process flow diagrams 	<ul style="list-style-type: none"> • Industrial visit • Field visit • Curricular oriented activities (pictogram, connections) • Co-curricular activities
MONITORING PROCESS	<ul style="list-style-type: none"> • Course plan • Hand book • University result analysis and the measures taken • Monitored remedial classes • Academic audit 	<ul style="list-style-type: none"> • University result analysis and the measures taken • Monitored remedial classes • Students strength in the remedial classes • Follow up of remedial students absence
EVALUATING PROCESS	<ul style="list-style-type: none"> • Feedback from students • Feedback from alumni • Feedback from employers • CIA & Monthly Assessment 	<ul style="list-style-type: none"> • Multiple choice questions for internal assessments

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	1
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	14
Others	147

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	6	-	-	-
Technical Staff	7	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- Project proposals submitted to the funding authorities throughout the year with the projected plan along with increase in budget.
- MOU with reputed industries undertaking thefor working on R&D problems.
- Interdisciplinary research works promoted at all levels.
- Motivate young faculty members more on R&D publications on good quality Journals.
- Mini Projects are encouraged at Undergraduate Level.
- Motivate student and Faculty Publications.
- Organisation of Conferences and Seminars.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	1
Outlay in Rs. Lakhs	-	-	-	55,00,000

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	1
Outlay in Rs. Lakhs	-	-	-	3,00,000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	18	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	10	48	01

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	Nov2017-Feb2018	Alpha Arts and Science College	10,000	10,000
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

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	-	2	-	-	-
Sponsoring agencies	-	-	-	-	-

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	<input type="text" value="-"/>	From Management of University/College	<input type="text" value="11.94"/>
Total	<input type="text" value="11.94"/>		

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
8	-	8	-	-	-	-

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="2"/>	State level	<input type="text" value="1"/>
National level	<input type="text" value="2"/>	International level	<input type="text" value="1"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="21"/>	State level	<input type="text" value="2"/>
National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

3.23 No. of Awards won in NSS:

University level	1	State level	1
National level	1	International level	1

3.24 No. of Awards won in NCC:

University level	Nil	State level	Nil
National level	Nil	International level	Nil

3.25 No. of Extension activities organized

University forum	Nil	College forum	12		
NCC	3	NSS	19	Any other	Nil

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

- Cado Alpha –NCC (Inter-collegiate competition) from 02.03.2018 to 03.03.2018.
- Gender sensitization seminar in association with NYK (Nehru Yuva Kendra) from 13.09.2017 to 18.09.2017.
- Youth Leadership and community development training by Nehru Yuva Kendra from 18.08.2017 to 22.08.2017.
- Awareness seminar on AIDS - 01.12.2017.
- Anti-drug awareness rally in association with ICPF (Inter Collegiate Prayer Fellowship) on 21.07.2017.
- Swachhta Pakhwara Activities from 01.08.2017 to 15.08.2017.
- Students acted as scribe for Visually disabled school students from 14.03.18 to 16.04.2018
- Health Check-up for staff and students on 28.09.2017 in association with Rakshith Hospital, Chennai.
- Visit to Jeevodaya Hospice, Manali, Chennai for the distribution of essential items for terminal cancer patients on 12.12.2017.
- Visit to Little Drops old age home to distribute hosieries 18.12.2017
- Simple techniques on self defence mechanism was demonstrated to Government Girls Higher Secondary School, Poonamalle, Chennai on 20.01.2018.
- Herbal saplings were planted in the College premises on 22.01.2018.
- Visit to Little Drops old age home to distribute groceries 24.01.2018.
- Porur lake cleaning – Rally for rivers in association with ISHA foundation on 29/7/17

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	3.2 Acres	-	From Fee Collections	3.2 Acres
Class rooms	33	5		38
Laboratories	7	-		7
Seminar Halls	1	-		1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	5		-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	11.94		-
Others	-	-		-

4.2 Computerization of administration and library

➤ Fully Computerized

4.3 Library services: Total Area : 4200 Sqft.

Seating Capacity: 64

	Existing		Newly Added		Total	
	NO.	Value	No.	Value	No.	Value
Text Books	16590	3930282.00	382	133224.00	16972	4063506.00
Reference Books	2062	176489.00	-	-	2062	176489.00
e-books & e-journals	78000	17225.00	-	5750.00	-	Membership Renewed
Journals	37	89350.00	-	-	34	82,746.00
Digital Database	-	-	-	-	-	-
CD & DVD	409	-	-	-	409	Free CD'S & Dvd's
Others (Specify)	-	-	-	-	-	-
E- Books	-	-	-	-	-	-
E - Journals	3000	-	-	-	-	19,320.00

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	213	4	1-Airtel ISP@200 Mbps	5	5	4	21	-
Added	18	-	1-Cherrinet ISP@200 Mbps	-	-	-	-	-
Total	231	4	2	5	5	4	21	-

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

- 200 Mbps Broad Band Internet Connection from Cherrinet
- ICTACT – In collaboration with ICTACT & attending FDP'S, seminars and workshops for teachers and students.
- NPTEL for students and Staff
- Hands on Training for system Administrator, Lab Technicians for up gradation

4.6. Amount spent on maintenance in lakhs :

i) ICT	9.21
ii) Campus Infrastructure and facilities	34.99
iii) Equipments	11.94
iv) Others	10.11
Total:	66.25

Criterion -V

Student Support and Progression

5.1. Contribution of IQAC in enhancing awareness about student support services

Awareness programs conducted in the college premises.

S.No.	Program	Date	Title	Resource Person	No. of Participants
1	Career Guidance	1.7.2017	Job seekers and higher studies	Ms. Binita Assistant Manager South Indian Bank, Chennai.	42
2	Guest Lecture	07.08.2017	Share it up	Dr. Subramanian Ramakrishnen	54
3	Workshop	10.08.2017	Aspire beyond	Mr. Charles HR Business Partner & Public speaker ICTACT Mr. Prince Trainee Mentor, Break through Incorporation Bangalore 3 ICTACT Ms. Sridevi, HR, Executive DXC Technology, Chennai	50
4	Career Guidance	7.9.2017	To develop personality skills for industrial needs	Mr.Ajay Pradeep Director, GA Group, Chennai.	42
5	Training on Leadership Training & Community Service	13.9.2017- 18.9.2017	Importance of leadership & ability RTI Gender Equity Yoga	Mr. Shivakumar NYK Dr. Revathy, Advocate, Mr.Kavinesan & Ms.Vanaja Ms.Valli . Student Counsellors NYK	19
6	Discussion	15.09.2017	Awareness program on NEN	NEN Coordinators of AASC	58
7	Seminar	27.09.2017	Opportunities available for B.Sc. Graduates in Aviation Industry	Mr. Praveen Consultant, Aviation Industry	70
8	Training	12.10.2017 16.10.2017	WF-100 training	NEN Coordinators of AASC	40
9	Tech Talk	12.12.2017	Augmented Reality and Medical Science	Dr. Kalaiarasan Ponnusamy	54
10	Seminar	18.12.2017	Social Responsibility of Youth	Mr. Augustine, ICPF Team	108
11	Seminar	18.12.2017	Awareness of AIDS	Pastor Ron ICPF Team	62

S.No.	Program	Date	Title	Resource Person	No. of Participants
12	Workshop	08.01.2018	Story telling	Ms. Lavanya Srinivas, Founder Director, Katha Kamamishu Ms. Laltha Srivatsav, Founter & Director of Story Telling Association CLF	50
13	Talk	10.1.2018	International Youth Day	Mr. Karthick Alumnus	40
14	Young India	10.1.2018	Role of students on betterment of India	Internal	29
15	Orientation	29.01.2018	BEC	Ms. Smitha Purohith of Cambridge, Chennai	515
16	Symposium	01.02.2018	How to approach UPSC Exams	Mr. Palaniappan, IIS Director News All India Radio	100
17	Seminar	19.2.2018	Career Guidance on Professional Programme	Mr. Balasubramaniam, ICSI, CS Practising.	150
18	Quiz	24.2.2018	Road Safety Awareness	Mr. Azhagar senthil President, Awareness Creating on Public Rights	18
19	Seminar	25.2.2018	Awareness on Consumer Protection	Internal	50
20	Seminar RRC	19.3.2018	Celebrating Lives	B. Karthick Assistant Director (Youth Affairs) Tamil Nadu State AIDS Control Society.	28
21	Seminar	22.03.2018	Investment in equity benefits of deposits	Dr. M. S. Shankar Chartered Accountant Insolvency	150
22	Training		Rubic cube speed cubing	Mr. Illayaram Sekar Maths Teacher, KRM School, (4 times Guinness Record Holder)	19
23	YouTube training		Shortcuts in mathematical concepts	Ms. Poornalakshmi Faculty, AASC	
24	Google class room		Teaching regular mathematical classes	Internal	
25	Guest Lecture		The Significance of acquiring language skills for Employability	Ms. Jayanthi Srinivasan, Retd., Professor of Educational Society of Tamil Nadu	30

Students encouraged to participate in awareness programs organized by external units.

S. No.	Program	Date	Title	Resource Person	No. of Participants
1	Rally	21.07.2017	Anti Drug Awareness	In association with ICPF	
2	National Seminar	23.08.2017 24.08.2017	'Consumer Education, Protection, and Empowerment' in the era of Globalization	Centre for Consumer Studies, IIPA, New Delhi	7
3	Seminar	08.09.2017	Citizen Consumer Club	Dept. of Civil Supplies and Consumer Protection, Govt. of Tamilnadu	
4	National Seminar	20.09.2017	Consumer Awareness on Online Trading	Dept. of Civil Supplies and Consumer Protection, Govt. of Tamilnadu	4
5	Workshop	25.09.2017 26.09.2017	E-Leadership	Dr. Sujaya Rao Consultant, Trainer, and Mentor, Entrepreneurship Development and Leadership, NEN and EDII	2
6	Social Service Program	Sept. 2017	Healthy Life	In association with SRMC	45
7	Career Awareness Seminar	29.11.2017	Emerging Technology-Career awareness	Abdul Rehaman-VyTCDC system	3
8	Entrepreneurship Fest	08.01.2018 to 10.01.2018	ENANTHRA-2018	ENANTHRA, Anna University	9
9	Workshop	08.03.2018	Women Entrepreneurship	Centre for Entrepreneurship Development	2
10	Training	07.05.2018 11.05.2018	GST	National Academy of Customs, Indirect Taxes and Narcotics.	10

5.2 Efforts made by the institution for tracking the progression

Tracking the progression of Students is done by the following means:

Updating student information happens during

- a. Alumni meet.
- b. Through mail and telephonic conversations
- c. Whenever the Alumnus visits the College

Online tracking system through the College Website for students' progression is in the offing.

5.3 (a) Total number of students

UG	PG	Ph.D.	Others
2134	9	-	-

(b) No. of students outside the States.

(c) No. of International Students

	No	%		No.	%
Men	1399	65.28	Women	744	34.71

Last year						This year					
G	SC	ST	OBC	P.C.	Total	G	SC	ST	OBC	P.C.	Total
190	340	1	1568	1	2099	151	315	3	1627	2	2096

Demand Ratio: 76.4%

Dropout %: 4.71

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

- Library equipped with sufficient books for approaching competitive examinations.
- Availability of books for competitive examinations in the department library.
- Regular classes on aptitude, numerical ability, logical reasoning conducted at the department level.
- Seminars organized by erudite academicians and industry experts to give exposure to the students on how to prepare for the examinations.
- Training programs conducted by Placement and Training Cell of the College.

No. of student beneficiaries for the above said category

5.5 Number of students qualified in the below mentioned examinations

NET	SET	GATE	CAT	IAS/IPS	PSC	UPSC	Others
-	-	-	-	-	-	-	2

5.6. Details of student counselling and career guidance

Mentor sessions conducted internally

- Class in charge mentors the students.
- Head of the Department supports the mentoring process.
- Intricate cases are dealt by the Principal.
- Ms. Sujatha, professional counsellor, visits the college periodically and handles counselling sessions.

No. of students benefitted out of counselling

5.7. Details of campus placement

Depts.	On Campus			Off Campus
	No. of organizations visited	No. of students participated	Number of students placed	Number of students placed
All Depts.	51	500	96	48

5.8 Details of gender sensitization programmes

1	A talk on "Women's Health and Hygiene"
2	Women's Self Defence Training Workshop
3	Women's Day Celebrations , "Poster Competition"
4	A talk on "Women's Empowerment in the Globalized Era”
5	Challenges that women face in management positions
6	Program on “We have gender equality in the workplace and in the wider society”
7	Tech talk on “Augmented Reality and Medical Science”
8	A talk on “How to face the society as a women multidimensional”
9	A talk on “Maintenance of Body and Soul”

5.9 Students activities

5.9.1: Number 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: Number of medals / awards won by students in sports, Games and other events [Sports/Cultural]

Sports: State/University Level National Level International Level

Cultural: State/University Level National Level International

5.10 Scholarships and Financial Support

S.No.	Particulars	Number of students	Amount (Rs.)
1	Financial support from institution	19	5,23,750
2	Financial support from government	No. of students applied: 174	Amount yet to be received.
3	Financial support from other sources	15	337000
4	Number of students who received International/National Recognitions	3	4000

5.11 Students organized / initiatives

Fairs: State/University Level National Level International Level

Exhibitions: State/University Level National Level International Level

5.12 No. of social initiatives undertaken by the students –

5.12 No. of social initiatives undertaken by the students –

5.13 Major grievances of students if any

Major grievances addressed:

- Quality of the food provided in the Canteen was improved.
- College timings were restructured to increase the break timings by 10 minutes.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

- To instil in students a sound philosophy based on core human values and through quality education foster a community of competent youth who would contribute to the National and Global Development, serving humanity at large.

Mission

- To offer a wide range of academic programmes relevant to the regional and national needs in line with the emerging trends.
- To train the students through innovative instructional techniques and steer them towards higher thinking.
- To assist the students to acquire healthy and useful experiences leading to holistic progression.
- To develop entrepreneurial skills and bridge the lacuna between the world of work and learning.
- To promote value-based education, sensitizing the students to social responsibility and good citizenry.

6.2 Does the Institution has a Management Information System

Nil

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

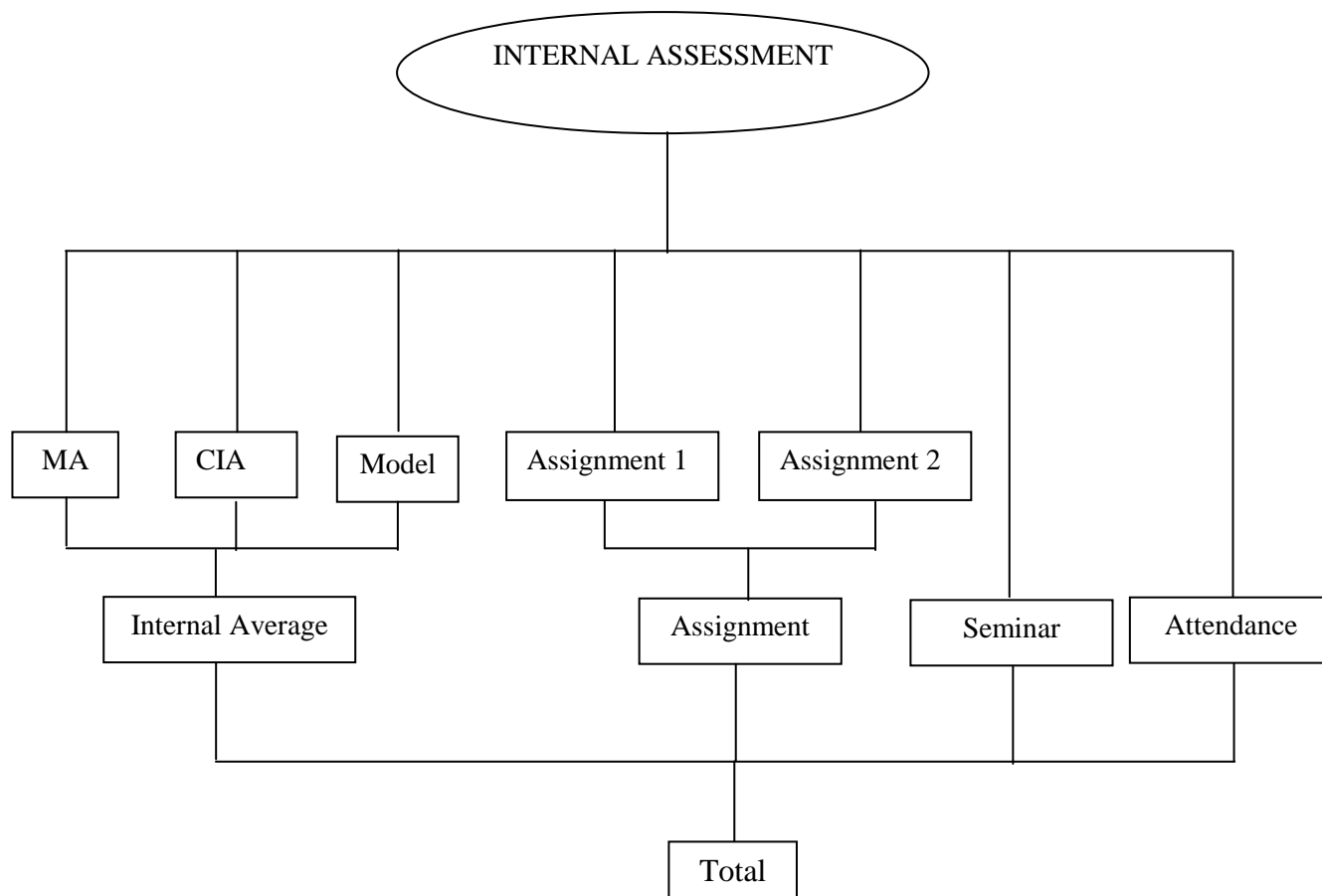
6.3.1 Curriculum Development

- ❖ Affiliated to University of Madras
- ❖ Recommendations were sought from the stakeholders

6.3.2 Teaching and Learning

TEACHING	LEARNING
<ul style="list-style-type: none"> • Google Classroom • Workbooks for Mathematics papers. • Audio visual presentation. • Video lecturing by Subject experts. • Mind mapping. • Screening of movies to explain the techniques. 	<ul style="list-style-type: none"> • Live Projects. • Discussion on recent scientific journals. • Case Study Oriented Research projects. • Base paper discussion on the papers published by the students. • Reviewing of the screened movies • Peer group learning. • NOWTHIS - Relating current affairs with subject by students. • Article contributions by the students in the departmental journal

6.3.3 Internal Exam Evaluation



6.3.4 Research and Development

The College and the Management take the utmost efforts to encourage the faculty to participate and organize National Conferences and to do Research publications.

❖ Details of Research Publications

	International	National	Others
Peer Review Journals	18	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	10	48	01

- ❖ Conference organised by the Institution -2 National Level
- ❖ Projects initiated by the departments

Major Research projects	Submitted	Outlay of Rs 55,00,000
Minor Research projects	Submitted	Outlay of Rs 3,00,000

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ❖ Our College library has excellent learning resources thanks to the efforts of the Management.

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16590	3930282	382	133224	16972	4063506
Reference Books	2062	176489	-	-	2062	176489
e-Books & e-journals	78000	17225	-	5750	-	Membership renewed
Journals	37	89350	-	-	34	82746
Digital Database	-	-	-	-	-	-
CD & Video	409	-	-	-	409	Free CD's & DVD's
Others (specify)	-	-	-	-	-	-
E-Books	-	-	-	-	-	-
E-JOURNALS	3000	-	-	-	-	19320

- ❖ Departments are maintaining Reference books as well as catalogue books in the Book Bank. (The accessibility of the department library is made possible to faculty and students.)

No of Reference books	No of Catalogue books
853	1746

- ❖ Google class room
- ❖ Every department is equipped with LCD projector to facilitate ICT enabled class room. Projectors available in the college- 12 No's.
- ❖ Physical Infrastructure /Instrumentation

Class room	Laboratories	Total Computers	Computer Labs	Browsing Centres	Computer Centres	Internet
38	7	213	4	5	5	1Airtel-1SP@200mbs

6.3.6 Human Resource Management

- Promotion and sustenance of quality initiatives with regard to human resource management and according to the ISO 9000:2015

6.3.7 Faculty and Staff recruitment

Faculty are recruited as per the requirement of the University Norms.

6.3.8 Industry Interaction / Collaboration

Industrial Trip.	Field Visit.	MoU
<ul style="list-style-type: none"> ❖ II & III BBA visited Chennai Port trust ❖ III B.Sc. (CS) Students visited ISRO (Sriharikota) ❖ B.Com (ISM) department students went for industrial trip to AAVIN factory and Butterfly Co Pvt Ltd ❖ III B.Sc (ECS) visited Integral Coach Factory, Chennai. 	<ul style="list-style-type: none"> ❖ III B.Sc Visual Communication students visited L.V.Prasad film and TV Academy ❖ B.Com (ISM) & B.Sc Visual Communication students visited Indian Express ❖ I B.Sc Biotech students visited VS Research and Clinical Tisel, Chennai. ❖ II B.Sc Biotech students visited Central Instrumentation Lab, SRMC 	<ul style="list-style-type: none"> ❖ Bio Zone Research Technology (2015-2018)and Path Gene Research -Technology (2015-2019) Both PG & UG Biotech Students are the beneficiaries ❖ Vy Systems (2017-2018) , Students of III BBA Students are the beneficiaries ❖ Mylai Thiruvalluvar Tamizh Sangam (2016-2018). Both the Students & Faculty of AASC are the beneficiaries ❖ National Institute of Electronics and Information Technology(NIELIT) (2017-2019) Both Faculty & Students of B,Sc (ECS) are the beneficiaries

6.3.9 Admission of Students

❖ Admission of Students as per the Government and University Norms.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> ❖ Concession in fees for their wards. ❖ Maternity Leave ❖ Financial assistance
Non-teaching	<ul style="list-style-type: none"> ❖ Financial Loan ❖ Joy of Sharing-Sharing provisions to our house keeping staff during Christmas Eve.
Students	<ul style="list-style-type: none"> ❖ Government scholarships for SC / ST Students. ❖ Fee waiver for 10 under privileged Students ❖ Free Medical check-up and consultation at a very nominal cost from SRMC. ❖ Friends Trust sponsored one semester fee to II B.Sc. (Bio Tech) student and Jayaraj Construction Ltd sponsored one semester fee to II B.Sc. (Bio Tech) student

6.5 Total corpus fund generated

519.93

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	<ul style="list-style-type: none"> ○ College Management Committee ○ College Council ○ ISO Team
Administrative	No	-	Yes	<ul style="list-style-type: none"> ○ College Management Committee ○ College Council ○ ISO Team

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?

- ❖ Students should complete their arrears within 2 years of completion of their course.
- ❖ Students should redo the course if their attendance is low as per latest regulations of University of Madras

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

- Freedom in teaching - learning
- Freedom in organising, Curricular, Co-Curricular and Extra Curricular activities.
- Freedom to supplement the University Curriculum.
- Flexibility in internal evaluation
- Flexibility in implementing curriculum within the university framework
- Choice in non-major electives
- Basic Tamil for Non-Tamil students.

6.11 Activities and support from the Alumni Association

- Guest Lectures and Technical Talks by Alumni.
- Financial support extended by Alumni to the economically deserving students.
- Career Guidance by the Alumni.
- Placement and Internship support by the Alumni [College to Corporate].
- Guidance as a member of IQAC Cell, Department Advisory board members

6.12 Activities and support from the Parent – Teacher Association

- No registered Parent –Teacher Association
- Informal Parent –Teacher meet is held as an open day to discuss to appraise them of their wards (twice in a year)

6.13 Development programmes for support staff

Support staff is trained to work in an organised manner and maintain house keeping records.

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

- Herbal garden.
- E-Waste reduction and safe disposal.
- Sapling planting drives.

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.

- Induction Orientation programs for the students from diverse walks of life.
- Campus to Corporate - training on Personality Development, Resume Writing, Interview Training and Entrepreneurial skills is provided to enhance the employability skills of the students.
- Internship with stipend provided placement opportunities for final year students
- Mathematics worksheets developed and implemented to enable effective learning of the subject.
- Implementation of Google Classroom to enable online learning for students.
- Implementation of Google Calendar for scheduling infrastructure booking and examination scheduled.
- Wi-Fi zone, tobacco free zone.

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

Plan of Action	Achievements
To enhance the employability of Learners on par with global expectations to work abroad, work with international organisation and use English in International business environment.	The institution offered training on Cambridge English: Business Certificates (BEC) for all the first year students .
To encourage the spirit of entrepreneurship amongst the student community	An International workshop on Entrepreneur Development was organised as part of International youth festival on 10 th August 2017 with 325 participants from both India and abroad.

Plan of Action	Achievements
	<p>*The budding entrepreneur of the NEN team received appreciation for being in the top 3rd position in the State.</p> <p>*Startups were facilitated through the course content on Learn Wise APP and student support systems.</p> <p>*ENACTUS team worked in association with Kanchi Organic Farm for sustainable Entrepreneurship</p>
<p>With a well devised strategy to Innovate Collaborate and Educate the faculty on a regular basis and nominate them to attend the FDPs organised by its partner, the ICT Academy.</p>	<p>The institution was conferred “The ICT Academic Partner Excellence Award 2018” in recognition and appreciation of its consistent participation in Faculty development programs.</p>
<p>To conduct Annual National conference with reference to the developments in the field of Biotechnology in association with reputed research organisation.</p>	<p>The National Conference on Stem Cell Biology and Regenerative Medicine. Dr Satheesan Balasubramaniyan, Director, Malabar Cancer Research Centre, Cannore was the Guest of Honour.</p>
<p>To reduce student absenteeism</p>	<p>Student absenteeism was decreased due to the intense monitoring of the daily attendance .of students.</p>
<p>To improve student pass percentage.</p>	<p>Continuous monthly assessment tests were conducted. This helped to improve the pass percentage in certain departments.</p>
<p>Revision and revamping of the faculty log book.</p>	<p>The formats for the monthly assessment and the consolidated internal assessment were included for effective entry and monitoring of the student attendance / performance.</p>

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

- Assessment mechanism to critically analyse the strengths, highlights, and challenges of a course/discipline exclusively from students' point of view, taking into consideration the degree of satisfaction of the student with respect to course content, course delivery, co-curricular activities, skill development initiatives and degree of achievement of goals.
- Implementation of risk registers to identify the lapses. Effectiveness of the mitigation plan monitored.

7.4 Contribution to environmental awareness / protection

- Students produced short films, Public Service Advertisement and Documentary on Global warming.
- The College has initiated the efforts towards e-waste management by giving awareness session to the student on the same.
- Enactus worked on a project 'Kanni Nillam', students learnt the various techniques of organic farming; facilitate the production, marketing and sales and assist the farmers make them self-sufficient.
- Eco club – planted sapling in the college segregated dust bins for degradable and non-degradable materials
- List of Programs organised by the NSS, NEN, Women Cell, etc

S.No	Date	Title of the Program	Organiser / Association/ Resource Person
1	21.7.2017	Anti-Drug Awareness Rally	ICPF
2	1.8.2017 – 15.8.2017	Swachhta Pakhwara Activities - Campus cleaning work	NSS
3	28.11.2017	Communal Harmony and National Integration	National Youth camp
4	21.7.2017	Seminar on Awareness of AIDS	Pastor Ron
5	1.8.2017	Seminar on causes of pollution, benefits of tree plantations.	-
6	28.7.2017	Women's Health and Hygiene	Dr.Usha Vishwanath, Senior Consultant & Professor, Gynaecology, Sri Ramachandra Medical College.

S.No	Date	Title of the Program	Organiser / Association/ Resource Person
7	29.11.2017	Women's Self Defence training Workshop	D.Ramesh, Lead trainer, Chi Unlimited
8	24.2.2018	Quiz on Road Safety	-
9	28.2.2018	Organ Donation Awareness Rally	-
10	1.3.2018	Women's Empowerment in the Globalization Era	Dr. Sulochana, High Court Advocate
11	28.9.2017	Free Medical Check-up (Regular)	Rakshit Hospital, Chennai.

7.5 Whether environmental audit was conducted? Yes No

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

<p>Strength</p> <ul style="list-style-type: none"> • Career orientation and placements • Centralized administration with greater flexibility • Students from diverse walks of life were assisted from grooming to discipline which helped the students to sustain the leadership quality. <p>Weakness</p> <ul style="list-style-type: none"> • Research Enhancement <p>Opportunities</p> <ul style="list-style-type: none"> • Encourage the faculties to take up more refreshment / orientation courses. • Initiatives taken for transportation facilities. <p>Challenges</p> <ul style="list-style-type: none"> • Students from poor economic background and to get sponsorship to support their higher education.
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8. Plans of Institution for next year

- Quality enhancement through dedicated initiatives

Name GEETHA RAVI

Name DR. D. ASHALATHA

Geetha Ravi

Dr. D. Ashalatha

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

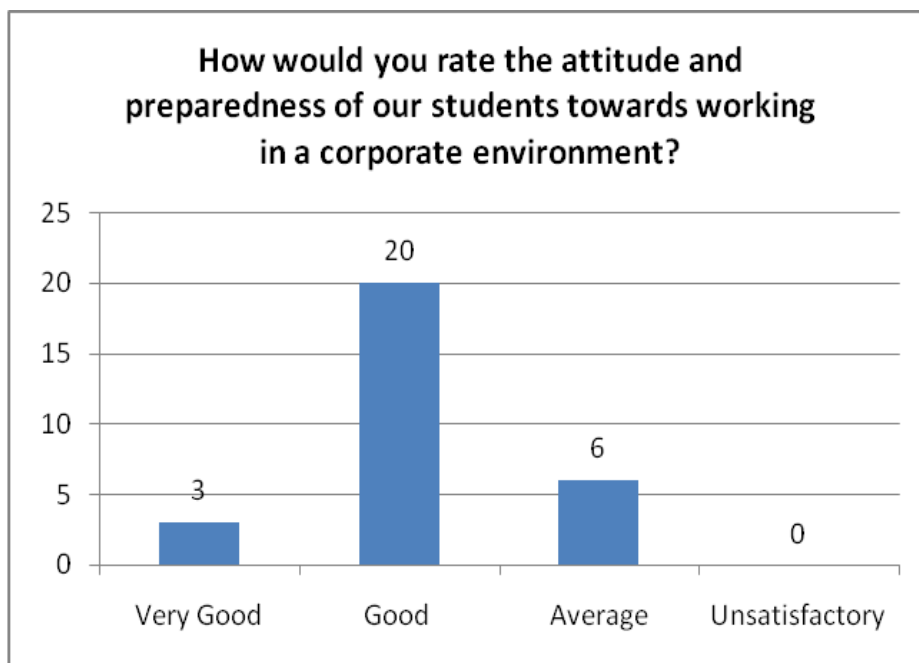
College Calendar								
2017 - 2018								
JUNE - 2017				JULY - 2017				
1	Thu	Staff Reporting		1	Sat		Day 6 12	
2	Fri			2	Sun			
3	Sat			3	Mon		Day 1 13	
4	Sun			4	Tue		Day 2 14	
5	Mon			5	Wed	Freshers' Orientation Day	Day 3 15	
6	Tue			6	Thu		Day 4 16	
7	Wed			7	Fri		Day 5 17	
8	Thu			8	Sat	Holiday		
9	Fri			9	Sun			
10	Sat			10	Mon		Day 6 18	
11	Sun			11	Tue		Day 1 19	
12	Mon			12	Wed		Day 2 20	
13	Tue			13	Thu		Day 3 21	
14	Wed			14	Fri		Day 4 22	
15	Thu			15	Sat	Holiday		
16	Fri	College Reopens for II & III Yea	Day 1 1	16	Sun			
17	Sat		Day 2 2	17	Mon		Day 5 23	
18	Sun			18	Tue		Day 6 24	
19	Mon		Day 3 3	19	Wed		Day 1 25	
20	Tue		Day 4 4	20	Thu		Day 2 26	
21	Wed		Day 5 5	21	Fri		Day 3 27	
22	Thu		Day 6 6	22	Sat		Day 4 28	
23	Fri		Day 1 7	23	Sun			
24	Sat	Holiday		24	Mon		Day 5 29	
25	Sun			25	Tue		Day 6 30	
26	Mon	Ramzan		26	Wed		Day 1 31	
27	Tue		Day 2 8	27	Thu		Day 2 32	
28	Wed		Day 3 9	28	Fri		Day 3 33	
29	Thu		Day 4 10	29	Sat	Holiday		
30	Fri		Day 5 11	30	Sun			
				31	Mon		Day 4 34	
August - 2017				September - 2017				
1	Tue		Day 5 35	1	Fri		Day 3 57	
2	Wed		Day 6 36	2	Sat	Bakrid		
3	Thu		Day 1 37	3	Sun			
4	Fri		Day 2 38	4	Mon	Onam		
5	Sat	Alpha Fest - Off Stage events	Day 3 39	5	Tue		Day 4 58	
6	Sun			6	Wed		Day 5 59	
7	Mon		Day 4 40	7	Thu		Day 6 60	
8	Tue		Day 5 41	8	Fri		Day 1 61	
9	Wed		Day 6 42	9	Sat	Holiday		
10	Thu		Day 1 43	10	Sun			
11	Fri	Alpha Fest - On Stage events	Day 2 44	11	Mon		Day 2 62	
12	Sat	Holiday		12	Tue		Day 3 63	
13	Sun			13	Wed		Day 4 64	
14	Mon	Krishna Jayanthi		14	Thu	George Memorial Trophy	Day 5 65	
15	Tue	Independence Day		15	Fri	George Memorial Trophy	Day 6 66	
16	Wed	I CIA	Day 3 45	16	Sat	Holiday		
17	Thu	I CIA	Day 4 46	17	Sun			
18	Fri	I CIA	Day 5 47	18	Mon		Day 1 67	
19	Sat	I CIA	Day 6 48	19	Tue		Day 2 68	
20	Sun			20	Wed		Day 3 69	
21	Mon	I CIA	Day 1 49	21	Thu		Day 4 70	
22	Tue	I CIA	Day 2 50	22	Fri		Day 5 71	
23	Wed		Day 3 51	23	Sat		Day 6 72	
24	Thu		Day 4 52	24	Sun			
25	Fri	Vinayagar chaturthi		25	Mon		Day 1 73	
26	Sat	Holiday		26	Tue		Day 2 74	
27	Sun			27	Wed		Day 3 75	
28	Mon		Day 5 53	28	Thu		Day 4 76	
29	Tue		Day 6 54	29	Fri	Saraswathi Pooja		
30	Wed		Day 1 55	30	Sat	Vijayadhasami		
31	Thu		Day 2 56					

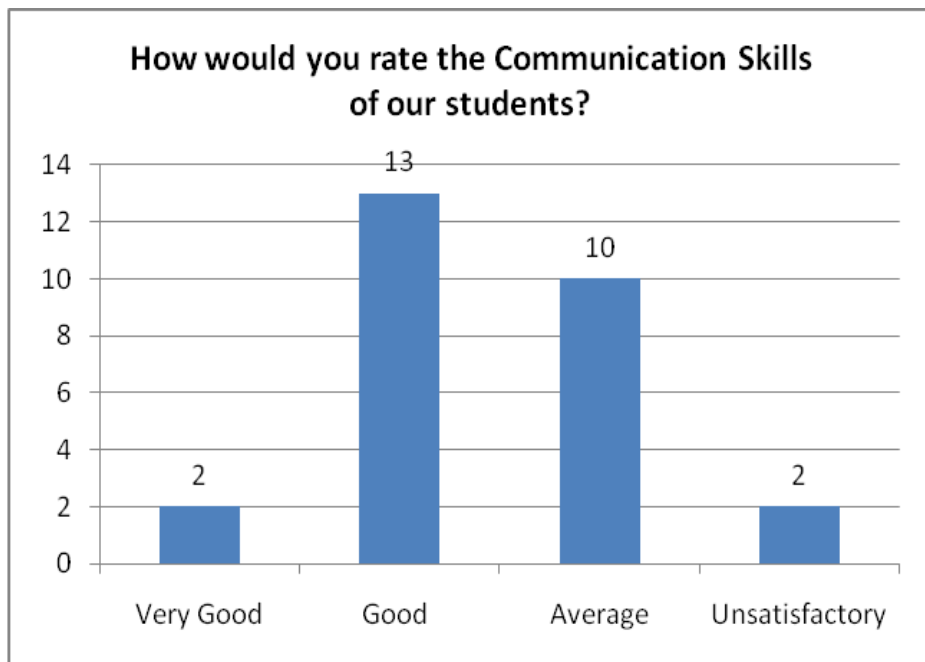
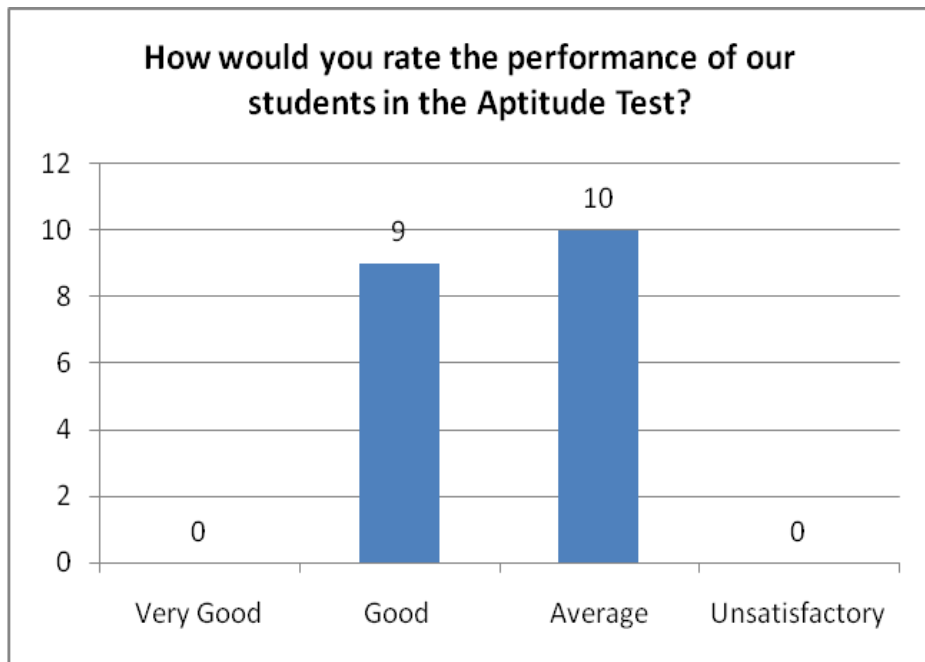
October - 2017					November - 2017				
1	Sun	Moharam			1	Wed	University Theory Examination Commences		
2	Mon	Gandhi Jayanthi			2	Thu			
3	Tue	Model Exam	Day 5	77	3	Fri			
4	Wed	Model Exam	Day 6	78	4	Sat			
5	Thu	Model Exam	Day 1	79	5	Sun			
6	Fri	Model Exam	Day 2	80	6	Mon			
7	Sat	Model Exam	Day 3	81	7	Tue			
8	Sun				8	Wed			
9	Mon	Model Exam	Day 4	82	9	Thu			
10	Tue	Model Exam	Day 5	83	10	Fri			
11	Wed	Model Exam	Day 6	84	11	Sat			
12	Thu	Model Exam	Day 1	85	12	Sun			
13	Fri	Model Exam	Day 2	86	13	Mon			
14	Sat	Holiday			14	Tue			
15	Sun				15	Wed			
16	Mon	University Practical Exam	Day 3	87	16	Thu			
17	Tue	University Practical Exam	Day 4	88	17	Fri			
18	Wed	Diwali			18	Sat			
19	Thu	University Practical Exam	Day 5	89	19	Sun			
20	Fri	University Practical Exam	Day 6	90	20	Mon			
21	Sat	Holiday			21	Tue			
22	Sun				22	Wed			
23	Mon	University Practical Exam	Day 1	91	23	Thu			
24	Tue	University Practical Exam	Day 2	92	24	Fri			
25	Wed	UNIVERSITY NME, SOFT SKILL, VAE	Day 3	93	25	Sat			
26	Thu	UNIVERSITY NME, SOFT SKILL, VAE	Day 4	94	26	Sun			
27	Fri	UNIVERSITY NME, SOFT SKILL, VAE	Day 5	95	27	Mon	College Reopens	Day 1	1
28	Sat	UNIVERSITY NME, SOFT SKILL, VAE	Day 6	96	28	Tue		Day 2	2
29	Sun				29	Wed		Day 3	3
30	Mon	UNIVERSITY NME, SOFT SKILL, VAE5Q			30	Thu		Day 4	4
31	Tue								
December - 2017					January - 2018				
1	Fri	Milad-un-Nabi			1	Mon			
2	Sat		Day 5	5	2	Tue			
3	Sun				3	Wed	College Reopens after Christmas Vacation	Day 4	22
4	Mon		Day 6	6	4	Thu		Day 5	23
5	Tue		Day 1	7	5	Fri	Samuvale Memorial Trophy	Day 6	24
6	Wed		Day 2	8	6	Sat	Samuvale Memorial Trophy	Day 1	25
7	Thu		Day 3	9	7	Sun			
8	Fri		Day 4	10	8	Mon		Day 2	26
9	Sat	Holiday			9	Tue		Day 3	27
10	Sun				10	Wed		Day 4	28
11	Mon		Day 5	11	11	Thu		Day 5	29
12	Tue		Day 6	12	12	Fri		Day 6	30
13	Wed		Day 1	13	13	Sat	Holiday		
14	Thu		Day 2	14	14	Sun	Pongal		
15	Fri		Day 3	15	15	Mon	Tiruvalluvar day		
16	Sat		Day 4	16	16	Tue	Uzhavar Tirunal		
17	Sun				17	Wed	I CIA	Day 1	31
18	Mon		Day 5	17	18	Thu	I CIA	Day 2	32
19	Tue		Day 6	18	19	Fri	I CIA	Day 3	33
20	Wed		Day 1	19	20	Sat	I CIA	Day 4	34
21	Thu		Day 2	20	21	Sun			
22	Fri		Day 3	21	22	Mon	I CIA	Day 5	35
23	Sat	Christmas vacation			23	Tue	I CIA	Day 6	36
24	Sun				24	Wed		Day 1	37
25	Mon				25	Thu		Day 2	38
26	Tue				26	Fri	Republic Day		
27	Wed				27	Sat	Holiday		
28	Thu				28	Sun			
29	Fri				29	Mon		Day 3	39
30	Sat				30	Tue		Day 4	40
31	Sun				31	Wed		Day 5	41

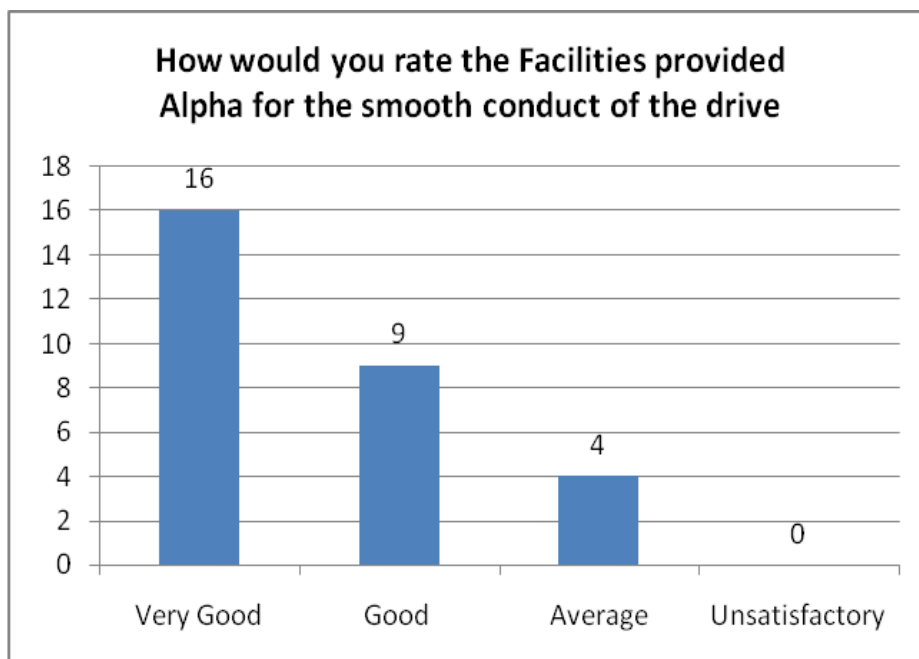
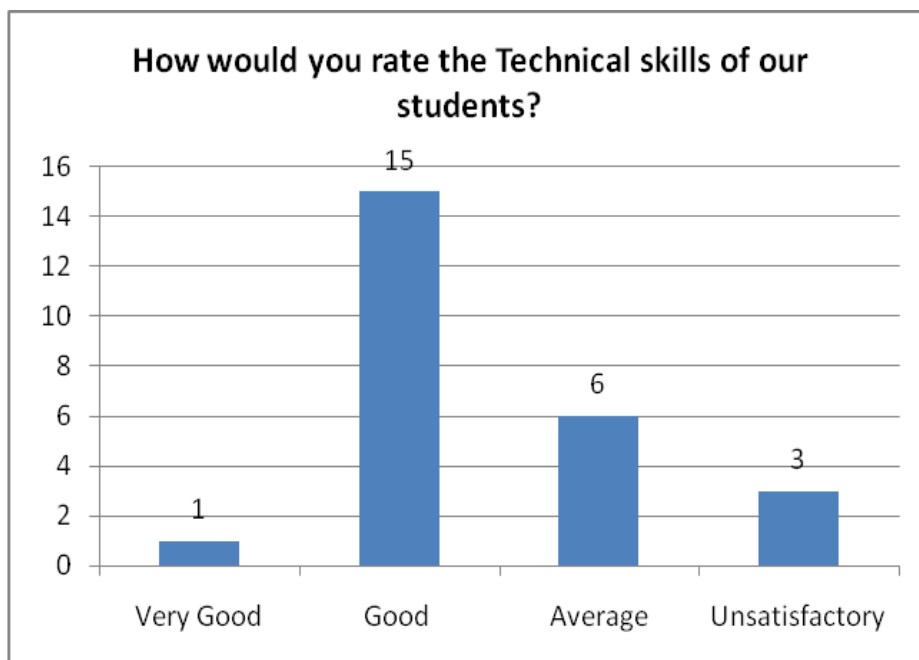
February - 2018				March - 2018					
1	Thu		Day 6	42	1	Thu		Day 5	65
2	Fri		Day 1	43	2	Fri	Women's Day Celebrations	Day 6	66
3	Sat		Day 2	44	3	Sat	International Students day celebration	Day 1	67
4	Sun				4	Sun			
5	Mon		Day 3	45	5	Mon	Model Examinations	Day 2	68
6	Tue		Day 4	46	6	Tue	Model Examinations	Day 3	69
7	Wed		Day 5	47	7	Wed	Model Examinations	Day 4	70
8	Thu		Day 6	48	8	Thu	Model Examinations	Day 5	71
9	Fri	Sports Day	Day 1	49	9	Fri	Model Examinations	Day 6	72
10	Sat	Holiday			10	Sat	Model Examinations	Day 1	73
11	Sun				11	Sun			
12	Mon		Day 2	50	12	Mon	Model Examinations	Day 2	74
13	Tue		Day 3	51	13	Tue	Model Examinations	Day 3	75
14	Wed		Day 4	52	14	Wed	Model Examinations	Day 4	76
15	Thu		Day 5	53	15	Thu	University Practical Examinations	Day 5	77
16	Fri		Day 6	54	16	Fri	University Practical Examinations	Day 6	78
17	Sat		Day 1	55	17	Sat	Holiday		
18	Sun				18	Sun	Ugadhi		
19	Mon		Day 2	56	19	Mon	University Practical Examinations	Day 1	79
20	Tue		Day 3	57	20	Tue	University Practical Examinations	Day 2	80
21	Wed		Day 4	58	21	Wed	University Practical Examinations	Day 3	81
22	Thu		Day 5	59	22	Thu	University Practical Examinations	Day 4	82
23	Fri		Day 6	60	23	Fri	University NME Exam	Day 5	83
24	Sat		Day 1	61	24	Sat	University NME Exam	Day 6	84
25	Sun				25	Sun			
26	Mon		Day 2	62	26	Mon	University NME Exam	Day 1	85
27	Tue		Day 3	63	27	Tue	University NME Exam	Day 2	86
28	Wed		Day 4	64	28	Wed	University NME Exam	Day 3	87
					29	Thu		Day 4	88
					30	Fri	Good Friday		
					31	Sat	Holiday		
April - 2018				May - 2018					
1	Sun				1	Tue	May Day		
					2	Wed			
2	Mon		Day 5	89	3	Thu			
3	Tue		Day 6	90	4	Fri			
4	Wed	University Theory Examinations Commences			5	Sat			
5	Thu				6	Sun			
6	Fri				7	Mon			
7	Sat				8	Tue			
8	Sun				9	Wed			
9	Mon				10	Thu			
10	Tue				11	Fri			
11	Wed				12	Sat			
12	Thu				13	Sun			
13	Fri				14	Mon			
14	Sat				15	Tue			
15	Sun				16	Wed			
16	Mon				17	Thu			
17	Tue				18	Fri			
18	Wed				19	Sat			
19	Thu				20	Sun			
20	Fri				21	Mon			
21	Sat				22	Tue			
22	Sun				23	Wed			
23	Mon				24	Thu			
24	Tue				25	Fri			
25	Wed				26	Sat			
26	Thu				27	Sun			
27	Fri				28	Mon			
28	Sat				29	Tue			
29	Sun				30	Wed			
30	Mon				31	Thu			

Annexure 2 (i) : Employer Feedback

S.No	Parameters	Very Good	Good	Average	Unsatisfactory	Weighted Total	Weighted Average
1	How would you rate the attitude and preparedness of our students towards working in a corporate environment?	3	20	6	0	84	2.90
2	How would you rate the performance of our students in the Aptitude Test?	0	9	10	0	47	2.47
3	How would you rate the Communication Skills of our students?	2	13	10	2	70	2.59
4	How would you rate the Technical skills of our students?	1	15	6	3	65.5	2.62
5	How would you rate the Facilities provided Alpha for the smooth conduct of the drive	16	9	4	0	99	3.41
Overall						2.80	







ALPHA ARTS AND SCIENCE COLLEGE, PORUR, CHENNAI – 600116

PARENT FEEDBACK

NAME OF THE STUDENT:

DEPARTMENT:

CLASS:

BATCH:

DATE OF VISIT:

EMAIL ID:

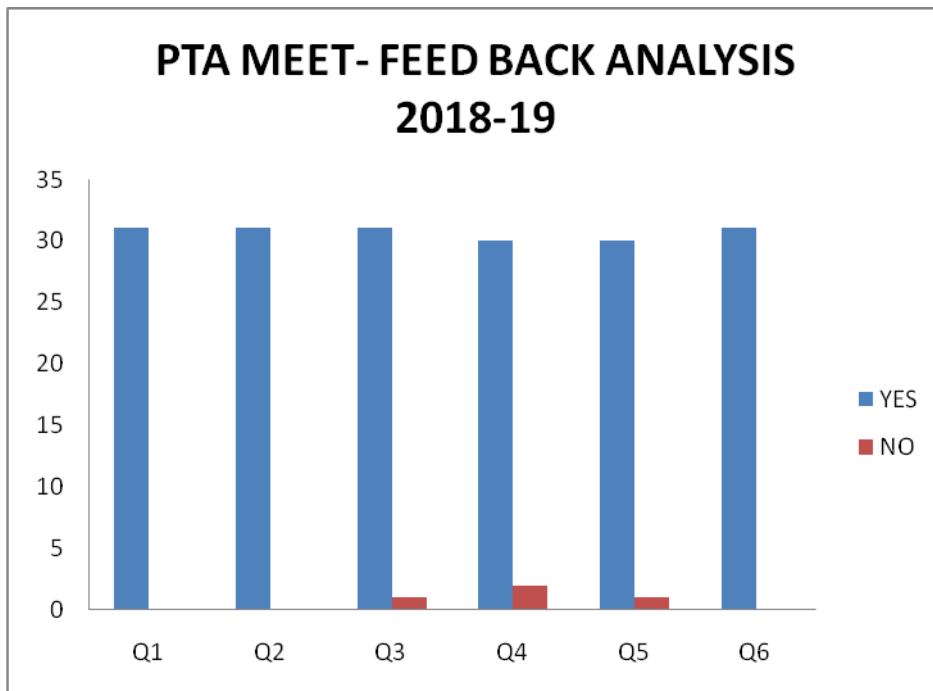
CONTACT NO:

Please tick whichever is applicable

S.No	Question	Yes	No
1	Do you think parent involvement is required for improved performance of the student		
2	Has the teacher discussed following with regard to your ward		
	(a) Academic performance		
	(b) Attendance		
	(c) Discipline		
3	Do the communication regarding fee details, CIA test, Examination, and other activities of the department / college reach you?		
4	Are you satisfied with the measures taken by the college to improve the performance of your ward		
5	Have you attended all the previous PTA meeting, if not why?		
6	Does your ward inform you of his academic progress?		

Parent's Signature

RATING	Q1	Q2	Q3	Q4	Q5	Q6
YES	31	31	31	30	30	31
NO	0	0	1	2	1	0



**Alpha Arts and Science College
Porur, Chennai- 600116
Feedback on Campus Experience**

Student Name:

Department:

Batch:

S. No:	Questions	Rating
1	How well did the college help you to improve your performance in the examination?	To a great extent/ To a moderate extent/ To a Slight extent/ To a very little extent
2	How would you rate the discipline level in the college campus?	Very restrictive/ To a moderate extent/ To a slight extent/ To a very little extent
3	How will did the college help you to improve your communication skills?	To a great extent/ To a moderate extent/ To a Slight extent/ To a very little extent
4	How will did the college help you to improve your interpersonal skill?	To a great extent/ To a moderate extent/ To a Slight extent/ To a very little extent
5	How would you rate the efforts made by the college towards placement?	Outstanding/very good/ good/ average
6	How would rate the extracurricular activities(such as sports,NSS,NCC,Alpha fest) of the college?	Excellent/ very good/ good/ average
7	How would yourate the co-curricular activities in the college (club activities, etc.)	Excellent/ very good/ good/ average
8	How would you rate the infrastructure facilities (class room, canteen, play ground, library, laboratory, etc.) at the college?	Excellent/ very good/ good/ average
9	How would you rate the mentoring and counseling services provided?	Excellent/ very good/ good/ average
10	How would you rate your overall experience at Alpha?	Excellent/ very good/ good/ average

What did you like most about

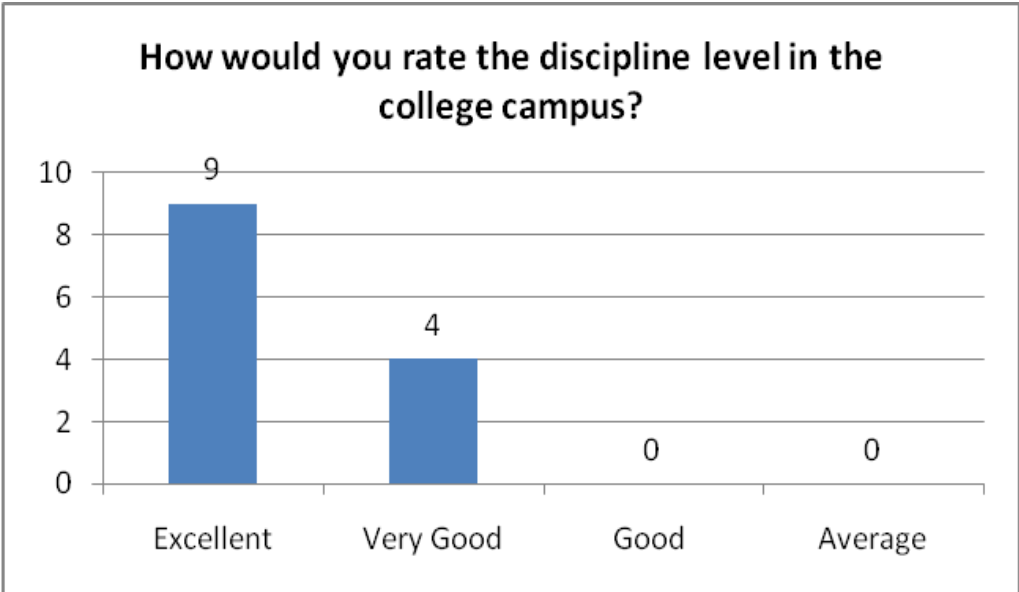
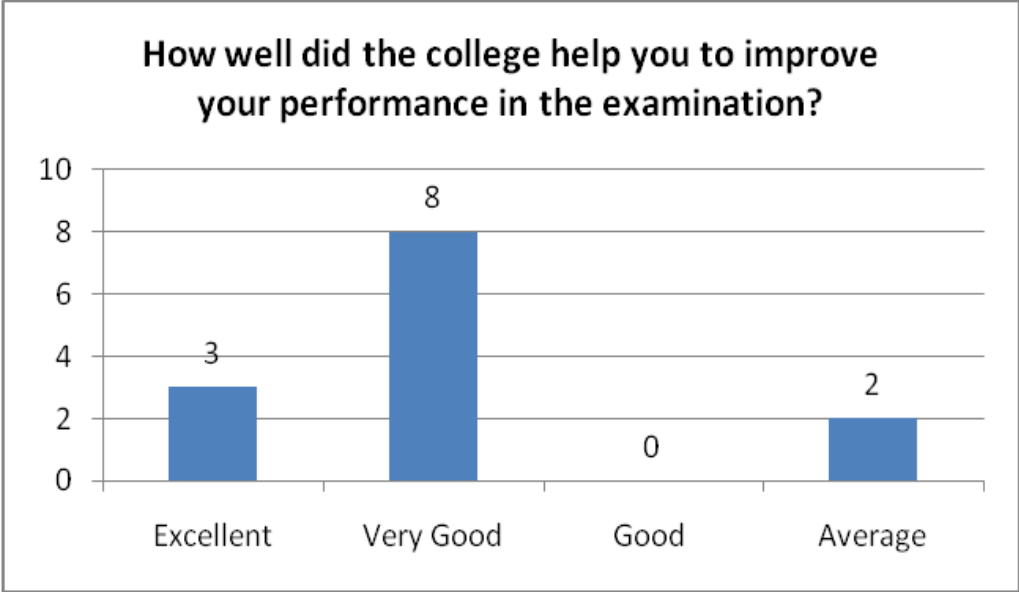
Alpha?.....

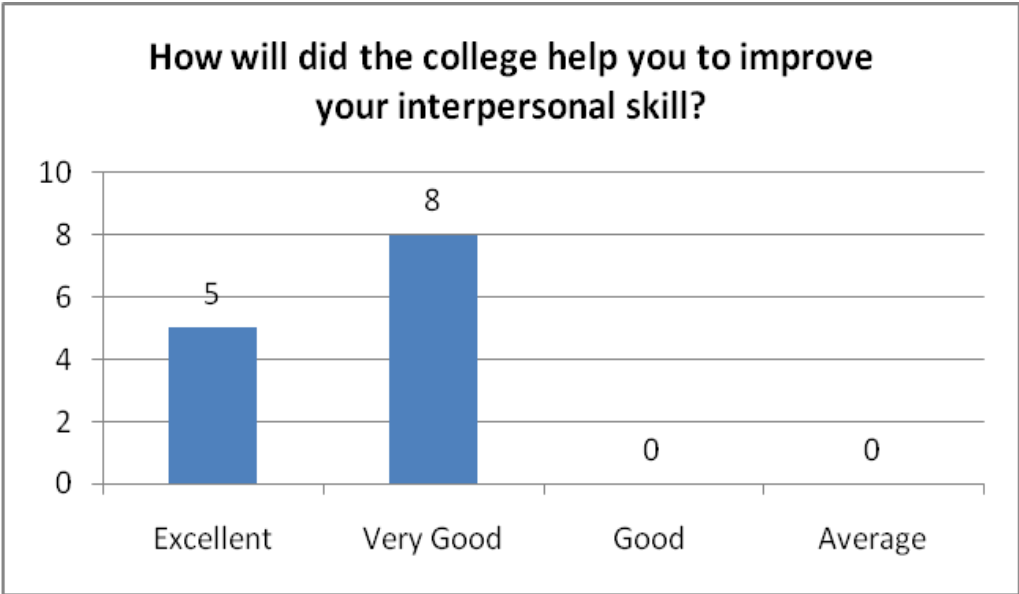
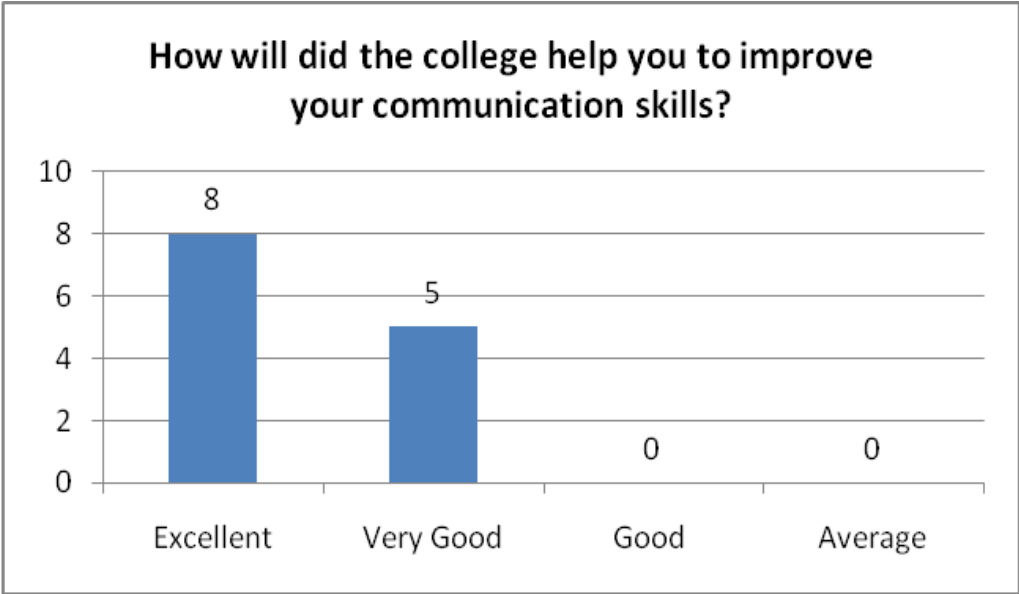
What did you like least about

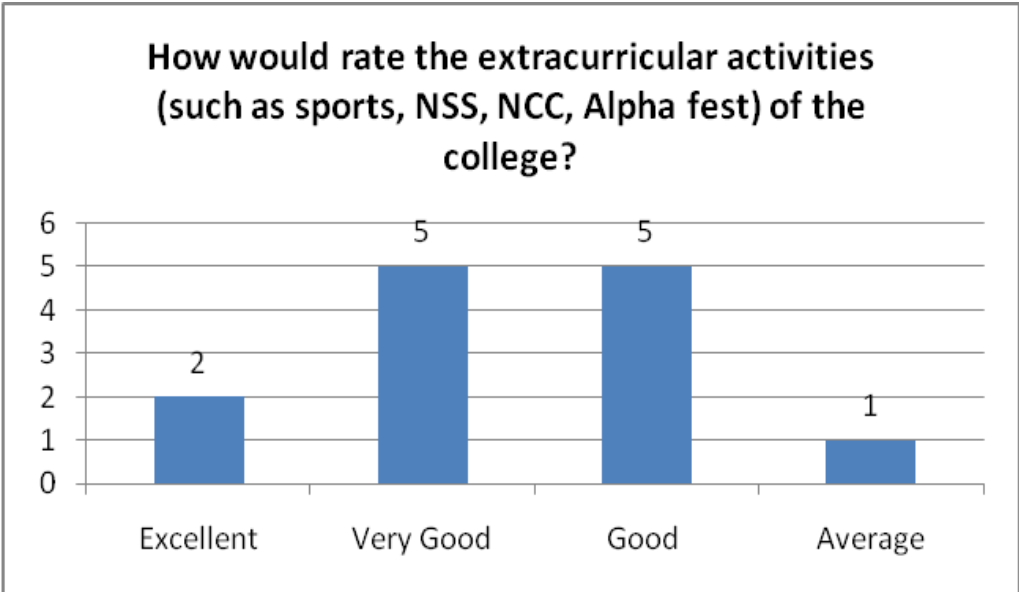
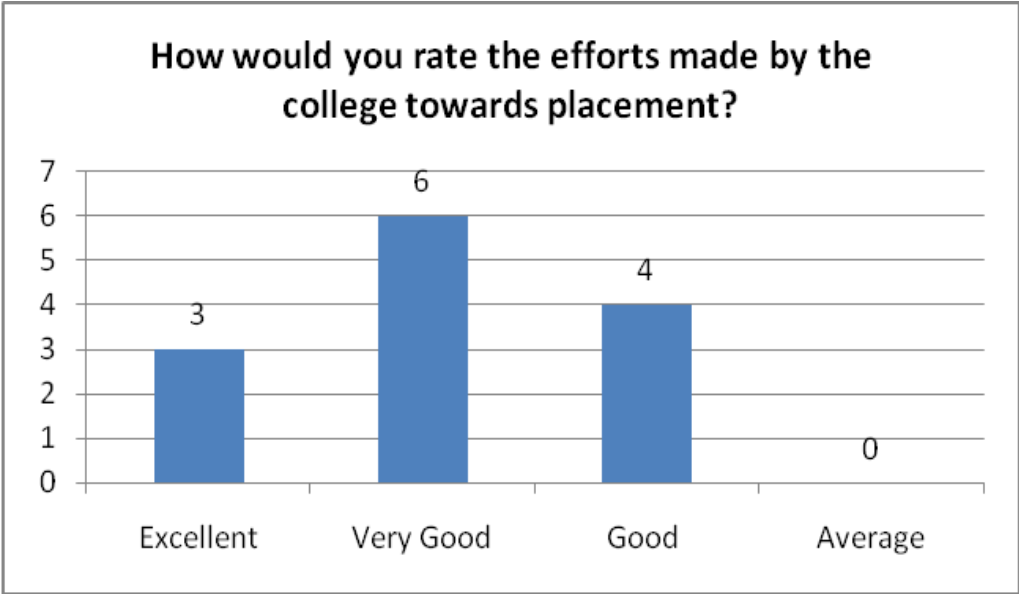
Alpha?.....

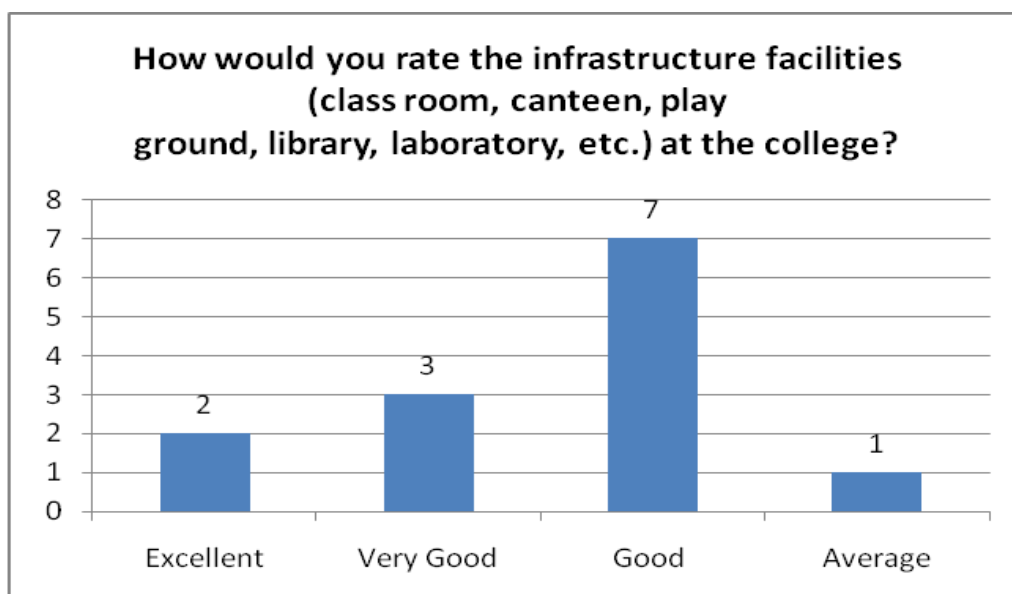
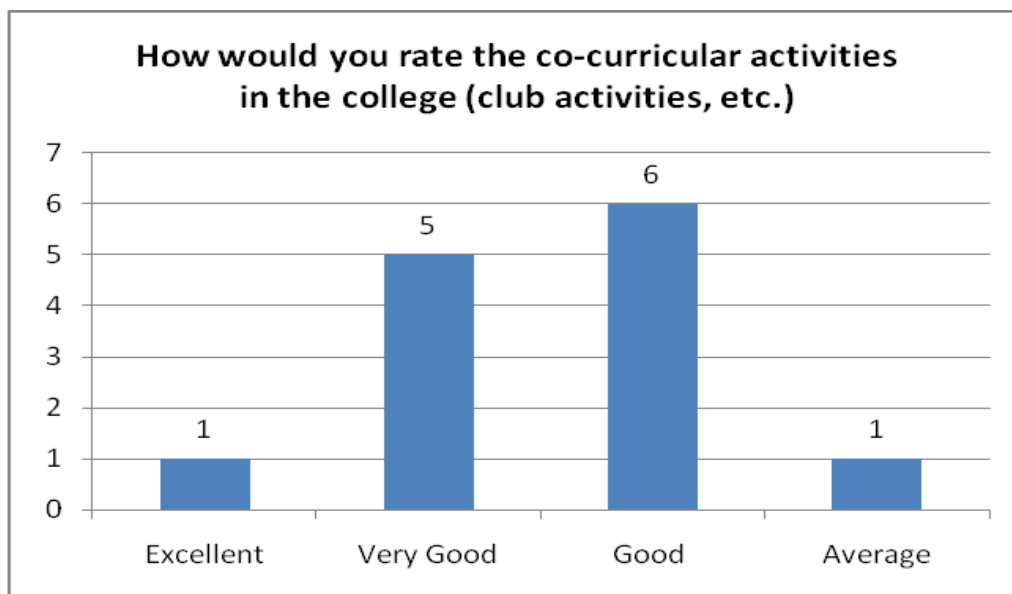
Any other comments/suggestions you want to

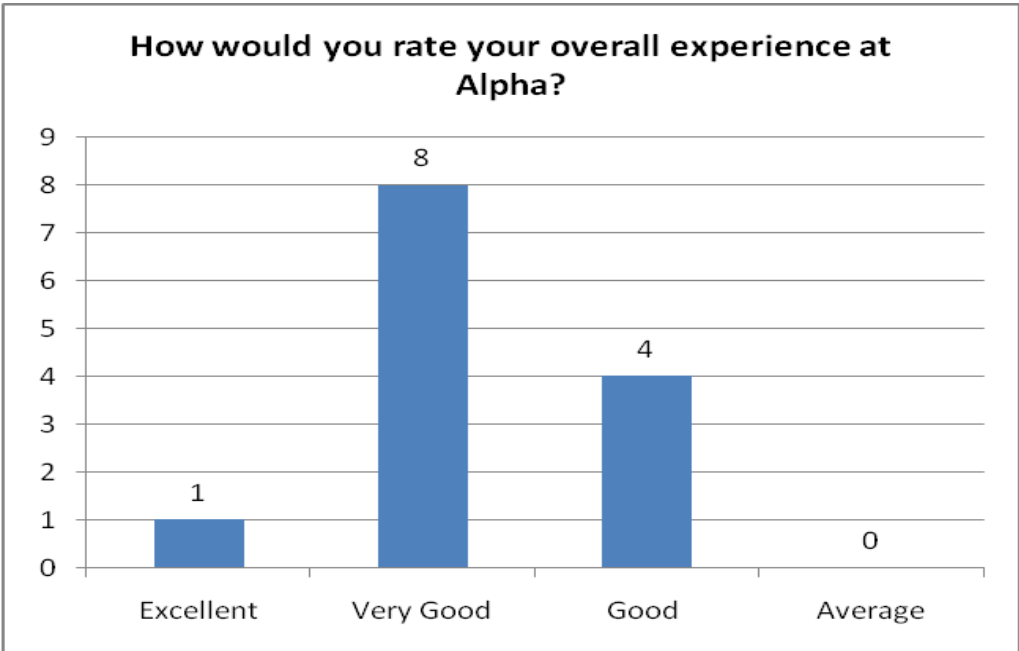
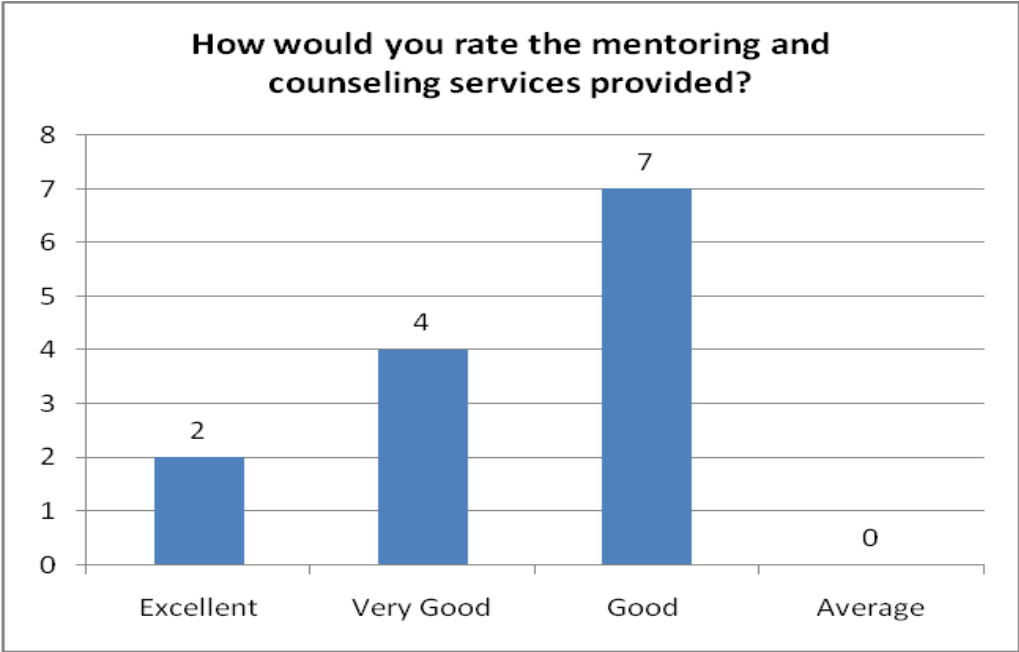
Share?.....











ALPHA ARTS AND SCIENCE COLLEGE
Porur, Chennai – 600 116.

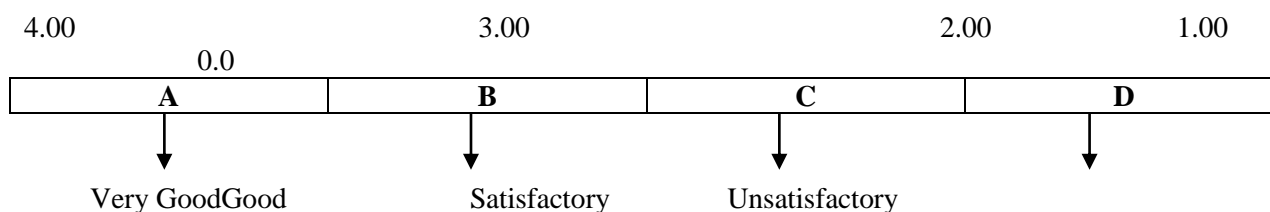
DEPARTMENT OF

FEEDBACK ON CURRICULUM

Program:

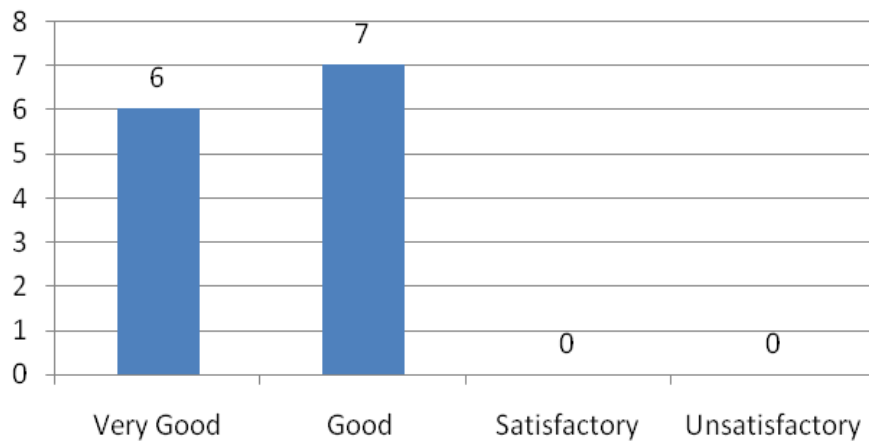
Semester / Year :

Students are required to rate the courses on the following attributes using the 4-Point scale shown:

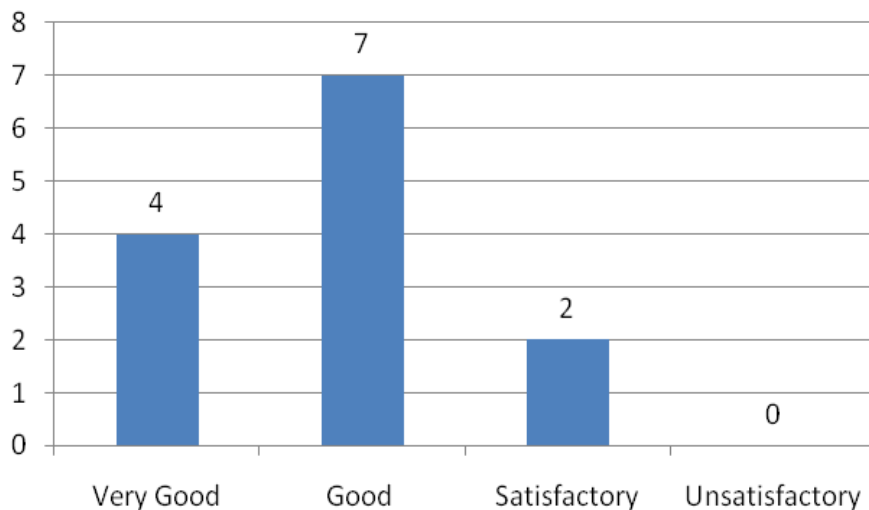


Parameters	A Very Good	B Good	C Satisfactory	D Unsatisfactory
Depth of the course content including project work, if any.				
Extent of coverage of course				
Applicability / Relevance to real life situations				
Learning value (in terms of knowledge, concepts, manual skills, analytical abilities and broadening perspectives)				
Clarity and relevance of textual reading material				
Relevance of additional source material (Library)				
Extent of effort required by students				
Overall rating				

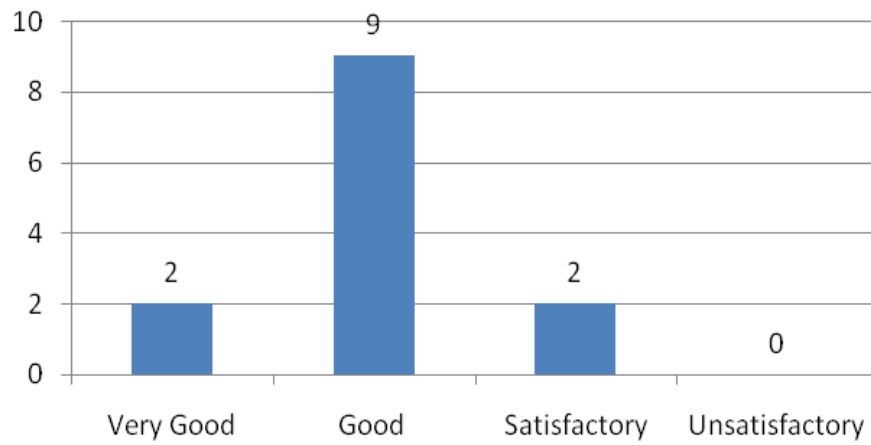
Depth of the course content including project work if any



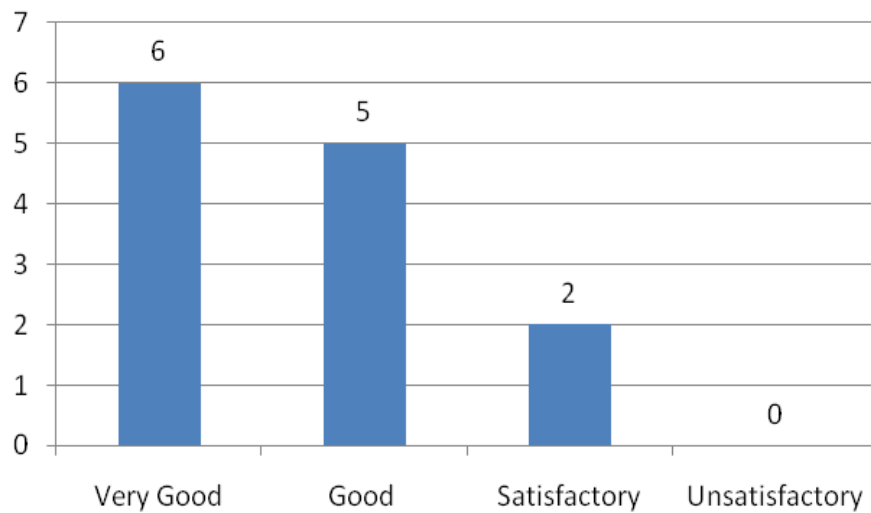
Extent of coverage of course



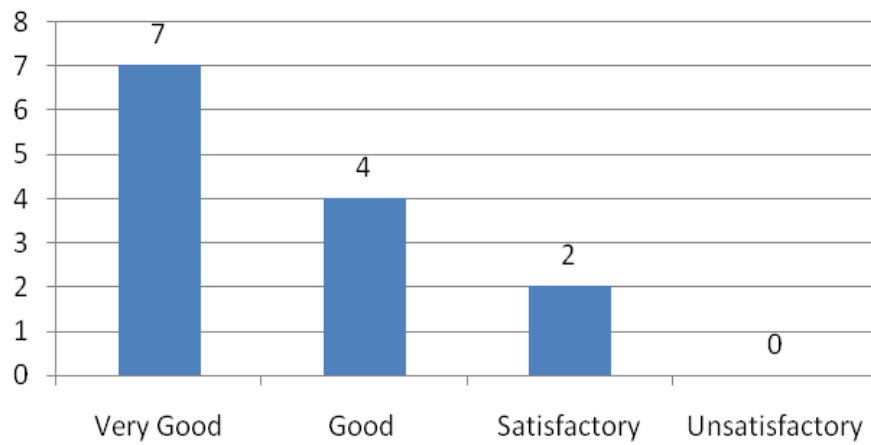
Applicability / relevance to real life situations



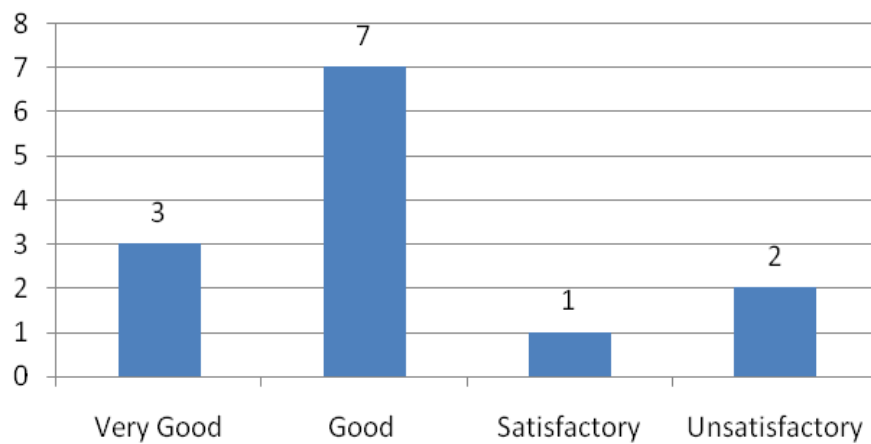
Learning value



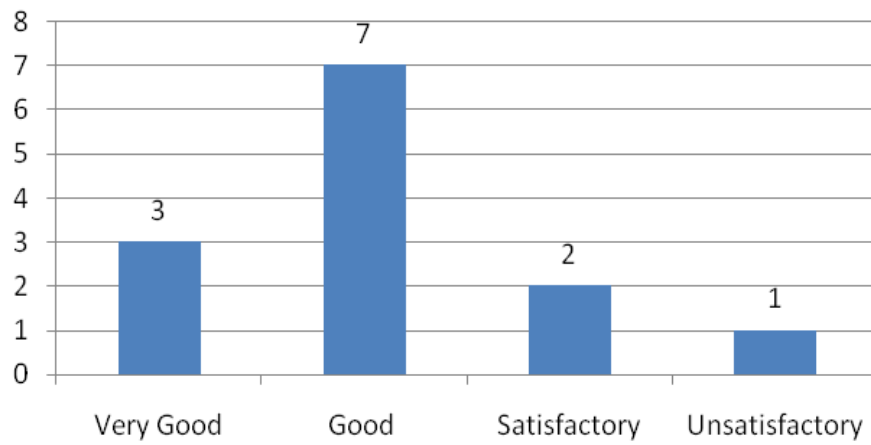
Clarity and relevance of textual reading material



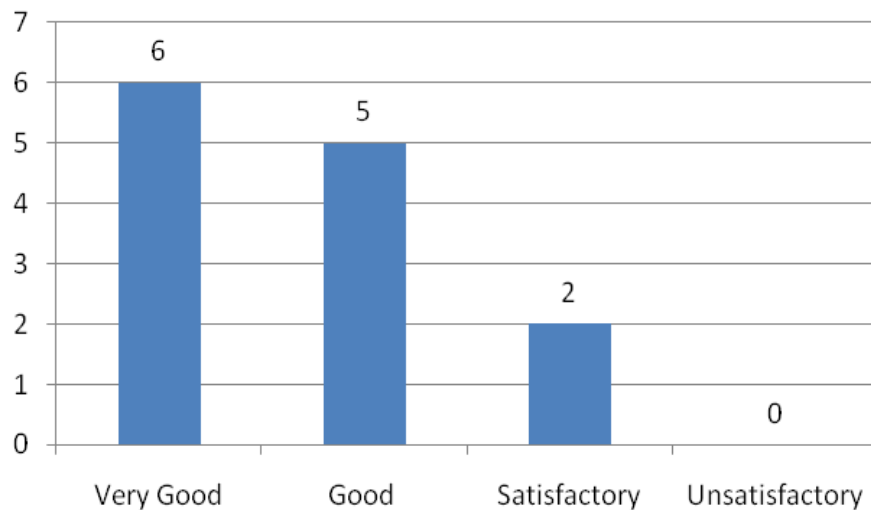
Relevance of additional source material (Library)



Extend of effort required students



Overall rating



ALPHA ARTS AND SCIENCE COLLEGE, PORUR
STUDENT FEEDBACK - April 2018

Department: BBA / B.Com Gen / B.Com CS / BCA / CS / BT / ECS / ISM / VISCOM

Shift: I / II

Year: I / II / III

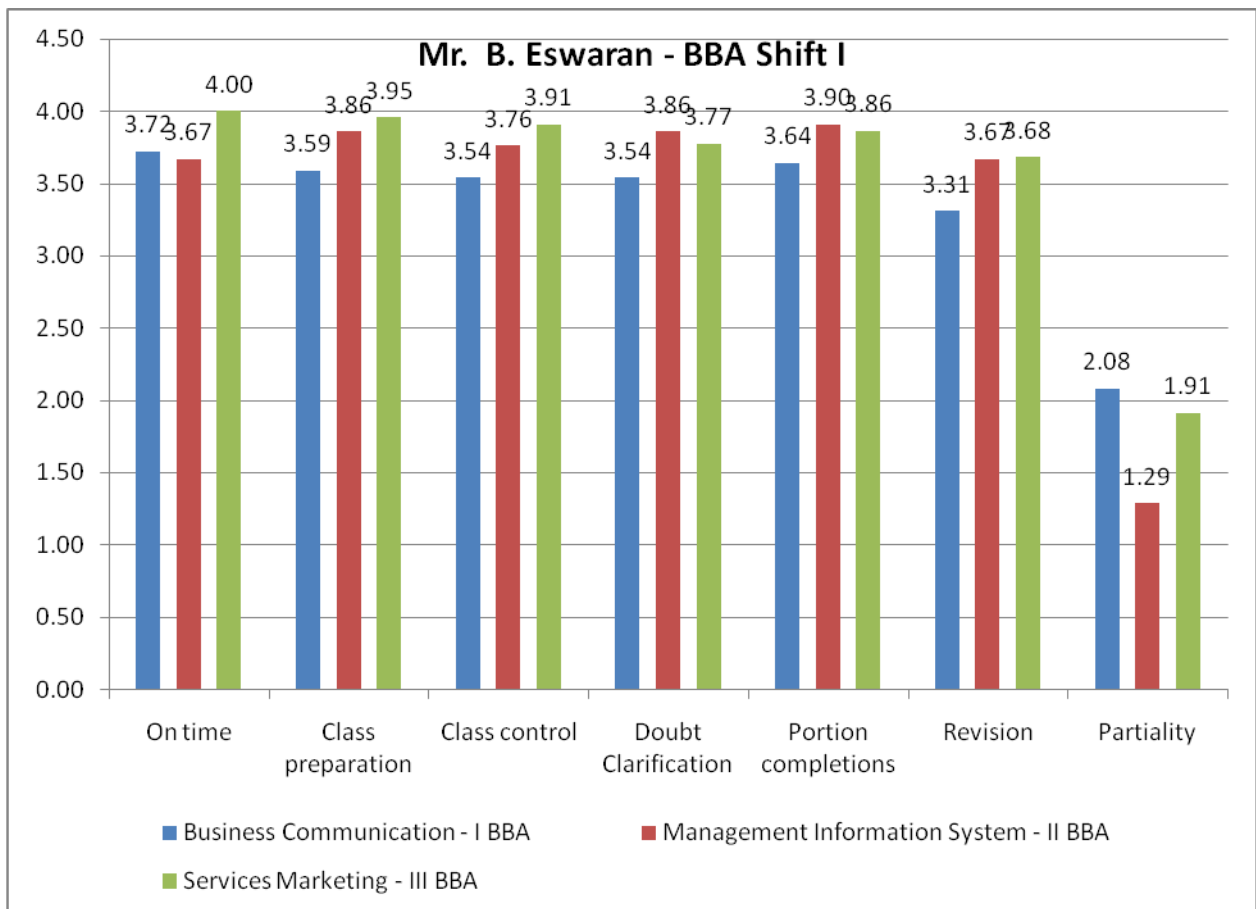
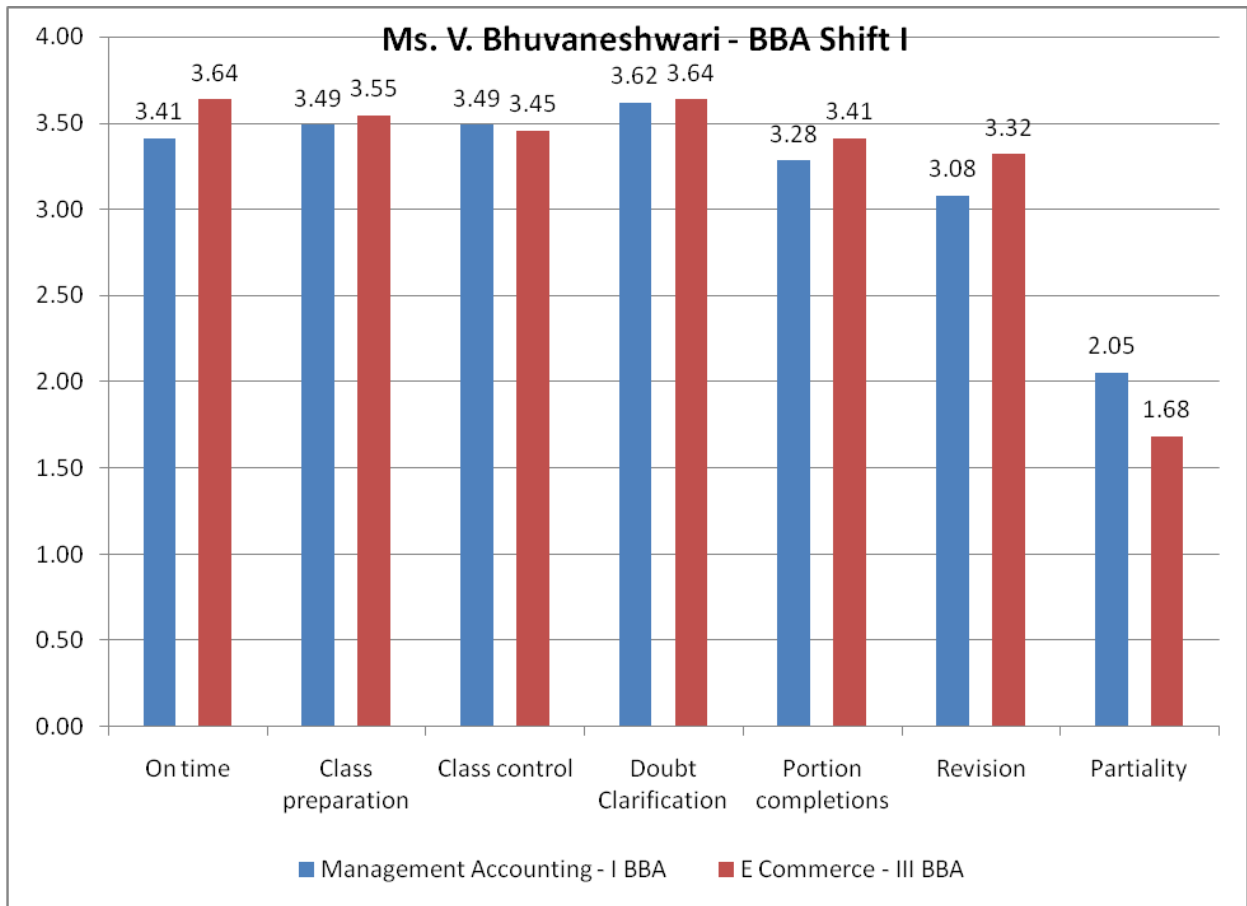
Section: A / B / NA

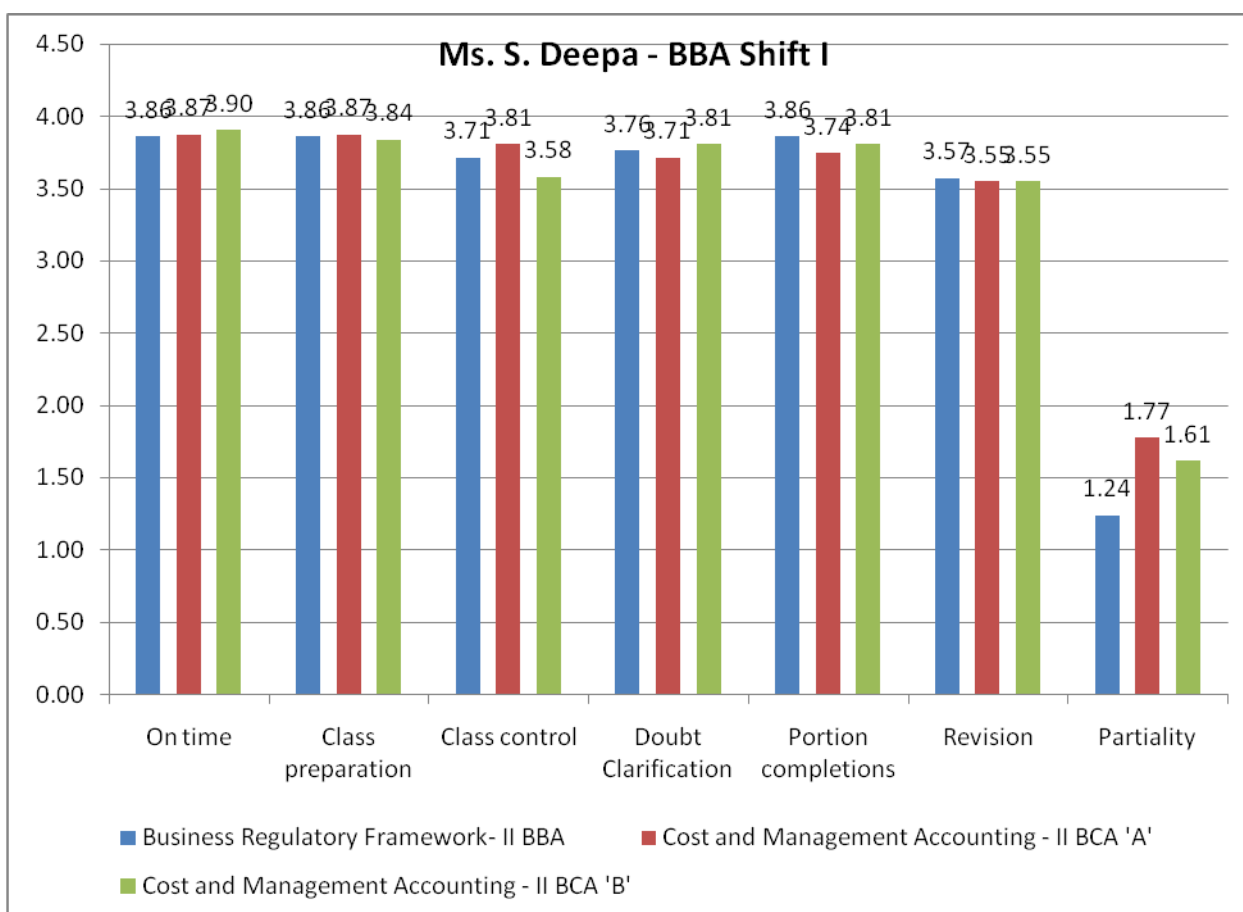
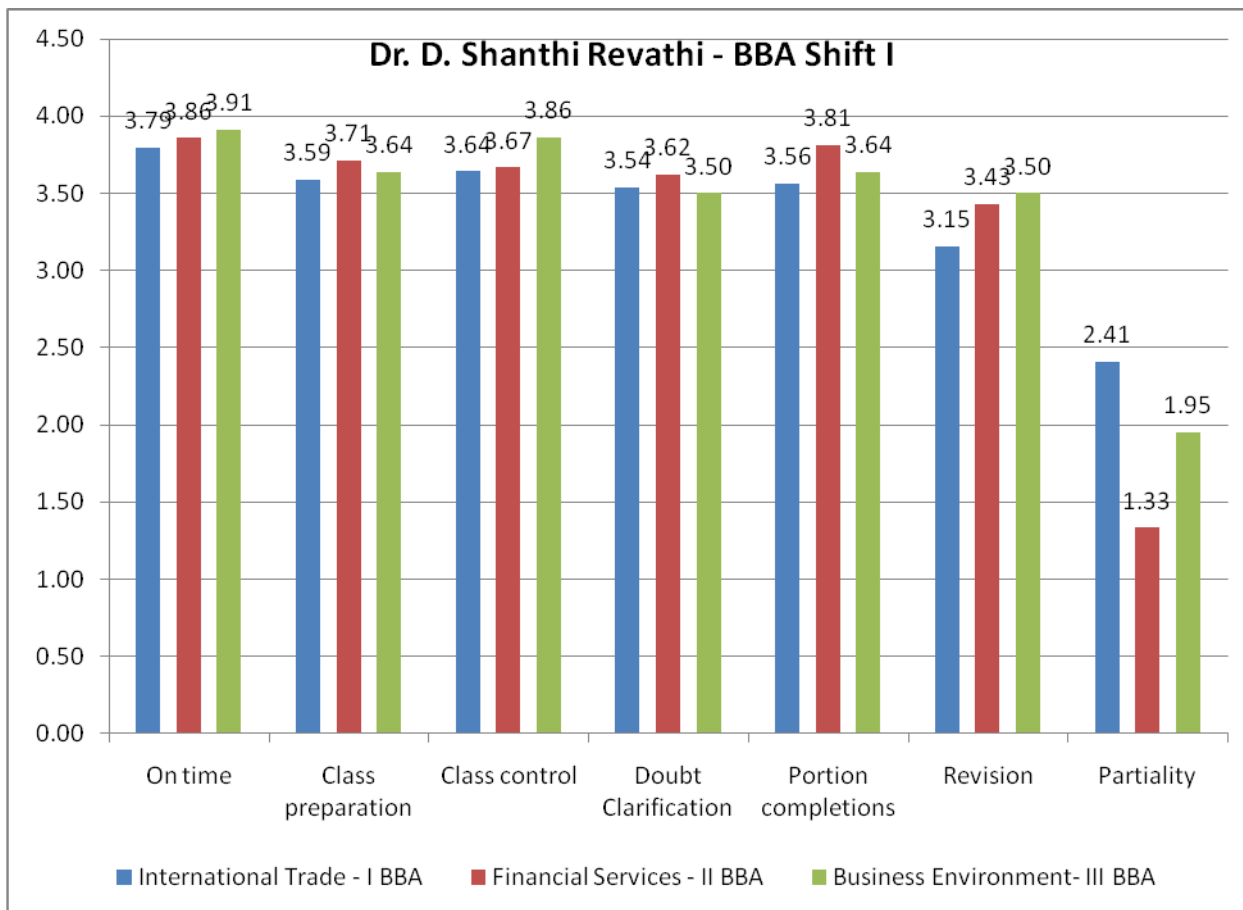
Grade Scale: Always – 4, Mostly – 3, Sometimes – 2, Never – 1

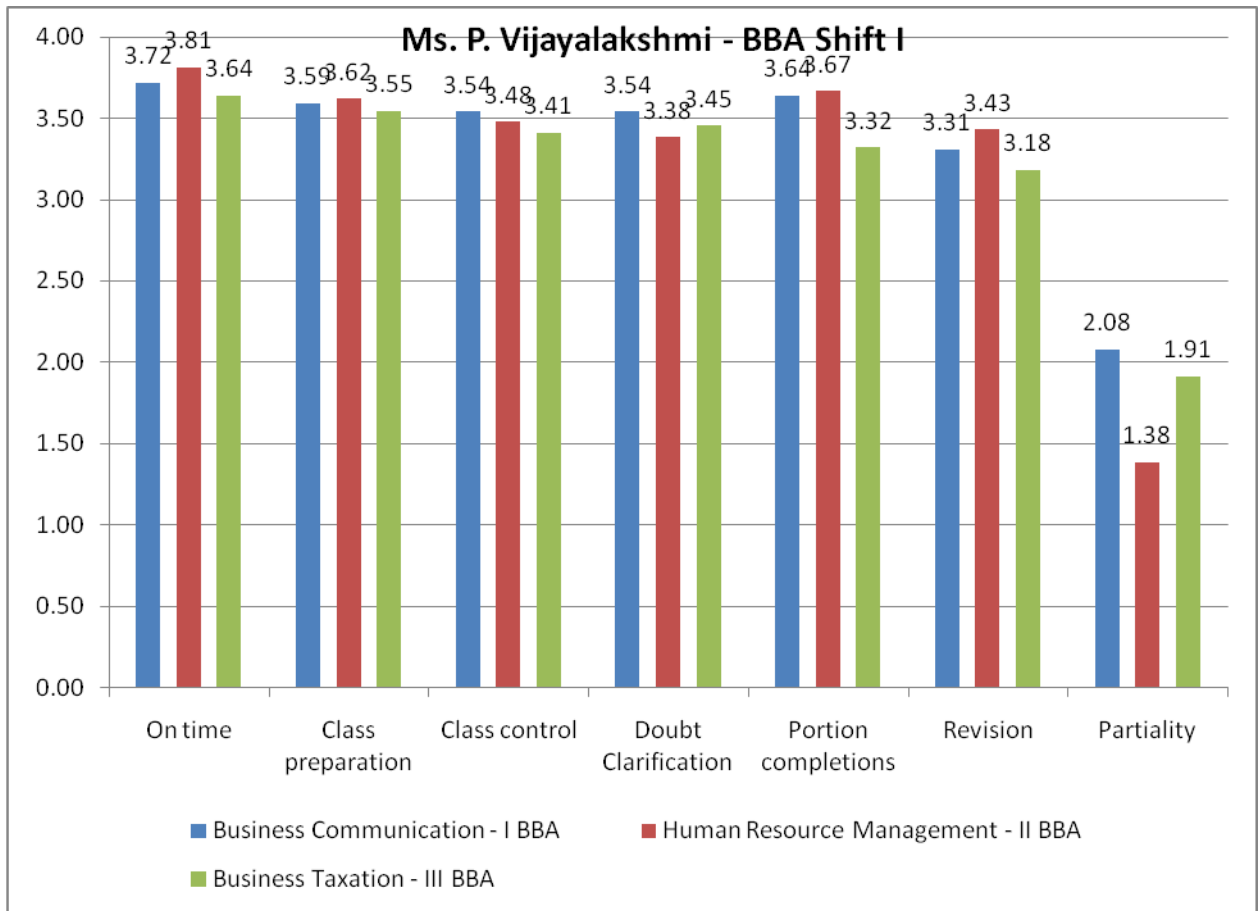
(eg: If your response for the question is “Always” write 4 in the cell corresponding to the subject teacher)

S. no	Questions	Subject					
		Teacher Name					
1	Does the teacher come to the class on time?						
2	Does the teacher come prepared with the lessons and explain the topics clearly?						
3	Does the teacher keep the class under control and maintain discipline?						
4	Does the teacher clarify doubts and questions in the class?						
5	Does the teacher complete the portions before the examinations?						
6	Does the teacher revise the lessons before the examinations?						
7	Is the teacher partial towards some students?						

Note: Include only Major, Allied, Elective, Practical & Project. Do not include Non major elective, soft skill, EVS & Value Education.







Best Practice 1: Formulation of a detailed questionnaire to scrutinize customer satisfaction in all perspectives.

Title: Assessment mechanism to critically analyze the strengths, highlights, and challenges of a course/discipline exclusively from students' point of view.

Goals: To take a complete survey on the degree of satisfaction with respect to the entry level goals on the following:

1. Course content
2. Course delivery
3. co-curricular activities
4. Skill development initiatives
5. Degree of achievement of goals

Context: The application of this tool on the students of electronics science was drawn on the understanding that visible improvement on the overall development is possible only with holistic analysis of the above mentioned factors periodically. The output of this critical analysis would yield promising inferences on the transformation of challenges to strengths over a period of time. The first set of questionnaire ensured the degree of growth of knowledge intensively in the subject during their entire course period. The second set of questionnaire implemented as one to one interview, gave an insight on the effectiveness of the skill based programs and trainings offered by the department along with placement trainings.

Evidence of Success: Analysis of the responses to the questionnaire gave an insight into the satisfaction of the stakeholders on the above said factors for the students who aspire for the particular course. This feedback helped to chalk out suitable and possible modifications that are required to enrich and enhance the course delivery to interface student community with the growing industry.

Problems encountered and resources required: The effectiveness of this tool depends on factors inclusive of students' attentiveness, students' disposition and students' perception. When these factors align themselves positively the efficacy of the tool is witnessed. Besides, this process being initiated as a trial end, it requires a stipulated period of minimum three years to come out with concrete inferences on the effectiveness of this tool.

Best Practice 2: Maintenance of risk registers

Title: Risk Mitigation Implementation

Goals

- To identify the risks in various processes within the Institution. The risk tracking tool is used to prioritise the risk analysis.
- To develop mitigation plans to manage, eliminate or reduce the risks to an acceptable level.

Context

- To enable continual improvement in administrative process, admission, teaching and learning, lab and Infrastructure maintenance, the concept maintaining of risk registers was introduced in every department. The past experiences helped to identify the lapses in the system and implement mitigation plan to avoid /reduce the risk to the negligible level.

Evidence of Success

- Identification of certain lapses helped in improving the admission.
- Introduction of Google classroom channelized the usage of mobile phones by the students for constructive purposes.
- Preparation and introduction of work books in mathematics resulted in improved University results.
- Follow up of students' attendance record considerably reduced the number of habitual absentees.
- Inclusion of monthly assessment sheets in the log book helped in the tracking of the academic record of students.

Problems encountered and resources required

- The implementation of the Risk register needs continual monitoring of all the processes
- Mitigation plans need to be assessed constantly for its efficacy.
- Mitigation plans have to be frequently modified based on the intensity of the risk factor.