

Self Study Report

**Submitted to
National Assessment and Accreditation Council
2015**



Auxilium College (Autonomous), Vellore

SELF STUDY REPORT

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A. PREFACE

Auxilium College (Autonomous) founded by the Salesian Sisters of Don Bosco in 1954, celebrated its Diamond Jubilee in 2014. It is situated on the banks of the river Palar in North Tamil Nadu, in a fast- developing town called Vellore.

‘Auxilium’ is proud to be the first women’s college in the then ‘North Arcot’ District. It has been steadily progressing towards its goal, to create women to be agents of social transformation. The motto of the College is knowledge and virtue. The college is committed to serve the economically weak, socially backward and needy students.

Auxilium College is a grant-in-aid Institution recognized by the UGC under section 2(f) and 12(B). The college was privileged to have been affiliated to the prestigious University of Madras and gradually came under the jurisdiction of Thiruvalluvar University after the bifurcation of colleges in October 2002.

Auxilium has its distinctive, conducive ambience, specially engendered to cater to the higher educational needs of the rural and semi-urban population of the district. In its mission to empower the young women in their personal and academic growth, the college constantly reviews and replenishes its educative endeavour, keeping in mind the arid and deplorable areas to which a vast majority of its students belong. A major section of the working-class of the district work as beedi-rollers, rope-makers, farmers, coolies, masons and small scale retailers. It has therefore been a colossal task to recreate and ignite the minds of the young girls who hail from such backgrounds, by motivating them into acquiring greater self-esteem and self-reliance. Auxilium is always reshaping and rebuilding the dreams of young women, taking them to higher realms in the pursuit of knowledge, instilling in them the importance of high thinking and virtuous living.

The visits of the National Assessment and Accreditation Council are the touch stones of quality parameters. They have given us the impetus and zeal to sustain and enhance

quality in every sphere of education. The peer team visited the college during the first cycle of accreditation in 2003 and second cycle in 2010. The college was awarded 'A+' grade and 'A' grade with a CGPA of 3.41, respectively. Auxilium was conferred the status of Autonomy, in the year 2007, after an evaluation of the efficiency of the college to function as an autonomous institution. A review of the same was conducted by a team from the UGC in February 2015.

The whole process of reviewing and self appraisal was meticulously done this year as well, by the strenuous efforts of committed and dedicated Faculty members and Administrative Staff, who are the forte of the college. The collection, organization and verification of data for the period 2010 – 2015 were the result of commitment and experience rendered by them in the making of this voluminous Self Study Report.

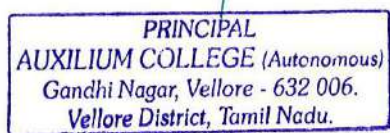
My loving thanks are due to the Members of the IQAC and the Faculty Members. I greatly appreciate their unstinted effort and dedication in the preparation of the Self Study Report.

It is with immense joy and a sense of fulfillment that I herewith present the SSR to the NAAC for validation and accreditation.

Dr.(Sr). Ugini Fatima Mary



Signature of the Head of the Institution



B. EXECUTIVE SUMMARY

Auxilium College is the arch through which the young women of Vellore district find newer horizons to explore. The missionary zeal of the Salesian pioneers has gained momentum over a span of sixty years. The College has opened new boundaries and furthered the horizons of educative endeavour with its vision always in view, in the interest of young girls who enter its portals.

Auxilium, since 2010, has consciously examined its autonomous status, every consecutive year, to keep abreast of the times, by updating the curriculum and by the introduction of new, relevant and career-oriented courses. It has particularly embarked on the addition of new Certificate courses to enhance life-coping skills and personality development. The college has gained much by frequent feedback from the Stakeholders which has helped to improve and sustain the quality and standard of the institution. The College however is constantly aware of the intellectual, social and economic needs of the student community.

The College website is informative and serves as an attractive mode of drawing young minds to pursue higher education. The Faculty make use of the latest technology for effective teaching-learning activity, without losing focus on the teacher-learner interaction; the most essential component of teaching-learning.

Evaluative reforms are carried out to assist, encourage and make the learning process of students an enriching experience. Continual efforts are made to keep the evaluative pattern transparent and student-centered. A well-drawn schedule for evaluation enables the successful completion of the course by the students.

The College encourages research culture among students. The Faculty and students are motivated to be engaged in research. Conferences and Seminars are conducted and attended. Publications have considerably increased. There are a remarkable number of Faculty Members who have completed their doctoral degrees and who periodically update their knowledge to meet growing demands in academic circles.

The Infrastructure of the College is a cynosure to the human eye - the lush green campus, the specially facilitated buildings, the well-equipped laboratories and the inspiring library are its exemplary assets. The construction of a central library as the memorial of the Diamond Jubilee year of the college is underway.

The prime focus of the College is to render support and closely follow the progress of the students. Today we find many of the alumni well-placed in India and abroad. One

of the main reasons for organized activity in the College is strategic prior planning, well in advance and the prompt execution of the same.

The co-operation and co-ordination with the stakeholders gives the College the impetus to function efficiently. The College continues to uphold the value system reinforced by integral education in all aspects.

One of the most significant milestones in the history of Auxilium was the celebration of the Diamond Jubilee in December 2014. It was a celebration of Auxilium's transformation for over 60 years, from barren land to a promising abode of outstanding resourcefulness in the district, believing in its own strengths to forge ahead in the cause of women empowerment.

CRITERION I : CURRICULAR ASPECTS

The vision of the college is the education of young women, especially the economically backward, to become empowered and efficient leaders of integrity for society. The College, with the motto **Knowledge and Virtue**, has steadily progressed with a firm commitment to bring about societal enhancement and holistic development with educational support to young women. The seven successful years of autonomy have given Auxilium College further scope and energy to engender significant programmes and include relevant and updated courses in the curriculum. The curriculum is constantly updated and every new academic programme is meticulously planned. The exposure of the faculty to the recent developments in their respective areas, feedback from students, suggestions from alumnae and academic experts have helped to prioritize and envisage necessary changes in the curriculum. The College has also conducted two Academic Audits which have served as an additional help, to evaluate the strengths and weaknesses of the curriculum.

The NCC unit of the college has included NCC as an elective subject in the UG curriculum, as proposed by the UGC and National Cadet Corps, Government of India. The course is offered for a single batch of 34 students for all the six semesters.

Exercising the liberty of being autonomous, a comprehensive text book on Value Education, "*Young and Happy*" inclusive of all the topics dealing with the lives of today's youth, has been prepared by the college and is an important part of the curriculum.

Every department has provided room for social development in all its curricular, co-curricular and extra-curricular activities which enable students to acquire leadership qualities, communicative skills, and a team spirit. The syllabi enable them to meet the needs of society at regional, national and international levels.

Every department is engaged in multifarious extension activities. Extension Service is mandatory for every student. Students are sensitized to the needs of the poor, the downtrodden and the under privileged. One credit is given to the students who complete 90 hours of extension work.

Inter-disciplinary courses are offered as Skill Based Electives (SBE) and Non Major Electives (NME) and are mandatory for all programmes, by which students are motivated to learn the skills offered by various departments. The Science students enjoy the benefits of papers offered by the Arts Departments and vice-versa. A course on MS Office has been made mandatory for all the second year UG students.

The Standard Training and Assessment Reward (STAR) programme, introduced by the National Skills Development Corporation was offered to all the students in March and April 2014.

The Career Guidance and the Counselling Cell offers training and skill-development programmes in Soft skills and Personality Development, regularly for all the final year students.

New Programmes introduced:

- M.Sc. Physics
- M.B.A
- Ph.D. Zoology

UGC sponsored Certificate Courses:

- Human resource Management and Development
- Medical Laboratory Techniques
- Communication Skills in English

Today the College has 13 undergraduate, 10 postgraduate, 6 M.Phil. and 4 Ph.D. programmes. In addition to the existing streams there are 5 UGC supported career oriented Certificate Courses and 5 independent Certificate Courses for the benefit of 3342 students, monitored by 165 teaching staff and assisted by 56 non-teaching staff.

CRITERION II: TEACHING-LEARNING AND EVALUATION

The vision and the mission of the College find expression in the admission of first generation learners and marginally poor students, and in educating and caring for them. Differently-abled students are admitted into courses of their preferences. The differently-abled students are given special attention and arrangements are made to make them feel comfortable in the campus. In order to help the first generation learners, slow learners and vernacular medium students the college organizes Bridge course in English and Remedial classes. First year UG students who need special coaching in English language skills are offered coaching classes in English, outside the instructional hours. To encourage a healthier learning atmosphere the departments pay special attention to peer-group learning. The teaching-learning methods are organized to involve both advanced learners as well as slow learners.

There has been an upward surge in the percentage of Faculty with doctoral degrees since the last accreditation, which shows the effort of the institution to provide the best quality education, by enhancing the academic qualifications of the Faculty. The institution encourages its faculty to pursue and complete Ph.D. under the Faculty Development Programme. Presently 35 faculty are Doctorate holders, 38 are pursuing Ph.D. and 24 have cleared SET/ NET examination. All the Faculty members update their academic knowledge by presenting papers at National/International Seminars/Conferences, by publishing research papers in National/International peer-reviewed journals and by taking part in workshops, orientation and refresher programmes.

Besides the participatory activities of clubs and associations, paper presentations, seminars, industrial visits, projects, exhibitions and educational tours are given due importance. Students are encouraged to make optimum use of the library and internet facilities. Apart from interactive learning sessions, other resources like workshops, hands-on experience, library reference, INFLIBNET, EBSCO, animation, audio-visual aids, Interactive Electromagnetic Board, eBooks and various teaching aids are used as tools to enhance the quest for learning and to kindle the research aptitude of students. In order to equip the students on current affairs and enable them to improve English language skills, the library organizes the distribution of *Times of India* to students.

Planning and Evaluation Committee meetings are held regularly to make the right decisions organizational. The examination system is fully automated. The Controller's Office works meticulously in providing information as per schedule, announcing results and publishing them on time in the college website and distribution of mark statements at the Parent-teacher meeting. Visually-challenged students are provided with scribes for examinations. Meritorious students are acknowledged and encouraged with scholarships and awards. Mentors play an important role in the teaching-learning process. A full-time Counsellor is also available in the College.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

As per the recommendations from the NAAC Committee, the Management and the College Council worked on upgrading the PG Departments to Research Departments: Six departments (English, Computer Science, Mathematics, Chemistry, Zoology, and Commerce) have evolved into Research Departments. The college has a Research Cell to encourage and support the teaching staff to take up research projects. The committee emphasizes on conducting Workshops, Seminars and Conferences, regularly. The college, in the last five years, has organized 14 National level conferences/workshops and 5 International conferences. The College has set up a Research Instrumentation Room equipped with the latest instruments to facilitate interdisciplinary and collaborative research projects. The college ensures periodical upgradation of the instruments and equipments to promote and enhance a research culture in the campus.

The institution encourages the aided Faculty to pursue research through FDP (Faculty Development Programme), and the unaided Faculty are granted leave to complete their Doctoral Research. The Faculty members are also motivated to attend Orientation and Refresher courses to update themselves, participate and to present papers in National/ International Seminars and Conferences. The Faculty members are encouraged to publish papers in National/ International journals. 309 papers have been presented and 237 papers have been published by the faculty member.

2 Major Research projects, funded by UGC and DST-SERB are in progress and 2 Major and 3 Minor Research projects, funded by UGC have been completed. Research work is assisted and encouraged by the Management and the Research Cell. The college also continues to subscribe to Research journals. The Institution collaborates with other research organizations and industries to facilitate students to pursue their projects.

Seven Faculty Members have participated and presented papers in International Conferences held abroad.

Consultancy is an area which offers multiple opportunities to the college to reach out to both the Corporate Sector and other institutions of Higher Education. Another avenue of opportunity for the college is the collaboration and linkage with other institutions. The benefits of collaborating with experts in different subjects from various other institutions, ensures betterment in the functioning of the College, particularly in Curriculum Development and providing wider exposure to Students and Faculty, to new Academic experiences.

The Faculty members are invited to other institutions as Resource Persons at Seminars/Conferences/Workshops and as Guest Lecturers, Question Paper Setters, Examiners and Members of Board of Studies. Some of them are also members of the Statutory Bodies and the Academic Council of the affiliating University and other institutions. Eligible Faculty members are on the panel of Inspection Commissions, Research Guides and External Examiners for other Universities and Colleges.

The Departments of Chemistry, Computer Science, Communication Media, Commerce and Business Administration have signed a Memorandum of Understanding with Thirumalai Chemicals, Pvt. Ltd, Ranipet, Bosco Soft Technologies, Tirupattur, TIME Education Pvt. Ltd., Audacious Dreams India, Gudiyattam and Academy of Prison and Correctional Administration, Vellore, respectively, to establish an academic-industry tie-up and to promote research/academic activities between the college and the industry. The students of the Departments of Chemistry and Microbiology, Zoology and Biochemistry have promoted interdisciplinary research in collaboration with CMC, Vellore; CLRI, Chennai; VIT University, Vellore; Rajiv Gandhi Institute of Technology, Chennai; and the Department of Public Health, Vellore. The Department of Business Administration collaborates with TVS, Ranipet; BHEL, Ranipet; TEL, Vellore; TITAN, Hosur; CMC, Vellore; and AUDACIOUS Dreams Foundation, Gudiyattam, Vellore, to encourage research among students. The Departments have also collaborated with organizations at the regional and national level for project work and summer internships.

The college has also shared its academic expertise with the neighborhood by organizing Workshops in relevant areas of education for school teachers. Some of them are:

- A State Level Workshop, on September 23, 24 and 25, 2013, for Post Graduate school teachers in and around Vellore district on "Microorganisms – Let us Observe and Learn", which was conducted by the Departments of Botany and Microbiology.

- A State Level Workshop, on February 7 & 8, 2014, for teachers of English on “Effective Methods of Teaching English Grammar” addressed by renowned writer and expert in English Language Studies, Dr.N. Krishnaswamy and Educationist, Mrs. Lalitha Krishnaswamy, was organised by the Department of English.
- A workshop in Capacity Building, on August 22, 2014, for School Teachers along with Audacious Dreams India, Gudiyattam was conducted by the Department of Business Administration.

The Seminars/Conferences/Workshops are organized in view of achieving higher levels of academic standards, and quality is ensured as a hallmark in all the seminars organized by the college, that profits the teachers and the students.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

Optimal utilization of resources and infrastructure is ensured through careful planning of academic schedules, time-tables and easy access to technology. Class rooms are designed to accommodate varying numbers of students enrolled in different courses.

A Mathematics Block has been constructed with new class rooms. A new block – *Sr.Mary Fino Block* was built, in 2013 accommodating an outdoor stadium and two dormitories with accommodation facilities for 25 students and a room for the warden. A Physics Laboratory was also set-up.

The Video Conferencing facility has enabled both students and Faculty to engage in interactions with scholars across the globe. In keeping with the rapid advancements in technology, and for students to benefit from state-of-the-art equipment, the college has set up an Electromagnetic Interactive board. The “Words Worth” Virtual English Language laboratory is used by the Department of English to facilitate English language learning for students from all the disciplines. 9 classrooms in the Arts Block, 1 in the Mathematics Block, 2 in the Science Block, 5 in the Computer Block and 3 classrooms in the Administrative Block have been converted into ICT-enabled classrooms. In order to meet the challenges posed by classes with a large number of students, many classrooms are provided with a collar microphone. Adobe Creative Cloud software worth 18 lakhs was purchased for Media Laboratory. Toilet facility for staff members is extended with a new wing of wash rooms.

Each Department is provided with a staff room with computers, Wi-Fi and INFLIBNET facilities. All the classrooms are spacious, ventilated and well-maintained. All the laboratories are well-equipped with necessary instruments. All the department libraries are equipped with more than 2000 books, magazines and periodic journals.

The library resources are maintained, updated and disseminated through computerized automation. New journals and books, are purchased every year for both General Library and Department libraries. The Library has institutional membership with the American Library and British Council Library, Chennai and provides e-BLIS, INFLIBNET and EBSCO facility to faculty members and students. A Staff Research Centre has been provided with 12 computers and internet facility. The construction of a new central library is underway.

In view of the importance of good health and fitness a hi-tech Gymnasium was installed. The basketball court was enhanced with floodlights to improvise facilities for Sports and Games. The UGC has granted approval for partial assistance, for the construction of a new Gymnasium and a Women's Hostel for research scholars which will be built under the UGC XII Plan in the year 2014-2015.

The COE office uses BICS automation software and also has secure printing facilities for in-house printing of mark-sheets and other certificates. The Internet Server in the Computer Block caters to the needs of the faculty and students of the Department of Computer Science. A common computing facility, including a browsing center for the students with 41 nodes is available in the Browsing Centre.

A New Canteen has been constructed for the Faculty and Students. A Students' Internet Café within the campus provides additional access to internet for day scholars and residential students.

All the blocks in the campus are provided with an uninterrupted power supply system, to meet the power shortage problem in Tamil Nadu. In order to promote usage of alternate energy resource, with the help of the subsidy offered by the Central Government of India, the college has installed a solar-wind hybrid energy reservoir that can generate 80 KW power to be used for the Administrative Block and Computer Block and a solar energy reservoir with the capacity for 30 KW electricity, to be used for the Arts Block. Invertors are fixed for staff rooms in the Science Block and Arts Block. Intercom facility is provided for all the classrooms.

The College building and the classrooms were also utilized to conduct Competitive Examination and Coaching-classes for ICWA, TNPSC, NET/SET, CSIR, GATE, and CA. The college had been used as a center for university evaluation and for conducting supplementary examinations by the Thiruvalluvar University. The College Auditorium has been the venue for Thiruvalluvar University Convocation for the past four years. The Conference rooms in the Administrative Block are used for smaller meetings.

The hostel, home of the residential students, has adequate accommodation and a mess with modern cooking equipments to prepare hygienic food for residential students. New wash rooms were constructed for students in the hostel. The mess fee for residential students is maintained within the minimal scale to help poor students afford the hostel facility.

A college bus and mini bus facilitate transport services for extension activities. A garage, vehicle parking shed for students and Faculty, Indian Overseas Bank - Auxilium College Branch, an additional Hostel Block, Storerooms, Generators, Language Laboratory and a new Administrative Block are the tangible signs of development.

The college has laid the foundation of a new library building to enable the students to access traditional and technological resources for reference. The construction of a new Gymnasium and Women's Hostel for research scholars shall commence in April 2015. The College makes continual effort to keep the campus clean and green.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

The College always works towards empowering and equipping students on social and professional grounds. Personality Development and Soft Skill programmes are conducted for the final year students. All the students are encouraged to attend these programmes. National Skill Development Programmes and Media Education are provided for students. Training programmes in Soft Skills, offered to the final year students help them gain confidence and pass interviews successfully. Students are trained to be not only job-seekers, but also prospective employers. Efforts have been made to inculcate the spirit of empowerment, economic independence and self-employment.

In March 2014, the college collaborated with the Ministry of Finance for STAR – the National Skill Certification and Monetary Reward Scheme programme to impart Soft Skill training for the students.

Value Education classes, Faith formation classes, and value-based thoughts for morning, afternoon and night sessions are given to inculcate moral and spiritual values in the students. Students are also involved in extension activities, association activities, NCC, NSS and other movements and clubs. A leadership training programme for all the College Union Leaders, Class Leaders, Association Secretaries and Club Secretaries is organized. Mentoring sessions for students are arranged periodically to steer the students on the right path. Participation in Extra-curricular activities, social and cultural programmes is duly encouraged to bring their latent talents to the limelight. The college has made it mandatory that each student takes up membership in any one of the service-oriented clubs maintained under its supervision, to inculcate social responsibility in students. Scholarships are provided for the economically weak students and for those with outstanding proficiency. Fee concessions are also offered on discretion by the Management.

The College Magazine is published annually. Students are encouraged to contribute articles for the magazine. The departments of English, Chemistry, Commerce, Computer Science and Tamil publish in-house journals Sibylline, Chrysl, Combo, Xplore and *Kanali* respectively. The Auxilium Study Centre offers coaching classes for UGC-CSIR-NET and Entry in Civil Services for SC/ST/Minority students. The competitive examinations such as UGC-CSIR-NET, GATE, CA, ICWA, ICMR, ICAR are considered as important focal points while framing the syllabi.

Specific initiatives have been adopted to instill social justice among students, Faculty and community through the activities of groups and movements like National Service Scheme (NSS), National Cadet Corps (NCC), International Volunteers Movement Dedicated for the Development of the Socially at Risk (VIDES), All India Catholic University Federation (AICUF), Youth Red Cross (YRC), Rangers, Women's Cell, Rotaract, Consumer Awareness, Media, Red Ribbon, Enviro, Journalism and Blood Donors' Clubs. They sensitize students on national issues, to acquire service training. They promote institution-neighborhood network and contribute to sustained community development.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

The College promotes the culture of participative management from the Student body, Faculty, College Council, Academic Council and Governing Body. Various committees function under the able guidance of the Secretary, Principal, Vice-

Principals, Deans, Heads of Departments, and Stakeholders. The Management along with the Faculty plans various activities by the end of the year for the forth coming Academic year. The academic plan is printed in the handbook and adhered to. The effective communication and prompt feedback system facilitates the efficient governance and management of the institution.

The institutional vision and leadership gain clarity through an open and transparent style of functioning. Efforts have been made to ensure that this college continues to be an abode of shared learning, shared responsibility and collaborated effort. The institution has augmented its infrastructure to keep pace with its academic growth. Subsequently, over the last five years, the college has used its resources on construction of buildings, buying and maintaining equipment, technology upgradation and other amenities, which are well-maintained and optimally utilized.

The financial vibrancy and viability of the college has been made possible through annual budgetary planning, resource mobilization, allocation of funds, monitoring of expenditure, auditing and presentation of the audited statement of accounts.

The IQAC has played a vital role in developing the quality parameters for assuring, sustaining and enhancing academic evolution, expansion and excellence. It functions as a catalyst in the promotion of quality in every aspect of the college. Its assistance in matters related to services in the development of academic administration is a huge support to the smooth functioning of college. The establishment of the IQAC facilitates the internal co-coordinating and monitoring mechanisms. The Auxilium Students' Quality Cell (ASQC) having been constituted by the IQAC, has determined an internal quality check on the student community. The process of feedback from students on the overall performance of the college is conducted regularly in a scientific and comprehensive manner with due consideration to their queries, as a remarkable quality measure of the college. The college has expanded its avenues in the fields of research and consultancy in the recent past.

CRITERION VII: INNOVATION AND BEST PRACTICES

The innovative practices of the College are as follows:

- The green environment which is an admirable facet and invaluable wealth of the institution has been regularly pruned to perfection by the house-staff who work tirelessly under the supervision of the Management

- The distribution of a question bank for Environmental Science, to enhance students' performance in the subject was introduced and followed
- A course book for Human Rights was prepared and given to II year PG students
- *Young and Happy*, the Value Education book provides sample information on the kind of ailments that could affect young girls and it also offers natural measures to lead a healthy life, besides enlightening the young learners with practical and effective methods of developing a sound mind
- Books for private circulation for NME and SBE helped in better understanding and boosting the performance of the students
- An Improvement Examination for first years in the first semester was an added benefit to the slow learners
- Arrangement of arrear exams on weekends before the commencement of the regular Semester Exams is yet another scheme adopted by the college for the convenience of the students
- Wi-Fi facility is provided on the campus
- Video conferencing facility is available
- SMS facility has been introduced to communicate with the parents of hostel students
- The Bio-metric attendance system is introduced for teaching and non-teaching staff
- The College has provided an Electromagnetic Interactive Board to make learning more interesting and updated with technology
- "Words Worth" Virtual English Language Laboratory is established
- A Solar-Wind hybrid energy reservoir is established, which supplies 50 KW power to the Administrative Block and the Computer Block, and 30 KW solar-generated power will be used by the Arts Block.

C. PROFILE OF THE INSTITUTION

1. Name and Address of the College:

Name	AUXILIUM COLLEGE (AUTONOMOUS)		
Address:	GANDHI NAGAR		
City:	VELLORE	PIN: 632 006	State: TAMILNADU
Website:	auxiliumcollege.edu.in		

2. For Communication

Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Dr. (Sr.) Ugini Fatima Mary L.	O: 0416-2241774, 2249670 R: 0416-2241994	9443007445	0416-2247281	eugini_fathima@rediffmail.com
Vice Principals	Dr. (Sr.) Mary Josephine Rani A.	O: 0416-2241774 R: 0416-2241994	9444823799	0416-2247281	josephineanto@yahoo.com
	Dr. (Sr.) Mary Sheila Susairaj	O: 0416-2241774 R: 0416-2241994	9487841070	0416-2247281	sheilaafma@yahoo.com
Steering Committee Co-ordinator	Dr. Venum Cecilia P.A.A.	O: 0416-2241774 R: 0416-2241994	9994308944	0416-2247281	ceciliavernum@gmail.com

3. Status of the Autonomous College by management.

i. Government

×

ii. Private (Grant-in-Aid)

✓

iii. Constituent College of the University

×

4. Name of University to which the College is Affiliated

Thiruvalluvar University,
Serkadu, Vellore

5. a. Date of establishment prior to the grant of 'Autonomy': 01.07.1954

b. Date of grant of Autonomy to the College by UGC : 26.02.2007

6. Type of institution:

a. By Gender

i. For men

✘

ii. For Women

✔

iii. Co-education

✘

b. By Shift

i. Regular

✘

ii. Day

✔

iii. Evening

✔

c. Source of Funding

i. Government

✘

ii. Grant-in-aid

✔

iii. Self-financing

✔

iv. Any other (Please Specify)

Katpadi Auxilium Society

7. Is it a recognized minority institution?

Yes

✔

No

✘

If yes specify the minority status (Religion/ linguistic/ any other) and provide documentary evidence. (Copy enclosed)

Religious

8. a. Details of UGC Recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2 (f)	15.06.1957	-
ii. 12 (B)	15.06.1957	-

(Enclosed the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

b. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Under Section/ Clause	Day, Month and Year	Validity	Programme/ institution	Remarks
i. AICTE	18.06.2012	2	MBA	Renewed on 19.03.2013

(Enclosed the Certificate of recognition/approved)

9. Has the College been recognized?

a. By UGC as a 'College with Potential for Excellence' (CPE)?

Yes No

If yes, date of recognition: (dd/mm/yyyy)

b. For its contributions/performance by any other governmental agency?

Yes No

If yes, Name of the agency and
Date of recognition: (dd/mm/yyyy)

10. Location of the campus and area:

Location*	Rural
Campus area in sq. mts. or acres	73.63 acres
Built up area in sq. mts.	89024 sq. mts.
Playground	42209 sq. mts

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any other specify)

11. Does the College have the following facilities on the campus (Tick the available facility)? In case the College has an agreement with other agencies in using such facilities provide information on the facilities covered under the agreement.

<input type="checkbox"/> Auditorium/seminar complex		<input checked="" type="checkbox"/>
<input type="checkbox"/> Sports facilities		<input checked="" type="checkbox"/>
* Play ground		<input checked="" type="checkbox"/>
* Swimming pool		<input type="checkbox"/>
* Gymnasium		<input checked="" type="checkbox"/>
<input type="checkbox"/> Hostel		
* Boys' hostels		<input type="checkbox"/>
* Girls' hostels		<input checked="" type="checkbox"/>
<input type="checkbox"/> Residential facilities		
* For Teaching staff		<input checked="" type="checkbox"/>
* For Non-Teaching staff		<input checked="" type="checkbox"/>
<input type="checkbox"/> Cafeteria		<input checked="" type="checkbox"/>
<input type="checkbox"/> Health centre –		
* First aid facility		<input checked="" type="checkbox"/>
* Inpatient facility		<input type="checkbox"/>
* Outpatient facility		<input type="checkbox"/>
* Ambulance facility		<input type="checkbox"/>
* Emergency care facility		<input type="checkbox"/>
*		
<input type="checkbox"/> Health centre staff –		
* Qualified Doctor	Full time	<input type="checkbox"/>
	Part-time	<input checked="" type="checkbox"/>
* Qualified Nurse	Full time	<input type="checkbox"/>
	Part-time	<input checked="" type="checkbox"/>

Other facilities

* Bank

* ATM

* Post office

* Book shops

Transport facilities

* For students

* For staff

Power house

Waste management facility

12. Details of programmes offered by the institution: (Give data for current academic year) (2014-2015)

S. No	Programme Level	Name of the Programme	Duration	Entry Qualification	Medium of Instruction	Sanctioned/ Approved Student Intake	No. of Students Admitted
1.	UG (Aided) – 6 courses	B.A. History	3 Years	H. Sc.	English	70	61
		B.A. English	3 Years	H. Sc.	English	70	70
		B. Sc. Mathematics	3 Years	H. Sc.	English	70	70
		B. Sc. Chemistry	3 Years	H. Sc.	English	50	50
		B. Sc. Zoology	3 Years	H. Sc.	English	50	50
		B. Com.	3 Years	H. Sc.	English	70	70

S. No	Programme Level	Name of the Programme	Duration	Entry Qualification	Medium of Instruction	Sanctioned/ Approved Student Intake	No. of Students Admitted
2.	Self-financing UG	B.A. English	3 Years	H. Sc.	English	70 + *70	140
		B. Sc. Mathematics	3 Years	H. Sc.	English	70	70
		B. Sc. Physics	3 Years	H. Sc.	English	50	50
		B. Sc. Biochemistry	3 Years	H. Sc.	English	50	50
		B. Sc. Computer Science	3 Years	H. Sc.	English	50	50
		B. Sc. Microbiology	3 Years	H. Sc.	English	50	50
		B. Sc. Visual Communication	3 Years	H. Sc.	English	50	25
		BCA	3 Years	H. Sc.	English	50 + *50	89
		B.B.A.	3 Years	H. Sc.	English	70	70
3.	Self-Financing PG	M.A. English	2 Years	B. Sc. English	English	40	40
		M. Sc. Mathematics	2 Years	B. Sc. Mathematics	English	40	39
		M. Sc. Chemistry	2 Years	B. Sc. Chemistry	English	26	18
		M. Sc. Computer Science	2 Years	B. Sc. Computer Science or BCA	English	26	22
		M. Sc. Physics	2 Years	B. Sc. Physics	English	26	12
		M. Sc. Zoology	2 Years	B. Sc. Zoology	English	26	11
		M. Sc. Electronic Media	2 Years	Any UG Degree	English	26	1

		M. S. W.	2 Years	Any UG Degree	English	20	17
		M. Com	2 Years	B. Com	English	40	17
		MBA	2 Years	BBA	English	40	17
4.	M. Phil.	English	1 Year	M.A. English	English	30	9
		Mathematics	1 Year	M. Sc. Mathematics	English	18	10
		Chemistry	1 Year	M. Sc. Chemistry	English	30	6
		Computer Science	1 Year	M. Sc. Computer Science	English	30	17
		Zoology	1 Year	M. Sc. Zoology	English	10	1
		Commerce	1 Year	M. Com	English	30	5
5.	Ph. D.	English	2 Years	M.A. / M. Phil.	English	10	1 - FT 6 - PT
		Mathematics	2 Years	M. Sc./ M. Phil.	English	20	1 - FT 2 - PT
		Chemistry	2 Years	M. Sc./ M. Phil.	English	36	7 - FT 5 - PT
		Zoology	2 Years	M. Sc./ M. Phil.	English	20	8 - FT 1 - PT

* Additional Section,

FT – Full Time Ph. D. Scholars

PT – Part Time Ph. D. Scholars

13. Does the institution offer self-financed programmes?

Yes

No

If yes, how many?

14. Whether new programmes have been introduced during the last five years?

Yes	✓	No	×
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If yes

Number	3
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15. List the departments: (Do not list facilities like library, Physical Education as departments unless these are teaching departments and offer programmes to students)

Particulars	Number	Number of Students
Aided		
Science		
Under Graduate	3	483
Post Graduate	-	
Research centre(s)	-	
Arts		
Under Graduate	2	339
Post Graduate	-	
Research centre(s)	-	
Commerce		
Under Graduate	1	212
Post Graduate	-	
Research centre(s)	-	
Any Other (please specify)		
Under Graduate	-	-
Post Graduate	-	
Research centre(s)	-	

Particulars	Number	Number of Students	
Self-financing			
Science			
Under Graduate	6	770	
Post Graduate	7	206	
M. Phil.	4	34	
Research centre(s) Ph. D.	3	*FT – 16	*PT – 8
Arts			
Under Graduate	1	388	
Post Graduate	1	84	
M. Phil.	1	9	
Research centre(s) Ph. D.	1	*FT – 1	*PT – 6
Commerce			
Under Graduate	1	191	
Post Graduate	1	45	
M. Phil.	1	6	
Research centre(s) Ph. D.	-	-	
Any Other (please specify)			
Under Graduate (B.B.A. & B.C.A.)	2	466	
Post Graduate (M.S.W.)	1	16	
M. Phil.	-	-	
Research centre(s) Ph. D.	-	-	
Professional Course			
Post Graduate (M.B.A.)	1	62	
*FT – Full Time Ph. D. Scholars		*PT – Part Time Ph. D. Scholars	

16. Are there any UG and/ or PG programmes offered by the College, which are not covered under Autonomous status of UGC? Give details.

Yes

No

17. Number of Programmes offered under (Programmes means a degree course like B.A., M.A., B.Sc., M.Sc., B.Com., etc.)

- a. Annual system
- b. Semester system
- c. Trimester system

18. Number of Programmes with

- a. Choice Based Credit System : All the Programmes
- b. Inter/multidisciplinary approach
- c. Any other (specify)

19. Unit Cost of Education (As of 2013-14)

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

- a) Including the salary component

Aided: ₹ 39,246/-
Un-Aided: ₹ 20,539/-

- b) Excluding the salary component

Aided: ₹ 1,279/-
Un-Aided: ₹ 1,781/-

20. Does the College have a department of Teacher Education offering NCTE recognized degree programmes in Education?

- Yes No

If yes,

a. How many years of standing does the department have years

b. NCTE recognition details (if applicable) Notification

No.:.....

Date: (dd/mm/yyyy)

c. Is the department opting for assessment and accreditation separately?

- Yes No

21. Does the College have a teaching department of Physical Education offering NCTE recognized degree programmes in Physical Education?

Yes No

If yes,

a. How many years of standing does the department have?
..... years

b. NCTE recognition details (if applicable) Notification

No:.....

Date: (dd/mm/yyyy)

c. Is the department opting for assessment and accreditation separately?

22. Whether the College is offering professional programme?

Yes No

If yes, please enclose approval / recognition details issued by the statutory body governing the programme.

(Enclosed)

23. Has the College been reviewed by any regulatory authority? If so, furnish a copy of the report and action taken there upon.

Yes

1. NAAC
2. Autonomy Review Committee (Enclosed)

24. Number of teaching and non-teaching positions in the College. (2014-2015)

Positions	Teaching Faculty						Non-Teaching Staff		Technical Staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F				
AIDED										
Sanctioned by the UGC/University/ State Government	-		20		26		30		-	
Recruited	-		-	20	-	14	5	15		
Yet to be Recruited	-		-	-	-	12	-	10	-	-
Sanctioned by the Management/ Society or other authorized bodies	-		-	-	10		9		-	
Recruited	-		-	-	-	10	-	9	-	-
Yet to be Recruited	-Nil-									
SELF FINANCING										
Sanctioned by the UGC/University/State Government	-		-		-		-		-	
Recruited	-		-	-	-	-	-	-	-	-
Yet to be Recruited	-		-	-	-	-	-	-	-	-
Sanctioned by the Management/ Society or other authorized bodies	-		-	-	123		23		3	
Recruited	-		-	-	2	121	2	21	3	-
Yet to be Recruited	-Nil-									

*M - Male *F – Female

25. Qualification of the teaching staff (2014-15)

AIDED PROGRAMMES

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
PERMANENT FACULTY							
D.Sc./ D.Lit.	-	-	-	-	-	-	-
Ph. D.	-	-	-	11	-	08	19
M. Phil.	-	-	-	5	-	7	12
PG	-	-	-	3	-	-	3
TEMPORARY FACULTY							
Ph. D.	-	-	-	-	-	-	-
M. Phil.	-	-	-	-	-	6	6
PG	-	-	-	-	-	4	4
PART-TIME FACULTY							
Ph. D.	-	-	-	-	-	-	-
M. Phil.	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-

SELF – FINANCED PROGRAMME

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
PERMANENT FACULTY							
D.Sc./ D.Lit.							
Ph. D.	-	-	-	-	-	2	2
M. Phil.	-	-	-	-	-	55	55
PG	-	-	-	-	1	2	3

TEMPORARY FACULTY							
Ph. D.	-	-	-	-	-	5	5
M. Phil.	-	-	-	-	-	26	26
PG	-	-	-	-	1	31	32

PART-TIME FACULTY							
Ph. D.	-	-	-	-	-	-	-
M. Phil.	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-

26. Number of Visiting Faculty/ Guest Faculty engaged by the College: 03

27. Students enrolled in the College during the current academic year, with the following details: (2014-15)

Students	UG		PG		M. Phil.		Ph. D.		Professional Course MBA	
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Form the state where the College is located	-	1026	-	179	-	49	5	3	-	30
From other states of India	-	3	-	1	-	-	-	-	-	-
NRI students	-	-	-	-	-	-	-	-	-	-
Foreign students	-	-	-	-	-	-	-	-	-	-
Total	-	1029	-	180	-	49	5	3	-	30

*M – Male

*F – Female

28. Dropout rate in UG and PG (average for the last two batches)

Batch 2010 = 11.22%	UG	Batch 2011 = 10.92%
Batch 2010 = 13.94%		PG

29. Number of working days during the last academic year (2014-15)

181 days

30. Number of teaching days during the last academic year (2013-14)

181 days

31. Is the College registered as a study centre for offering distance education programmes for any University?

Yes

No

If yes, provide the

a. Name of the University

b. Is it recognized by the Distance Education Council?

Yes

No

c. Indicate the number of programmes offered.

32. Provide Teacher-Student ratio for each of the programme/course offered

PROGRAMME	TEACHER – STUDENT RATIO
AIDED	
B.A. History	1 : 26
B.A. English	1 : 50

B. Sc. Mathematics	1 : 34
B. Sc. Chemistry	1 : 27
B. Sc. Zoology	1 : 26
B. Com.	1 : 42

PROGRAMME		TEACHER – STUDENT RATIO
SELF – FINANCING		
Physics	UG	1 : 18
	PG	1 : 3
B. Sc. Biochemistry		1 : 22
Computer Science	UG	1 : 21
	PG	1 : 12
	M. Phil.	1 : 3
B.C.A		1 : 21
B. Sc. Microbiology		1 : 24
Commerce	UG	1 : 18
	PG	1 : 6
	M. Phil.	1 : 2
B.B.A. and M.B.A.		1 : 25
B. Sc. Communication Media and M. Sc. Electronic Media		1 : 9
Mathematics	UG	1 : 12
	PG	1 : 8
	M. Phil.	1 : 2
English	UG	1 : 36
	PG	1 : 12
	M. Phil.	1 : 3

Chemistry	PG	1 : 8
	M. Phil.	1 : 6
Zoology	PG	1 : 5
	M. Phil.	1 : 1
M.S.W		1 : 5

33. Is the College applying for:

Accreditation: Cycle 1 Cycle 2 Cycle 3 Cycle 4

Re – Assessment:

34. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4, and reassessment only)

Cycle 1: 16:09:2003 Accreditation outcome/results: A⁺ Grade

Cycle 2: 27:03:2010 Accreditation outcome/results: A Grade with CGPA of 3.41

Cycle 3: Accreditation outcome/results

* Kindly enclose copy of accreditation certificate(s) and peer team report(s)

Cycle 1 refers to first accreditation;

Cycle 2 and beyond refers to reaccreditation

Copy Enclosed

35. a. Date of establishment of Internal Quality Assurance Cell (IQAC) - 07.12.2004

b. Dates of submission of Annual Quality Assurance Reports (AQARs)

(i) AQAR for year 2010 – 11 on 03.01.2012

(ii) AQAR for year 2011 – 12 on 07.01.2013

(iii) AQAR for year 2012 – 13 on 23.12.2013

(iv) AQAR for year 2013 – 14 on 18.08.2014

36. Any other relevant data, the College would like to include. (Not exceeding one page)

- Wi-Fi Facility
- Wind-Solar Hybrid System: 50 KV
- Solar: 30 KV
- Video Conferencing Facility
- Autonomy Review once in three years
- Diamond Jubilee celebrations of the College in 2014
- Skill Training Programme
- Number of Ph.D. Scholars are increasing
- Number of Publications
- Staff attends conferences outside the country
- One Staff participated in the International Mathematics Congress
- One Staff participated in the International Science Congress
- Staff presents papers outside the country
- One Staff received the Women Empowerment Award from Rotary
- N.S.S. Officer received the Best N.S.S. Officer award
- Our College is one of the two colleges in Tamil Nadu selected to offer N.C.C. as a part of the curriculum
- One of the students won Gold Medal for Weightlifting
- Auditorium is renovated
- Outdoor Stadium was constructed
- A new Library is under construction
- Purchased new computers
- Internet facility is available for all departments
- More classrooms were made available
- Parking Shed for Staff
- Installed Incinerator
- Construction started for PG Women's Hostel
- Construction started for Gym
- India – Sri Lanka Exchange Programme from 05.07.2015 to 19.08.2015
- Students from Sri Lanka visiting from 12.08.2015 to 19.08.2015
- Participation in the World Level Past Pupils' Meeting held in Thailand
- Three students participating in Salesian Youth Movement in Rome

2. CRITERIA-WISE INPUTS

CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum Design and Development

1.1.1. How are the institutional vision / mission reflected in the academic programmes of the College?

Vision: The Vision of the College is the education of young women especially the poorest, to become empowered and efficient leaders of integrity for the society.

Mission: To impart higher education to the economically weak, socially backward and needy students of Vellore and the neighbouring districts.

Goal: The goal of our educative endeavour is to produce in a Salesian atmosphere, intellectually enlightened, spiritually inspired, emotionally balanced, morally upright, socially committed, accomplished - in a word - integrally formed young women who will be agents of social transformation in today's India.

The College offers academic programmes and state of the art facilities to carry out the programmes to fulfill its vision, mission and goal to equip the economically poor students with quality education.

Intellectual Enlightenment: The College which was started in 1954 has been imparting value-based education in this District for the past sixty years. It is now affiliated to the Thiruvalluvar University, Vellore. The College was given autonomous status in 2007 and it offers Choice-Based Credit System (CBCS) since then. The curriculum is designed, developed and periodically updated to impart education to young women, especially the economically backward rural students. In addition to Arts and Science courses, the College also offers professional courses such as Visual Communication, Electronic Media, Social Work and Master of Business Administration. The College offers 13 Undergraduate, 11 Postgraduate, 6 M.Phil. and 4 Ph.D. courses and 5 UGC sponsored certificate courses. Suitable need-based, updated and stratified syllabi for the various courses are framed in consultation with experts in the field, industrialists, faculty members and alumni and implemented to keep pace with the changes in Higher Education. The undergraduate courses have given provision for the development of multifaceted skills through the Core Electives, Skill-Based Electives, Non-Major Electives and Environmental Studies. In the postgraduate courses, a paper on Human Rights is offered in the third semester.

Updated research oriented subjects are included in the M.Phil. Syllabi. A course on NET/SET - Paper I has been introduced for the PG students in the 3rd semester and three credits are allotted. A paper on Disaster Management has been introduced for the M.Phil. course to provide conceptual understanding of disasters, awareness of risk management and to equip the students with skills that help them to respond to disasters.

The B.Ed. College and the M.B.A. course functioning in the campus enables vertical mobility and make the students employable.

The conventional chalk and talk method is coupled with modern ICT enabled teaching methodology to transfer knowledge to the students. In keeping with the institutional vision and mission, the College admits students from the most marginalized sectors of the society and most of the students are first generation learners. The various formative programmes through the departmental association meetings empower the students with additional skills.

Spiritual Enlightenment: One of the goals of the educative endeavour of Auxilium College is to produce spiritually enlightened young women. All the formative programmes of the College are focused towards achieving this goal. The morning assembly, good morning thoughts and prayer moments enlighten the minds of the students. The College gives due importance to the celebration of all religious festivals reinforcing the fact that every religion is essentially meant for the spiritual enhancement of the self. The annual retreat and Value Education classes contribute greatly to the spiritual enlightenment of the students.

Emotional Balance: Counselling, Yoga and Physical Fitness, Personality Development Programmes, Animation of Values every month by a department and the practice of the Preventive System of Education of Don Bosco, the Founder of the Salesian institutions based on Reason, Religion and Loving Kindness help the students to maintain emotional and moral balance. Yoga is given as a skill-based elective by the Department of Physical Education to bring about physical, mental, spiritual and emotional stability.

Moral Righteousness: Auxilium College believes that the importance of values in the changing world can only be preserved and realized by instilling positive values in young minds. Hence the College follows the Educative Plan to live and practice

values that substantiate the quality of life for integral development. Every month is dedicated to practicing a value. The values are descriptively presented in the Handbook and all the value animations, prayer services, good morning thoughts and practices of the month are focused on a particular value.

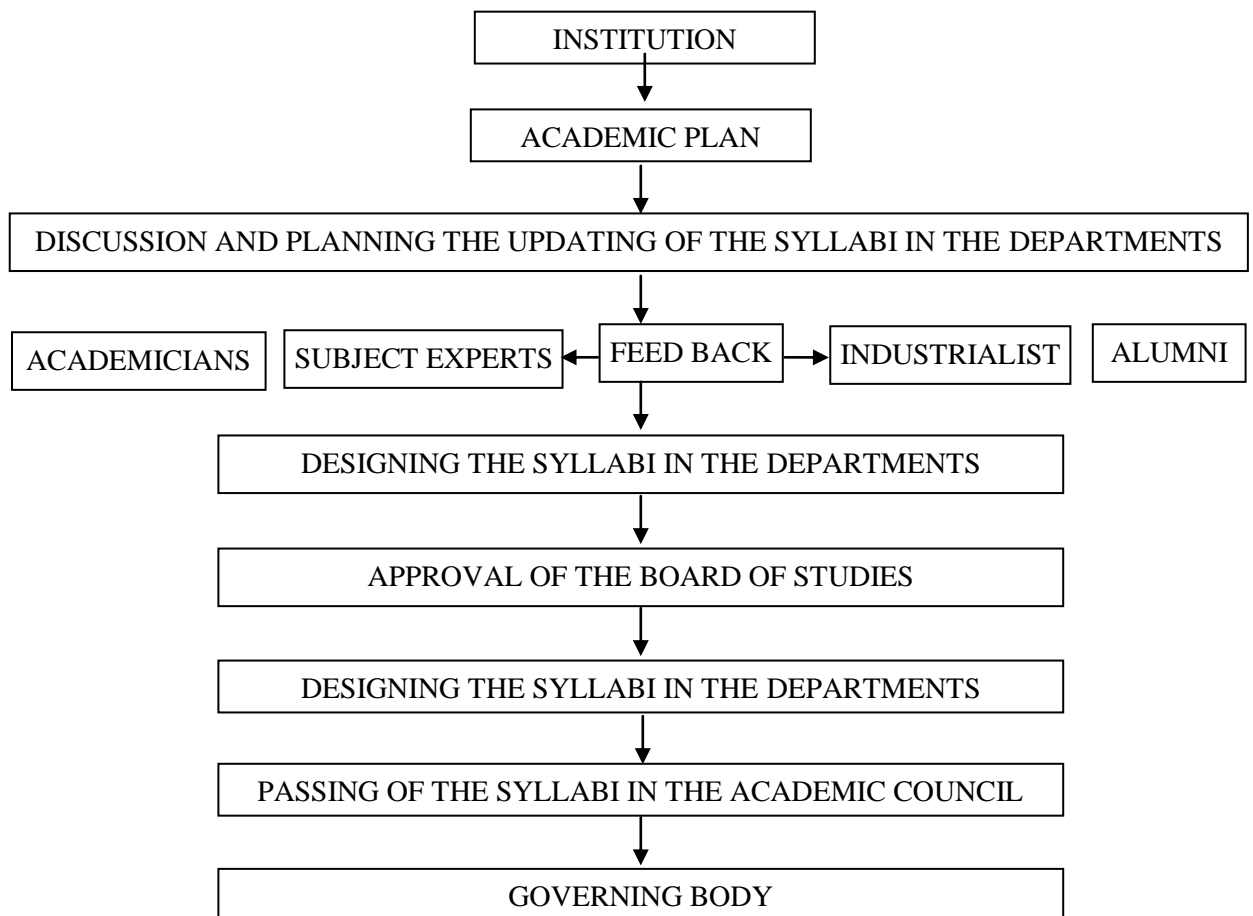
Social Commitment: The College has ‘extension activity’ as a component in the academic plan to instill social responsibility. Every student is given 1 credit for 90 hours of service which is made mandatory for all the Undergraduate students. The Clubs (Karate Club, Debators’ Club, Quiz Club, Enviro Club, Rotaract Club, IT Club, Media Club, The Journalism Club, Fine Arts Club, Blood Donor’s Club, Small Savings Club, Red Ribbon Club and Consumer Awareness Club) and Movements (National Service Scheme, National Cadet Corps, All India Catholic University Federation, Women’s Cell, Rotaract, Youth Red Cross, VIDES, Rangers and Equal Opportunity Cell) existing in the College monitored by faculty members, create social awareness through rallies, human chain, visits to hospitals and charitable organizations, disaster relief measures, service to refugees and the less privileged and coaching classes in the adopted villages. Social commitment is ensured through all the activities integrated into the academic programmes and working style of the institution. The weaker section of the students are provided with scholarships, remedial teaching classes and assisted with career guidance programmes to avail employment opportunities. Enrichment of skills is made possible through the career oriented certificate courses. Neighbouring villages are adopted by the NSS and other committed groups like VIDES, RANGERS, AICUF and *Kanali* – the Women’s Cell, and regular service is rendered to the poor and needy of the adopted villages. The inmates at the Central Prison, Vellore are offered a certificate course in Human Resource Development and are given coaching for Tenth and Plus Two Board Examinations by the Department of Business Administration.

1.1.2. Describe the mechanism used in the design and development of the curriculum? Give details on the process. (Need Assessment, Feedback, etc.)

All the members of faculty prepare well in advance to frame the syllabus. The Heads of the Departments hold a discussion on the syllabus with the faculty members. The syllabus is then framed by the faculty of each department with the expertise from industries, academicians, past pupils and students. Need-based curricula with focus on

job availability and current industry needs, designed in consultation with the various stakeholders is then presented at the Board of Studies which comprises a University Nominee, an industrialist, a past pupil, subject experts and members of the faculty of the Department. The feedback obtained from other sources – academic audit, experts from other institutions and past students are also considered. The curriculum is presented and discussed at the meeting of the Board of Studies. The suggestions from the Board of Studies are considered and modifications are made, if necessary. The recommendations of the Boards are implemented and the syllabus is passed in the Academic Council.

The College also conducts the Academic Audit which serves as an eye-opener reflecting the strengths and weaknesses of the curriculum. The feedback obtained at various levels; i.e., members of Board of Studies, faculty of other colleges and universities, and students enable the departments to assess the quality of the curriculum. The competitive examinations such as UGC, NET, GATE, CA, ICWA, ICMR, ICAR are also considered while framing the syllabi.



1.1.3. How does the College involve industry, research bodies, and civil society in the curriculum design and development process? How did the College benefit through the involvement of the stakeholders?

The curriculum is designed and developed according to the need of the hour. Feedback is obtained from the students, faculty, past pupils and subject experts and the discussion among the faculty is held. The framed syllabus is discussed and necessary modifications made in the Board of Studies and then presented in the Academic Council for approval. The Board of Studies includes members of University nominees, industrial experts, subject experts especially researchers and past pupils employed in various sectors. The Academic Council comprises of the Chairperson, Heads of the Departments, members from the University, industry, subject experts and representatives of the civil society. The Academic Audit is conducted and the suggestions given by the experts are taken into consideration. After the completion of a year, the feedback from the students, faculty and various bodies are obtained and necessary changes are made.

An effective and job-oriented curriculum is designed and developed through the involvement of stakeholders. Final year students undergo internship programmes and projects in industries, and based on the assessment of the students by the employees, the curriculum and teaching methodology is modified. Periodical updating is done on the basis of suggestions made by them. All the stakeholders play a vital role in framing need-based curricula in accordance with the current scenario. The successful execution of the curriculum is achieved through continuous linkages and guidance of various bodies.

1.1.4. How are the following aspects ensured through curriculum design and development?

- * Employability**
- * Innovation**
- * Research**

a) Employability:

The syllabi prescribed enable the students to secure government jobs and to pass competitive examinations. Soft skill programmes conducted for all the final year students help them to attend and get through interviews. Introduction of Skill-Based

Electives, Non-Major Electives and Certificate Courses make the students employable in Industries, Pharmaceutical Companies, Hospitals, Colleges and R & D Departments. To cite a few examples, the Zoology Department offers Medical Laboratory Technology, Bioinstrumentation, Physiology and Immunology because of which the students are successful in getting into diploma courses and placement in various departments in Christian Medical College Hospital, Vellore and other hospitals. The Department of Business Administration offers papers on Online Trading, Accounting Software, Entrepreneurial Development Skills, Work-Life Balance, Life-Coping Skills and Business Communication Skills, because of which the students are employed in various industries. Internships offered by the Department of Communication Media ensure that students get hands-on experience in working in the media industry and many students are offered placements in their interning companies. The Department of Social Work offers specialization in Medical Psychiatry, Human Resource Management and Community Development which enable them to get placement in hospitals, industries and social welfare organizations. The students are focused to think not only as job seekers but as job producers. They are motivated to think about their role as employers and efforts have been made to inculcate the spirit of empowerment, economical independence and self-employment. The Department of Chemistry offers Entrepreneurial Chemistry as a Skill-Based Elective paper which is framed to help the students learn the laws on Small Scale Industries (SSI), where techniques in running small scale industries or workshops are dealt with.

b) Innovation:

The curriculum is planned and structured based on the regulations of UGC, TANSICHE and the Thiruvalluvar University. Courses that are in demand have been introduced. M.Sc. Physics has been started in 2014 based on the demand.

Updating of syllabi is done once in three years by all the Departments according to the emerging needs of the society, to enhance the skill of the students to be in line with the competitive world. Modern techniques and recent trends are included in the syllabi which also help the students to clear various competitive examinations. Comprehensive viva voce and self study papers are included in the curriculum by the Department of Business Administration. The Department of Communication Media

uses FCP (Final Cut Pro), a cutting edge and latest software which is being used by professionals in the media industry. Projects are introduced in the postgraduate courses of the Departments of English, Mathematics, Chemistry, Computer Science, Commerce, Social Work and undergraduate and postgraduate courses of Business Administration. To meet the global, regional and local requirements, the Department of Zoology has introduced papers such as Limnology, Biodiversity, Wild Life Conservation, Toxicology and Animal Behaviour. The Wi-Fi facility has been installed in the campus to be at the use of staff and students.

c) Research:

The curricula of the postgraduate courses are framed in such a way that the students are motivated to do research and pursue higher studies. It also includes research in the form of project work, summer projects or internships. The institution offers six M.Phil. and four Ph.D. programmes. The students are given training to do their dissertation in advanced softwares like LATEX and MATLAB by the Department of Mathematics. The Research scholars of all the departments are encouraged to publish papers on current trends in reputed international and national journals and to attend national / international conferences/ symposia/ seminars/ workshops. The faculty members are empowered to take up research activities utilizing the existing facilities. The institution encourages its faculty to engage in interdisciplinary and interdepartmental research activities and resource sharing. For example, at present research is carried out in Environmental Toxicology and Nanotechnology by the Department of Zoology. A paper offered by the Department of Chemistry on Recent Trends in Research in the M.Phil. programme helps the students to select an area of research when they take up Ph.D.

The postgraduate students do a research project in the fourth semester, a report of which is assessed and evaluated at viva voce, which gives them a good experience for research. The M.Phil. scholars of the Department of English present research papers every year which are published in the in-house journal *Sibyline*. The department frequently organizes seminars to pool in research experience from experts and the students are exposed to such forums.

1.1.5. How does College ensure that the curriculum developed addresses the needs of the society and have relevance to the regional / national developmental needs?

The vision and mission of the College and the challenges faced by the students to keep in tune with the developments in education and job market have been given prime importance in formulating the syllabi for Part I, Part II, Part III and Part IV subjects. The students are trained in leadership and communicative skills and helped in managing stress and conflicts, focussing on team work and acquiring higher values in life. The College ensures that the curriculum is not only based on the content but designed and delivered to meet the regional and national developmental needs.

The syllabus of History Department helps the students to be responsible citizens of India and become aware of the events and issues, past and present. Many of them get jobs as teachers and impart patriotism and social values to their students. Tourism and Archaeology papers offered by the department have national relevance and can provide scope for a career in tourism. Papers on Women's Studies and Sociology address the needs of the society.

The syllabi of the Science courses enrich the students with basics as well as advancements in the respective disciplines. Practical skills and training acquired enable them to get into institutes and universities of excellence for their research studies as well as employment.

The Department of Commerce has introduced a Skill-Based Elective on Practical Banking which is offered to non-Commerce students and they are exposed to the latest trends in banking practices like e-banking and usage of plastic currency.

The syllabi of the Computer Science Department give importance to analytical and computing skills to enable the students to cope up with the requirements of the IT industry and fair well in interviews by multinational companies and to get jobs.

The Medical Microbiology and Applied Microbiology papers and the Skill-Based Elective on Infectious Diseases and Control, offered by the Department of Microbiology provide insights into the control of the spread of diseases and knowledge on the prevention of outbreak of common diseases.

The students of Visual Communication are placed in the Media Industry, and their education helps in providing value-based contribution to the Media World.

The Department of English focuses on training students in English Language Skills apart from imparting literary skills and critical aptitude. 500 residential students are given coaching classes in English. The department offers papers like English for Everyday Usage (SBE), Advanced English Grammar for Better Communication (SBE), Skills for Employability (SBE) and Soft Skills and Personality Development (NME). The Department offers a career-oriented certificate course in Communication Skills in English sponsored by the UGC and certified by Thiruvalluvar University which is a course work comprising ninety working days spread over two semesters. 50 hours of laboratory session is also conducted. In view of encouraging the research aptitude and teaching methodology in English, the curriculum for the M.Phil. programme offers courses in Research Methodology and Pedagogy and Literature.

The Department of Hindi offers “Conversational Hindi” as a SBE to help the non Hindi students.

Environmental awareness is created through the paper on Environmental Studies during the II year of UG and to create awareness on Human Rights, a paper is offered in the I year of PG courses.

Extension Service is made mandatory for every student. They are sensitized to the needs of the poor, downtrodden and the under-privileged. All the extension activities cater to the needs of the society and have relevance to regional and national development.

1.1.6. To what extent does the College use the guidelines of the regulatory bodies for developing or restructuring the curricula? Has the College been instrumental in leading any curricular reform which has created a national impact?

The College follows 100% all the guidelines of the regulatory bodies such as the University Grants Commission (UGC), Tamil Nadu State Council for Higher Education (TANSCH), the All India Council for Technical Education (AICTE) and the Thiruvalluvar University to which the College is affiliated. The structure and pattern of the curriculum is in strict adherence to the rules and regulations of the

Ministry of Higher Education. As the College is now affiliated to Thiruvalluvar University, it follows all the guidelines for autonomous colleges as prescribed by the UGC.

The NCC unit of the College has been selected by the UGC and National Cadet Corps, Government of India, to introduce NCC as a Skill-Based Elective subject in the UG curriculum on a trial basis. Every year, the course is offered for a single batch of 34 students for all the six semesters.

Since the inception of the College, Value Education for non-Catholic students and Christian Doctrine for Catholic students have been an integral part of the syllabus offered, a concept which is now being demanded in the curriculum at the national level.

As an institution which stands for knowledge and virtue, Family Life Education - Education to Human Love - is given to students to help them lead a happy life appreciating the beauty of marriage and sexuality. After the introduction of autonomy, a comprehensive textbook on Value Education, "*Young and Happy*" was prepared by the College, through a Board of Authors, who contributed lessons that focus on an all-round life-education to students.

The Board of Studies of the various departments, Academic Council and Academic Audit Committee are constituted as per the requirements of the rules and regulations as per the University norms. The designing and restructuring of the curriculum are on par with the national requirements. The papers offered are based on the needs of job requirements at the regional and national level. Every department has provided room for social development in all its curricular, co-curricular and extra-curricular activities. The students through the curriculum acquire leadership skills, communicative skills, team building and teamwork capacities, and the syllabi enable them to meet the needs of the society both at regional, national and international level.

1.2. Academic Flexibility

1.2.1. Give details on the following provisions with reference to academic flexibility

- a. Core / Elective options**
- b. Enrichment courses**

- c. Courses offered in modular form
- d. Credit transfer and accumulation facility
- e. Lateral and vertical mobility within and across programmes and courses

a. The Core Elective subjects are as follows:

Every Department offers Core Elective Papers for the final year students and Non-Major Electives for the students of other Departments:

UNDERGRADUATE COURSES

Class	Core Electives
B.A. History	Elective I: Historiography, History of Modern Asia from 1900 A.D to 2000 A.D (Excluding India, China, Japan and West Asia)
	Elective II: Women's Studies
	Elective III: Geography of India
B.A. English	Elective I A: Theatre and Dramaturgy Elective I B: Popular Writing
	Elective II A: Women's Writing Elective II B: Practical Criticism
	Elective III A: Common Wealth Literature Elective III B: Methods of Teaching English
B.Sc. Mathematics	Elective I: Programming in C
	Elective II: Operations Research
	Elective III: Object Oriented Programming with C++
B.Sc. Chemistry	Elective I A: Analytical Chemistry Elective I B: Basics of Computer programming in C and its Applications in Chemistry
	Elective II A: Chemistry of Natural Products Elective II B: Polymer Chemistry
	Elective III A: Pharmaceutical Chemistry Elective III B: Applied Chemistry
B.Sc. Zoology	Elective IA: Economic Zoology Elective IB: Vermiculture
	Elective IIA: Economic Zoology Elective IIB: Bioinstrumentation
	Elective IIIA: Medical Laboratory Techniques Elective IIIB: Parasitology

B.Sc. Physics	Elective I A: Solid State Physics Elective I B: Astro and Plasma Physics
	Elective II A: Applied Electronics, Digital Electronics Elective II B: Materials Science
	Elective III A: Microprocessor 8085 Elective - III B: Communication Physics
B.Sc. Biochemistry	Elective I A: Immunology Elective I B: Plant Biochemistry
	Elective II A: Biotechnology Elective II B: Bioinformatics
	Elective III A: Pharmacology Elective III B: Nutritional Biochemistry
B.Sc. Computer Science	Elective I A: Internet Technology, Computer Networks, Data Communication and Networking, Software Engineering Elective I B: Resource Management Technology, Web Commerce
	Elective II A: Software Engineering, Multimedia and its applications, Software Testing Elective II B: Computer Architecture, Web Technology, Multimedia Systems, Artificial Intelligence Elective II C: Data Mining and Warehousing
	Elective IIIA: Cyber Security And Cyber Laws Elective III B: Enterprise Resource Planning, Computer Graphics
B.Sc. Microbiology	Elective I: Soil and Agricultural Microbiology, Bio-fertilizer Technology, Clinical Microbiology, Cell Biology Immunotechnology
	Elective II A: Clinical Microbiology Elective II B: Industrial and Pharmaceutical Microbiology
	Elective III: Microbiological Techniques Elective III B: Immunotechnology
B.Sc. Visual Communication	Elective I: Research Project-1, Group project - 1 Project Production
	Elective II A: Basics of Ad Photography, Human Communication ITC & New Media Elective II B: Photography for Beginners, Printing and Publishing, Human Communication
	Elective III: Project -2 Web Designing, Project - Production

B.Com.	Elective I: Principles of Management
	Elective II: Financial Services, Essentials of Business Communication, Principles of Management, Law of Insurance
	Elective III: E-Commerce and Tally, Banking Theory Law and Practice, Financial Services
B.B.A.	Elective I A: Retail Management Elective I B: Logistics and Supply chain management
	Elective II A: Banking Practice Elective II B: Insurance Practice
	Elective III A: Entrepreneurial Development Elective III B: Total Quality Management
B.C.A.	Elective I A: Computer Networks, Data Communications and Networking, Software Engineering Elective I B: Enterprise Resource Planning, Computer Graphics and animation, Web Commerce
	Elective II A: Software Engineering, Internet Technology, Software Testing, Organizational Behaviour Elective II B: Multimedia and its Applications, Software Engineering, Computer Graphics, Artificial Intelligence Elective II C: Data Mining and Warehousing
	Elective III A: Internet Technology, Cyber Security and Cyber Laws, Elective III B: Multimedia and its Applications, Computer Graphics

POSTGRADUATE COURSES

Class	Core Electives
M.A. English	Elective I A: Indian Writing in Translation Elective I B: Modern English Grammar
	Elective II A: Post Colonial Studies Elective II B: Indian Diasporic Literature
	Elective III A: Literature: Analysis Approaches and Applications Elective III B: Creative writing,
	Elective IVA: Literature for Academic and Professional Purposes Elective IV B: Translations Studies
M.Sc. Mathematics	Elective I A: Differential Geometry Elective I B: Bio-Mathematics
	Elective II A: Integral Equations and Partial Differential

	Equations II B: Mathematical Modelling Human Rights
	Elective III A: Operations Research Elective III B: Industrial Mathematics
	Elective IV A: Programming with Java Elective IV B: Object Oriented Programming with C++
M.Sc. Chemistry	Elective I A: Polymer Chemistry Elective I B: Nano Chemistry
	Elective II A: Pharmaceutical Chemistry Elective II B: Medicinal Chemistry
	Elective III: Analytical Chemistry Elective III B: Green Chemistry
	Elective IV A: Organometallic and Bioinorganic Chemistry Elective IV B: Organic Farming and Solid Waste Management
M.Sc. Zoology	Elective 1 A: Biostatistics and Bioinformatics Elective I B: Computational methods for sequence analysis
	Elective II A: Biochemistry Elective II B: Endocrinology
	Elective III A: Clinical Laboratory Techniques Elective III B: Fisheries Science
	Elective IVA: Fishery Biology, Elective IVB: Aquaculture and Farm Management
M.Sc. Physics	Elective I A: Electronic Devices and Applications Elective I B: Electronic Communication System
	Elective II A: Fibre Optics and Non Linear Optics Elective II B: Electronic Instrumentation.
	Elective III A: Fundamentals of Nano Science Elective III B: Advanced Spectroscopy.
	Elective IV A: Crystal Growth and Thin Films Elective IV B: Advanced Nuclear Physics.
M.Sc. Computer Science	Elective I A: Advanced Computer Architecture Elective I B: Software Engineering, Cloud Computing
	Elective II A: Embedded Systems, Software Project Management Elective II B: Unified Modeling Language
	Elective III A: Knowledge Based systems, Unified Modelling Language, Artificial Intelligence, Distributed Computing Elective III B: XML and Web Services, Unified Modelling Language

M.Sc. Bioinformatics	Elective I: Biophysical Chemistry
	Elective II: Biochemistry
	Elective III: Advanced Topics in Bioinformatics
M.Sc. Electronic Media	Elective I A: Script Writing and Direction Elective I B: Broadcast Journalism
	Elective II A: Photography, Inter and Cultural Communication Elective II B: Women and Media, Film Appreciation
	Elective III A: Public Relations, Media Appreciation Elective III B: Mobile Communications, Advertising in Visual Media
	Elective IV A: Web Designing Elective IV B: Basics of Computer Applications, Audiography
M.Com.	Elective I: Entrepreneurial Development, Legal Aspects of Business, Principles and Practices of Auditing, Investment Analysis and Portfolio Management
	Elective II: Financial Services and Institutions
	Elective III: Sales and Advertisement Management, Principles of Insurance, Training and Development, Business Environment, Corporate Governance
	Elective IV: Ethics in Corporate Governance, Strategic Human Resource Management
M.S.W.	Elective I A: Social Problems Elective I B: Social Work Profession For Different Settings
	Elective II A: Social Policy and Social Legislation Elective II B: Women and Development
	Elective III A: Project Formulation Elective III B: Counselling
	Elective IV A: Administration of Service Organizations Elective IV B: Disaster Management
M.B.A	Elective I A: Logistics and Supply Chain Management Elective I B: Retails Management
	Elective II A: Total Quality Management, Banking Practice, Entrepreneurial Development Elective II B: Banking and Insurance, Insurance Practice

	<p>Self Study Papers :</p> <p>I - Change Management, Disaster Management, Environment Pollution</p> <p>II – Human Rights, Knowledge management, Hostel and Resort Management</p> <p>III – Project management, Rural Marketing, Travel Agency Management</p> <p>IV – Cyber Crimes and Laws, Emotional Intelligence Management, Risk Management and Insurance</p>
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M. PHIL. PROGRAMMES

Class	Electives
English	-
Chemistry	-
Zoology	Elective I: Environmental Toxicology and Biotechnology
	Elective II: Animal Physiology
	Elective III: Genetics
Mathematics	Elective I: Difference Equations
	Elective II: Graph Theory
	Elective III: Stochastic Processes
	Elective IV: Fluid Dynamics
	Elective V: Operations Research
	Elective VI: Fuzzy Theory
Computer Science	Elective I : Wireless Communication and Net Banking
	Elective II : Distributed Operating System, Artificial Intelligence and Neural Network
	Elective III : Advance Data base System
	Elective IV: Network Security
Commerce	Elective I: Marketing Management
	Elective II: International Banking
	Elective III: Human Resource Management

ALLIED OPTIONS OFFERED

Department of Chemistry: Mathematics / Botany.

Department of Mathematics: Physics / Numerical Analysis.

b. Enrichment courses

UGC Sponsored Career Oriented Certificate Courses

- Rural Handicrafts offered by the Department of History.
- Communication Skills in English offered by the Department of English.
- Human Rights and Values in Education offered by the Department of Sociology
- Human Resource Management and Development offered by the Department of Commerce.
- Medical Laboratory Techniques offered by the Department of Zoology.

Other Certificate Courses

- Video Editing
 - Digital Audio
 - Photography
- } Department of Visual Communication.
- Ms Office – Department of Computer Science
 - Karate

Soft Skill Training in the final year and a paper on MS Office in the second year of the UG programme are mandatory. Projects are taken up by the students of the Department of Business Administration at the UG level. In the Department of English, Mathematics, Chemistry, Computer Science, Commerce and Social Work, projects are done at the PG level. Institutional training by the Department of Business Administration is an enrichment programme. A skill development programme is organized by the Department of Social Work in collaboration with Christian Medical College and Hospital, Vellore. A Community Survey on health and development is also done by the Department.

c. Courses offered in modular form

All subjects have five modules known as units.

d. Credit transfer and accumulation facility

So far, the need for credit transfer has not been sought by any student.

e. Lateral and vertical mobility within and across programmes and courses

Lateral mobility through the SBE and NME courses is made possible where students opt for courses offered by other departments. A Science student opts for a paper offered by an Arts department and vice-versa.

1.2.2. Have any courses been developed specially targeting international students? If so, how successful have they been? If 'no', explain the impediments.

No, the vision of the College is the education of young women especially the poorest to become empowered and efficient leaders of integrity for the society. The College is placed in a semi-rural area, and the prime focus is on educating rural students and students from the economically marginalized society. The institution is sought after by a good percentage of such students. The College is committed to work for the poor rural youth.

1.2.3. Does the College offer dual degree and twinning programmes? If yes, give details.

The College does not offer dual degree and twinning programme. Such programmes are not available in our University.

1.2.4. Does the College offer self-financing programmes? If yes, list them and indicate if policies regarding admission, fee structure, teacher qualification and salary are at par with the aided programmes?

Yes. The College offers the following self-financing programmes.

Under Graduate Programmes:

B.A. English (2 Sections), B.Sc. Mathematics (Additional Section), B.Sc. Physics, B.Sc. Biochemistry, B.Sc. Computer Science, B.Sc. Microbiology, B.Sc. Visual Communication, B.Com. (Additional Section), B.B.A, B.C.A. (2 Sections)

Postgraduate Programmes:

M.A. English, M.Sc. Mathematics, M.Sc. Chemistry, M.Sc. Zoology, M.Sc. Physics, M.Sc. Computer Science, M.Sc. Electronic Media , M.Com., M.B.A., M.S.W.

M. Phil. Programmes:

M.Phil. English, M.Phil. Mathematics, M.Phil. Chemistry, M.Phil. Zoology, M.Phil. Computer Science, M.Phil. Commerce

Ph.D. Programmes:

Ph.D. English, Ph.D. Mathematics, Ph.D. Chemistry, Ph.D. Zoology

The College selects students based on Open / Management quota. Policies regarding teaching qualification, salary and fee structure are not the same as the aided stream. Teachers are recruited with basic qualification. The salary is fixed by the management based on the qualification and increment given based on experience. The fee structure is higher than the aided stream as the management pays the salary of the faculty.

1.2.5. Has the College adopted the Choice Based Credit System (CBCS)? If yes, how many programmes are covered under the system?

Yes. All the 13 UG, 10 PG and 6 M.Phil. courses adopt the CBCS system.

1.2.6. What percentage of programmes offered by the College follows?

- * Annual system
- * Semester system
- * Trimester system

All the UG, PG and M.Phil. courses follow 100% Semester System.

1.2.7. What is the policy of the College to promote inter-disciplinary programmes? Name the programmes and what is the outcome?

It is made mandatory for the students to opt for the Skill-Based Elective (SBE) papers and Non-Major Elective (NME) papers which are inter disciplinary programmes. The students are motivated to learn skills in different subjects. The Science students opt for the papers offered by Arts departments and vice-versa.

The following SBE and NME papers are offered by the various departments.

Undergraduate Courses :

Department	Skill-Based Electives Offered
Tamil	Tamil Short Story, Soft Skills
Hindi	Conversational Hindi
History	Tourism and Travel Operations Local Self Government in India Archives Keeping in India Developmental Psychology
Sociology	Developmental Psychology Counselling : Life-Coping Skills
English	English for Everyday Usage English for Competitive Examinations Creative Writing Skills for Employability
Mathematics	Data Interpretation Decision Theory Mathematics for Competitive Examinations Quantitative Aptitude Statistics for Everyday Life
Chemistry	Entrepreneurial Chemistry Medicinal Chemistry Small Scale Chemistry Food Chemistry
Zoology	Public Health and Hygiene Sericulture Ornamental Fish Keeping Vermiculture Animal Behaviour
Botany	Edible Mushroom Cultivation Herbal Therapy in Cosmetology Horticulture Plants and Human Welfare

Physics	<p>Everyday Science Electrical Appliances Everyday Physics Home Appliances Mobile Communication Physics for Competitive Examinations</p>
Biochemistry	<p>Dietetics Medical Laboratory Technology Nutrition Education Health Care for Women</p>
Computer Science and Computer Applications	<p>Desktop Publishing Internet Basics Introduction to Information Technology Multimedia Tools PC Hardware and Troubleshooting Photoshop Multimedia Using Flash Scripting Languages Introduction to WAP and WML</p>
Microbiology	<p>Herbal Therapy Laboratory Animal Care Food Preservations Haematology and Blood Banking Infections Disease and Control Mushroom Cultivation</p>
Communication Media	<p>Film Appreciation Art Appreciation Journalism Photography Copy Writing Print and Publication</p>
Physical Education	<p>Yoga</p>
Commerce	<p>Entrepreneurial Development Managerial Skills for Effective Management Personal Skills for Professional Excellence Practical Banking Professional Skills for Managers Guide to consumers</p>

Department	Non-Major Electives Offered
Business Administration	Hotel Planning and Administration Hospital Planning and Administration Winning through Communication Lifestyle Management Professional Skills for Business Communications
Tamil	Tamil – I Tamil – II Advanced Tamil – I Advanced Tamil – II
History	Travel Agency and Tour Operations Business
English	Soft Skills
Economics	General Economics
Mathematics	Discrete Mathematics
Chemistry	Food and Nutrition Chemistry Occupational Health
Zoology	Clinical Laboratory Techniques Maternal and Child Psychology
Botany	Edible Mushroom Cultivation
Physics	Principles of Physics Fundamentals of Physics
Biochemistry	Therapeutic Agents Disease and Treatment
Computer Science and Computer Applications	Web Designing using Dreamweaver Statistical Package for the Social Sciences (SPSS)
Microbiology	Basics of Microbiology Environment Microbiology
Communication Media	Women and Media
Commerce	Book- Keeping and Accounting
Business Administration	Human Resource Management

Postgraduate Courses:

Department	Non-Major Electives Offered
English	English for Specific Purposes
Mathematics	Numerical and Logical Skills
Chemistry	Chemistry in Daily Life
Zoology	Public Health and Hygiene
Computer Science	Web Designing Using HTML
Communication Media	Advertising
Commerce	Effective Communication for Business
Social Work	Effective Communication Skills
M.B.A.	Human Resource Management

1.3. Curriculum Enrichment

1.3.1. How often is the curriculum of the College reviewed for making it socially relevant and/or job oriented / knowledge intensive and meeting the emerging needs of students and other stakeholders?

Once in three years the curriculum is reviewed. It is also revised by the Department whenever the need arises. Based on the emerging trends and the feedback obtained from students and discussion in the Board of Studies, the syllabus is designed to meet the needs of the students and other stakeholders. The syllabus is approved by the Academic Council. The Academic Audit is held once in five years and their suggestions are taken into account.

1.3.2. How many new programmes have been introduced at the UG and PG level during the last four years? Mention details.

- * Inter-disciplinary
- * programmes in emerging areas

The programmes introduced during the last four years include M.B.A. in 2012 and M.Sc. Physics in 2014. An additional section for B.C.A. was started in 2010.

**1.3.3. What are the strategies adopted for revision of the existing programmes?
What percentage of courses underwent a major syllabus revision?**

The existing programmes were revised to meet the changing trends in education and to meet the global needs and the syllabi revamped from the feedback obtained from the industrialists, past pupils, subject experts, University nominee and Governing Body members. The Academic Audit has enabled constructive reforms and revision. All the courses (100%) have undergone a major revision in 2010 and 2013.

1.3.4. What are the value-added courses offered by the College and how does the College ensure that all students have access to them?

Value Added courses:

UGC sponsored Career Oriented Certificate Courses

- Rural Handicrafts
- Communication Skills in English
- Human Rights and Values in Education
- Human Resource Management and Development
- Medical Laboratory Techniques

Other Certificate courses

- Video Editing Software
- Digital Audio
- Photography
- MS Office
- Karate

A course on MS Office is also offered by the Department of Computer Science and made mandatory to all the undergraduate students. An examination is conducted and a pass in the course is mentioned in the Grade Sheet.

At the start of the academic year, announcements are made regarding the various value added courses – Certificate courses offered by the Departments concerned. The students are motivated and made aware of the employability available. Examinations are conducted and certificates issued.

Value Education is integrated in the curriculum and the College ensures that classes are taken by trained faculty members. The Director of Value Education monitors the classes, and organises orientation programme for the faculty members.

An optional course on UGC/CSIR- NET examination is conducted for the PG students by the Career Guidance Cell.

1.3.5. Has the College introduced any higher order skill development programmes in consonance with the national requirements as outlined by the National Skills Development Corporation and other agencies?

Standard Training and Assessment Reward (STAR) Programme introduced by the National Skills Development Corporation was offered to all the students in March/April 2014. The extension activities by the M.B.A. students are executed in collaboration with Integrated Village Development Project (IVDP). A three or two-day Soft Skill training is also given to all the III year students by the Career Guidance Cell.

1.4. Feedback System

1.4.1. Does the College have a formal mechanism to obtain feedback from students regarding the curriculum and how is it made use of?

Yes. At the end of every academic year, feedback is obtained through the Annual Students' Evaluation Programme. A common questionnaire is given to every student regarding the curriculum, teaching methodology, faculty members, examination system, curricular, co-curricular and extra-curricular activities. The faculty members also get a feedback from UG, PG, M.Phil. students and alumni and the information documented. Feedback is also obtained through various bodies such as Parent-Teacher Association, Alumnae Association, Subject Experts and University Nominees. A suggestion box is available for the students to drop in their feedback and suggestions. The Deans consolidate the feedback and the suggestions if feasible, are adopted while framing the syllabi.

1.4.2. Does the College elicit feedback on the curriculum from national and international Faculty? If yes, specify a few methods adopted to do the same - (conducting webinar, workshop, online forum discussion etc.). Give details of the impact on such feedback.

Faculty from other Universities and Colleges are part of the Boards of Studies, who offer suggestions on the upgradation of the syllabus.

One of the methods adopted to elicit feedback on the curriculum from National and International Faculty was through discussion held during the workshop / conference. Mr. Malardheen Mohammed, Secretary, Commonwealth Student's Association, Country Representative of Sri Lanka, conducted a workshop on Capacity-Building for the faculty members. Dr. Daniel Ezhilarasu, Secretary, AIACHE, New Delhi addressed the teaching faculty on the incorporation of Ethics into the curriculum.

1.4.3. Specify the mechanism through which alumni, employers, industry experts and community give feedback on curriculum enrichment and the extent to which it is made use of.

The feedback on curriculum enrichment has been obtained through Board of Studies. A member from the industry is on every board and gives their opinion on the inclusion of topics which are industry-oriented. One to one feedback from students, experts in industries, feedback and suggestions from employers from the same and other institutions, feedback from alumni during alumni meeting and suggestions from parents during the PTA meeting help in skill development and curriculum enhancement. The feedback is consolidated and suggestions are considered.

1.4.4. What are the quality sustenance and quality enhancement measures undertaken by the institution in ensuring effective development of the curricula?

The quality sustenance and enhancement measures are taken up by IQAC and ASQC of the College. The faculty members participate in workshops, seminars, conferences organized by other colleges and universities at the inter-collegiate, state, national and international levels which also enable them to be updated in the recent developments in their disciplines and this supports the departments in the effective designing of the syllabi.

Seminars are also conducted on effective teaching methods and question paper setting. Scrutiny of questions before every examination has ensured perfection and adherence to the pattern of question papers.

Regular College Council Meetings, Departmental Meetings, Staff Meetings are held to discuss quality enhancement. The Boards of Studies and Academic Audit also contribute to the sustenance of the quality of the curriculum.

The institution offers remedial classes for the weak students. The candidates who fail to pass in the examinations are made to take up a remedial course by faculty members and their progress is followed by the Department. A quality check at all levels by Faculty, Heads of Departments, Vice Principal, Principal, Controller of Examinations, Board of Studies, Academic Council and Governing Body focus on the standard of the syllabi, its implications and employability.

The IQAC pre-audit was conducted once in the last four years.

Any additional information regarding Curricular Aspects, which the institution like to include.

Curriculum is the heart of the educational endeavour and we see that our heart is in good condition and is healthy through thorough preparation, expert conduct of Board of Studies and regular Academic Audit.

As we grow in the field of autonomy, we will strengthen our curricular development and Industry-Institution ties to a greater extent.

CRITERION II: TEACHING-LEARNING AND EVALUATION

2.1. Student Enrollment and Profile

2.1.1. How does the College ensure publicity and transparency in the admission process?

Auxilium College is a 60 year old institution well-known in Vellore and the nearby districts, for its quality and excellence. It is the first women's College in the district. The College was accredited by the NAAC with A⁺ in 2003 and re-accredited with A Grade (with a CGPA of 3.41 out of 4) in 2010. The College was conferred the status of Autonomy in 2007. There is a consistent demand for admission in all the courses. When new courses are introduced, the same is updated in the College website and prospectus.

The admission procedure is as per the norms of the Government of Tamil Nadu. The selection list and waiting list are prepared and displayed on the notice board to ensure transparency in the admission process. Call letters are sent to the selected candidates well in advance. The College strictly adheres to the reservation policy of the Tamil Nadu Government. 50% seats are allocated based on open merit (Reservation Quota) and 50% for Minority Quota.

2.1.2. Explain in detail the process of admission put in place for UG, PG, M. Phil., and Ph. D. Programmes by the College. Explain the criteria for admission (Ex.(i) merit, (ii) merit with entrance test, (iii) merit, entrance test and interview, (iv) common test conducted by state agencies and national agencies (v) others followed by the College

The Admission Committee monitors the over-all admission process. For UG, 50% of the seats are filled based on merit according to the government reservation policy and the 50% is allocated to minority candidates and the less-privileged from all religious sects. For PG, the selection is based on merit. For M.Phil., the selection is based on merit, a written entrance test and an interview. For fulltime and part-time Ph.D. candidates, the selection is done based on merit, a written test and an interview.

The rank list for all the courses are prepared based on merit and the selected candidates have an interview with the Head of the Department and the Principal.

For MBA, the Department considers TANCET results for 18 seats and the remaining 42 seats are filled in by the Management based on merit. The College is particular to cater to the higher educational needs of women and continue to be a women's college. Therefore, the institution did not consider giving admission to male students.

2.1.3. Does the College have a mechanism to review its admission process and student profiles annually? If yes, what is the outcome of such an analysis and how has it contributed to the improvement of the process?

Yes. The College has a mechanism to review its admission process and student profiles annually. Every year after the admission, the admission committee meets to analyze the process. The problems encountered are discussed and resolved. In the case of postal delay, the candidates are contacted over the phone and information regarding admission is given. The automation of the admission process has reduced the tedium of handling the applications manually and has made the process of admission easier.

The profile of the students is maintained in the Departments and in the College Office, which helps to identify their socio-economic status. The first generation learners, students from vernacular medium schools are given special attention to cope with the English medium of instruction in the College.

2.1.4. What are the strategies adopted to increase/ improve access to students belonging to the following categories?

- * **SC/ST**
- * **OBC**
- * **Women**
- * **Different categories of persons with disabilities**
- * **Economically weaker sections**
- * **Outstanding achievers in sports and extracurricular activities**

The vision and mission of the College is focused on admitting and educating first generation learners and economically marginalized students; daughters of beedi-rollers, farmers, coolies and labourers. The SC/ST/OBC candidates are admitted as per the norms of the Government. Achievers in sports and differently-abled candidates are given preference during admission.

The Management ensures that the scholarships offered by the Government to SC/ ST/ BC/ MBC students, first-generation learners, students with disability and children of farmers are given to the students. Concessions in tuition, hostel and mess fees are given to economically-weaker students.

2.1.5. Furnish the number of students admitted in the College in the last four academic years.

Categories	Year 2010-2011		Year 2011-2012		Year 2012-2013		Year 2013-2014		Year 2014-2015	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
SC	-	173	-	161	-	155	-	169	-	162
ST	-	14	-	10	-	8	-	4	-	08
OBC	-	936	02	995	-	1018	-	1020	01	1030
General	-	84	-	71	-	78	-	85	-	75
Others	-	1	-	2	-	1	-	-	-	-
Total	-	1208	02	1239	-	1260	-	1278	01	1275

2.1.6. Has the College conducted any analysis of demand ratio for the various Programmes offered by the College? If so, indicate significant trends explaining the reasons for increase/ decrease.

Yes, an analysis of the demand ratio for the various programmes has been done by the College for the past five years.

The College Council and the Heads of Departments with their faculty members discuss about the admission of the students and the demand ratio of each discipline, as against the number of applications received for each programme. The demand is also increased by the need of the industry and depends on the individual's option for a career.

- Due to lack of awareness of the importance of Social Work and Communication Media, there is a decline in admission for these programmes.
- Due to the demand for teachers in English in schools, there is an increase in the demand for admission in B.A English.

- The Department of Commerce has a high demand because of the wide range of employability options in Banking, Marketing and Auditing.
- Courses like Mathematics, Chemistry, Physics, Computer Science, Computer Applications and Business Administration are always in great demand.

Demand Ratio

Undergraduate Courses

Programmes	Year	No. of Applications Received	No. of Students Admitted	Demand Ratio (Seats: Applications)
English	2010-2011	745	220	1:3.55
	2011-2012	859	222	1:4.09
	2012-2013	633	210	1:3.01
	2013-2014	773	210	1:3.68
	2014-2015	608	210	1:2.90
History	2010-2011	61	41	1:0.87
	2011-2012	58	48	1:0.83
	2012-2013	45	38	1:0.64
	2013-2014	60	52	1:0.86
	2014-2015	75	60	1:1.07
Mathematics	2010-2011	683	148	1:4.55
	2011-2012	666	146	1:4.44
	2012-2013	677	140	1:4.51
	2013-2014	710	140	1:4.73
	2014-2015	480	144	1:3.20
Chemistry	2010-2011	422	50	1:8.44
	2011-2012	352	50	1:7.04
	2012-2013	273	54	1:5.46
	2013-2014	323	50	1:6.46
	2014-2015	424	51	1:8.46
Zoology	2010-2011	157	50	1:3.14
	2011-2012	148	55	1:2.96

	2012-2013	156	50	1:3.12
	2013-2014	203	50	1:4.06
	2014-2015	238	53	1:4.76
Physics	2010-2011	172	50	1:3.44
	2011-2012	165	44	1:3.30
	2012-2013	150	46	1:3.00
	2013-2014	268	50	1:5.36
	2014-2015	273	53	1:5.46
Biochemistry	2010-2011	55	22	1:1.10
	2011-2012	47	28	1:0.94
	2012-2013	65	30	1:1.30
	2013-2014	183	50	1:3.66
	2014-2015	113	50	1:2.26
Computer Science	2010-2011	348	50	1:6.96
	2011-2012	393	52	1:7.86
	2012-2013	453	51	1:9.06
	2013-2014	408	50	1:8.16
	2014-2015	309	49	1:6.18
Computer Applications	2010-2011	369	95	1:3.69
	2011-2012	387	101	1:3.87
	2012-2013	456	100	1:4.56
	2013-2014	455	89	1:4.55
	2014-2015	377	90	1:3.77
Microbiology	2010-2011	85	39	1:1.70
	2011-2012	88	28	1:1.76
	2012-2013	129	40	1:2.58
	2013-2014	183	50	1:3.66
	2014-2015	184	51	1:3.68
Commerce	2010-2011	623	154	1:4.45
	2011-2012	540	152	1:3.86
	2012-2013	610	147	1:4.36

	2013-2014	520	140	1:3.71
	2014-2015	432	140	1:3.09
Business Administration	2010-2011	148	53	1:2.11
	2011-2012	128	65	1:1.83
	2012-2013	145	70	1:2.07
	2013-2014	131	70	1:1.87
	2014-2015	132	71	1:1.89
Visual Communication	2010-2011	22	14	1:0.44
	2011-2012	27	16	1:0.54
	2012-2013	28	14	1:0.56
	2013-2014	37	28	1:0.74
	2014-2015	37	25	1:0.74

Postgraduate Courses

Programmes	Year	No. of Applications Received	No. of Students Admitted	Demand Ratio (Applications: Seats)
English	2010-2011	36	22	1: 0.90
	2011-2012	61	29	1: 1.50
	2012-2013	59	40	1: 1.47
	2013-2014	103	40	1: 2.60
	2014-2015	76	43	1: 1.90
Mathematics	2010-2011	72	40	1: 1.80
	2011-2012	65	40	1: 1.63
	2012-2013	85	40	1: 2.13
	2013-2014	82	38	1: 2.05
	2014-2015	97	40	1: 2.43
Chemistry	2010-2011	41	24	1: 1.58
	2011-2012	32	16	1: 1.23
	2012-2013	46	26	1: 1.77
	2013-2014	44	26	1: 1.69
	2014-2015	42	17	1: 1.63

Zoology	2010-2011	18	8	1: 0.69
	2011-2012	15	12	1: 0.58
	2012-2013	31	20	1: 1.35
	2013-2014	28	16	1: 1.08
	2014-2015	13	11	1: 0.50
Computer Science	2010-2011	46	26	1: 1.77
	2011-2012	68	26	1: 2.61
	2012-2013	47	26	1: 1.81
	2013-2014	64	26	1: 2.46
	2014-2015	28	20	1: 1.08
Commerce	2010-2011	55	40	1: 1.38
	2011-2012	67	40	1: 1.68
	2012-2013	58	33	1: 1.45
	2013-2014	61	28	1: 1.53
	2014-2015	23	17	1: 0.58
Business Administration	2010-2011	----	----	----
	2011-2012	----	----	----
	2012-2013	35	27	1: 0.88
	2013-2014	45	34	1: 1.13
	2014-2015	49	30	1: 1.23
Electronic Media	2010-2011	01	01	1: 0.05
	2011-2012	03	01	1: 0.15
	2012-2013	02	-	-
	2013-2014	05	02	1: 0.25
	2014-2015	04	01	1: 0.20
Social Work	2010-2011	28	13	1: 1.40
	2011-2012	22	07	1: 1.10
	2012-2013	22	16	1: 1.10
	2013-2014	10	03	1: 0.50
	2014-2015	18	17	1: 0.90

M.Phil. Courses

Programmes	Year	No. of Applications Received	No. of Students Admitted	Demand Ratio (Applications: Seats)
English	2010-2011	11	06	1: 0.55
	2011-2012	16	09	1: 0.80
	2012-2013	16	08	1: 0.80
	2013-2014	09	06	1: 0.45
	2014-2015	18	09	1: 0.90
Mathematics	2010-2011	29	16	1: 1.81
	2011-2012	34	17	1: 2.13
	2012-2013	27	16	1: 1.69
	2013-2014	11	05	1: 0.69
	2014-2015	16	10	1: 1.0
Chemistry	2010-2011	11	04	1: 0.46
	2011-2012	13	05	1: 0.54
	2012-2013	10	02	1: 0.42
	2013-2014	03	02	1: 0.13
	2014-2015	06	04	1: 0.25
Zoology	2010-2011	02	02	1: 0.1
	2011-2012	06	05	1: 0.8
	2012-2013	02	02	1: 0.3
	2013-2014	07	06	1: 0.9
	2014-2015	02	1	1: 0.1
Computer Science	2010-2011	27	12	1: 1.35
	2011-2012	26	15	1: 1.30
	2012-2013	17	14	1: 0.85
	2013-2014	34	20	1: 1.70
	2014-2015	13	07	1: 0.65
Commerce	2010-2011	13	08	1: 0.65
	2011-2012	15	08	1: 0.75
	2012-2013	10	08	1: 0.50
	2013-2014	16	12	1: 0.80
	2014-2015	06	04	1: 0.30

2.1.7. Was there an instance of the College discontinuing a programme during last four years? If yes, indicate the reasons.

M.Sc. Bioinformatics was discontinued in 2010 as the demand for this course was declining.

2.2. Catering to Student Diversity

2.2.1. Does the College organize orientation / induction programme for freshers? If yes, give details of the duration of programme, issue covered, experts involved and mechanism for using the feedback in subsequent years.

A one-day orientation programme is conducted for the freshers at the beginning of every academic year. The Heads of the Departments and Tutors instruct them regarding the history, vision and mission, motto, customs and traditions, rules and regulations, autonomy, continuous assessments, pattern of semester examinations, dress code, library rules, punctuality, attendance and Identity cards.

The freshers are offered training in Spoken English Skills through the use of the English Language Laboratory. Efficient faculty members and experts in leadership skills conduct classes for the students on Motivation and Personality Development. A special course in Communicative English is rendered to enhance the English speaking ability of the learners. A Physical Fitness Programme is conducted for the Freshers.

Details of the Orientation Programmes Conducted by the College for Students

Year	Date	Name of the Resource Persons	Topic
2010-2011	15.06.2010	Rev. Jayaraj, Rev. Christie, Rev. Raj Kumar	Goal setting
2011-2012	15.06.2011	Dr. Wilson Director, Anugraha Counselling Centre, Dindugal	Types of Intelligence and motivation
2012-2013	18.06.2012	Mr. Jawarilal Jain, Industrialist, Ambalal group of companies	Personality Development
2013-2014	20.06.2013	Mr. Jawarilal Jain Industrialist, Ambalal group of Institution	Self Motivation
2014-2015	11.06.2014	Mr. Imaya Varman, Mind Map Centre	Capacity Building

2014-2015	12.06.2014	Rev. Kirubakaran, Director, DBYC Youth Centre, Vellore	Leadership skills
2014-2015	1.07.2014 to 15.07.2014	World Community Service Centre - Aliyhayar Vellore Manavakalai Trust Centre	Yoga training class

2.2.2. Does the college have a mechanism through which the “differential requirements of student population” are analysed after admission and before the commencement of classes? If so, how are the key issues identified and addressed?

“The Differential requirements of student population” are analyzed on the basis of the following criteria, after admission and before the commencement of classes:

Category	Identification	Solution
Economically Marginalised	Student Profile	Scholarships and Concessions
Slow Learners	Student Profile and Tests	Peer Group Study and Remedial Coaching
Students with low self-esteem	Student Behaviour	Counselling and Mentoring
Students who need help in Language skill development	Student Profile and Tests	Bridge Course

2.2.3. Does the College provide bridge/ Remedial / add – on courses? If yes, how are they structured into the time table? Give details of the courses offered, department wise/faculty – wise?

Remedial Classes – All the Departments offer remedial classes for slow learners. The faculty members are involved in remedial teaching after class hours.

Bridge course in English – The freshers are offered training in Spoken English skills through the use of the Words Worth - Virtual English Language Laboratory.

Add on Certificate Courses – The following courses are offered by the respective Departments.

Department	Name of the Course
English	Communication Skills in English (UGC)
History	Rural Handicrafts (UGC)
Sociology	Human Rights and Values in Education (UGC)
Zoology	Medical Laboratory Techniques (UGC)
Commerce	Human Resource Management and Development (UGC)
Communication Media	Video Editing Digital Audio Photography
Computer Science	MS Office
Karate Club	Karate

2.2.4. Has the College conducted a study on the incremental academic growth of different categories of students; - students from disadvantaged sections of society, economically disadvantaged, physically handicapped and slow learners etc? if Yes, give details on how the study has helped the college to improve the performance of these students.

Yes. The College monitors the academic performance through the mentoring system.

- Students from disadvantaged sections of society, economically disadvantaged, physically handicapped and slow learners are identified during the admission process and thereafter appropriate resources are made available to them
- Bridge courses are conducted for slow learners and vernacular medium students
- Students from economically poor backgrounds are offered financial assistance to motivate them to continue their studies
- Slow learners are offered special coaching which brings about a remarkable change from their entry level to their exit level. The extra coaching given to them through special classes and tests, apart from the regular schedule, increases the pass percentage of the students
- Easily-accessible classrooms are allotted for those classes where there are physically challenged students
- Students who are visually challenged are given support for their studies by giving them personal attention, providing additional learning and writing time, and motivating them to participate in all the activities
- Scholarships and concessions in fees are provided to the economically weak students

2.2.5 How does the institution identify and respond to the learning needs of advanced learners?

- **Advanced learners are motivated to participate in Quiz Competitions, Workshops and Project Work.**
- They are given leadership and assigned responsibilities. They are encouraged to participate in conferences, seminars and workshops.
- Advanced learners are encouraged to take up additional certificate courses apart from their regular course. They are motivated to help weaker students. They are guided in writing various competitive examinations. **They are also motivated to present and publish papers in National and International conferences.**
- The Department libraries which have a good collection of socially relevant, subject-based and critically-acclaimed movies, the latest books and journals, and the media labs help advanced learners in satiating their intellectual needs. Challenging topics for assignments projects, and seminars are given.
- Coaching classes for UGC – CSIR / NET, Civil Service, Banking, IIBF, CA, ICWA, RRB, LIC and TNPSC are conducted by Auxilium Study Centre.
- Peer group study is encouraged and the advanced learners assist the slow learners.

2.2.6 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

- Differently-abled students are admitted into courses of their preference, based on eligibility.
- Students with visual impairment are provided with scribes for examinations and extra time as per University norms.
- Classes are arranged in the ground floor for the differently-abled students; ramps and an elevator are available.

2.3. Teaching-Learning Process

2.3.1. How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, and evaluation blue print, etc.)

Academic Calendar

- At the end of every academic year, the Heads of the Departments conduct meetings to plan the activities for the forthcoming year. This schedule is brought to the general faculty meeting and the academic calendar is planned.
- An educative plan for the academic year with the objective, values to be focussed every month by a department and the educative / formative action plan is planned and printed in the handbook.
- Activities are based on the educative plan and the course schedule.
- The academic calendar comprises of the rules and regulations of the College, College administrative bodies and committees, meetings of the academic council, IQAC, mentoring sessions, association activities, international, national and intercollegiate seminars, workshops, activities of the groups and movements, examination schedule, number of working days, extension and sports activities.
- The College Council meets every month to plan, execute and evaluate the programmes scheduled in the calendar.

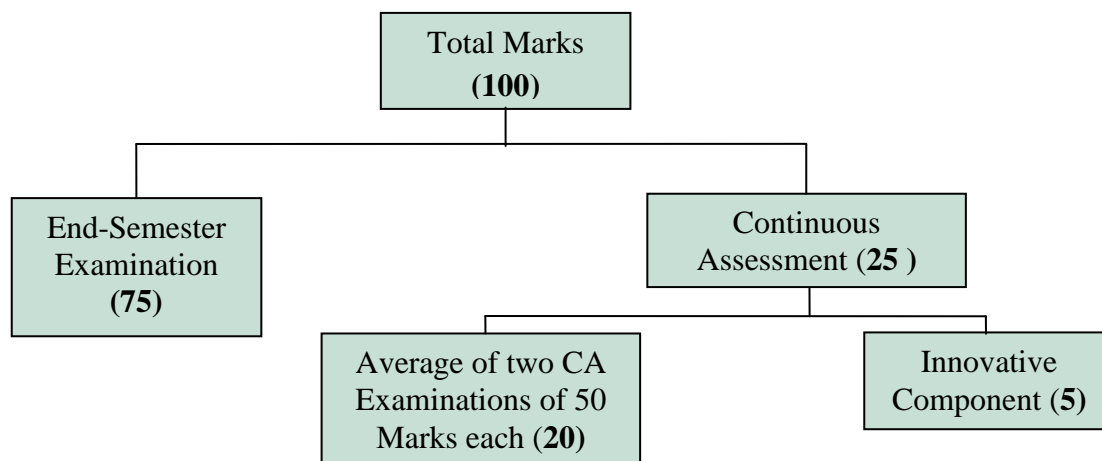
Teaching Plan

- At the beginning of every academic year, a meeting is held to frame the time table and allot appropriate instructional hours for each course in accordance with its respective credits.
- The Skill-Based Electives, Non-Major Electives and Value Education / Christian Doctrine are allotted on common days and specific hours for all the courses.
- A printed syllabus book with the details of academic programme, eligibility criteria, list of courses with credits, syllabi for each course with the list of reference books and question paper pattern is given to the students.
- Teaching is done through modular planning; wherein five units are divided between two Continuous Assessments; with a lesson plan, drawn at the beginning of the semester.

- Apart from classroom interaction, the students are sent to libraries, taken on visits to industries, corporate centres, laboratories and the observatory, and guest lectures are organised to complement their learning experiences.

Evaluation

- The evaluative pattern:



- The Innovative Component is conducted in the form of Assignments, Seminars, Paper Presentations, Quiz, Mini Projects and Model-making on the related topics of the course.
- Courses like the Skill-Based Electives, Non-Major Electives and Value Education/ Christian Doctrine are evaluated with one Continuous Assessment Examination for 25 marks and an End-Semester Examination for 75 marks.
- Centralized Continuous Assessment examinations are conducted.
- The Continuous Assessment Examinations and the Innovative Components are evaluated by the respective faculty, whereas the Semester Theory Examinations are evaluated through central valuation.

2.3.2. Does the College provide course outlines and course schedules prior to the commencement of the academic session? If yes, how is the effectiveness of the process ensured?

- Yes, the College provides course outlines and course schedules prior to the commencement of the academic session. The first year students are given a special orientation on the Autonomous pattern in general, the details of the course, the description and execution of Choice-Based Credit System and the Evaluation pattern.

- A Syllabus book that provides information on the Academic Programme, Eligibility criteria, Details of the Papers – Objectives, Modules, Credits, and books for study and reference is given to all the students.

2.3.3. What are the courses, which predominantly follow the lecture method? Apart from classroom interactions, what are the other methods of learning experiences provided to students?

- Most of the courses predominantly follow the lecture method or the talk and chalk method. This ensures Teacher-Student communication and interaction.
- The other methods of teaching include ICT enabled teaching – powerpoint presentation, teaching through electromagnetic interactive board, seminars, group discussions, assignments, projects, industrial visits, guest lectures, workshops, group discussions, field visits, audio visual aids, role play, micro teaching and screening of films.

2.3.4. How is ‘learning’ made more student-centric? Give a list of participatory learning activities adopted by the faculty that contribute to holistic development and improved student learning, besides facilitating life-long learning and knowledge management.

The faculty adopts various participatory activities like:

- Seminars and Interactive Learning
- Powerpoint programmes
- Reference to the Internet sites
- Group Discussion
- Creative Writing
- Peer Group Learning
- Role-Play and Case Study Analysis
- Extension Activities
- Institutional Training
- Model Making
- Poster / Chart making
- Projects
- Field Work
- Paper Presentation

- Exhibition
- Educational Tours
- Eco Trails
- Problem solving
- Practical sessions

2.3.5. What is the College policy on inviting experts / people of eminence to provide lectures / seminars for students?

The policy of the College is to invite people of social standing and eminence. The departments invite subject experts from various fields like Academics, Industry, Research and Film Industry. Entrepreneurs, bureaucrats and religious leaders are also invited for Guest Lectures, Memorial / Endowment Lectures, Seminars, Workshops and Conferences.

2.3.6. What are the latest technologies and facilities used by the faculty for effective teaching? Ex: Virtual laboratories, e-learning, open educational resources, mobile education, etc.

- A Virtual English Language Laboratory “Words Worth” is installed and is used in teaching English Language Skills.
- e-journals, e-Books, Electromagnetic Boards, Videoconferencing, Smart Class rooms, and Audio-Visual Aids are used.
- Modern advanced instruments are used in the Science Laboratories.
- Latest and licensed software are added in the Departments of Computer Science, Communication Media and Mathematics.

2.3.7. Is there a provision for the services of counsellors / mentors / advisors for each class or group of students for academic, personal and psycho-social guidance? If yes, give details of the process and the number of students who have benefitted.

- A Professional Counsellor is available in the campus throughout the day and interacts with the mentors regarding the students who need help.
- Approximately 600 students were counselled for the past five years, out of which 150 students benefitted to a large extent along with medical and psychological consultation from the Christian Medical College Hospital, Vellore.

- The College follows the Mentoring System, where every faculty is assigned 25 - 35 students. The students have a Mentoring Booklet that has a record of the student's profile, absence record and academic performance. This helps the mentors identify slow-learners and students who need special attention. The mentors have a monthly meeting with their wards and one-to-one sessions are conducted regularly. Mentors are available for academic and personal counselling.

2.3.8. Are there any innovative teaching approaches/methods/practices adopted/ put to use by the faculty during the last four years? If yes, did they improve the learning? What methods were used to evaluate the impact of such practices? What are the efforts made by the institution in giving the faculty due recognition for innovation in teaching?

Yes, there are many innovative teaching methods adopted by the faculty during the last four years. As a result, the students have been able to grasp difficult concepts in an interesting and innovative way. The following are the innovative methods adopted by the departments:

Department of English:

- * Words Worth Virtual English Language laboratory, Theatre and Dramaturgy, Literary Research Project, Screening of Films and Micro-teaching

Department of Tamil:

- * Endowment lectures, *Medai Mandram*, Role-play method, Field experience.

Department of Hindi

- * ICT enabled teaching, screening of films and short stories, industrial visits.

Department of History and Sociology

- * Visits to the Vellore Archaeological Museum, Egmore Museum, Dakshina Chithra and Mahabalipuram, guest lectures by the Curator of the Vellore Archaeological Department, workshops, ICT enabled teaching, group discussions, field visits, audio visual aids, role play, microteaching and screening of films.

Department of Mathematics

- * Group Discussion and Problem solving exercises

Department of Zoology

- * Audio-visual aids, Models, Demonstrations, Field and Laboratory visits, Projects.

Department of Physics

- * Visit to the Vainu Bappu Astronomical Observatory in Kavalur.

Department of Botany

- * Ecotrails, display of herbal medicines, ICT enabled teaching.

Department of Chemistry

- * Audio visual aids, powerpoint presentation, industrial visits, Laboratory visit to IIT Chennai, paper presentation, Chemistry projects, working model exhibition.

Department of Biochemistry and Microbiology

- * Visits to the Hospital for practical training.

Departments of Computer Science and Computer Applications:

- * e-Learning, Practical demonstrations, Projects, Model-making and Inter-Departmental competitions

Department of Commerce

- * PowerPoint presentations, Group Discussion, Case study method and Paper Presentations

Department of Business Administration

- * Industrial visits and in-plant training for the students

Department of Communication Media

- * Video Presentations and Screening of Films, Practical assignments in Photography, Drawing, Editing, Script-writing, preparation of story boards, Logo-designing

Department of Social Work

- * Practical field work – social work agencies, Interactive sessions with role plays, simulation games.

The impacts of these practices are evaluated through feedback from faculty and students. The efforts made by the faculty in innovative teaching are appreciated. The institution recognises the innovative methods used by the faculty and more infrastructural facilities are added every year.

2.3.9. How does the College create a culture of instilling and nurturing creativity and scientific temper among the learners?

- Competitions are conducted on occasions like Youth Fest, *Muthamizh Vizha*, Hindi Diwas and Literary Week celebrations.
- Creative writing is encouraged and articles are published in the in-house journals and college magazine.
- The Department of Communication Media conducts contests like Photography, Art Exhibition, Short Film Festival and Workshops, which encourage students to experiment and be creative as they learn new skills
- In Social Work education, students are encouraged to compose awareness songs, write short scripts for street plays on important social issues to be used in field work
- Miming / Pantomimes and Literary and historical pageants are conducted by the Departments of English and History respectively bringing out the creativity of the students.
- The science students are assigned mini projects to kindle their creativity and scientific temper.
- Paper presentations are held for the M.Phil. students and Postgraduate students are guided to take up innovative research projects.
- The science departments periodically conduct exhibitions and students exhibit their creative and scientific talents.
- All association activities are focused towards tapping the creative potential of the students.
- The Auxilium Research Cell organizes regular orientation programmes for postgraduates and research scholars on research and innovative thinking.

2.3.10. Does the College consider student projects a mandatory part of the learning programme? If so, for how many programmes is it made mandatory?

- * **Number of projects executed within the College**
- * **Names of external institutions associated with the College for student project work**
- * **Role of the faculty in facilitating such projects**

Student projects are mandatory for all M.Phil. students and PG students of English, Mathematics, Computer Science, Electronic Media, Commerce, Business Administration and Social Work, and UG students of Business Administration. The PG students of Chemistry pursue summer projects.

LIST OF EXTERNAL INSTITUTIONS ASSOCIATED WITH THE COLLEGE FOR STUDENT PROJECT WORK

English

1.	PG	Sneha Deepam Matriculation School-Alamelumangapuram, Vellore
2.	“	Vidyaniketan Matric Higher, Secondary School, Gandhi Nagar, Vellore
3.	“	Government Girls Higher, Secondary School, Thimiri, Vellore
4.	“	Muthurangam Government Arts College, Vellore
5.	“	Don Bosco Matriculation Higher Secondary School, Vellore
6.	M.Phil	Indian College of Education, Katpadi, Vellore

Mathematics

1.	PG/ M.Phil.	Institute of Mathematical Science, Chennai
2.	“	Ramanujam Institute of Higher Mathematics, Chennai
3.	“	Indian Institute of Technology, Chennai

Chemistry

1.	PG	Madras University, Chennai
2.	“	Thirumalai Chemicals Private Limited, Ranipet, Vellore
3.	Ph.D.	Indian Institute of Technology, Chennai
4.	“	Pondicherry University, Pudhucherry
5.	“	Central Electro Chemical Research Institute, Karaikudi
6.	“	SRM University, Chennai
7.	“	Anna University, Chennai
8.	“	Savitha University, Chennai
9.	“	Sri Ramachandra Medical College University, Chennai
10.	“	Cochin University of Science and Technology, Kerala

Zoology

1.	M.Phil.	Christian Medical College Hospital, Vellore
2.	“	ZET (Zonal Entomological Team), Vellore
3.	“	Government Hospital, Adukkambarai, Vellore

Computer Science

1.	PG	Divination Technology Services, Vellore.
2.	“	Adhityaa Infomedia Solutions, Chennai.
3.	“	Spiro Solutions Pvt. Ltd., Chennai.
4.	“	Virtual Office Solutions, Vellore.
5.	“	Spiro Solutions Pvt.ltd., Vellore.
6.	“	Opera Software, India.
7.	“	Bharat Heavy Electricals Ltd., Ranipet Vellore
8.	“	Renova Technologies, Chennai
9.	“	Dhakshan Power Engineering, Chennai.

10.	PG	Pentaware, Chennai
11.	“	Sybian Technologies pvt.ltd., Vellore.
12.	“	Divination Technology Services, Chennai
13.	“	Fabsys Technologies Pvt. Ltd., Chennai.
14.	“	V5 Innovations Chennai.
15.	“	Bay Talkitec, Chennai.
16.	“	Lectromech India Pvt. Ltd., Chennai.
17.	“	Senses Technologies, Chennai.
18.	“	Barron IT Solutions, Kanchipuram.
19.	“	Eminent Business Solution, Chennai
20.	“	E-Gate Solutions, Chennai
21.	“	Vedha Technologies Software Development & Training Company, Chennai.
22.	“	Pantech Solutions Pvt. Ltd., Chennai.
23.	“	Lectro Technologies, Chennai.
24.	“	Spring Source Technologies, Vellore.
25.	“	Maximize IT Academy, Vellore
26.	“	Blue Chip Technologies Pvt. Ltd., Vellore
27.	“	Global Computer, Arni, Vellore
28.	“	Tech Spite, Chennai.
29.	“	Esjay Technology Pvt. Ltd., Chennai.
30.	“	Sharp Script Solutions, Chennai
31.	“	Versatile Technologies Chennai
32.	“	Firstsoft Technologies Complete Business Solution for Next Generation, Chennai.
33.	“	PLC Technologies, Chennai
34.	“	U.N.I.Q Technologies, Chennai.

35.	PG	Vector Informatics, Chennai.
36.	“	Tidal Software Solutions, Chennai.
37.	“	Statistical Software Solutions, Chennai
38.	“	Laxnar Techno Solutions & Consulting Pvt. Ltd., Chennai.
39.	“	XL Edutech Solutions., Chennai
40.	“	CMC Academy., Chennai
41.	“	Vector Informatics., Chennai
42.	“	Spiro Solutions Pvt. Ltd., Chennai

Commerce

1.	PG	TVS Contracting Company, Sholingur
2.	“	Sri Ramajayam Construction, Polur
3.	“	Murugappa Morgan Thermal Ceramic Limited, Vellore
4.	“	Kostal NTTF Automotive India Pvt., Ltd., Vellore
5.	“	K.V.Kuppam Tailoring Society, Vellore
6.	“	Tamil Nadu Electricity Board, Gudiyattam Division
7.	“	Saalim Shoes , Ranipet, Vellore
8.	“	Gnuti Carlo India Private Limited, Ranipet, Vellore
9.	“	Suryaa Foam Co., Vellore
10.	“	Co-Operative Sugar Mills Ltd., Ammundi, Vellore
11.	“	Tamil Nadu Electricity Board, Gandhi Nagar, Vellore
12.	“	Sri Sakthi Shoes Company, Gudiyattam
13.	“	Colgate Palmolive Company Ltd., Vellore
14.	“	B.H.E.L. Ranipet, Vellore
15.	“	Bachi Shoes, Ranipet, Vellore; SIPCOT, Vellore
16.	“	Tamil Nadu Electricity Board, Kozhapalur
17.	“	MRF Ltd., Arakkonam

18.	PG	Nalam Hospital, Vellore
19.	“	Christian Medical College Hospital, Vellore
20.	“	Narayani Hospital, Vellore
21.	“	Hyundai Motors, Vellore

22.	M.Phil.	BHEL, Ranipet, Vellore
23.	“	SAME DEUTZ FAHR INDIA Pvt., Ltd., Ranipet
24.	“	JBM Auto System Pvt., Ltd., Sriperambuthur
25.	“	K.H.ARIND Pvt., Ltd., Perumugai, Vellore

Business Administration

1.	UG	Tirumalai Chemicals Limited, Ranipet, Vellore
2.	“	Same Deutz Fahr Co. Ltd., Ranipet, Vellore
3.	“	Ashok Leyland, Chennai
4.	“	Tamil Nadu Industrial Explosive Limited (TEL) Katpadi
5.	“	Ultramarine Pigments Ltd., Ranipet, Vellore
6.	“	Bharat Heavy Electricals Limited, Ranipet, Vellore
7.	“	MRF Tyres Ltd., Arakkonam
8.	“	Borg Warner Morse Tech, Chennai
9.	“	Nutrine Confectionary Company Pvt., Ltd., Chittoor
10.	“	Sundaram Motors, Chennai
11.	“	Farida Shoes Pvt., Ltd., Ambur, Vellore
12.	“	Tube Product of India, Chennai
13.	“	KSB Pumps Ltd., Chennai
14.	“	Darling Residency, Vellore
15.	“	Malladi Drugs & Pharmaceuticals Ltd, SIPCOT, Ranipet, Vellore

16.	UG	HATSUN Co. Ltd., Kancheepuram
17.	“	AAVIN Milk Dairy, Vellore
18.	“	Dr. Reddy’s Foundation, Arumbakkam
19.	“	Worth Trust, Katpadi, Vellore
20.	PG	HDFC Bank, Krishnagiri
21.	“	Share Khan, Vellore
22.	“	Karvy, Vellore
23.	“	Christian Medical College & Hospital (CMC), Vellore
24.	“	Hindustan Aeronautics Limited, Bangalore(HAL)
25.	“	Expat Group of Companies, Bangalore
26.	“	Electro Thermal Kinetics Pvt., Ltd, Ranipet
27.	“	India Infoline Limited, Bangalore
28.	“	Delphi TVS, Thiruvallur
29.	“	Chemech Engineering Industries, Hosur
30.	“	Sri Chakkras, Madurai
31.	“	Borg Warner Morse Tech India Ltd., Thiruvallur

Electronic Media

1.	PG	Sun TV, Chennai
2.	“	Raj TV, Chennai
3.	“	Kalaignar TV, Chennai
4.	“	Win TV, Chennai
5.	“	Tamilan TV, Chennai
6.	“	CNN IBN TV, Chennai
7.	“	Makkal TV, Chennai
8.	“	Puthiyathalaimurai, Chennai
9.	“	Polimer TV, Chennai

10.	PG	Vijay TV, Chennai
11.	“	Sathiyam TV, Chennai
12.	“	Hello FM 106.4, Chennai
13.	“	Radaan Mediaworks, Chennai
14.	“	The Hindu, Chennai
15.	“	Air Rainbow FM, Chennai
16.	“	Global Villagers Production House, Chennai

Social Work

1.	PG	School for the Blind, Vellore
2.	“	Mariyalaya, Tirupur
3.	“	Udavum Ullangal, Vellore
4.	“	MCDS, Chennai
5.	“	MBKG Pannai, Kasam, Vellore
6.	“	Family Counseling Centre, Sacred Heart College, Tirupattur
7.	“	Rural Unit for Health & Social Action, Gudiyattam
8.	“	Terre-des-Home CORE Trust, Thiruvannamalai
9.	“	SAMCO Metal and Alloy Private., Ltd., Kaniyambadi
10.	“	Short Stay Home, ORD, Vellore
11.	“	Karunalaya, Chennai
12.	“	Malladi Drug and Pharmaceuticals Ltd, Ranipet, Vellore
13.	“	Shanthigramam, Karigiri, Vellore.
14.	“	Social Welfare Department, Collectorate, Vellore
15.	“	Sneha Deepam, Rangapuram, Vellore
16.	“	Nambikkai illam, Rangapuram, Vellore
17.	“	World Vision, Child Labour Project, Gudiyattam
18.	“	SEBS Project, Katpadi, Vellore

19.	PG	Worth Trust, Katpadi, Vellore
20.	“	Mass Welfare Association, Cheyyar
21.	“	Rehabilitation Centre, CMC, Vellore
22.	“	Mental Health Centre, CMC, Vellore
23.	“	Community Health & Development Programme, CMC, Vellore
24.	“	Le Meridian hotel, Bangalore
25.	“	IMH, Institute Mental Health ,Chennai
26.	“	NIMHANS, Bangalore.
27.	“	Anbu Illam, Vellore
28.	“	SCARF, Schizophrenia Research Foundation, Chennai
29.	“	Delphi-TVS, Sriperampudur
30.	“	Delphi -TVS, Sriperampudur
31.	“	SEED, Sriperampudur
32.	“	Coca Cola Pvt., Ltd.
33.	“	Hope House, Karigiri
34.	“	SLRSTC, Krigiri
35.	“	IJM, International Justice Mission, Chennai.
36.	“	Wheel Trust, Katpadi, Vellore
37.	“	Karunai Illam, Vellore
38.	“	Government Aftercare Organisation, Vellore
39.	“	NESAM, Ranipet, Vellore

2.3.11. What efforts are made to facilitate the faculty in learning / handling computer-aided teaching / learning materials? What are the facilities available in the College for such efforts?

- There is a Research Centre for the faculty with 12 computers and Wi-Fi facility is available to facilitate the use of computers.
- Regular training sessions are organized to use Smart Classrooms, Electromagnetic Boards and Words Worth Virtual English Laboratory.

- Projectors and laptops are available for ICT-enabled teaching.
- Every Department is equipped with a computer and internet facility.
- EBSCO and INFLIBNET are also accessed by the Faculty and students.
- There is an Internet Café and Wi-Fi facility which is beneficial for all.

2.3.12. Does the College have a mechanism for evaluation of teachers by the students / alumni? If yes, how is the evaluation used in achieving qualitative improvement in the teaching-learning process?

Yes, there is an evaluation mechanism:

- An evaluation is conducted at the end of every year to get a feedback from the students on the teaching-learning process
- There is a suggestion box which students use to express their problems and suggestions during the course of their study
- The alumni usually offer their feedback at the annual Past Pupil's Meeting
- The feedback is consolidated and the Principal holds a meeting with every department to discuss the feedback and necessary action to be taken.
- Alumni are a part of the Board of Studies, and they offer their feedback on the curriculum and teaching methodology.

2.3.13. Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If yes elaborate on the challenges encountered and the institutional approaches to overcome these.

Yes, the institution faces many challenges. The challenges are overcome by conducting special classes, having cultural programmes on Saturdays; clubs and association activities outside the Instructional hours.

2.3.14. How are library resources used to augment the teaching-learning process?

- Both the General and the Department libraries contain an extensive collection of books. Every year, the Librarian and the Heads of the Departments purchase new books to update and enrich the library resources.
- The students use the library to prepare for seminars, assignments and research papers.
- The Department of English has instituted the *Best Reader Award*, which is awarded to a student who has read the maximum number of books from the

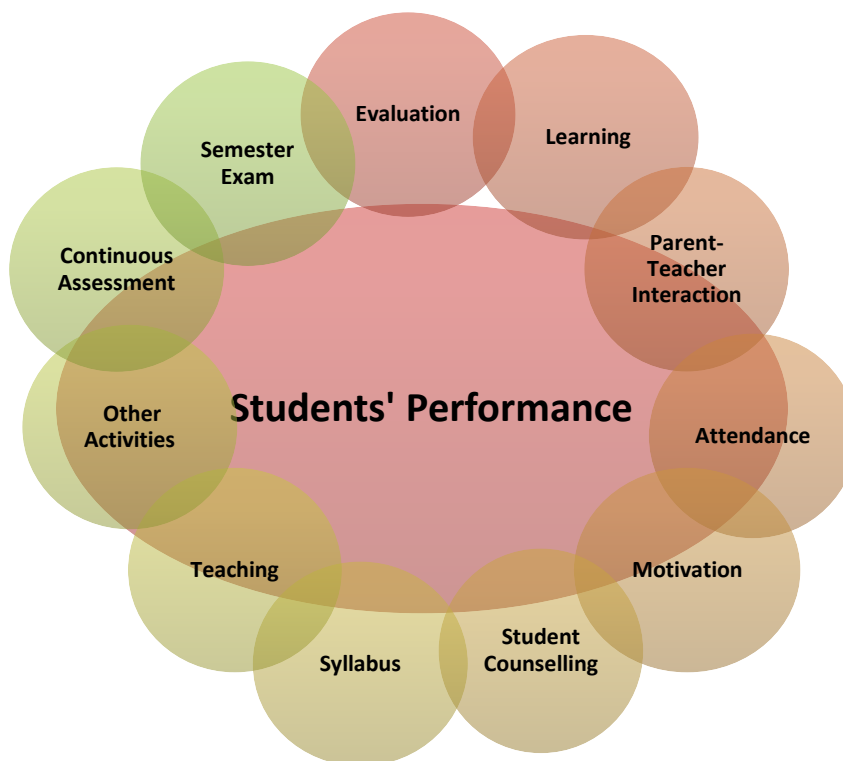
library, her reading list account is checked and the student is interviewed on her reading experience.

- The library showcases new arrivals every week to introduce new books and authors to students.
- INFLIBNET, EBSCO and Wi-Fi facilities are provided to both Faculty and students.
- The library subscribes for many research journals and magazines apart from daily newspaper and the weekly issues like Employment News.
- In order to equip the students on the current affairs and enable them to improve English Language skills, the Library had initiated the sale of newspapers for one rupee per day, for three months, which has been carried out by the English and Commerce Departments.

2.3.15. How does the institution continuously monitor, evaluate and report on the quality of teaching, teaching methods used, classroom environments and the effect on student performance?

- The institution continuously monitors the teaching/learning experience through the College Council. To evaluate the performance of faculty, weekly notes of lessons completed are submitted to the HODs every week and the Vice Principal once a month. Suggestions are given by the students through the suggestion box. Faculty members continuously get a feedback from the students. At the end of every year, an overall feedback is collected. The Heads of the Departments guide and encourage the junior faculty members, to follow all the best practices in teaching.
- The results of the examinations are reviewed and assessed in the Passing Board meeting.
- Through regular feedback mechanism from Heads of the Departments, students, Alumni, and Parents, the quality of teaching and teaching methods are evaluated and necessary improvements are suggested, when there is a need.
- The Faculty meet the Principal Department-wise after the publication of end-semester results, for a quality interaction to enhance the quality of teaching for the betterment of the performance of the students.

The performances of the students are based on the various factors as depicted below:



2.4. Teacher Quality

2.4.1. What is the faculty strength of the College? How many positions are filled against the sanctioned strength? How many of them are from outside the state?

Aided Programmes: 2014 – 2015

Strength	Number
Sanctioned	46
Recruited	34
Outside the State	4
Management Faculty	8

Self Financed Programmes: 2014 – 2015

Strength	Number
Sanctioned	119
Recruited	119
Outside the State	8

2.4.2 How are the members of the faculty selected?

The vacancies are advertised in leading English and vernacular newspapers. The Selection Committee conducts the interview. Eligible candidates are appointed and medical fitness certificates of the candidates are obtained. A demonstration lecture is mandatory during the interview.

2.4.3. Furnish details of the faculty

Aided Programmes

Highest Qualification	Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	
Permanent Faculty					
D.Sc./ D.Lit.	-	-	-	-	-
Ph. D.	-	11	-	8	19
M. Phil.	-	5	-	7	12
PG	-	3	-	-	3
Temporary Faculty					
Ph. D.	-	-	-	-	-
M. Phil.	-	-	-	6	6
PG	-	-	-	2	2

Self-Financing Programmes

Highest Qualification	Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	
Permanent Faculty					
D.Sc./ D.Lit.	-	-	-	-	-
Ph. D.	-	-	-	2	2
M. Phil.	-	-	-	55	55
PG	-	-	1	2	3

Temporary Faculty					
Ph. D.	-	-	-	5	5
M. Phil.	-	-	-	22	22
PG	-	-	1	31	32

2.4.4 What percentage of the teachers have completed UGC-CSIR-NET,UGC-NET, and SLET exams? In that what percentage of teachers are with PG as highest qualification?

Percentage of Teachers having completed UGC NET/SLET

Aided : 29.4%

Self Financed Faculty : 11.38%

Percentage of teachers with PG as the highest qualification : Nil

2.4.5 Does the College encourage diversity in its faculty recruitment? Provide the following departments-wise details?

Department	% of faculty who are product of the same college	% of faculty from other colleges within the State	% of the faculty from other States	% of the faculty from abroad
English	72	24	4	-
Tamil	-	100	-	-
Hindi	-	-	100	-
History	25	75	-	-
Sociology	-	-	100	-
Economics	-	100	-	-
Mathematics	64.7	35.3	-	-
Chemistry	33.33	66.66	-	-
Zoology	66.66	33.33	-	-
Physics	44.4	44.4	11.2	-
Botany	-	100	-	-
Biochemistry	40	60	-	-
Computer Science and Computer Application	52.3	47.6	-	-
Microbiology	20	80	-	-
Commerce	35.3	64.7	-	-

Business Administration	60	20	20	-
Communication Media	83.3	16.3	-	-
Social Work	33.3	66.7	-	-
Physical Education	-	100	-	-
Library	-	100	-	-

2.4.6. Does the College have the required number of qualified and competent teachers to handle all the courses for all departments? If not, how do you cope with the requirements? How many faculty members were appointed during the last four years?

There are required number of qualified and competent teachers to handle all the courses. Whenever vacancy arises in any Department it is immediately filled in.

Faculty		2010-11	2011-12	2012-13	2013-14	2014-15
Teaching	Aided	-	-	06	-	-
	Self-Financing	32	20	25	38	37
Non-Teaching	Aided	-	-	-	-	-
	Self-Financing	06	07	04	06	04

2.4.7. How many Visiting Professors are on the rolls of the college?

- Dr. Antony Samy K. S., Associate Professor of English, Loyola College, Chennai.
- Dr.P.Sangeetha, Assistant Professor of Material Chemistry, VIT University, Vellore
- Dr.R.Jothilakshmi, Assistant Senior Professor of Mathematics, VIT University, Vellore
- Dr.Margaret Anouncia, Head of the Department of Computer Science, VIT University, Vellore

2.4.8. What policies/systems are in place to recharge teachers? (e.g.: providing research grants, study leave nomination to national/international conferences/Seminars, in-service training, organizing national/international conferences etc.?)

- The College believes in making the workforce and resources of the teachers effective, by enhancing their calibre, expertise and effectiveness through orientation programmes, training and skill-development programmes and workshops.

- At the beginning of the academic year, all the teachers are given an orientation programme to prepare themselves for the academic year.
- Planned Formative Programmes are organized.
- The Faculty are encouraged to take part in seminars, conferences and workshops and to apply for Minor and Major Projects
- The Faculty attend orientation and refresher courses organized by Academic Staff Colleges
- The Faculty avail leave to complete their doctoral research under the Faculty Improvement Programme offered by the UGC.
- National and International Conferences are organised by the Departments atleast once in three years.

2.4.9. Give the number of faculty who received awards / recognition for excellence in teaching at the state, national and international level during the last four years.

Dr. Mary Reethammal D., Physical Directress received awards from the Sports Development Authority of Tamil Nadu for the years 2011-2012 and 2013-2014, for producing prize-winning players at the National level.

2.4.10. Provide the number of faculty who have undergone staff development programmes during the last four years

Academic Staff Development Programmes	Number of Faculty
Refresher courses	15
HRD programmes	---
Orientation programmes	12
Staff training conducted by the College	All the faculty
Staff training conducted by University/ other Colleges	2
Summer/ winter schools, workshops, etc.	---
Any other (please specify) Training Programme and Counselling Service	1
SPSS	18
MAYA, 3-D MAX Refresher courses	4

2.4.11. What percentage of the faculty have :

- **been invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies**

Year	Aided %	Self –Financing %
2010-2011	---	1.5
2011-2012	8.57	3.73
2012-2013	---	3.73
2013-2014	8.57	6.71
2014-2015	2.85	3.73

- **Participated in external workshops/ Seminars / Conferences recognized by national/ international professional agencies**

Year	Aided %	Self–Financing %
2010-2011	45.71	24.62
2011-2012	62.85	33.58
2012-2013	51.42	27.61
2013-2014	62.85	35.82
2014-2015	17.14	20.14

- **Presented Paper in external workshops/ Seminars / Conferences recognized by national/ international professional agencies (University / Colleges)**

Year	Aided %	Self–Financing %
2010-2011	40	22.38
2011-2012	71.42	27.61
2012-2013	51.42	25.37
2013-2014	45.71	25.37
2014-2015	40	21.61

- **Teaching experience in other universities / national institutions and others** : 2%
- **Industrial engagement** : 2%
- **International experience in teaching** : Nil

2.4.12. How often does the college organize academic development programmes for its faculty, leading to enrichment of teaching-learning process?

Academic development programmes related to curriculum design and evaluative methods to enrich the teaching-learning process are periodically conducted for the Faculty.

- An orientation programme is conducted at the beginning of every Academic year, during which the College organises input sessions for faculty on Inter-Personal Relationship, Stress Management, Mentoring and Life-Coping Skills.
- An orientation on 'Preventive System' is highlighted as it is the Salesian method of education of the young.
- Every year a special orientation programme is given for all the Faculty who handle Value Education classes.
- Annually, a workshop on question-paper setting is conducted for the junior Faculty.
- A workshop was conducted to prepare and publish a course book on Value Education – 'Young and Happy' which has contributed to the enrichment of the teaching-learning process
- The IQAC organised a State-level workshop on Question Paper Setting.
- Workshops were conducted on LATEX – a software for research in Mathematics; the use of EBSCO by the Department of Business Administration; Micro Scale experiments in Chemistry; the use of Electromagnetic Board; SPSS software; Leadership and Teaching Skills by Audacious Dream Foundation.
- All the members of the English Department were given a two-day training programme on the use of the Virtual English Language Laboratory – 'Words Worth'.

2.4.13 What are the teaching innovations made during the last five years? How are innovations rewarded?

The Faculty make use of innovative techniques in their teaching through ICT-enabled smart class rooms, Electromagnetic Board, Wordsworth Virtual English Language Laboratory, Video Conferencing, Application-Oriented Projects, Micro-Teaching, Dramaturgy, Innovative component in the form of creative projects.

**2.4.14 Does the college have mechanism to encourage
Mobility of faculty between institutions for teaching?
Faculty exchange programmes with national and international bodies?
If yes, how have these schemes helped in enriching quality of the faculty?**

The College encourages the mobility of faculty between institutions and faculty exchanges with national and international bodies such as AIACHE, Xavier Board, APCA, Vellore. This has helped in enriching the quality of teaching.

2.5 Evaluation Process and Reforms

2.5.1 How does the college ensure that all the stakeholders are aware of the evaluation processes that are operative?

- Yes. All the stakeholders are informed of the evaluation process followed by the College.
- A booklet provided to the students contains the evaluation process and the syllabus.
- The Controller of Examination presents every year the evaluation reforms in the Academic Council and the students are informed about the same by the Academic Deans.
- The examination schedule is printed in the calendar.
- Parent-teacher meetings, mentoring sessions, council meetings, staff-meetings and passing board meetings are regularly organised to keep the stakeholders well-informed.
- The teachers are instructed about the evaluation procedure before the commencement of examination. The newly recruited teachers are given a one-day orientation programme on autonomy, question paper-setting and evaluation processes. The teachers are made accountable for their evaluation.
- Students are a part of the various academic committees of the College where all the reforms made are brought to their notice during the meetings and their suggestions are taken into consideration.
- ASQC members are instrumental in making students aware of the procedure of evaluation.
- The stakeholders are made aware of the consequences of malpractices.

2.5.2 What are the major evaluation reforms initiated by the college and to what extent have they been implemented in the college? Cite a few examples which have positively impacted the evaluation management system.

- After discussion with the faculty members, the examination reforms are finalized and presented in the Academic Council before implementing.
- From Batch 2010, the examination for Value Education is shifted from Semester II to Semester VI. One CA is conducted during every Semester. The final CA marks is the average of the 6 CAs converted to 25.
- From Batch 2011, the Pattern of the Question Papers is changed for B.A., M.A. and M.Phil. English.
- From Batch 2012, it was decided to have one CA examination on Environmental Studies for 25 marks and a project for 25 marks. The final CA marks will be the average of these two.
- From Batch 2012, only one paper of the Final Semester is allowed for Supplementary Examinations
- One additional mark moderation to those who need for a pass – from April 2014 Examinations.
- A Question Bank on Environmental Studies is prepared and given to the students. Introduced a new pattern for question paper for this paper from Batch 2013.
- From Batch 2014, the Non-Major Elective paper for Postgraduate students was discontinued. The credits are readjusted in the second year.
- From Batch 2014, to have a re-examination for those UG I Semester students who scored less than 8 marks out of 20 marks in CA. The final marks will be average of the two best out of the three CA examinations.
- Some Even Semester papers are offered from November 2014 (Odd Semester) Examinations.
- Supplementary Examinations – to offer only one paper of any Semester from June 2015 Examinations.

2.5.3 What measures have been taken by the institution for continuous evaluation of students and ensuring their progress and improved performance?

- Continuous Assessment Examinations, Class Tests, and Innovative Components – Seminars, Assignments and Projects are conducted for the continuous evaluation of students.

- For every semester, two continuous assessments are conducted along with the Innovative component as internal assessment. A III CA is introduced for the (I Year, I Semester) students who secure below 8 out of 20 marks in their internal examinations. Apart from the regular semester examination schedule, the arrear papers are conducted well in advance to enable the students to perform better in their regular papers as well as the arrear examinations.
- From Batch 2015 we have proposed to have three unit tests for the undergraduate students which will be considered for the computation of CA marks.

2.5.4 What percentage of marks is earmarked for continuous internal assessment? Indicate the mechanism strategized to ensure rigour of the internal assessment process?

- 25% of marks is earmarked for Continuous Internal Assessment. It is proposed to have 40% from the Batch 2015.
- There is no minimum pass mark for Internal Assessment Examinations.
- Only marks in one CA examination is considered for students who join late and for those with genuine reasons for their absence, e.g. participation in National level events or games, NCC camps, serious illness, maternity leave, surgical intervention, death in the family and accidents.
- The students are given many innovative assignments and evaluated for their Innovative Component of the Internal Assessment.
- Slow-learners are identified and given additional coaching through remedial classes.
- A III CA is conducted for those whose average of the two CA marks is less than 8 out of 20 in the I semester.
- The Continuous Assessment examinations are conducted twice, for 50 marks in each semester and the average is calculated for 20 marks. Five marks is allotted for the Innovative Component which adds up to 25 marks.
- For practical papers 40% is allocated as internal assessment. Performance during regular practicals 10 Marks, Regularity and submission of Observation Notebook and Record 5 Marks and one Practical Examination 25 Marks.
- Before the commencement of the Semester Examinations the Assessment marks of the CA examinations is printed and given to the students for verification.

2.5.5 Does the college adhere to the declared examination schedules? If not, what measures have been taken to address the delay?

- The College strictly adheres to the declared examination schedule framed by the Controller of Examinations in consultation with the College Council.
- If any inevitable circumstance calls for the postponement of an examination, it is duly informed to the students.
- In cases of unforeseen events and holidays declared by the Government, the examinations are rescheduled.

2.5.6 What is the average time taken by the college for declaration of examination results? Indicate the mode/ media adopted by the college for the publication of examination results e.g., website, SMS, email, etc.

- On an average it takes two weeks for the declaration of results after the last day of examination.
- The results are scrutinized at the Passing Board Meeting. It is then published as a hard copy, displayed on the notice board and uploaded in the College website.
- The Statement of Marks are given to the students during the Parent-teachers meeting by the mentors.

2.5.7 Does the college have an integrated examination platform for the following processes?

- * **Pre-examination processes - Time table generation, OMR, student list generation, invigilators, squads, attendance sheet, online payment gateway, etc.,**
- * **Examination process - Examination material management, logistics**
- * **Post-examination process, attendance capture, OMR based exam result, auto processing, generic result processing and certification**

- The Office of the Controller of Examinations (COE) works systematically to ensure the smooth conduct of examinations.
- The Controller of Examinations along with her team, Coordinates the Centralized Continuous Assessments.
 - Prepares time tables for the schedule of the examination and invigilation, and attendance sheets.
 - Appoints question paper-setters, scrutinizers of question papers, and examination squads. Questions are obtained both from external and internal staff members.

- Issues applications and prepares the Nominal Roll, and Hall Tickets of the students who are going to take up the Semester Examinations.
 - Manages the procurement of examination materials
 - Appoints examiners and chief examiners for valuation and revaluation. Staff members from other colleges are also called for valuation.
 - Pays remuneration on-line for faculty members.
 - Calls for the Passing Board Meeting where the members scrutinize the results.
 - Publishes the Results on the College notice board as well as on the College web site..
 - Prepares the Statement of Marks.
 - There is a provision for the students to peruse their answer papers.
 - There is a facility for online verification of details of students.
 - Provides a photocopy of the answer scripts to those who apply for it.
 - Revaluation of answer scripts is allowed for those who apply for it.
 - The results of revaluation are informed to the concerned candidates.
 - Sends the report to the University for Provisional and Degree Diploma Certificates.

2.5.8 Has the college introduced any reforms in its Ph.D. Evaluation process?

The Ph.D. programme is affiliated to the Thiruvalluvar University, hence the University norms are followed.

2.5.9 What efforts are made by the college to streamline the operations at the office of the Controller of examination? Mention any significant efforts which have improved process and functioning of the examination division/section?

- There is adequate infrastructure equipped with well-trained faculty, computers, printers and photocopiers.
- The Examination System is fully automated with BICS software.
- The work plan is framed by the Controller of Examinations at the College Council in consultation with the Heads of Departments.
- In order to ensure the submission of the internal assessment marks the Controller's Office provides common CA registers for every class, and common

registers for all the disciplines for Skill-based Electives, Non-Major Electives and Value Education / Christian Doctrine and Environmental Studies.

- Registration for Skill-Based Electives and Non-Major Electives is taken care of by the respective departments and the lists of students registered are handed over to the Controller of Examinations. It is proposed to have online registration facilities for SBE and NME from 2015.
- All decisions concerning the conduct of examinations, reforms in examination, evaluation and publishing of results by the Passing Board are done by the Controller of Examinations after the meeting of the Examination Committee and the College Council.
- Inspection Squad consisting of senior faculty members is appointed to inspect and evaluate the Examination Process. Their suggestions are incorporated either in the same or in the ensuing examinations.

2.5.10 What is the mechanism for redressal of grievances with reference to evaluation?

- The students are allowed to report in writing to the Controller of Examination on any discrepancy in the question paper, conduct of examinations, and results within 24 hours of any eventuality.
- Students are permitted to apply for photocopies of the answer scripts and for re-valuation, provided they apply for it before the stipulated time.
- Students have access to the Grievance Cell to express their grievances and queries.
- At the meeting of the College Council and the Examination Committee, the suggestions and grievances are represented by the Heads of Departments, Deans and Faculty to discuss the issues and find feasible solutions.
- Action is taken when there is discrepancy in evaluation and the concerned faculty members are not called for valuation for two semesters and revaluation of the papers is done.
- Number of applications for re-evaluation has decreased considerably and so far, there are no complaints of favouritism and victimisation.

2.6 Student Performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes for its programmes? If yes, give details on how the students and staff are made aware of these?

Yes, the Learning Outcomes based on knowledge, skill and attitude are clearly stated in the Syllabus Book given to the students.

2.6.2 How does the institution monitor and ensure the achievement of learning outcomes?

- The institution monitors the achievement of learning outcomes based on the examination results, Add-on Certificate Courses, Excellence in Sports, NCC, NSS and extra-curricular activities.
- The institution through training in communicative skills, computing skills and personality development skills ensures that the learning outcomes - knowledge, skills and attitude are developed.
- The institution ensures the achievement of learning outcomes by guiding the students to pursue higher studies and find a suitable career.

2.6.3 How does the institution collect and analyse data on student learning outcomes and use it for overcoming barrier of learning?

- The Controller of Examinations presents a detailed analysis of the results at the Passing Board Meeting and discussions are held.
- Based on the results, remedial classes are conducted and examination reforms are made to overcome the barriers of learning.

2.6.4. Give programme-wise details of the pass percentage and completion rate of students.

Programme-wise Pass Percentage

UG Programme-wise details of Pass Percentage and course completion rate of students

Major	2007-2010	2008-2011	2009-2012	2010-2013	2011-2014
B.A. History	75.68	75.00	40.00	61.76	41.67
B.A. English	98.36	75.24	80.28	73.53	74.73

B.A. English - Additional Section	-	66.67	54.69	75.76	72.14
B.A. English - Additional Section	-	90.24	83.33	69.23	78.13
B.Sc. Mathematics	93.65	83.33	89.47	94.52	91.18
B.Sc. Mathematics - Additional Section	-	-	90.00	76.92	74.58
B.Sc. Chemistry	52.17	85.71	72.09	80.43	78.43
B.Sc. Zoology	91.18	85.37	88.64	95.45	85.00
B.Sc. Physics	94.87	93.55	91.89	95.35	87.50
B.Sc. Biochemistry	96.00	66.67	100.0	57.89	95.45
B.Sc. Computer Science	98.00	100.0	82.98	83.33	83.67
B.Sc. Microbiology	95.00	86.11	76.67	78.13	90.0
B.Sc. Physical Education	100.0	-	-	-	-
B.Sc. Visual Communication	-	66.67	64.29	81.82	64.29
B.Com.	82.26	68.75	89.39	74.32	55.71
B.Com. - Additional Section	78.95	65.52	65.08	55.56	66.75
B.B.A.	84.62	89.23	80.70	72.73	51.06
B.C.A.	90.00	76.60	43.48	34.15	46.34
B.C.A. - Additional Section	-	-	79.59	82.98	82.98

PG Programme-wise details of Pass Percentage and course completion rate of students.

Major	2007-2009	2008-2010	2009-2011	2010-2012	2011-2013	2012-2014
M.A. English	92.86	84.62	60.87	68.75	86.96	88.57
M.Sc. Mathematics	94.12	91.18	96.55	79.49	72.22	100.0
M.Sc. Chemistry	83.33	74.07	100.0	90.00	85.71	76.00

M.Sc. Zoology	100.0	100.0	100.0	100.0	100.0	100.0
M.Sc. Computer Science	100.0	100.0	88.00	80.00	91.67	72.00
M.Sc. Bioinformatics	100.0	100.0	80.00	-	-	-
M.Sc. Electronic Media	100.0	100.0	100.0	100.0	-	-
M.Com.	71.43	100.0	77.78	84.21	39.47	50.00
M.B.A.	-	-	-	-	-	92.31
M.S.W.	100.0	80.00	72.22	91.67	100.0	92.31

M.Phil.

Major	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013
English	100.0	100.0	100.0	100.0	100.0	100.0
Mathematics	100.0	100.0	100.0	100.0	100.0	100.0
Chemistry	-	100.0	100.0	100.0	100.0	-
Zoology	-	-	100.0	100.0	100.0	100.0
Computer Science	-	-	100.0	100.0	100.0	100.0
Commerce	-	100.0	100.0	100.0	100.0	100.0

Any additional information regarding Teaching, Learning and Evaluation which the institution like to include.

The concentration, commitment and dedication of the entire Educating Community is centered around the teaching, learning and evaluation of the students. While all help is given for expert teaching and professional ambient is created for learning, evaluation is systematically done which is a fool-proof system and the backbone of the autonomy of our College.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the College have a research committee to monitor and address the issues of research? If yes, what is its composition? Mention a few recommendations which have been implemented and their impact.

Yes, the Auxilium Research Cell (ARC) which was established in 2008 monitors and promotes the research activities in the College.

- Publication of Research Papers,
- Minor and Major Projects
- Students' Research
- Students Projects

The Auxilium Research Cell (ARC) comprises a Dean, a Documentation Officer and Core Team members representing the Arts, Sciences and Commerce departments. The Research Cell encourages Faculty and students to participate in International and National Seminars/ Conferences/ Workshops, present and publish papers. It also motivates the Faculty to take up Major and Minor research projects. Guest Lectures are organized to inculcate the spirit of research among the PG and M.Phil. students.

The College has set up two Research Instrumentation laboratories equipped with the latest instruments to facilitate interdisciplinary and collaborative research projects.

The Science, Arts and Commerce Departments co-ordinate the various research activities and a Workshop on SPSS was organized for the Faculty and M.Phil. scholars.

3.1.2 What is the policy of the College to promote research culture in the College?

Since the College caters to the economically weak students who need more attention, research had taken a backseat so long. Now we are promoting a research culture. In the past five years, many staff members have registered to do Ph.D. There is a noticeable increase in the number of faculty members who have completed and are doing Ph.D.

The institution believes that the ultimate purpose of higher education lies in the promotion of research. The establishment of the Auxilium Research Cell gave an impetus to the promotion of research culture in the institution.

A course in Research Methodology is a part of the PG curricula. For the UG curricula, an Innovative component of 5 marks is research related, where the students participate in seminars/ present papers/ carry out assignments and work on mini projects.

The College ensures periodical upgradation of instruments and equipments to promote and enhance a research culture. A separate work area is provided to carry out research.

The institution encourages the Faculty to pursue research under the Faculty Development Programme. The Faculty members are also motivated to undertake minor and major projects and present papers at National/ International seminars/ conferences, and publish papers in National and International peer-reviewed journals. The promotional activities have resulted in the increase in the number of publications and major and minor research projects.

3.1.3 List details of prioritized research areas and the areas of expertise available with the College.

The areas of expertise of the various Departments are

Department	Area of Expertise
English	Feminism, Mysticism, Post colonialism, Magic Realism, Indian Diaspora, Meta Fiction, Eco Criticism, English Language Teaching
Mathematics	Difference Equations, Stochastic Process, Fuzzy Theory, Fluid Dynamics, Graph Theory
Chemistry	Polymer Chemistry, Polymer Nanocomposites, Polymer Blends and Composites, Organic Synthesis, Inorganic Complexes, Bio Polymers
Zoology	Environmental Toxicology, Nanotechnology, Sericulture
Computer Science	Software Engineering, Wireless Communications and Network Security, Data Base Management Systems, Artificial Neural Networks

Commerce	Marketing, HRM, Finance, Service Sector
Business Administration	Marketing, HRM, Finance, Systems

3.1.4 What are the proactive mechanisms adopted by the College to facilitate smooth implementation of research schemes/projects?

- * **Advancing funds for sanctioned projects**
- * **Providing seed money**
- * **Autonomy to the principal investigator/coordinator for utilizing overhead charges**
- * **Timely release of grants**
- * **Timely auditing**
- * **Submission of utilization certificate to the funding authorities**

The College adopts proactive measures by encouraging both staff and students to pursue research.

- Summer internship and project work as part of research activity are taken up by postgraduate students.
- Major and Minor Research projects are carried out by the Faculty of various departments in collaboration with UGC and DST and other agencies.
- To facilitate the smooth implementation of the research schemes and projects, the institution provides support and facilities and ensures that the principal investigator is given complete freedom to pursue research.
- The teachers are motivated to apply for UGC/DST/DBT/BRNS etc., sponsored major and minor projects, conduct conferences, seminars workshops at state, national and the international level. The College also encourages the faculty members to attend same for which the College provides one way TA and registration admissible.
- Separate research laboratories are given to the Faculty who pursue research projects. The college has set up an instrumentation facility in the departments of Chemistry, Physics, Zoology and Mathematics.
- The Principal investigator is given complete autonomy in utilizing the entire amount sanctioned to her as per the guidelines of the project.
- Release of the sanctioned grant, auditing and submission of the utilization certificate are done on time.
- The Institution provides laboratories, instruments and equipment and research journals for the Faculty.

- Library facilities with INFLIBNET is available for all the research departments and EBSCO is available for the department of Business Administration
- The Auxilium Research Cell conducts workshops and sensitization programmes to promote a research culture among the Faculty and Students.
- The Institution encourages the Faculty and students to attend and conduct Workshops, National and International Seminars and Conferences.
- The College encourages Faculty to avail Faculty Development Programme to pursue research projects. The faculty members are encouraged to acquire their doctoral degree. 28 faculty members have completed their Ph.D. and 38 faculty members are currently pursuing the doctoral studies.
- The management support the teachers to pursue research activities. They are granted leave for the course work so as to complete their required course work of the Ph.D.
- A research block is the future plan of the College.

3.1.5 How is interdisciplinary research promoted?

*** Between/among different departments of the College and**

*** Collaboration with national / international institutes / industries.**

The students of the Departments of Chemistry, Microbiology, Zoology and Biochemistry are involved in interdisciplinary research, in collaboration with Christian Medical College, Vellore; Sericulture Grainage Centre, Vaniyambadi, Vellore; CLRI, Chennai; VIT University, Vellore; Rajiv Gandhi Institute of Technology, Chennai; and Department of Public Health, Vellore.

The Departments of Chemistry and Physics collaborate with other industries and institutions to avail instruments and facilities available.

The Department of Business Administration collaborates with TVS, Ranipet; BHEL, Ranipet; TEL, Vellore; TITAN, Hosur; CMC, Vellore; and Audacious Dreams Foundation, Gudiyatham to encourage research among the students.

Departments also collaborate with organizations at the regional and national level for project work and summer internships.

3.1.6 Enumerate the efforts of the College in attracting researchers of eminence to visit the campus and interact with teachers and students?

The departments invite researchers of eminence to interact with the Faculty and students during international and national workshops, seminars and conferences. They are also invited as resource persons to share their expertise on current trends and motivate the students to pursue doctoral research.

3.1.7 What percentage of Faculty have utilized sabbatical leave for research activities? How has the provision contributed to the research quality and culture of the College?

6% of faculty members have utilized FDP for research activities in the past five years.

Dr. (Mrs.) S. Isabella Roseline, Department of Botany and Dr. (Sr.) A. Jayaceli, Department of Tamil, have availed leave on FDP to pursue research. This provision helped them to have adequate time and resources to complete their research. Sr. Amala Valarmathy A. and Mrs. Mary Gabriel I. of the Department of English have obtained FDP to pursue research.

3.1.8 Provide details of national and international conferences organized by the College highlighting the names of eminent scientists/scholars who participated in these events.

Seminar/ Conference	2010-11	2011-12	2012-13	2013-14	2014-15	Total
International	1	-	1	2	1	5
National	-	6	3	1	4	14

International Conferences / Seminars Organised

S. No.	Date	Title	Department	Eminent Scientists/Scholars
1	07.08.2010	International Seminar on “Redefining Media to Foster Cultural Harmony and World Peace”	NSS	1. Mr.Rajan, Editor, <i>Makkalaosai</i> , Kuala Lumpur, Malaysia 2. Mr.Seenu Ramasamy, National Award-Winning Film Director, Chennai

2	31.11.2012	<i>Mozhi peyarphu Ilakkiyangal Kattum Desiya Orumaippadu</i> (National Integration Through Translated Literature)	Tamil	1. K. Kuppaswamy, Sahitya Academy Winner, Translator, Vellore 2. Prof. Krishnan Ramaswamy, Department of Linguistics, University of Malai, Kulala Lumpur, Malaysia
3	12.12.2013 & 13.12.2013	Recent Trends in Life Science- Biomic '13	Biochemistry & Microbiology	1. Dr. Jasmine John E.P., Post Doctoral Scientist, University of Brest, France. 2. Prof. Jenifer Winsley, Department of Biomedical Engineering, All Nations University, Koforidua, Ghana. 3. Dr. Shaik Syed Ali, Post Doctoral Scientist, University of Frankfurt, Germany.
4	15.12.2013	Research study on “ <i>Pathinen Keezhkanaku</i> ”	Tamil in collobaration with Classical Reasearch Centre, Madurai	Dr. Velmurugan R., Senior Professor, Nan Yag Institute of Technology University, Singapore
5	20.08.2014	Evolve as an Expert in Life Style Management	Business Administration	Mr. Malhardeen Mohammed, Common Wealth Student’s Association, Country Representative, Sri Lanka

National Conferences / Seminars / Workshops Organised

S. No.	Date	Title	Departments	Eminent Scientists/Scholars
1	04.10.2011	Impact of MNCS on the Indian Economy	Commerce	1. Mr. L.R.S. Mani, Assistant Professor, Acharya B School, Banglore 2. Mr. Selva Ganesh C.A., Chartered Accountant, ICAI, New Delhi 3. Mr. Sengupta, Deputy Director, ICAI, New Delhi

2	12.10.2011	“ Recent Trends in Microbiology	Microbiology	Dr.Shubha Gopal, Department of studies in Microbiology, University of Mysore, Mysore
3	08.12.2011 & 09.12.2011	Emerging trends in Applications of Mathematics to Science and Technology (NCETAM 2011)	Mathematics	1. Dr. W.B. Vasantha Kandasamy IIT, Chennai (Kalpana Chawla Award Winner) 2. Dr. K.S. Upathya, Scientist, DARA DRDO, Bangalore 3. Dr. P. Sam Johnson, Scientist, NIT, Mangalore 4. Dr. D. Sukumar, Scientist, NIT Mangalore 5. Mr. Thirugnana Sambandam Scientist E, Aeronautical Ministry of Defence, Bangalore
4	15.12.2011 & 16.12.2011	Enhancement of Quality in Research publications and recent research in water alternative energy sources materials and Health	Chemistry	1. Dr. M. Nethaji, Principal Research Scientist, Indian Institute of Sciences, Bangalore 2. Dr. Arul Amuthan, Department of Pharmacology, Manipal Medical College, Karnataka
5	25.01.2012	Enhancement of Quality in Marketing Service	Business Administration	1. Dr. Bhushan D. Sudharkar Associate Professor, Department of International Business, Pondicherry University, Puducherry 2. Dr. P. Sigamani, Associate Professor, Department of Social Work, Jamia Millia Islamia University, New Delhi
6	02.03.12 & 03.03.12	Value Education	Auxilium College	1. Fr. Joe Antony SJ., Editor, The New Leader, Chennai 2. Sr. Caroline D'Souza, FMA, Mumbai 3. Fr. Praveen Peter, SDB., Thirupattur

7	14.09.2012	Recent Advancements in Spectroscopy	Physics	Dr. C.K. Jaya Sankar, Associate Professor, Sri Venkateshwara University, Tirupathi
8	13.12.2012 & 14.12.2012	Relevance & Conservation of Sustainable Utilization of Bio-Resources	Zoology	1. Dr. Manoj M Rai, Scientist/Professor & Director, Centre for Sericulture and Biological Pest Management Research, RTM, Nagpur University, Nagpur 2. Dr. Balakrishna Pisupati, Chairman, National Biodiversity Authority, Government of India
9	06.02.2013	Synchronizing the Cognitive Perception and Emotional Response to Indian Literature in English	English	1. Dr. Francis C.S., Assistant Professor of English, Sacred Heart College, Kerala 2. Ms. Tulsi Badrinath, Literary Writer, Chennai
10	18.09.2013	Impact of New Media on Education	Communication Media	1. Dr. Kiran Prasad, Commonwealth Fellow, Canadian Studies, University of Leeds, UK 2. Dr. Sri Padmavathi, Professor And Head, Department of Communication And Journalism, Mahila University, Tirupathi
11	21.11.2014 & 22.11.2014	Recent Advances in Nanosciences – RANSS 14	Chemistry	1. Dr. A. Gnanamani, Senior Scientist, Central Leather Research Institute Adyar, Chennai 2. Dr. Shanmugasundaram Sakthivel, Senior Scientist (Scientist E), Centre for Solar Energy Materials International Advance Research Centre for Powder Metallurgy and New Materials (ARCI), Hyderabad
12	05.02.2015 & 6.02.2015	Biosciences for 21 st century (NCBSC).	Zoology	1. Dr. Thangaraj Scientist EII, Centre for Cell and Molecular Biology,

				Hyderabad 2. Dr. Srinivasan N., Professor, Indian Institute of Science, Bangalore 3. Dr. Sowdhamani, Professor, National Centre for Biological Sciences, Bangalore 4. Dr. Shivprasad, Reader and Ramanujan Fellow, National Centre for Biological Sciences, Bangalore
13	12.02.2015 & 13.02.2015	Recent Approaches of Mathematics to Science and Technology (NCRAM 2015)	Mathematics	1. Dr. Madhumangal Paul, Professor, Vidhyasagar University, West Bengal 2. Dr. Lellis Dhivagar, Professor Madurai Kamaraj University, Madurai
14	23.02.2015 & 25.02.2015	Ecology and Biodiversity In Sangam Literature'	Tamil and Zoology	1. Dr. Rajalakshmi A., Professor, Bharathidasan Government College, Puducherry 2. Dr. Vivekanda Gopal, Professor, Dravidian University, Kuppam, Andhrapradesh 3. Dr.Pon.Kothandaraman, Former Vice-Chancellor, University of Madras, Chennai

3.1.9 Details on the College initiative in transferring/advocating the relative findings of research of the College and elsewhere to the students and the community (lab to land).

- Organic manure is prepared in the College through Solid Waste Management programme which was initiated by the department of Chemistry and supervised by them.
- Water analysis and tannery effluents using polymers and polymer nano composites in and around is undertaken by the scholars of the Department of Chemistry and Biochemistry, which is extended to the residents of the neighbouring Villages.
- Research findings by the Chemistry research scholars on the plant products, polymers, biomaterials, inorganic complexes and synthesized organic compounds contributes to the curing of diseases caused by oxidative stress, microbes, tissue engineering, biomedical applications, cardio vascular diseases and different types of cancer.

- The polymers and their nano composites synthesized from the research scholars of the department of Chemistry are used to act as an anticorrosive agent against mild steel, aluminium and iron.
- The research from the department of Chemistry also focuses on the contributing in the fields of fluorescent studies and stabilizes the semi conducting and redox materials.
- The department of Botany and Microbiology organized a three day state level workshop to train the PG grade science teachers to introduced Microbiology at School level funded by TNSCST, Chennai.
- The department of Microbiology undertake extension activity programme for creating awareness on infectious diseases and its control among govt. school students.
- Research findings by the staff of the department of Botany on the plant *Catharanthus roseus* on its antioxidant, antimicrobial and anti-cancerous activities.
- Research undertaken by the staff of the department of Biochemistry on the plant *Croton Startiflorus* on its antioxidant, antimicrobial and anti-cancerous activities.
- Research undertaken by the staff of the department of Chemistry on the Polymer scaffold prepared can be used in tissue engineering in biomedical field.

3.1.10 Give details on the faculty actively involved in research (Guiding student research, leading research projects, engaged in individual or collaborative research activity etc.)

Faculty involved in Research

Department	Faculty	Project		M. Phil.	Ph. D.
		Minor	Major		
English	Dr.(Sr.) Ugini Fatima Mary L.	-	-	4	7 (guiding)
English	Ms. Elizabeth Rani	-	-	6	-
English	Dr. Venum Cecilia P.A.A.	-	-	12	-
English	Sr. Amala Valarmathy A.	-	-	6	-
English	Ms. Mary Gabriel I.	-	-	3	-
English	Ms. Hilda Princi Annie S	-	-	3	-
Mathematics	Dr. (Sr.) Elizabeth Sebastian	1 Completed	1 Ongoing	18	5 (guiding)
Mathematics	Ms. Sujatha L.	-	-	7	-

Mathematics	Ms. R. Kuzhali	-	-	15	-
Chemistry	Dr. Jhancy Mary S.	-	-	4	2 (guiding)
Chemistry	Ms. Rosaline Ezhilarasi J.	-	-	4	-
Chemistry	Dr. (Sr.) Jayashanthi S.	-	1 Completed	6	1 (completed) 9 (guiding)
Chemistry	Dr. Scholastica Mary Vithiya B	-	-	2	-
Chemistry	Dr. Sugantha Kumari V.	1 Completed	1 Ongoing	1	1 (guiding)
Chemistry	Dr. Shanmuga Priya A.	-	-	2	-
Zoology	Dr. (Sr.) Mary Josephine Rani A.	1 Completed	-	7	6 (guiding)
Zoology	Dr. Arockiamary J.S.	-	1 Completed	-	-
Zoology	Dr. Mary Agnes A	-	-	-	-
Zoology	Dr. Sr. Regina Mary R.	-	-	10	8 (guiding)
Computer Science	Ms. Kavitha S.	-	-	16	-
Computer Science	Ms. Lavanya S.	-	-	16	-
Computer Science	Ms. Anita Madona M.	-	-	16	-
Computer Science	Ms. Shahin A.	-	-	10	-
Commerce	Dr. (Sr.) Mary Sheila Susairaj	-	-	21	-
Commerce	Ms. Caroline C	-	-	11	-
Commerce	Ms. Auxilia Antony	-	-	11	-
Commerce	Ms. Deepa K	-	-	4	-
Commerce	Ms. Sukacini S	-	-	3	-

PG Projects

The faculty members of the Department of Mathematics, Computer Science, Communication Media, English, Commerce, Social Work and MBA guide the PG students for the research projects.

Leading Research Projects

Major and Minor research projects are undertaken by the Faculty of the Departments of Mathematics, Chemistry and Zoology.

Dr. (Sr.) Regina Mary R., Assistant Professor, Department of Zoology is involved in collaborative research activity with Dr. Ramakrishna B.S., Professor, Welcome Trust Research Laboratory, Department of Gastrointestinal Sciences, Christian Medical College, Vellore.

3.2 Resource Mobilization For Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization for last four years.

Approximately **10%** of the total budget earmarked for the research every year.

Particulars		Conferences and Orientation	Eqpt.	Books and Journals	AMC & repair	Chemicals & Glasswares	% of total budget
2010-2011	Budget	150000	1500000	650000	500000	300000	11.5
	Spent	137806	1403007	702724	522405	275362	
2011-2012	Budget	225000	1100000	400000	500000	250000	9
	Spent	224147	1063456	387180	508893	236216	
2012-2013	Budget	275000	900000	800000	550000	250000	12
	Spent	276903	853546	840161	619263	221845	
2013-2014	Budget	150000	1500000	800000	550000	250000	10.5
	Spent	157696	1616218	876088	613499	227074	
2014-2015	Budget	200000	1400000	800000	1000000	1000000	10
	Spent	205471	1452195	866216	1011368	1128264	

3.2.2 What are the financial provisions made in the College budget for supporting student research projects?

Yes, the institution pays the registration fees and accompanies the students for seminar and conferences sometimes students pay only partial amounts. Research lab facilitates, books and journals, chemicals and glasswares are provided to the students for their research and project works and internet and wifi facility is available to all the students. Students are sent for internships which is gives a very good research experience.

3.2.3 Is there a provision in the institution to provide seed money to faculty for research? If so, what percentage of the faculty has received seed money in the last four years?

- The faculty members are given leave with salary to complete their research according to their work and experience.
- The registration fee is paid for the research staff to attend national and international seminars and paper presentations.
- With the JRF assistance students are recruited and are given research experience.

3.2.4 Are there any special efforts made by the College to encourage faculty to file for patents? If so, provide details of patents filed and enumerate the sanctioned patents.

The faculty members are encouraged to file Patent for the benefits of students. As research activity is developing in the College soon this will become a reality.

3.2.5 Provide the following details of ongoing research projects:

	Year wise	Number	Name of the project	Name of the Funding Agency and Title	Total Grant Received
Minor Projects	2011 to 2013	2	Dr.(Sr.) Elizabeth Sebastian	UGC Difference operators of Higher Kinds and its applications to number theory and fluid dynamics	₹ 90,000/-
			Dr. Sugantha Kumari V	UGC “Preparation and Physicochemical evaluation of Chitosan/ Poly(Vinyl Alcohol)/Methylcellulose ternary blend for waste water treatment applications”	₹ 1,70,000/-

Major Projects	2009 to 2012	4	Dr. (Sr.) Jayashanthi R & Dr. S. Jhancy Mary (Co-investigator)	UGC “Screening of the antioxidant properties of the selected plant species Calotropis gigantea, Vinca rosea Morinda pubescans and Agave Americana”	₹ 6,78,000/-
	2013 to 2016	1	Dr. (Sr.) Elizabeth Sebastian	UGC Ongoing Major Project : A dynamical approach of Riccati Difference Equations to non linear filter stability in state estimation systems using Matlab”	₹ 10,80,400/-
	2010 to 2013	1	Dr. J.S. Arockia Mary & Dr. Mary Agnes A (Co-investigator)	UGC Promotion of Silk production through supplementary feed formulation	₹ 9,64,633/-
	2014 to 2017	1	Dr. V. Sugantha Kumari	DST-SERB Ongoing Major Project: Fabrication and properties of Chitoson based hybrid ternary / Polymer blends as scaffold systems in tissue engineering	₹ 25,98,000/-
C. Industry sponsored	-	-	-	-	-
Others	2013 to 2016	1	S. Archana Ph.D. Scholar	Stipend to full time Ph.D. Scholar by the Directorate of Collegiate Education, Govt. of Tamil Nadu	₹ 1,08,000/-

3.2.6 How many departments of the College have been recognized for their research activities by national / international agencies (UGC-SAP, CAS, DST-FIST; DBT, ICSSR, ICHR, ICPR, etc.) and what is the quantum of assistance received? Mention any two significant outcomes or breakthrough due to such recognition.

Nil

3.2.7 List details of completed research projects undertaken by the College faculty in the last four years and mention the details of grants received for such projects (funded by Industry/National/International agencies).

1. Department of Chemistry

- a. **Screening of the antioxidant properties of the selected plant species Calotropis gigantea, Vinca rosea Morinda pubescans and Agave Americana”** funded by UGC of sanctioned amount ₹ 6,78,800/- for the period of February, 2009 to January, 2012. Principal Investigator: Dr. (Sr.) Jaya Santhi R., Assistant Professor of Chemistry, Auxilium College, Co-investigator: Dr. S. Jhancy Mary, Associate Professor of Chemistry.
- b. **“Preparation and Physicochemical evaluation of Chitosan/ Poly(Vinyl Alcohol)/Methylcellulose ternary blend for waste water treatment applications”** funded by University Grants Commission, Hyderabad of sanctioned amount ₹ 1,70,000/- for the period of September 2011- September 2013. Principal Investigator: Mrs. V. Sugantha Kumari, Assistant Professor of Chemistry, Auxilium College.

2. Department of Zoology

“Promotion of Silk production through supplementary feed formulation” funded by University Grants Commission, Hyderabad of sanctioned amount ₹ 9,64,633/- for the period of 2010-2013. Principal Investigator: Dr. J.S. Arockiamary Assistant Professor of Zoology, Auxilium College, Co-investigator: Dr. A. Mary Agnes, Assistant Professor of Zoology, Auxilium College.

3. Department of Mathematics

“Difference operators of Higher Kinds and its applications to number theory and fluid dynamics” funded by University Grants Commission, Hyderabad of sanctioned amount ₹ 90,000/- for the period of 2010-2013. Principal Investigator: Dr. (Sr.) Elizabeth Sebastian Assistant Professor of Mathematics, Auxilium College.

3.3 Research Facilities

3.3.1 What efforts are made by the College to keep pace with the infrastructure requirements to facilitate Research? How and what strategies are evolved to meet the needs of researchers?

- The College frequently updates its infrastructural facilities to augment research activities.
- Well-maintained laboratories and instrumentation rooms are provided.
- The UGC grants for funded projects are used to purchase chemicals, advanced equipments, books, journals, software and other relevant materials needed for research.
- A Virtual English Language Laboratory – Words Worth, facilitates research in Literature and Language Teaching.
- The College collaborates with other institutions such as VIT University, Vellore and Christian Medical College Hospital, Vellore; IIT and Anna University, Chennai.
- The signing of MoUs with industries meets the needs of the researchers.
- The Mathematics research laboratory is well equipped with a sufficient number of computers with latest software like Mathematica, LATEX, MATLAB and MAPLE installed to facilitate the research scholars.

S.No.	Name	Number
1	UV Double beam spectrophotometer	1
2	Rotar Vapour	1
3	Sonicator	1
4	Flame Photometer	1
5	Digital Potentiometers	11
6	Digital Conductometers	10
7	pH Meter	3
8	Thermostat	2
9	Colorimeter	3

10	Spectro Fluorimeter	1
11	Turbidometer	1
12	Cooling Centrifuge	1
13	Heating Mantle	5
14	Polarimeter	2
15	Electrical Shaker	2
16	Magnetic Stirrer	4
17	Electronic Balance	3
18	Salinity Meter	1
19	Nephelometer (TDS)	1
20	Air Oven	3
21	Vacuum Pump	2
22	Computers with Printers	4
23	Single Pan Balance	6
24	Chemical Balances	30
25	Electrical Burners	16
26	Over Head Projector	1
27	TLC set	1
28	Centrifuge Machine	1
29	Deioniser	1
30	Dimmerstat	1
31	Electrical water bath	2
32	Refrigerator	1
33	FTIR Bruker with ATR	1
34	FTIR Shimadzu	1
35	UV Shimadzu	1

36	Vacuum Oven	1
37	Digital Micrometer	1
38	Fume Hood	6
39	Cathode ray Oscilloscope (CRO)	2
40	Stefan's radiation constant apparatus	2
41	Spectrometer for Hartmann's Method	2
42	Optic Bench – Fresnel's Bi prism	2
43	Laurent's Half Shade Polari meter	1
44	e/m – magnetron method	2
45	Four – Probe apparatus	2

3.3.2 Does the College have an information resource centre to cater to the needs of researchers? If yes, provide details on the facility.

- The College has established a Staff Research Centre provided with computers with Wi-Fi connectivity. In the library, researchers are provided with e-journals, INFLIBNET and Wi-Fi facilities.
- Training programmes are conducted on SPSS for research scholars.
- Training for usage of high end instruments are regularly conducted.
- Regular conduct of national and state level seminars helps the scholars for exchange of ideas.
- Encouragement is given to the research scholars to publish papers on the national and international journals and present papers in seminars
- Research journals are subscribed wherever it is needed.
- Department libraries are good source of research knowledge.
- Research methodology training is provided every year for all the research scholars
- Librarian helps the scholars to use the e-library

3.3.3 Does the College provide residential facilities (with computer and internet facilities) for research scholars and faculty?

Hostel accommodation is available for research scholars. Computer and internet facilities are available in the college campus.

3.3.4 Does the College have a specialized research centre/ workstation to address challenges of research programmes? If yes, give details.

The faculty members who have ongoing research projects in the departments of Mathematics, Chemistry and Zoology are provided with laboratories.

3.3.5 Does the College have research facilities (centre, etc.) of regional, national and international recognition/repute? Give a brief description of how these facilities are made use of by researchers from other laboratories

- Training to the other nearby institutional researchers through chemistry research lab using the available research facilities.
- RUSAC

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the College through the following:

- ❖ 309 papers have been presented in the International, National, State and Regional Conferences/ Seminars by the faculty in the last five years:

Year	2010-11	2011-12	2012-13	2013-14	2014-15
International	16	17	44	26	37
National	31	10	41	28	49
State/ Regional	1	-	5	1	3
Total	48	27	90	55	89

- ❖ **Publication per Faculty: 1.4**

- ❖ **Faculty serving on the editorial boards of national and international journals**

Department of Chemistry:

Dr. S. Jhancy Mary is reviewer in International Journal of Pharma & Bio Sciences

Dr. Jayashanthi R is a reviewer in Chinese Chemical Letters, Desalination and water treatment.

Mrs. J. Roseline Ezhilarasi is a reviewer in Complex Metals

Department of Zoology:

Dr. (Sr.) Mary Josephine Rani is a reviewer in the international journal 'Toxicological & Environmental Chemistry' (Taylor & Francis)

Department of Mathematics:

Dr. (Sr.) Elizabeth Sebastian is a reviewer of Springer: Journal of Modeling and Algorithms in Operations Research.

❖ **Faculty members on the organisation committees of international conferences, recognized by reputed organizations / societies**

Dr. Jayashanthi R was a member of the advisory committee of the national seminar on Recent Trends in Rresearch organized by C. Abdul Hakeem College of Engineering, Melvisharam.

3.4.2 Does the College publish research journal(s)? If yes, indicate the composition of the editorial board, publication policies and whether it is listed in international database?

Nil

3.4.3 Give details of publications by the faculty:

*** Number of papers published in peer reviewed journals (national / international)**

S.No.	Name of the Department	National	International	Total
1.	English	2	6	8
2.	Mathematics	5	50	55
3.	Chemistry	4	65	69
4.	Zoology	13	12	25
5.	Physics	-	1	1
6.	Botany	-	2	2
7.	Biochemistry	-	9	9
8.	Computer Science	1	5	6
9.	Microbiology	1	-	1
10.	Commerce	25	16	41

11.	Business Administration	8	10	18
12.	Communication Media	-	1	1
13.	Physical Education	-	1	1
	Total	59	178	237

*** Number of Monographs: 52**

*** Number of Chapters in Books: 30**

*** Number of Books Edited: 4**

*** Books with ISBN numbers with details of publishers: 8**

S. No.	Name of the Faculty	Titles of papers published in books	Publishers with / without ISBN No	Year of Publishing
1	Dr.(Sr.) Arokia Jayaceli A.	<i>Thimiri Yezhu</i>	New Century Book House, Chennai ISBN 978-81-234-1855-1	2011
2	1. Dr.(Sr.)Arokia Jayaceli A. 2. Ms. Kanimozhi K.B. 3. J.Papeetha	Foundation Course Basic Tamil (I)	New Century Book house, Chennai ISBN 81-234-1316-5	2011
3	1. Dr.(Sr.)Arokia Jayaceli A 2. Ms.Senthil Selvi G. 3. Ms.Gowthma Selvi E.	Foundation Course Basic Tamil (I)	New Century Book house, Chennai. ISBN 978-81-234-1865-5-5	2011
4	Dr.(Sr.)Arokia Jayaceli A.	National Integration through Translation	Today publishers Chennai. ISBN 978-93-81992-54-8	2012
5	Dr. Beulah Suresh	Principles of Management (Management Concepts)	Thakur Publishers 978-93-82249-00-9	2012
6	Dr. Preetha R.	<i>Vellore Vatta Vilimbunilai Makkal</i>	Today Publishers, Chennai. ISBN 978-93-81992-82-1	2013

7	1. Dr.(Sr.)Arokia Jayaceli A. 2. Dr. Kumari N. 3. Dr. Thamari Selvi S.	Foundation Course Basic Tamil (III and IV)	New Century Book House, Chennai. ISBN 978-81-2342-399-9	2013
8	Dr.(Sr.)Arokia Jayaceli A.	The Life Of Mother Cesira	Illakkiya Padipagam, Vaniyambadi, Vellore. ISBN 978-81-923634-3-1	2014

*** Number listed in International Database : Scopus : 29**

*** Citation Index -**

Average : 10.7

*** SNIP - average: 1.091**

*** SJR - average: 0.4604**

*** Impact factor**

Average: 1.00574

*** h-index - average: 8.583**

3.4.4 Indicate the average number of successful M. Phil. and Ph.D. scholars guided per faculty.

Average number of successful M. Phil. Scholars guided per faculty is 7.

One Ph.D. scholar has successfully completed his Doctorate and three students have submitted their doctoral thesis in the Department of Chemistry.

3.4.5 What is the stated policy of the College to check malpractices and misconduct in research?

The College follows the regulations of the affiliated Thiruvalluvar University, Vellore to check malpractices and misconduct in research.

3.4.6 Does the College promote interdisciplinary research? If yes, how many inter departmental / inter disciplinary research projects have been undertaken and mention the number of departments involved in such an endeavour.

The College promotes Interdisciplinary research depending on the individual candidate's interest in this area. Two Ph.D. candidates have taken up interdisciplinary research involving three Departments such as Chemistry, Microbiology and Botany.

3.4.7 Mention the research awards instituted by the College.

Nil

3.4.8 Provide details of

***Research awards received by the faculty**

***Recognition received by the faculty from reputed professional bodies and agencies**

Faculty:

Dr. (Sr.) Elizabeth Sebastian was selected and sponsored by the International Mathematical Union to participate in the International Congress of Mathematicians - ICM 2010 at Hyderabad, India.

Dr. (Sr.) Elizabeth Sebastian was selected by International Mathematical Union to participate and to present a paper in the International Congress of Mathematicians - ICM 2014 at COEX, Seoul, South Korea.

Dr. Venum Cecilia received a Certificate of Recognition for chairing a session in the Two-Day International Conference on English Language: Developing Employability Skills of College Graduates organized by the English Language Institute, VIT University, Vellore on 30th January 2015.

3.4.9 State the incentives given to faculty for receiving state, national and international recognitions for research contributions.

The institution provides travelling allowances for the faculty members who attend international and national seminars and conferences.

3.5.Consultancy

3.5.1 What is the stated policy of the College for structured consultancy? List a few important consultancy services undertaken by the College.

The College encourages the Faculty members to provide their expertise as:

- Member of Assessment and Accreditation
- Members of Board of Studies
- Member of Sports Selection Committees
- Members of Inspection Commissions of the Thiruvalluvar University
- Members of Doctoral Committees

Important consultancy services undertaken by the college

Rural Handicrafts, Solid Waste Management, Blood grouping and Rh typing for students, Water Analysis, Small Savings Scheme (Post Office), Women Entrepreneur Development Club (Embroidery Work Shop), APCA (Academy of Prisons and Correctional Administration), Management Training for Prison Officers, BHEL-Training of Women employees in soft skill

3.5.2 Does the College have College-industry cell? If yes, what is its scope and range of activities?

The College does not have a formal College-Industry Cell, but the departments of Commerce, Business Administration, Chemistry and Computer Science have tie-ups with many industries. The UG and PG students are sent for industrial visits, institutional training and project work. Experts from industries are also invited for special guest lectures and for training the students in different areas of specialization. The College is a member of the ICT Academy, Tamil Nadu.

3.5.3 What is the mode of publicizing the expertise of the College for consultancy services? Mention the departments from whom consultancy was sought.

The College Website provides details of the expertise of the Faculty. The Faculty members are proficient in the fields of CBCS, Value Education, Family Life Education, Counseling and Extension Activities and the consultancy is sought.

3.5.4 How does the College encourage the faculty to utilise the expertise for consultancy services?

The College supports the Faculty in utilizing their expertise for consultancy services. There is no restriction on Faculty members in offering their consultancy services whenever required.

3.5.5 List the broad areas of consultancy services provided by the College and the revenue generated during the last four years.

Department	Consultancy Service	Revenue Generated ₹
English	Royalty towards Publication- Indiana Publishing House, New Delhi	3,894/-

Tamil	Rural Handicrafts	18,000/-
Chemistry	Solid Waste Management	76,063/-
Zoology	Blood grouping and Rh typing for students	4,670/-
Commerce	Small Savings Scheme (Post Office)	4,000/-
	Women Entrepreneur Development Club (Embroidery Work Shop)	8,000/-
Communication Media	Photography and Videography	3,700/-
	Total	1,18,327/-

Dr. (Sr.) Ugini Fathima Mary was a Member, Peer Team, NAAC, Bangalore and Chairperson of Inspection Commissions of Thiruvalluvar University.

Dr. (Sr.) Elizabeth Sebastian was a Member, Doctoral Committee Department of Mathematics, Thiruvalluvar University, Vellore; Member of Major Project Selection Committee, Department of Mathematics, Thiruvalluvar University, Vellore; Examiner, M.Phil. Viva-Voce; Trainer in Counselling Vellore District Zone; Vice President, Xavier National Board of Higher Education.

Mrs. Nazareth Jereen Colette was a Member of Inspection Commission for affiliation of B.Sc. Mathematics in St. Joseph's College of Arts and Science, Tirupattur and Jawaharlal Nehru College for Women, Villupuram.

Dr. Jhancy Mary S. was a Member Inspection Commission for affiliation of B.Sc. Chemistry in Sun Arts and Science College, Tiruvannamalai, Sri Akilandeswari Women's College, Wandiwash, Sri Arcot Mahalakshmi College for Women, Vilapakkam; Member of Doctoral Committee Department of Chemistry, VIT University, Vellore.

Dr. Sr. Jayashanthi R. was a Member Doctoral Committee, Department of Chemistry Islamiah College, Vaniyambadi, Department of Chemistry, Ethiraj College, Chennai, Department of Chemistry, Voorhees College, Vellore; Resource Person, KMG College, Gudiyatham and Sacred Heart College, Tirupattur.

Dr. (Sr.) Mary Josephine Rani A was a Member Doctoral Committee, Department of Zoology, Voorhees College, Vellore; Member, Board of Examiners - Ph.D., Osmania University, Hyderabad.

Dr. Nisha Shantha Kumari P. was a Member, Inspection Commission for Affiliation of B.Sc. Physics in Tirupattur Arts and Science College, Tirupattur.

Sr. Alice K.T. was a Member, Inspection Commission for Affiliation of B.C.A., B.Sc., and M.Sc. Computer Science, Arcot Sri Mahalakshmi College, Arcot, K. S. Raja College, Gingee, Government Arts College, Villupuram, Muthurangam Govt. Arts College, Vellore, D.K.M. College, Vellore, Akilandeswari College, Vandavasi and Deivasigamani College, Villupuram.

Dr. Vernum Cecilia P.A.A. was a Member, Inspection Commission for Affiliation of M.A. English, Sacred Heart College, Tirupattur, Marudhar Kesari Jain College for Women, Vaniyambadi, Voorhees College, Vellore, MMES College, Vellore and BWDA Arts and Science College, Villupuram.

Sr. Amala Valarmathi A. was a Member, Inspection Commission for Affiliation of M.A. English, Bharathi Women's College, Arani, Joseph's College, Cuddalore, Indo-American College, Cheyyar, Mazaruloom College, Vaniyambadi; Delegate, World Youth Day Madrid, Spain; Delegate Asian Pacific Past Pupils Congress, Thailand.

Dr. Beulah Suresh was a Member Coordinator, HR Consultancy Programme, M.B.A. Students, Muthurangam Arts and Science College, Vellore; Resource Person, Skill Development Programme, Women's Employees, BHEL Ranipet; Resource Person, Personality Development Programme, Academic of Prisons and Correctional Administrational Vellore.

Ms. Hema Nalini K. was a Member, Inspection Commission for affiliation of B.Com, Sun Arts and Science College, T.V.Malai and Don Bosco College Yelagiri Tirupattur,

Ms. Fancy Thomas was a Member, Bio-Ethical Committee, Department of Bio-Technology, VIT University, (2010-2013); Member, Board of Recruitment in Sociology, VIT University, Vellore.

Dr. Ms. Elsamma Cherian was a Member Doctoral Committee, Department of Hindi, VIT University, Vellore.

Dr. Mary Reethammal D was a Member, Organising Committee, Tamil Nadu State Cricket Association (State and National Level); Convenor, Selection Committee, Thiruvalluvar University Vellore Division Sports and Tournaments; Member, Selection Committee, Thiruvalluvar University teams, for Volley Ball, Ball Badminton, Table Tennis, Shuttle Badminton, Hockey, Cricket, Food Ball, Kho-kho, Kabaddi, Chess, Athletics; Member, Board of Recruitment, Physical Education, Voorhees College, Vellore; Team Manager, Shuttle Badminton, Thiruvalluvar University.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 How does the College sensitize the faculty and students on Institutional Social Responsibilities? List the social outreach programmes which have created an impact on students' campus experience.

The Institutional Social Responsibility of the College is reflected in its vision and mission statement. The Faculty and the students are sensitized on Institutional Social Responsibility through the various extension activities and socially relevant outreach programmes by creating awareness among the students and in the neighbourhood. The curriculum is designed by incorporating 90 hours of service activity for the UG students during the course of study for which one credit is awarded. Some of the important outreach programmes are organized through: NSS, AICUF, NCC, Rangers, Rotaract, VIDES, Blood Donors Club, Women's Cell, Youth Red Cross, Youth Cooperators and Educating Community.

The List of Social Outreach programmes include:

- Rallies and awareness programmes on social and environmental issues
- Coaching classes for students in the neighbouring government schools and adopted villages
- Awareness campaign on health and hygiene
- Gender sensitization and women's empowerment programmes
- Prison Ministry
- Service to the destitute and the differently-abled

These activities make the students other-centered and socially responsible.

3.6.2 How does the College promote College-neighborhood network and student engagement, contributing to holistic development of students and sustained community development?

Every department of the College has an extension activity which promotes College neighborhood network. All the students are engaged in Community Development contributing to the holistic development of the students.

List of the Extension Activities

Department	Activity
English	English coaching classes for the students of the neighboring government SC/ST hostels and Government Primary Schools, Coaching classes for the inmates of Vellore prison and the adopted village, Vanjur.
Tamil	Voluntary service at the Polio Vaccination Camp, Karunalaya and Anbu Illam, tree-plantation in the neighbourhood.
History	Coaching classes are conducted for the under privileged students of the neighborhood schools.
Mathematics	Preparing work sheets, project work and charts for visually challenged B.Ed. students. Serving as scribes for Visually Challenged UG and PG students of Vellore. Students are involved in the Polio drops campaign and regularly visit the orphanage.
Chemistry	Solid waste management, Coaching classes for higher secondary students in the adopted village, Thirunai.
Zoology	Awareness on Health and Hygiene for school children, Eco-trail to the tribal village, Livelihood programme for village women, Visits to the orphanage and old age home, Kasam, Awareness programme at Sishubhavan and home for special children, Shenbagam.
Physics	Coaching students of Don Bosco School, Gandhi Nagar, Vellore, in Physics.
Botany	Awareness programme at Sishu Bhavan and home for special children, Shenbagam.
Biochemistry	Blood group testing for students.
Computer Science	Teaching MS- Office to the novices of Sacred Heart Home and the Differently-abled in Worth Trust, Vellore.
Microbiology	Visiting various schools to create awareness on infectious diseases and its control among school students.
Commerce	Small Savings Scheme in collaboration with the Department of Post and Telegraph, Visits to old age homes and orphanages.

Business Administration	Offering Certificate Courses to the inmates of the Vellore Central Prison and guiding those who are pursuing their public examination and higher studies. Regular visits to the Women's After Care Home, Allapuram, Vellore for providing basic education, teaching handicrafts and organizing cultural programmes.
Communication Media	Coaching classes in Government Panchayat School, Katpadi and King's Matriculation School, Kasam. Students work as teaching assistants in Auxilium Primary School, Katpadi, Vellore.
Social Work	Motivating dropouts to continue their education, providing counseling in field work agencies, providing career guidance for students completing their school education, providing stress management for X and XII graders, organizing cultural programmes for institutionalized elderly orphans and differently-abled people.

All the departments celebrate the 'Joy of Giving' week by conducting Cultural/Awareness programmes in orphanages, homes for the destitute and differently-abled.

3.6.3 How does the College promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

Extension activity is part of the curriculum. Every UG student should contribute 90 hours of extension activity during the course of study for which she earns one credit. The Faculty and students are actively involved in extension activities which include organizing awareness programmes, medical camps, blood donation camps, rallies, visiting orphanages, homes for the aged and differently-abled, networking with the neighborhood villages. The 90 hours of service can be accomplished by a student by participating in the activities of NSS, NCC, YRC, VIDES, Rotaract, AICUF, Women's Cell, Rangers, Enviro Club and the extension activity of the Departments.

Some of the programmes of National Service Scheme NSS are:

The NSS Unit of the College functions with five units with a Programme Officer and 100 Volunteers in each Unit. The NSS Programme Officers are trained by the TARC (Training and Research Centre) at Madras School of Social Work, Chennai. The NSS activity is divided into Regular Activity and Special Camp Activity. It is mandatory

for the NSS volunteers to be a member of NSS for two years and complete 240 hours of service to receive the NSS Certificate. During their NSS Service, the students are highly motivated, exposed to the society, technically trained in field work to take surveys and statistics using Participatory Rural Appraisal and Geographical Information System to negotiate with people and to address their social needs. This has resulted in a commendable change in their personality and they transform themselves to be agents of social change.

The NSS Unit of the College has adopted five neighbouring rural villages Kavasampet, Chennag Kuppam, Pillanthipet, Muthinampet, P.K. Puram (K.V. Kuppam Block) to offer services. The students offer services to the residents of the villages through awareness programmes, rallies, organising health camps, offering coaching classes and celebrating festivals with them. The villagers constantly stay in touch with the institution and at the time of admissions, deserving students from the adopted villages are given an opportunity to study in our College. The students also collaborate with the government in educating the public on certain welfare schemes and programmes meant for the well-being of the rural population. Surveys and Statistics are taken using Participatory Rural Appraisal in the villages and the serious social issues of the villages are taken to the notice of the concerned authorities to find a solution.

Ms. P. Amutha Arockia Mary, NSS Programme Officer was appointed as the Contingent Leader for the Skiing Training of the NSS Volunteers at Manali, Himachal Pradesh.

The NSS Volunteers were given an opportunity to participate in Adventures and National Camps. R. Preethi, Department of History participated in Adventures Camp in Manali, Himachal Pradesh. Asha Flora J., Department of Mathematics participated in the Republic Day Parade at New Delhi. Roseline Pavitra, Department of English and Meenu Mercy, Department of Commerce participated in the Cultural Exchange Programme held in Mizoram. S.Bhuvanehwari, Department of Physics participated in the Leadership Training and Student Exchange Programme at National Institute of Youth Development (Nehru Yuva Kendra), Sriperumputhur, Chennai and Monika Department of English participated in National Integration Camp at Bangalore.

International Women's Day, International Human Rights Day, World AIDS Day, the Commemoration of Vellore Sepoy Mutiny 1806, World Literacy Day, National Integration and Communal Harmony Week, National Voters Day, NSS Day, Joy of Giving Week and other significant days were celebrated.

The NSS volunteers regularly visit the villages and offer coaching classes to the school-going students in the village, conduct awareness programme on education, health and hygiene and conduct free medical camps. Funds for charity are collected from staff and students to help people below the poverty line and people affected by natural disasters. Special contributions like clothes and toiletries are collected from the NSS volunteers and distributed to the desolate and the needy residing on the streets and to the neighbouring charitable institutions.

The NSS unit organised a five day workshop on Siddha System of Medicine and Herbal Plants in collaboration with Tamil Nadu Parempariya Siddha Vaithiya Maha Sangam, Vellore and Shri Putru Maharishi Vizhuthugal Siddha Maruthuva Sevai Maiyam, Chennai. To commemorate the Vellore Sepoy Munity, a Human Chain and Art Exhibition was organized. The NSS unit in collaboration with International Justice Mission (IJM) has organized an awareness programme on Bonded Labour. A Human Chain on Child Rights and Protection was also organized.

The National Cadet Corps (NCC)

The aim of the training is to nurture core values, enhance awareness and give exposure to basic military skills and knowledge. Case studies, wherever possible is used to facilitate active participation and better assimilation. Cadets are made to understand the aim and purpose of drill, so that they are suitably motivated and do not take it as "fatigue". Emphasis is laid on correct bearing, marching, saluting and arms drill. Provision exists for NCC "C" Certificate holders to join the Armed Forces as Officers. One of the cadets has been selected in the Armed Forces. From 2013, the College is selected by UGC to offer NCC is included as part of the Curriculum.

Social Service Activities

NCC has adopted community development activities with the aim of imbibing amongst cadets selfless service to the community, dignity of labour, importance of self

help, need to protect the environment and to assist weaker sections of the society in their upliftment. This was envisaged through programmes involving adult education, tree plantation, blood donation, visit to old age homes, slum clearance, village upliftment and various other social schemes. On behalf of 1(TN) Girls BN NCC 65 cadets participated in social service cleaning camp. The cadets were taken to Government Vellore Medical College Hospital at Adukamparai. The cadets also planted 100 samplings. Cadet Dhanalakshmi V. II B.A English and Cadet Sindhuja II B.Sc. Zoology performed a cultural event at Sennur, Vellore district in association with Restless Development Organization.

Camp training constitutes the most important part of NCC training. Every cadet in the NCC is expected to attend at least two camps during one's tenure to complete the Training Syllabi. Therefore, nearly 50 percent of the enrolled strength gets this opportunity every year. In camps, the young cadets get the thrill and joy of outdoor and community living as they are made to live under canvas/camp conditions and also follows a rugged but interesting routine. Camps also help in developing camaraderie, team-work, leadership qualities, self-confidence, self-reliance and dignity of labour among cadets. This contributes greatly towards promoting national integration. The various camps conducted by the NCC are as follows:

Annual Training Camps (ATC)

These are held within the State under the aegis of respective NCC Directorates. The camps are of 12 days for senior boys/girls and 10 days duration for junior boys/girls. 50% of the enrolled strength participated in the camps.

Centrally Organised Camps (COC)

These camps are of an all India nature and are planned by HQ DGNCC in consultation with the Directorates nominated to conduct them. Selected cadets, as per the vacancies allotted to each Directorate, participate in these camps. Some of the centrally organised camps are:

National Integration Camps (NIC)

These camps are conducted on an All India basis and help to bridge the cultural gap among various states of India. 37 such camps are conducted every year.

Special NICs are being conducted regularly at Leh, Srinagar, North-Eastern Region and at Port Blair. SUO P.G. Pavithra of III B.Sc., Mathematics and CUO R.D Gayathri of III B.Sc. Physics took part in the National Integration Camp at Punjab.

Inter–Group Competition (IGC)

Cadet Angeline Rita of II B.A. English and Cadet Mary Priya of II B.A. History have been provisionally selected for the Directorate team, NCC National Games 2014.

Youth Red Cross

Youth Red Cross is a branch of the Indian Red Cross Society, Tamil Nadu. Three volunteers participated in a one day YRC study camp. A district level Elocution Competition was conducted on the topic ‘The Value of Humankind in Today’s World’. YRC members visited the Little Flower Orphanage at Pallikonda and animated the children on the personal hygiene.

All India Catholic University Foundation (AICUF)

The AICUF unit is ever sensitive to the issues of the society. A training programme on Street Theatre was organized. The volunteers paid frequent visits to the Sri Lankan Refugee Camp and rendered their services by coaching the children and created awareness on social issues. The members participated in the National State level camps and rendered service by coaching the refugee children in the Sri Lankan refugee camps at Abdullapuram. A three day training programme to learn the art of Parai, Yoga and other exercises was held. Dr.(Sr.) Regina Mary, AICUF Advisor of the College delivered a speech on leadership and emphasized on the importance of saving water in accordance with the UNO Theme. Students participated in the state level training programme and two day convention on Responsibility of Youth in Social Development at Trichy. 68 students from various colleges took part in the Tamil Nadu State Level Cycle Rally in order to create awareness on social issues and 22 students took part and enacted a street play on the awareness of “Sexual Harassment of the teenagers”. An awareness programme through street plays was organized on Human Rights Day. AICUFers visited the juvenile home to celebrate Christmas.

Women's Cell

'Empower Women to Enlighten' is the motto of Kanali - Women's Cell. A one day workshop on Personality Development was conducted. The members held a peace march every month in 2011 to pray for world peace. Gender training, street theatre, visit to missionaries of charity, awareness programme on girls' education were organized. A three day camp was conducted in the tribal village Thondantulasi, Vellore. Fortnightly coaching classes for the visually challenged children was conducted. 20 students with the group animator, Dr. (Sr.) Jayaceli, Asst. Prof. and Head, Department of Tamil participated in a three day camp and visited the Government Schools to know the life and struggles of Irullar community. Women's Day was celebrated at Vellore Fort by forming a human chain stressing on the rights of women. The Women Cell members visited Don Bosco Boys' Higher Secondary School, Gandhi Nagar for an awareness programme on "Relationship between the children of both genders in schools". A peace procession was conducted for Iraq and Syria. The members visit the Blind School on all Saturdays. An Awareness procession on Human Rights was conducted.

The Volunteers Dedicated to the Development of the Socially at Risk - VIDES

The VIDES unit offered weekly coaching classes and conducted awareness programmes in the adopted village, Kulakarai. Under the co-ordination of Sr. Xavier Venci, Asst. Proessor. of Physics, visits to Old Age Home and Orphanage at Poigai and Home for the Mentally Challenged Children were organized. Thirty five members participated in the Zonal meet conducted at Mary Immaculate Convent, Tirupattur. Service was rendered in the adopted villages, Unnamalaisamuthiram and Thirumani regularly and coaching classes were conducted. The VIDES adopted villages namely Unnamalai Samuthiram and Thirumani to render service for the government school children. The VIDES members visited Ammavarpalli village and Irullar colony and the members distributed clothes and cakes.

Rangers

The Rangers under the able guidance of Dr.(Sr.) Jayashanthi, Asst. Professor of Chemistry render services in the adopted village and coach the students of Govt. Municipal School. The Rangers offer help at the traffic signals in Vellore. Five

students took part in the International Adventure programme at Pachmarhi, Madhya Pradesh in 2012. Three rangers were selected to participate in the state level workshop on Millennium Development Goals, conducted by Railway Guides and Scouts in Chennai. Ten Rangers were selected to take part in the folk act training in Perambur, Chennai and were trained by experts in different Folk dances especially in Karagam and Oyilattam. A one day Rover Ranger (RORA) programme was organized by Don Bosco Bharat scouts and guides at Fatima Hr. Sec. School, Chennai. Special training was given to 28 Rangers by experts on first aid. A blood donation camp was organized by the Bharathidasan scout and Kasthuribai guide group for 4 days in Katpadi Railway station. New year, Christmas and Pongal were celebrated in the adopted villages of Kalliammal koil, T.K Puram, Senur, Unnamalaisamuthiram and Thirumani in Don Bosco Youth centre, T.K Puram along with VIDES, Department of Chemistry and Bro. Lucas, Director, Don Bosco Youth Centre, T.K Puram. Coaching classes, regulation of traffic and rules of the road inside the campus, visit and service to the sisters of St. Clare, Sathuvachari, were the regular activities. The Rangers visit villages to teach the weak students.

Rotaract Club

Regular week end coaching classes were conducted at Don Bosco School and St. Xavier's School, Christianpet. A free eye check up in collaboration with Uthavum Ullangal, Vellore and CMC Eye Hospital was conducted at Mother Teresa Home, Shenbakkam. Assistance is given in the conduct of Polio Drops Campaign every year. A rally to create awareness on the depreciation of Rupee value was organized in collaboration with the Department of Commerce. The members were actively involved in campus cleaning, coaching classes to the students of Karunalaya, visit to Anbu Illam and visits to schools. A tree plantation project on the theme "Save and protect the environment" was conducted in the college premises. A medical camp was conducted for women.

3.6.4 Give details on social surveys, research or extension work (if any) undertaken by the College to ensure social justice and empower the under-privileged and most vulnerable sections of society?

During the annual NSS camp, the NSS volunteers conduct surveys on the socio-economic status of the residents, education of women and employability status, health and fitness of pregnant women, and the power structure in the families in the adopted

villages. The students follow PRA (Participatory Rural Appraisal) method for the survey.

The Department of English conducts surveys through ELT (English Language Teaching) projects on First Generation Learners in the Acquisition of the English Language and surveys on the problems encountered in Second Language Acquisition. Surveys are also conducted on various other methods of Teaching English vocabulary and Grammar through songs, games and cartoons in Government Schools.

The Department of Commerce conducts surveys on Labour Welfare Measures, the Effect of Training programmes on Employee performance, a Study on Consumer satisfaction and behavior, Small Investors' attitude towards investments, Impact of advertisements and Micro Finance on Self-help groups and Perceptions of Policy holders.

The Department of Social Work conducts surveys on Community participation right from need analysis to planning, implementation and outcome analysis. Research studies and surveys are done on the occupational stress of working women in Vellore; learning disabilities of school- going children; knowledge and attitudes of adolescent girls on sexuality; psychological problem and needs of the children of HIV positive parents; stress faced by mothers of special children; Prejudice, social stress and mental health among transgender and the emotional intelligence among school teachers.

Surveys are also carried out on Lost Childhood: a study on socio-economic conditions of child labourers and domestic workers: Women empowerment through self-help groups; challenges faced by married female college students and problems of the children in the slums of Vellore. In the field of Human Resources, surveys are conducted on employee empowerment –MRF and the influence of welfare amenities on employees in achieving organizational goals.

3.6.5 Give details of awards / recognition received by the College for extension activities / community development work.

Dr.(Sr.)Ugini Fatima Mary L., Principal, got the Women Empowerment Award from the Rotary Club, Vellore.

Ms. Amutha Arockia Mary, Assistant Professor of English was awarded the State-

Level Best NSS Programme Officer Award by the Youth Affairs Ministry and Sports Development, Government of Tamil Nadu, for the year 2013-14.

3.6.6 Reflecting on objectives and expected outcomes of the extension activities organized by the College, comment on how they complement students' academic learning experience and specify the values and skills inculcated?

The extension activities of the College complement students' academic learning experience by making them sensitive to the needs of individuals and groups in society. The students are trained to selflessly impart the knowledge and skills that they learn and contribute generously to the less fortunate and marginalized sections of society, which reflect the objectives and expected outcomes of Extension Activities.

Students are involved in service and learning during NSS Camps and awareness on hygiene and sensitivity towards environment issues. Science students use their skill and knowledge to conduct microbial analysis of water at the camp site and in the adopted villages. The students are thus enriched with self-awareness, social-awareness and integrity.

Celebrations like National Integration and Communal Harmony Week sensitize the students towards the issues our country is facing on the diversity of the cultural practice, and the need for peace and integration. The students learn to apply presence of mind, to pool in resources and team work skills, attitudes of leadership, sharing, caring, compassion for the week and the less privileged of the society.

3.6.7 How does the College ensure the involvement of the community in its outreach activities and contribute to the community development? Detail the initiatives of the College which have encouraged community participation in its activities.

The groups and movements of the College like the NSS, NCC, AICUF, VIDES, Rangers, Youth Red Cross, Blood Donor's Club, Rotaract Club, Women's Club, and Consumer Awareness Club work in the neighbouring villages, identify the problems of the residents, and make them aware of the solutions and Government welfare schemes.

Participation of the community during the last four years is ensured through the cooperation of the community in conducting surveys and collecting statistics on

various social issues like literacy level, school dropouts, status of women and pregnant women, the unemployed and socio-economic status of the adopted villages and in taking them to the notice of the concerned authority as a follow-up action. Various Awareness Programmes, Campaigns and Rallies are conducted in the adopted villages emphasizing:

- Awareness on Breast Feeding, Health and Hygiene for women and children, Hepatitis B, Tuberculosis, HIV, Polio, H1N1, Dengue.
- Awareness on Voters' responsibilities and traffic rules.
- Legal Awareness, Gender Equality, Consumer Awareness, Organic Farming, Micro-Credit Programme, Income Generating Programmes.
- Free General Medical Camps, Eye Camps, Dental Camps, Diabetes Diagnosis and Health Awareness Camps.
- NSS cleaning campaign in which the Medical College Hospital grounds were cleaned.
- Road Safety Week
- Planting saplings in Schools, Temples and Government institutions, Rain Water Harvesting in the villages, Microbial Analysis of Water of the locality, regular coaching classes in villages, awareness programme and coaching class for students appearing for Board Examinations and Literacy Programmes.

3.6.8 Does the College have a mechanism to track the students' involvement in various social movements / activities which promote citizenship roles?

The students are given a service credit card to record the number of hours they offer towards service activities which is duly attested by the staff in charge of the extension activities. Students are accompanied by the Faculty in charge during the extension activity of the Departments and Movements.

In a common gathering like NSS Day or special occasions, the NSS volunteers are allowed to share their service experience in groups through power point presentations that bring an authentic record of their service. It influences and motivates the peer group to work together in a better way to serve society.

3.6.9 Give details on the constructive relationships (if any) with other institutions in the nearby locality in working on various outreach and extension activities.

Some of the institutions in the nearby locality working on various outreach and extension activities are:

The Government Welfare Boards of the Vellore Corporation and State Government Bodies like District Electricity Board, District Collectorate, District Rural Development Department, Tourism and Development, District Health Department, Krishi Vigyam Kendra, District Electoral Board and Central Prison, Vellore and IVDP Krishnagiri.

Non-Governmental Organisations like Inner Wheel Rotaract, Field Publicity Office, RUHSA (the Rural Unit for Health and Social Affairs), Worth Trust, *Pudhiya Thalaimurai* Foundation, *Udhavum Ullangal*, Eureka Educational Foundation, Tamil Nadu Progressive Writers Forum, Educational Forum and Tamil Nadu Science Forum Vellore, International Justice Mission, Chennai, AIACHE (All India Association for Christian Higher Education), New Delhi are the institutions and organizations with which Auxilium collaborates in working on various outreach programmes and extension activities.

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

Dr.(Sr.)Ugini Fatima Mary L., Principal, got the Women Empowerment Award from the Rotary Club, Vellore.

Ms. Amutha Arockia Mary, Assistant Professor of English was awarded the State-Level Best NSS Programme Officer Award by the Youth Affairs Ministry and Sports Development, Government of Tamil Nadu, for the year 2013-14.

3.7 Collaboration

3.7.1 How has the College's collaboration with other agencies impacted the visibility, identity and diversity of activities on the campus? To what extent has the College benefitted academically and financially because of collaborations?

The College collaborates with various institutions at the Regional, National and International levels. The collaborations are mainly in Academics, Research Internships, Summer Projects, Skill Development Programmes, hands-on training programmes, Extension Activities and Community Development Projects. There are also collaborations to enable the departments to conduct Awareness Programmes and Coaching Classes for students from the adopted villages, those appearing for Board Examinations. These collaborations enable the institution to sensitize students on various issues related to extension and research.

VIT University, Vellore has offered ₹ 5,00,000/-, IVDP Krishnagiri ₹ 10,00,000/- and Ambalal Group, Vellore ₹ 11,00,000/- for the construction of the Library.

The following are some of the collaborations of the various departments:

S.No.	Department	Collaboration
1.	English	School of Social Sciences and Languages, VIT University, Vellore.
2.	History and Sociology	Archaeological Survey of India (ASI), Vellore Women's Remand Home, Vellore District Court, Vellore
3.	Mathematics	Indian Mathematical Society, Chennai Tamil Nadu Mathematical Society, Salem
4.	Chemistry	CLRI, Chennai IIT Chennai RUSAC Vellore Thirumalai Chemicals, Ranipet
5.	Zoology	FIPPET, Chennai Kumaran Hospital, Vellore CMC, Vellore Department of Public Health, Vellore
6.	Botany	Tamil Nadu State Council for Science and Technology, Chennai.
7.	Computer Science and Applications	ICT Academy, Tamil Nadu

8.	Commerce	Post and Telegraph Office, Vellore Consumer Forum, Vellore
9.	Business Administration	Vasan Eye Care, Vellore Rotary Club of Vellore Integrated Village Development Project (IVDP), Krishnagiri Academy of Prisons and Correctional Administration, Vellore Ambalal Realtors, Vellore Share Khan Financial Services, Vellore. VIT University, Vellore
10.	NCC	Ministry of Defence, New Delhi. I(TN) Girl's Battalion, Chennai

3.7.2 Mention specific examples of, how these linkages promote

- * Curriculum development
- * Internship, On-the-job training
- * Faculty exchange and development
- * Research, Publication
- * Consultancy, Extension
- * Student placement
- * Any other, please specify

Curriculum Development

Linkages help in reviewing and restructuring the curriculum to suit the changing trends in Extension and Research. Subject experts on the Board of Studies help in curriculum reforms.

The conduct of career-oriented, add-on Certificate Courses sponsored by the UGC like Human Rights and Values in Education, Human Resource Management, Medical Laboratory Techniques, Rural Handicrafts and Communication Skills in English is enriched by the resource persons and teachers from the collaborating institutions of the College.

Internship, on-the-job training

Linkages with industries and institutions provide internship and on-the-job training for students of the PG departments and a few UG departments like Business Administration, Biochemistry and Microbiology.

Faculty Exchange and Development

Sr.Vinci X., Assistant Professor, Department of Physics participated in the Inter Institutional Faculty Enrichment Programme (IIFEP) in New Delhi, organized by All India Association for Christian Higher Education (AIACHE) from 1st December to 7th December 2014 which was an exchange programme among the Faculty members; between various institutions, for enrichment in learning, vision and educative mission, and exchange of best practices implemented in the respective institutions.

A group of twenty participants including staff and students will have an exchange programme from 5th to 12th July 2015 to Sri Lanka.

Research Publications

All the Departments conduct National and International Seminars/ Conferences/ Workshops in collaboration with research institutions and academic centers and the proceedings of the seminars and conferences have been published as books.

Consultancy, Extension

The faculty members provide their expertise for consultancy services in the neighbouring institutions and industries.

The institution renders consultancy services to Government / Non-Government Organizations and the community and public at large.

Need-based extension programmes are organized in the neighbourhood. The institution recognizes the importance of institutional responsibility towards the society and has adopted villages through the NSS and other service groups of the College.

The NCC in collaboration with the Ministry of Defence is offering NCC as part of the curriculum by taking it as a Skill-Based Elective/ Non-Major Elective for the UG students.

The involvement of students in social movements and club activities like NCC, NSS, VIDES, AICUF, Women's Cell, Rangers, Rotaract and other service groups and movements help promote citizenship roles.

Student Placement

The Career Guidance and Placement Cell in collaboration with external agencies have increased the employment opportunities for students.

Any Other

Ms. Porselvi Saravanan, Ph.D. scholar in the Department of Chemistry was granted permission to carry out part of her research work in the Microelectronics Lab, Department of Electrical Engineering, **University of Washington, Seattle WA 98195** from February 2014 to July 2014.

3.7.3 Does the College have MoUs nationally / internationally and with institutions of national importance/other universities/ industries/ corporate houses etc.? If yes, explain how the MoUs have contributed in enhancing the quality and output of teaching-learning, research and development activities of the College?

The MoUs signed by the Departments promote the quality and output of teaching-learning, research and development activities in the College:

Department	MoUs
Chemistry	Thirumalai Chemicals, Ranipet, Vellore.
Computer Science	Bosco Soft Technologies, Tirupattur, Vellore.
Commerce	T.I.M.E. Education, Pvt., Ltd., Chennai
Business Administration	1. Audacious Dreams Foundation, Gudiyatham, Vellore. 2. Academy of Prisons and Correctional Administration, Vellore.
Communication Media	Bosco Soft Technologies, Tirupattur, Vellore.

The MoU signed by the Department of Business Administration helps in empowering students in the area of training, placement and project work. The MoU signed by the department of Chemistry will help students in project work, on-the-job training and placement.

The MoUs signed by the Department of Computer Science and Communication Media will enhance the syllabi and facilitate faculty exchange for Vocational courses.

The MoU signed by the department of Commerce is to conduct classes for Bank Probationary Officer (PO) and Campus Recruitment Training for Auxilium Students and Students from surrounding areas.

3.7.4 Have the College industry interactions resulted in the establishment / creation of highly specialized laboratories / facilities?

The institution-industry interactions have resulted in exchange of knowledge through industrial and laboratory visits and research.

Any additional information regarding Research, Consultancy and Extension, which the institution would like to include.

Though an old college, it is growing in the important field of Research. We had been concentrating too long on our rural poor young women that for a period, we did not have vertical mobility. When we have realized this, we are making quick progress but we need to grow a long way in this. Our efforts in the past five years are really good.

CRITERION IV

INFRASTRUCTURE AND LEARNING RESOURCES

4.1. PHYSICAL FACILITIES

4.1.1. How does the College plan and ensure adequate availability of physical infrastructure and ensure its optimal utilization?

The curricular, co-curricular, extra-curricular, administrative, and residential requirements of every member of the college are adequately met with by the physical infrastructure of the college.

Curricular Requirements	<ul style="list-style-type: none">• 5 main blocks with airy, spacious, well-lit classrooms and staff rooms• Auditorium• 4 Seminar Halls• A Conference Hall• ICT-enabled classroom with Electromagnetic Board• Words Worth Virtual English Language Laboratory• 20 Smart classrooms• General library with INFLIBNET facility• Department libraries• Project research laboratories• Exclusive laboratories for Chemistry, Zoology, Botany, Mathematics, Physics, Biochemistry, Microbiology, English, Computer Science, Multi media• Studios for Audio and Video recording and editing, and a Preview theatre• A Zoological museum with a good collection of specimens• Two Centralized instrumentation rooms for research
Co- Curricular Requirements	<ul style="list-style-type: none">• Internet Café for students• Staff Research Centre• Wi-Fi facility

	<ul style="list-style-type: none"> • Career Guidance room with an exclusive library • SPARK – Room for Rural Handicrafts
Extra - Curricular Requirements	<ul style="list-style-type: none"> • Indoor Stadium • Outdoor Stadium • Three stages for cultural programmes • Basket Ball Court with floodlights • Gymnasium for Faculty • NSS office • NCC obstacle • An exclusive plot and amenities for Solid Waste Management • Two buses for extension activities • Playground
Administrative Requirements	<ul style="list-style-type: none"> • The Principal's Office • Vice-Principals' Office (Shift I and II) • The Controller's Section • Administrative Office • IQAC Room • A Lobby, Guest parlour, Guest rooms and a Guest dining hall • Conference hall and a Meeting hall • Public Addressing system • Video conferencing facility • Board Meeting room • Examination Committee room • Archives room • Staff rooms
Residential Requirements	<ul style="list-style-type: none"> • Six residential blocks for Shift I students, Shift II students, Postgraduates and M.Phil. scholars, Residential staff (teaching, administrative and supportive) and the religious • Two separate dining halls for the residential students and the staff • A Place of Worship • Mess

Other Amenities	<ul style="list-style-type: none"> • Two Canteens • Purified drinking water facility (RO) • Rest rooms • Separate Parking Space for Staff and Students • Solar-Wind Hybrid Energy Reservoir (80KW) • Rain water Harvesting • 3 Generators, 7 UPS and 2 Invertors • Indian Overseas Bank • Stationery Shop • Incinerator facility • Phone Booths • Bio-metric Attendance system • Gardens
In Progress	<ul style="list-style-type: none"> • Gymnasium • Women's Hostel • Library

Optimal utilization of resources and infrastructure is ensured through careful and advanced planning of schedules (for curricular, co-curricular and extra-curricular activities), to access the infrastructure and technology-aided learning resources. Right from its inception, the institution is catering to the needs of the faculty and students through adequate infrastructural facilities and a regular maintenance and upgradation of the same.

The College functions in two shifts (8:25 a.m. – 1:30 p.m.; 1:40 p.m. – 6:35 p.m.) to ensure optimal utilization of the infra-structure. The College building and the classrooms are used to conduct competitive examinations and coaching classes on Saturdays and Sundays, for Civil Services, TNPSC, UGC-CSIR NET/SET, RRB, LIC, Banking, CSAT, ICWA, and CA organized by the Auxilium Study Centre. It is used as a centre for University evaluation and for the conduct of supplementary examinations by the Thiruvalluvar University. Thiruvalluvar University convocation functions are conducted in our auditorium for the past four years. Meetings of the Collectorate, Rotary Club Inner Wheel and some NGOs are also held in the auditorium.

4.1.2. Does the College have a policy for creation and enhancement of infrastructure in order to promote a good teaching-learning environment? If yes, mention a few recent initiatives.

Yes. In keeping with rapid advancements in technology and demand for quality education, the College enhances the infrastructural facilities periodically. The recent initiatives are:

- A New Mathematics Block
- Upgradation of the computer laboratory to support the latest requirements of IT
- ICT-enabled classrooms
- Words Worth Virtual English Language Laboratory with an Electromagnetic Board
- Studios for Audio and Video recording and editing, and a Preview Theatre
- New Cameras and Studio Lights for Communication Media Department
- General library with INFLIBNET facility and EBSCO
- An outdoor stadium with a gallery
- Flood lights in the basketball court
- Video Conferencing facility
- Wi-Fi facility
- Bigger classrooms provided with collar mikes
- New Inverters and Generators are installed for all the buildings
- Air condition (Tower AC) facility is installed for the auditorium stage
- Mini Auditorium (air-conditioned) and Conference Halls
- Solar Windmill Hybrid System – 50 KW
- Solar Power – 30 KW

4.1.3. Does the College provide all departments with facilities like office room, common room, and separate rest rooms for women students and staff?

- The staff rooms have a good ambience and are spacious with necessary facilities
- Office rooms are available in the Administrative Block
- Each department has a separate Staff room
- Separate Restrooms are available for staff and students
- Purified drinking water
- Cool green campus with shady trees

4.1.4. How does the College ensure that the infrastructure facilities meet the requirements of students/staff with disabilities?

- Classes and examination halls for the students who are differently-abled are allotted in the ground floor.
- The differently-abled students are provided accommodation in the ground floor of the hostel.
- Ramps are provided for easy access.
- An elevator in the Administrative Block is available for use by the differently-abled students and staff.

4.1.5. How does the College cater to the residential requirements of students?

Mention

- * **Capacity of the hostels and occupancy (to be given separately for men and women)**
- * **Recreational facilities in hostel/s like gymnasium, yoga center, etc.**
- * **Broadband connectivity / Wi-Fi facility in hostel/s.**

Separate Well furnished hostels blocks are provided for residential students. 3 UG, 2 PG, and a combined UG and PG hostels are available. There is a separate hostel block for Faculty, Non-Teaching Staff and House Staff.

- Nearly 1000 students are accommodated in the hostel. Mess facilities are available. In addition there is a canteen to cater to the requirements of the students and staff.
- Students are provided with well-furnished rooms with cots, fans, cupboards, tables and chairs.
- A separate study room with individual tables, chairs, and cupboards, is provided for the students.
- The hostel provides sufficient rest rooms and wash rooms in each block and a separate laundry area.
- A huge dining hall, equipped with tables and chairs, racks for plates, wash basins, an RO purified water system and 2 Televisions.
- 10 Pay Phone Booths, a Stationery, Reprographic Facility and Gift Shop, and an Internet Café.
- An Indian Overseas Bank Branch – Auxilium Branch.
- Library facilities can be availed on Saturdays as well by the hostel students.

- A cobbler is present in the campus twice a week.
- Recreational facilities like the Gymnasium, Yoga Centre and Playground are available. The residential students watch movies in the auditorium during weekends.
- Wi-Fi facility.

4.1.6. How does the College cope with health related support services for its students, faculty and non-teaching staff on the campus and beyond?

- An infirmary is available in the hostel premises with necessary first aid kits and beds.
- Physicians are consulted in the immediate vicinity and students are taken to the clinic as and when required.
- Christian Medical College, Vellore, Dr. Naushad Begum's Clinic, Dr Anushiya's Clinic, Akshaya and Kumaran Hospitals are accessed for medical consultation and emergency services, to provide health related services to support residential students, faculty members and non-teaching staff.
- Sr. Leema Rose, a trained nurse is present on campus.
- A free eye check-up and blood check-up is done for the Faculty and students.
- A regular medical check-up is arranged for I year students in the beginning of the first semester.
- Awareness programs on health related issues are provided by the Health and Fine Arts Club.
- Students are given physical fitness programmes which include yoga and meditation practice.
- A Gymnasium is provided for the Students, Faculty and the Non-Teaching Staff.

4.1.7. What special facilities are made available on the campus to promote interest in sports and cultural events?

- A Basketball court with flood lights, Kho-Kho, Kabbadi, Table Tennis, Badminton and Handball court, Football, Cricket and Hockey grounds are available.
- Special facilities like indoor and outdoor stadium, gymnasium, physical education, library, sports equipments, store rooms and dressing rooms for sports students are available.

- A separate Fitness Centre is used by Staff and Students.
- Special coaching for Hockey, Kho-Kho, Kabaddi and Cricket, is provided for the students.
- Qualified coaches are appointed for the enhancement of Sports.
- Intramurals and intercollegiate competitions are conducted to encourage the students to participate in various events.
- The Sports Advisory Committee and the Cultural Committee encourage the students to actively participate in various events.
- The Sports Day is celebrated annually to promote interest in sports for healthy competition and physical fitness among students.

Cultural Events

- An Auditorium and an open-air outdoor stage are available in the campus with stage and light facilities for cultural programmes.
- A Drama room is available with necessary props and costumes for dramatic and dance performances.
- Cordless and Collar Mikes, musical instruments like Keyboard, Guitar, Drums, Jazz set, Trumpet, Saxophone, Flute, Euphonium, Harmonica, Mouth organ, Tabla, Triple gong, Banjo, Electric drum pads, Bulbul dhara, Harp, 12 String Guitar, and Tambourine are preserved and maintained for use.
- Dance and Guitar classes are conducted regularly.
- Choreographers are arranged for training the students for special cultural events.
- *Muthamizh Vizha*, English Inter Departmental Dramatics and Hindi Diwas celebrations are organized to promote interest in literary and cultural events among students.
- The students are given opportunities for cultural expression during various celebrations like Religious festivals, National festivals, Hostel Day, Women's Day, Youth Fest, Teachers' Day, Gratitude Day, College Day, Valedictory Day and Departmental activities. The students are given opportunities to compete in intercollegiate, inter-university and national competitions.
- Students are given opportunities both in the college and the hostel to participate in cultural events.

4.2. Library as Learning Resources

4.2.1. Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

The College has a Library Committee which meets on a regular basis and discusses the issues related to the functioning of the library and its development. The Library Advisory Committee comprises of Secretary, Principal, Vice Principals (Shift I & II), Administrator, Librarians (Shift I & II), Deans of Arts (Shift I & II), Deans of Sciences (Shift I & II), Junior Assistant, Student Representatives (Shift I & II).

The Library Committee gets feedback from the **Students, Grievance Redressal Committee and the Deans of Student Welfare**. The library has a Suggestions and Complaints Register for the users. The feedback from these sources is discussed at the Library Committee meetings and relevant changes have been carried out. Some recent developments include: Replacement of Six computer systems, 3KV UPS, One Server, One Bar Code Printer, One Laser Printer, Two Scanners, Subscription for e-resources, Renewal of Institutional Membership at the British Council and the American Library, Access to the INFLIBNET services and Access to EBSCO.

4.2.2. Provide details of the following:

Brief information about the College General Library

- ❖ Total carpet area of the library (in Sq. Mts.) : 7450 Sq. ft
- ❖ Total seating capacity : 300
- ❖ Working hours (on working days, on holidays, before examination days, during examination days, during vacation)

On working days : 8:30 a.m. to 6.30 p.m. (Monday – Friday)

Pre-Examination Days : 8:30 a.m. to 6.30 p.m.

During examination days : 8:30 a.m. to 5.30 p.m.

During Vacation : 9.30 a.m. to 5.30 p.m.

Saturday : 9:00 a.m. to 1.00 p.m.

- ❖ **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)**

Layout of the library

- **Two Floors** – Ground floor and First floor

- **Ground Floor** - Stack Room, Reading Hall, Circulation Desk, OPAC, Internet Browsing, Reprography Wing, Question Banks, New Arrivals, Maps and Technical Section.
 - **First Floor** – Reading Hall, Reference Section, Back Volumes, Journals, Magazines, Research Theses, a Globe, Rare Books, and an Archives Section.
 - A new Library block is in progress.
- ❖ **Access to the premises through prominent display of clearly laid out floor plan; adequate signage; fire alarm; access to differently abled users and mode of access to collection**
1. Students are enabled to access books easily through prominently displayed signboards.
 2. The Librarian ensures that a record is maintained to register the number of users per day.
 3. Lending and returning of books is done through computer entries.
 4. A special zone is earmarked for e- resources such as CDs, DVDs, internet browsing facility with 2 systems and is also provided with INFLIBNET facilities.
 5. At the students' internet café the students can access INFLIBNET services.
 6. Sign boards are provided in the library.
 7. Fire extinguishers are installed with proper instructions.

4.2.3. Give Details on the library holdings

Library holdings as on 31.03.2015

a) **Print (Books, back volumes and theses):** 76,614

S. No.	Subjects	Total No. of Books	Total No. of Theses	Total
1.	English	11,460	32	11,492
2.	Mathematics	5104	67	5,171
3.	Physics	2,273	-	2,273
4.	Computer Science	2,445	66	2,511
5.	Commerce	3,892	91	3,983

6.	Chemistry	4,544	19	4,563
7.	Microbiology	560	-	560
8.	Biochemistry	559	1	560
9.	Zoology	3,027	15	3,042
10.	Tamil	7,153	-	7,153
11.	Electronic Media	563	-	563
12.	Human Rights	36	-	36
13.	General	15,425	-	15,425
14.	Social Work	446	-	446
15.	Business Administration & Human Resource Management	1,148	1	1,149
16.	Economics	842	1	843
17.	History	2,544	1	2,545
18.	French	421	-	421
19.	Bio-Informatics	200	-	200
20.	Physical Education	310	-	310
21.	Environmental Science	82	-	82
22.	Hindi	1,174	-	1,174
23.	Botany	676	1	677
24.	Sociology	630	-	630
25.	Tourism	229	-	229
26.	Back volumes	10,576	-	10,576
	Total	76,319	295	76,614

b) **Non Print (Microfiche, AV)**

DVDs/ CDs: 148

c) **Electronic (e- books, e-Journals)**

e-Books (N-List)

Cambridge Books Online	1800 titles
E- library	83000+ titles
EBSCO Host-Net Library	936 titles

Hindustan Book Agency	65+ titles
Institute of South East Indian Studies (ISEAS) Books	382+ titles
Oxford Scholarship	1402+ titles
Springer eBooks	2300 titles
Sage Publications eBooks	1000 titles
Taylor and Francis eBooks	1800 titles
My library – McGraw Hill	1124 titles

e-Journals (N-List)

American Institute of Physics	18 titles
American Physical Society	10 titles
Annual Reviews	33 titles
Cambridge University Press	224 titles
Economic and Political Weekly – (EPW)	1 title
Indian Journals	180 titles
Institute of Physics	46 titles
Oxford University Press	206 titles
Royal Society of Chemistry	29 titles
H.W. Wilson	3000+ titles
JSTOR	2500+ titles

EBSCO HOST

Management Journals	1,02,817 titles
Management Magazines	6,976 titles
Business Journals	57,558 titles
Business Magazines	15,160 titles

d) Special Collection (e.g. Textbooks, Reference books, standards, patents)

Text books	9000
Reference Books	3496
Special Collection	576
Total no. of Journals and Magazines Subscribed to	75

4.2.4. What tools does the library deploy to provide access to the collection?

Tools in the library to provide access to the collection

- **Online Public Access Catalogue (2003-04):** OPAC is used to have online public access.
- **Electronic Resource Management package for e-journal Resource Management package for e-Journals:**
 - American Institute of Physics, American Physical Society, Annual Reviews Cambridge University Press, Economical and Political Weekly, Indian Journals, Institute of Physics, JSTOR, Oxford University Press, Royal Society of Chemistry, H.W. Wilson.
- **Federated searching tools to search articles in multiple databases**
eBLIS by Electronic Bosco Library Information System Software Solution is available to search for articles in multiple databases.
- **In-house/remote access to e-publications**
Special ID number is given to students, research scholars, faculty and non-teaching staff to have direct access to library resources.\

4.2.5. To what extent is the ICT deployed in the library?

The Library has been automated using the library management software eBLIS. It offers total solution for all functions of the library under the following modules: Administration, Librarian's Desk, Acquisition, Document Catalogue, Serial Control, Membership, Web Online Public Access Catalogue, Circulation and Budgeting.

- **Total number of computers for public access :** 3
- **Total numbers of printers for public access :** 1
- **Internet band width speed** 2 MBPS 10 MBPS 1 GBPS(GB)
- **Institutional Repository** : The Library has a repository for archives and back issues of journals.
- **Content management system for e-learning :** Available
- **Participation in Resource sharing networks /**
- **Consortia (like Inflibnet)** : Available (INFLIBNET)

The new Library (under construction) will have all the facilities required.

4.2.6. Provide details

- * **Average number of walk-ins/ per month** : 5000 per month
- * **Average number of books issued/returned/per day:** 150 per day
- * **Ratio of library books to students enrolled** : 1 : 20
- * **Average number of books added during last three years**

2010-2011	:	945
2011-2012	:	957
2012-2013	:	1789
2013-2014	:	2046
- **Average number of login to opac (OPAC)** : 50 per day
- **Average number of login to e-resources** : 10 per day
- **Average number of e-resources downloaded/ printed** : 10 per day
- **Number of information literacy trainings organized**

User Orientation Programmes Department-wise:

The library conducts Orientation Programmes regularly for freshers for all the Departments. 37 such programmes are conducted every year.

4.2.7. Give details of the specialized services provided by the library

- **Manuscripts**

The M. Phil. Dissertation and Ph.D. theses of research scholars and the projects of the PG and UG students are available in department libraries and the general library for readers' reference.
- **Reference**

A total number of 3496 reference books, 10,576 back volumes of journals and magazines are available.
- **Reprography**

Reprographic facilities are made available at nominal cost to all Students and Faculty.
- **ILL (Inter Library Loan Service)**

Inter library loan service is available through an Institutional membership with the American Library and British Council Library, Chennai.

- **Information Deployment and Notification**

The information related to placements, competitive examinations, important current issues are displayed on the notice board of the library. New arrivals are also displayed every week.

- **OPAC**

OPAC is used for Online Public Access to the collection of books available in the library.

- **Internet Access**

Internet facility is available for students, research scholars, and faculty.

- **Downloads**

Staff and students are allowed to download online information.

- **Printouts**

Printers are available in the library.

- **Reading list/Bibliography compilation**

The library provides a reading list depending on the demand of the user. Subject-wise Bibliography is also provided according to the readers' requirements.

- **In-house/remote access to e-resources**

Department libraries have their own computers with internet connections for access

N-List and EBSCO e-resource are service is available for students and staff.

- **User Orientation**

The library conducts Orientation Programmes regularly for freshers, research scholars and faculty members.

- **Assistance in searching Database**

The Faculty of library provide assistance to anyone who requires help in accessing online database.

- **INFLIBNET/IUC facilities**

The College subscribes to INFLIBNET Consortia namely N-List.

4.2.8. Provide details on the annual library budget and the amount spent for purchasing new books and journals.

Year	Amount spent on books (₹)	Amount spent on Journals & Periodicals (₹)	Amount spent on Electronic resources and Institutional memberships (₹)
2010 - 2011	6,04,346.00	98,378.00	9,500.00
2011 - 2012	3,33,341.00	53,839.00	6,500.00
2012 - 2013	7,72,469.00	67,692.00	2, 70,336.00
2013 - 2014	7,67,305.00	1,08,783.00	2, 39,175.00
2014 - 2015	7,28,304.00	1,37,912.00	2,43,475.00

4.2.9. Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services.

The Library and the College collect feedback from the students to ascertain the efficiency of the library as a resource. A Suggestion Register is circulated among the final year students department-wise to get a feedback for improvement. The Library gets a feedback from the Students Grievance Redressal Committee and the Dean of Students Welfare. The Library has a Suggestion and Complaints Register for the users. A feedback on N-List (e-resources) is also collected from the users. The feedback from these sources is discussed at the Library Committee meetings and relevant changes are made.

4.2.10. List the infrastructural development of the library over the last four years? (2010-2014)

1. Six computer systems have been added
2. UPS 3KV
3. One Server
4. One Bar Code Printer
5. HP Inkjet 5160 Printer

6. Two Scanners
7. One Photocopier
8. Five book racks have been provided for the Archive section
9. Lenovo Core i3 – 3240 @ 3.40 Ghz/ 2 GB DDR3 RAM/ 500 GB Sata Hard Disk Drive/ DVD Writer/ 104 Keys Key Board/PS2 3 Button Scroll Mouse/ 18.5LED Monitor/ 400 W SMPS/ Tower Cabinet 6 NOS
10. 3 KVA LIEBERT UPS 1 NO
11. HCL INTEL XEON SERVER 1 NO
12. ZEBRA GC420T Barcode Printer 1 NO
13. HONEYWELL Voyage Barcode Scanner 2 NOS
14. THOSIBA Studio 282 Printer COM Photocopier

4.2.11. Did the library organize workshop/s for students, teachers, non-teaching staff of the College to facilitate better Library usage?

1. Yes, the library organized a State Level Seminar on ‘Security in Information Technology’ on 07.09.2011 in collaboration with the Department of Computer Science.
2. Every year the Library conducts orientation programmes for students at the commencement of the academic year to orient them on various resources, facilities, and the rules and regulations to be followed in the library.

4.3. IT Infrastructure

4.3.1 Does the college have a comprehensive IT policy addressing standards on IT service Management, Information Security, Network Security, Risk Management and Software Asset Management?

The College encourages the use of Information and Technology tools and has a regular system to maintain and update the IT facilities. Antivirus and data security measures are also available in the computer laboratories. Software required in computer laboratories for the forth-coming semester is installed well in advance. The hardware is inspected periodically for failures and suitable replacements are made to ensure the minimum down time.

4.3.2. Give details of the college's computing facilities (hardware and software)

No. of Systems with Configurations

Location	Number of Systems	Configuration
Computer Laboratory1 (UG)	52	(26 No's) Wipro - Intel Core 2 Duo 2.8 GHz /3MB/2 GB DDR2 800 FSB RAM/ 250 GB /Hard Disk Drive
		(20 No's) Wipro - Intel Core 2 Duo 2.93 GHz / 2 GB DDR2 RAM/ 320 GB Hard Disk Drive
		(6 No's) Acer - Intel Dual Core 3.2 GHz / Intel DG 31 Mother board/ 2 GB DDR3 RAM/ 500 GB Hard Disk Drive
Computer Laboratory 2 (PG)	43	(1 No) Wipro - Intel Core 2 Duo 2.93 GHz / Intel DG 41 Mother board/ 2 GB DDR2 RAM/ 320 GB Data Hard Disk Drive
		(5 No's) Acer - Intel Dual Core 3.2 GHz / Intel DG 31 Mother board/ 2 GB DDR3 RAM/ 500 GB SATA Hard Disk Drive
		(6 No's) Lenova - IBM Intel Dual Core2.6 GHz / Intel G 41 Mother board/ 2 GB DDR2 RAM/ 320 GB SATA Hard Disk Drive
		(26 No's) Lenova - H530S DT (57319448) Core I3 - 4130 @ 3.40 GHz /2 GB DDR3 RAM/ 500 GB SATA Hard Disk Drive
		(1 No) IBM Zeon Server System X3200M3 (Oracle) Intel Xeon 2.4 GHz 1156 LGA / 4 GB DDR RAM/ 250 GB Sata HDD/ x3430 Mother Board/ Server Cabinet
		(2 Nos) SQL SERVER, LINUX SERVER Wipro- Pentium 1.0 GHz processor/ Intel Mother Board/ 1 GB SD RAM/ 40 GB SCSI Hard Disk Drive/ 52 X CD ROM Drive/ Server Cabinet
		(1 No) WINDOWS 2000 SERVER Intel Core 2 Duo 2.8 GHz 775 P/ Intel G31 Mother Board/ 4 GB MB DDR2 RAM/ 250 GB Sata Hard Disk Drive/ Tower Cabinet

		(1 No) TALLY SERVER Intel Core 2.00 GHz/ Intel DG 945 Mother Board/ 2 GB DDR2 RAM/ 160 GB Sata Hard Disk Drive/ Tower Cabinet
Computer Literacy Laboratory	54	(21 No's) Intel Pentium4 1.6 GHz 475 P/Intel 845GL Mother board/ 256 MB DDR2 RAM / 40 GB IDE Hard Disk Drive
		(10 No's) Wipro - Intel Pentium 2.40 GHz / Intel DSG10845GVM - Mother board/ 512 MB DDR 333 RAM/ 80 GB SATA Hard Disk Drive
		(4 No's) Intel Pentium 3.06 GHz 775 P/ 512 MB DDR2 1 MB FSB RAM/ 80 GB SATA Hard Disk Drive
		(9 No's) Lenova - IBM Intel Dual Core2.6 GHz / Intel G 41 Mother board/ 2 GB DDR2 RAM/ 320 GB SATA Hard Disk Drive
Media Laboratory (Arts Block)	28	(20 No's) HCL - Pentium (R) Dual Core/ 2.60 GHz / 2.60 GHz /RAM 1.99 GB
		(5 No's) Lenova - Pentium (R) Dual Core/ 3.20 GHz/ 2002 / RAM 1.87 GB
		(3 No's) Dell - Pentium (R) Dual /3.10 GHz Basics Intel (R) Core/ 3.10 GHz64/RAM 3.00 GB
Media Laboratory (Edit Suit)	4	(1 No) Mac 4/Version 10.3.4/3.5 GHz Power PC G 5/532 MB DDR SD RAM
		(1 No) Mac 5 OS extended Journaled/ Version 10.4.2/ Mac OS X/4x2.5 GHz Power PC G 5/ 2.56 GB DDR 2 SD RAM
		(1 No) Mac 10/Quad – Core/i 5 2.7 GHz/ 8 GB/ 1 Tb intelires Pro.
		(1 No) Dual-core / 2 GB RAM / 500GB HDD
Browsing Lab (Arts Block)	41	HCL - Pentium (R) Dual-Core / 2.6 GHz/ 2 GB RAM
Virtual English Laboratory (Arts Block)	50	(25 no's) Lenovo - H430 Series Intel Dual core/ 2 GB DDR3 RAM/ 500GB
		(25 No's) Lenovo - H520E Series Intel 3rd Gen Dual core/ G2030 2.6Ghz/ 2GB RAM/ 500GB HDD
Research Cell	13	(9 No's) HCL - Pentium (R)Dual-core / 2.6 GHz/ 2 GB RAM
		(4 No's) Dell - Pentium (R) Dual Core/ 3.30 GHz/ 3 GB RAM

Research Laboratory	4	(3 No's) Dell - Intel (R) Core 2 Duo/ E7500 @ 2.93 GHz/ 400 GB RAM
(Department of Mathematics)	14	(1 No) HCL - Intel Pentium Dual Core/ E5200 @ 2.5 Ghz/1.99 GHz RAM
Administrative Office, Principal,		(7 No's) HCL - Intel Pentium Dual Core 2.5 GHz, 2GB DDR RAM/250 SB SATA/ DVD Writer
Vice Principal		(2 No's) Lenovo H410/ Intel Dual Core 3.2 GHz/ 2GB RAM/ 500GB HDD/DVDRW
		(1 No) Wipro - Intel Core 2 Duo 2.8 GHz 11066F 3MB / 2 GB DDR2 800 FSB RAM/ 250 GB SATA Hard Disk Drive
		(1 No) Wipro - Z/502/ATX – Chasis/ Xenon Up – 3040-1-86-2M-1066/2 GB DDR/ 2 GB/52XCDR/320 MPS Dual Channel
		(2 No's) Dell - Intel Core i3/ 3.1 GHz/3 GB DDR3 RAM/ 500 GB HDD/DVDRW
		(1 No) Sony - JJ128FG/B Intel Core i5-560/4GB DDR3 RAM/ 500GB HDD
Controller's Office	7	(4 No's) Wipro - Intel Core 2 Duo 2.8 GHz 11066F 3MB / 2 GB DDR2 800 FSB RAM/ 250 GB SATA Hard Disk Drive
		(2 No's) HP - Intel (R) core (TM) i3-3240 CPU GHz, 6.00 GHz RAM
		(1 No) Sony - JJ128FG/B Intel Core i5-560/4GB DDR3 RAM/ 500GB HDD
Library	8	(5 no's) Lenovo H410/ Intel Dual Core/ 2 GB RAM/ 500 GB HDD/ DVDRW
		(2 no's) HCL - Intel Pentium Dual Core/ E5200 @ 2.5 Ghz/1.99 GHz RAM
		(1 no) HCL - Intel (R) Xeon (R)/ E5405 @ 2.00 GHz/ 3.99 GB RAM/ Server Cabinet
Career Guidance	2	(1 no) Wipro - Intel (R) Pentium (R) 4 CPU/3.00 GHz/ 248 MB RAM
		(1 no) HCL - Intel Pentium Dual Core/ E5200 @ 2.5 Ghz/1.99 GHz RAM

Departments	18	(9 no's) HCL - Pentium (R)Dual-core / 2.5 GHz/ 2 GB RAM/ 2.50 GHz Basics Intel (R) Core/ 3.10 GHz/64/RAM 3.00 GB
		(2 no's) Dell - Pentium (R) Dual Core/ 3.30 GHz/ 3 GB RAM
		(5 no's) Lenovo H430 Series Intel Dual core/ 2 GB DDR3 RAM/ 500GB
		(2 no's) Wipro - Intel (R) Pentium (R) 4 CPU/3.00 GHz/ 248 MB RAM
Laptops	13	(2 no) Sony Z136GG/B Intel Core i5-580M, 6GB DDR3 RAM,128 GB Flash Drive
		(4 no) Sony EA42B Intel Core i3-380M, 2GB DDR3 RAM,320 GB HDD
		(2 no) Sony EG2A Intel II Generation Core i5-2430M, 2.4 GHz, 4 GB DDR3 RAM,320 GB HDD
		(5 no's) HCL Intel(R) Core (TM)2 Duo CPU 2.00 GHz/ 2.00 GB RAM

Computer Student Ratio:

Every student has access to the computer on a 1:1 basis to meet her academic requirements. The Computer Science department has 144 computers and 4 separate systems for the faculty with Internet connection. The Media Department has 31 computers with 1:1 ratio for the students. All other departments have a computer and a laptop with an Internet connection. In addition, the Government of Tamil Nadu has provided free laptops to all students between 2011 and 2013.

Computing Facilities:

The examination unit has software BICS Automation. It also has secure printing facilities for in-house printing of mark sheets and other certificates. The Intranet Server in the Computer Block caters to faculty and students of the Computer Science departments. A common computing facility, including a browsing centre for the students with 41 nodes is available in the Browsing Centre. A virtual English Language Laboratory is used by the Department of English to facilitate English language learning for students of all departments.

The Media Department has two laboratories – Multimedia Laboratory and Editing Suite (Audio and Video). Tata Sky DTH connection is available in the Preview Theatre.

Wi-Fi:

All the blocks on campus are Wi-Fi enabled to provide secure and easy access to the internet.

Propriety Software/ Open Source Software:

Name of the Lab	Software/Open Source
Computer Laboratory / Browsing Laboratory	Windows 8 Professional, Windows 98, Windows 2000 Server, Windows XP Home, Windows 2000 Server, Oracle 9i Workgroup Server, Visual Studio .net Professional Full Pack 2005, Borland Turbo C++ for DOS and Windows, SQL 2000 Standard Server Multi User, Wingate Professional Edition Multi User 2002, Lotus 1-2-3, Turbo Pascal, Turbo C++ , SPSS Multiuser 9, Tally 9 Gold Multi User 8, Micromedia Dreamweaver 5, Micromedia Flash 5, Macromedia Fireworks, Microsoft Office 2010 Professional.
Media Laboratory	Licensed 3D Max Version 8 available in Multimedia Lab. Licensed Final Cut Pro Versions 4, 5, 7 and 10 and Licensed Neundo version 2.0 Adobe Creative Cloud - 30 users
Virtual English Language Laboratory	Words Worth Software, LAN School.

Scanners, Printers and Copiers:

S. No.	Location	Description
1.	Administrative Office Principal Vice Principal	(1 No) HP LaserJet 5200 Printer (3 No's) HP LaserJet 1020 Plus Printer (1 No) HP DeskJet Ink Advantage 2515 Printer (1 No) TVS MSP 250 Champion Dot Matrix Printer (1 No) HP Scanjet G3010 Scanner (1 No) DP A120 DUPrinter Digital Duplicator (1 No) Toshiba e-Studio 282 Photo Copier (1 No) Toshiba e-Studio 2040CSE Photo Copier (1 No) Toshiba e-Studio 182 Photo Copier

2.	Examination Section	(1 No) HP DeskJet Pro 400 Color Printer (1 No) HP DeskJet CP 2425 Color Printer (1 No) HP LaserJet P1566 Printer (1 No) Canon LaserJet 2900 Printer (1 No) EPSON LQ 2180 Dot Matrix Printer (1 No) Wipro LQ 1050+DX Printer (1 No) Toshiba e-Studio 305 Photo Copier (1 No) Toshiba e-studio 456 Photo Copier (1 No) HP Scanjet G3110
3.	Computer Laboratory	(1 No) HP LaserJet P1566 Printer (1 No) Samsung LaserJet ML3471ND Printer (3 No's) Wipro LQ 1050+ DX Dot Matrix Printer
4.	Library	(1 No) Toshiba e-studio 282 Photo Copier (1 No) Zebra GC420t Barcode Printer (2 No's) Honeywell's Voyager™ 1250g Barcode Scanner
5.	Career Guidance	(1 No) Toshiba e-studio 166 Photo Copier (1 No) HP Business Inkjet 1000
6.	Media Laboratory	(1 No) HP DeskJet 5160 Printer
7.	Browsing Center	(1 No) Toshiba e-studio 167 Photo Copier (1 No) HP Scanjet G2410 Scanner
8.	Research Cell	(1 No) Konica Minolta Page Pro 1350W
9.	Research Laboratory (Department of Mathematics)	(1 No) HP LaserJet M1005 MFP Printer

Electromagnetic Board:

	Quantity	Configuration
Virtual English Laboratory (Arts Block)	1	Promethean 78 inch Electromagnetic Board
		Promethean Active view visualizer

LCD Projectors

S. No.	Location	Quantity
1	Auditorium	1
2	Media Block Seminar Hall	1

3	Computer Block Seminar Hall	1
4	Administrative Block Conference Hall	1
5	Words Worth Virtual English Language Laboratory	1
6	Computer Block	5
7	Science Block	2
8	Administrative Block	3
9	Arts Block	9
10	Mathematics Block	1

4.3.3. What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The following plans are implemented by the college to upgrade the IT infrastructure and associated facilities:

- Wi-Fi facility
- LCD facility for effective teaching
- Electro-Magnetic Board for interactive teaching
- The latest version of the software to enhance the advanced knowledge in IT
- More computers to increase students' access to ICT-enabled learning

The College deploys and upgrades its IT infrastructure and associated facilities every year in order:

- to fulfill the needs of the students either due to increase in strength or change in the syllabi.
- to resolve the compatibility issues because there are rapid changes in the IT sector within a short period of time
- to provide an annual budget allocation to upgrade the IT infrastructure and associated facilities

4.3.4. Give details on access to online teaching, teaching and learning resources and other knowledge, and the information provided to staff and students for quality teaching, learning and research.

INFLIBNET is used to motivate and enhance the interest in research among students and Faculty to disseminate library and information resources. Online Magazines and Journals available in the general library are used by students and faculty. The Faculty and Students can access e-journals and e-books and can avail the internet facilities in the College. The Interactive Electromagnetic Board is available for online teaching, where classes are taken by accessing the Internet and student interaction. The institution has provided the Faculty with a research room and the students with an Internet Cafe. Online teaching and e-learning, Smart Classrooms and Language Laboratories are upgraded for Online Teaching and learning process. The Department of Business Administration subscribes to the online journal EBSCO and students can also access INFLIBNET. Students are taught stock trading online.

4.3.5. Give details on the ICT enabled classrooms / learning spaces available within the college and how they are utilized for enhancing the quality of teaching and learning.

There are 20 smart classrooms which are ICT enabled in the College to enhance the quality of teaching-learning process. These classrooms are provided with Laptops and an LCD projector. The two Conference halls in the Administrative Block have LCD projectors. The Computer Block and Media block Seminar Halls have LCD projectors to conduct seminars and conferences. The Preview Theatre with a projector is available for Media students in the Media Block. An Electromagnetic board is also available in the College. The ICT rooms are also used for the presentation of assignments and project work of the students. Thus the students learn to present papers at seminars and conferences and a better understanding of the subject is provided to them. The video conferencing facility gives them an opportunity to have direct discourse with experts and professionals abroad. The English Language Laboratory is used in teaching English Language Skills. Literary films are screened to provide students with a comprehensive perspective of literature.

4.3.6 How are the faculty facilitated to prepare computer aided teaching-learning materials? What are the facilities available in the college or affiliating university for such initiatives?

Each department has a separate computer with an internet connection to prepare teaching-learning materials. The smart classrooms and seminar halls are used for Powerpoint presentation and Virtual English Laboratory with a learning tool called “Words Worth” for teaching English Language skills. Active Spiro Software is used by the Department of Tamil to prepare Computer Aided Teaching. The College has an Institutional membership in American and British Council Libraries. Electromagnetic board is available in the College where classes are taken by accessing the Internet. A Research centre for Faculty with Internet connection is available.

4.3.7. How are the computers and their accessories maintained?

All the systems are under Annual Maintenance Contract (AMC) to replace dysfunctional hardware or software, timely servicing, annual clean-up and antivirus installation.

4.3.8. Does the college avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

Yes, through INFLIBNET and EBSCO. The autonomous inter-university centre of the UGC for the sharing of library information resources and services among academic and research institutions is used in Auxilium College.

4.3.9. Provide details on the provision made in the annual budget for update/development and maintenance of the computers in the college.

Adequate funds are allocated annually. – refer Sr. Principal

Year	Amount (₹)
2010-2011	5,22,405.00
2011-2012	5,33,550.00
2012-2013	6,38,723.00
2013-2014	6,18,494.00
2014-2015	10,11,368.00

4.4. Maintenance of Campus Facilities

4.4.7. Does the college have an Estate office/ designated officer for overseeing maintenance of buildings classrooms and laboratories? If yes, mention a few campus initiatives undertaken to improve the physical ambience.

Yes, the college has an Administrator to oversee the maintenance of building, classrooms and laboratories.

- Approximately ₹25 lakhs is spent on maintenance every year.
- During the month of April and May the electrical wiring, rest rooms and furniture of all the buildings are repaired. 35 house staff maintains the cleanliness of the entire campus.
- Rest rooms are cleaned by three separate employees.
- Adequate water is provided for daily use.
- Full-time carpenters, electricians, plumbers, a mechanic and computer technicians are available to maintain the infrastructure and other utilities.
- An Eco-friendly environment is maintained which adds beauty to the physical ambience of the College.
- Gardens with a variety of trees and nesting birds add to the aesthetic ambience of College.
- Employees under the Solid Waste Management project of the College, take care of separating the daily waste both bio-degradable and non-degradable. Bio-degradable waste is converted into organic and vermi composted manure. This manure is used to maintain the College garden. The non-degradable waste is sold to recycling units.
- At the end of every academic year, stock checking of the library, apparatus, furniture and instruments in the laboratories are done by the faculty and is cross checked by the faculty of other departments.
- Daily cleaning is done by the house staff.
- As new courses are introduced, buildings are extended. This year (2014-2015), a laboratory for P.G. Physics, a Mathematics block with a new staff room and classrooms have been added.
- The Auditorium was renovated. The Outdoor stadium, with a gallery has been built for the benefit of sports students.
- Purified drinking water is available for all.

- Lab Attenders are appointed to maintain every laboratory of the College.
- A clean and healthy ambience provides a conducive atmosphere for learning.
- A Gymnasium with an elliptical bike, a tread mill, an ergo cycle and a twister has been established for the advantage of faculty.

4.4.8. Does the college appoint staff for maintenance and repair? If not, how are the infrastructure facilities, services and equipment maintained? Give details.

Yes, the College appoints staff for maintenance and repair.

- The College has AMC (Annual Maintenance Contract) with many companies to take care of the computers, inverters, water purifiers, and other instruments and equipment used for research for all the buildings.
- A Green environment is maintained by a team of workers under the supervision of the Administrator.
- Annual repair is carried out during the summer vacation in all the buildings with the help of the carpenters, plumbers and electricians of the college.
- Cleanliness in the campus and the classrooms is maintained by 35 House Staff.
- Laboratories are well equipped and maintained by the lab assistants.
- Solid waste disposal, conversion of bio-degradable waste into organic and vermi compost manure is done by a team of women, employed under the Solid Waste Management project.

Any additional information regarding Infrastructure and Learning Resources, which the institution would like to include.

The College continually maintains and develops the infrastructure facilities. All the facilities in the College are continually maintained and either repaired or replaced on time.

Learning resources are continually developed in the persons of teachers by constant upgradation and instruments which aid learning. Training is offered for all to use the instruments and facilities.

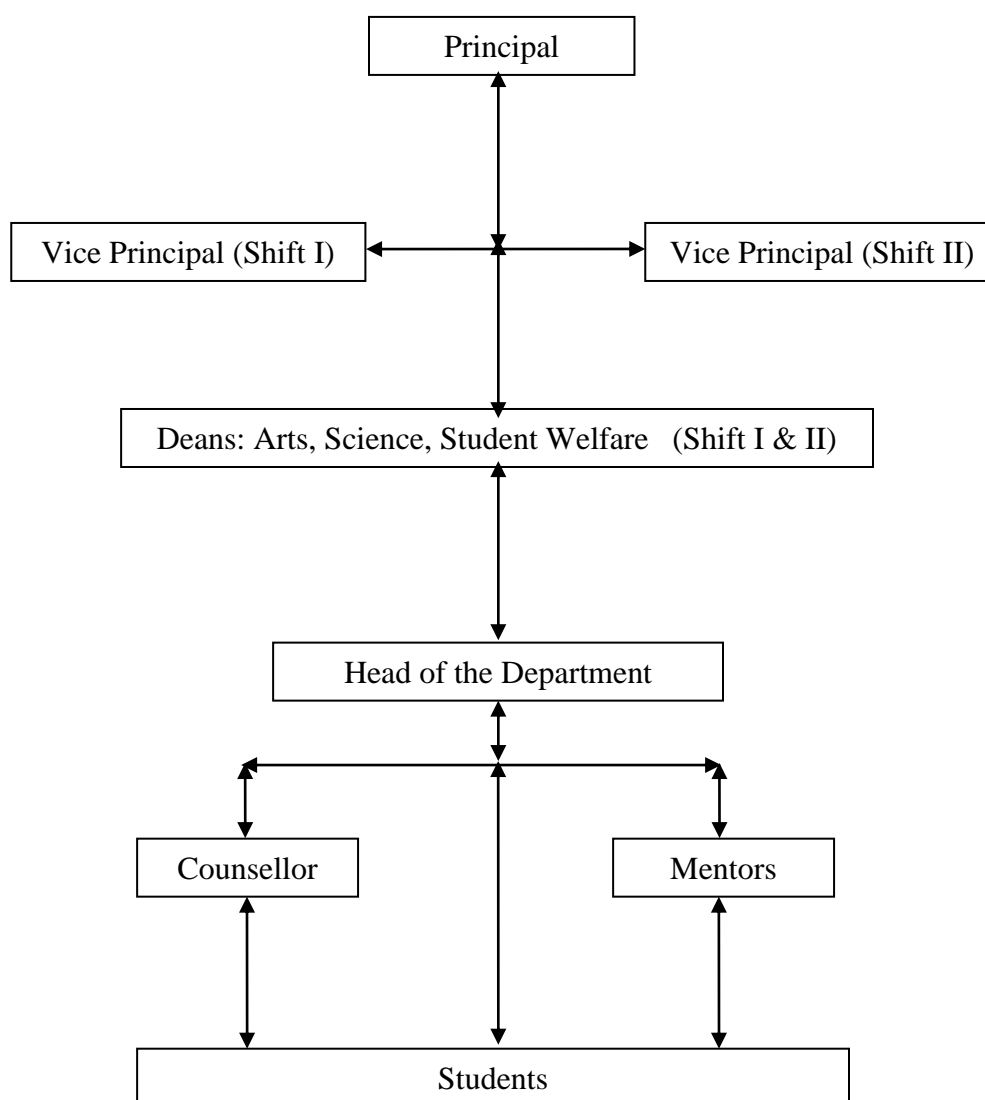
The addition of a good Language Laboratory and Video Conferencing facilities are good learning resources. In the long run, we intend to increase the speed of Wi-Fi.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the College have an independent system for student support and mentoring? If yes, what are its structural and functional characteristics?

Yes. The college has an independent system for student support and mentoring.



Student Support System

Structural Characteristics

The student support system is headed by the Principal and co-ordinated by the Vice-Principals and the Deans of Arts, Science and Students' Welfare. Their work in the student support system includes organising and co-ordinating all the curricular, co-curricular and extra-curricular activities of the student community along with the members of the college union.

Functional Characteristics: The student support system organises and co-ordinates:

- Students' Welfare Programmes
- Orientation Programme for all the students
- Leadership Training Programme for all the Student Leaders
- Regular meetings of the College Union
- Issue of Identity Cards to students
- The planning and execution of College Union Election.
- The Teacher's Day performances and other cultural activities for various celebrations
- The conduct of Parent-Teacher meeting
- Monitoring regular attendance and absenteeism
- Helping students to avail Railways and Bus transport concessions
- Regular assembly, prayer and presentation of monthly values
- Registration and Selection of Skill Based Electives and Non-Major Electives
- Family Life Education, Value Education, Life Skills
- Legal Awareness
- Career Guidance and Placement
- Economic, moral and spiritual support
- The homes of students

Mentoring

Structural Characteristics: Each class is divided into two groups and two Faculty members are allotted as mentors. Each student has a Mentor directly in charge of her integral formation.

Functional Characteristics: Regular mentoring sessions are conducted, which is a meeting of the mentor-mentee to motivate the students regarding their Academic Performance, Character Formation and Goal Setting. The mentors are available even after class hours to discuss the personal issues and offer moral support and personal guidance to the mentees.

During the monthly mentoring session, the common problems are discussed and solutions found. A Mentoring Booklet is provided to each student which contains all the personal and academic details of the student which is continuously monitored and maintained by their mentors.

5.1.2 What provisions exist for academic mentoring apart from class room work?

- At the beginning of the academic year Deans and Heads of the Departments orient the students on matters related to academics, evaluation, autonomy and other programmes
- Mentoring Booklets that include the Student's Academic Profile help the Faculty to offer academic counseling to students, identify the slow learners and offer assistance to them
- Remedial Classes are arranged for slow learners and a Bridge Course in English is arranged for the students from the vernacular medium
- Peer Group Study, Unit Test and Model Examinations are regularly conducted. The progress of the student is discussed with the parents, based on their performance in the Semester examinations.
- Advanced Learners are encouraged to aim for higher academic goals, present and publish papers and articles, participate in competitions, seminars, conferences, refer extra books and think creatively
- Faculty members give personal academic / moral / spiritual mentoring to students outside the class hours too.

5.1.3 Does the College provide personal enhancement and development schemes for students? If yes, describe techniques employed e.g., career counselling, soft skill development, etc.

Yes, the College provides personal enhancement and development schemes for students.

- All the final year students are offered a 15-hour Soft Skills Training Programme, which is arranged on weekends with 100 students in each batch.
- A Bridge Course in English is offered to vernacular medium students.
- The English Language Laboratory offers a suitable ambience for students to develop their English Language skills.
- Slow-learners are offered Remedial Classes.
- A Counsellor is available to guide students in Life-Coping skills and in dealing with personal problems.
- All the students especially the Final Year students are offered career options in counselling on employability skills, competitive examinations and higher education/ job opportunities by the Career Guidance and Placement Cell.
- It is mandatory for all the II year Undergraduate students to undergo training in MS Office and basic computer skills.
- The Students' Internet Café helps students to catch up with the latest trends in the academic world.
- Value Education classes, Faith formation classes and Good Morning and Good Afternoon Thoughts are given to inculcate moral and spiritual values in students.
- The Students are also involved in extension activities, association activities, NCC, NSS, Sports and the activities of movements and clubs.
- All the College Union Leaders, Class Leaders, Secretaries of Associations and Clubs and Movements are given a Leadership Training Programme.
- Other personal enhancement programmes include: Guest lectures by experts, and visits to Industries and Laboratories.
- Sessions are conducted on Family Life education.

5.1.4 Does the College publish its updated prospectus and handbook annually? If yes, what are the activities/ information included / provided to students through these documents? Is there a provision for online access?

Yes, the College publishes its updated Prospectus and Handbook annually and also provides online access to the same.

Information included in the *Handbook*:

- History of the College
- Vision, Mission and Goal of the College

- Educative Plan and Action Plan for the academic year
- Rules and Regulations of the College
- Association, Groups and Movements in the College
- Details of Staff
- Extension activities of various departments
- Details of administrative bodies and working committees
- Details of available courses
- Department-wise Faculty Information
- Fee Structure
- Students' Identity Certificate Form
- Late Attendance Record
- Examination schedule
- Association and Club activities, which include Seminars, Conferences, and Workshops
- National holidays

Information included in the *Prospectus*:

- History of the College
- Vision and Mission of the College
- Details of the courses offered
- Eligibility criteria
- Facilities available in the campus
- Application Form

The above-said information is also available as a Softcopy at the College web site.

The College maintains a website – www.auxiliumcollege.edu.in, which provides all the information of the College.

Information included in the *Website*:

- Message from the Principal's Desk
- History of the College
- Courses offered by the College
- Academic Calendar
- Quality Statement - IQAC

- Latest news and events of the College
- Layout of the College and Photo Gallery
- Infrastructure facilities (Library, Laboratory, Residential facility)
- Details of Staff Members
- Details of Career Guidance and Placement of the students
- Details about the Examination and Results
- Various student services (Anti-ragging, Prevention of Sexual harassment)
- Details of Scholarship offered to the students
- Sports activities
- Clubs and Movements available in the campus for the students
- Examination Results

5.1.5 Specify the type and number of scholarships / freeships given to students (UG/PG/M.Phil./Ph.D./ Diploma/ others in tabular form) by the College Management during the last four years. Indicate whether the financial aid was available on time.

Scholarships given to students by the College Management

S.No.	Type of Scholarship	No. of Beneficiaries			
		2010-2011	2011-2012	2012-2013	2013-2014
1.	Merit Scholarships for deserving Candidates	5	5	5	5
2.	Merit Scholarships	58	58	58	58
3.	Scholarships for the Economically Marginalized Students	250	204	170	156

Freeships:

The Management offers Freeships to students from the economically-marginalized background

No. of Students who were offered Freeships by the Management			
2010-2011	2011-2012	2012-2013	2013-2014
128	77	37	23

Yes. The Financial Aid was available on time.

5.1.6 What percentage of students receives financial assistance from state government, central government and other national agencies? (e.g., Kishore Vaigyanik Protsahan Yojana (KVPY), SN Bose Fellow, etc.)

S. No.	Name of the Scholarship	Percentage of Students who Received the Scholarship				
		2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
1.	Scholarship for BC Students	69	66	84	83	75
2.	Scholarship for MBC Students	67	64	99	74	74
3.	Scholarship for SC Students	92	95	69	66	85
4.	Scholarship for SC/C (ADBC) Students	70	75	64	83	62
5.	Scholarship for ST Students	75	93	98	96	79
6.	Loan Scholarship for SC Hostel Students	79	88	77	82	75

5.1.7 Does the College have an International Student Cell to cater to the needs of foreign students? If so, what measures have been taken to attract foreign students?

The College does not have international students or the International Student Cell.

5.1.8 What types of support services are available for?

- **Overseas students:** Nil. Overseas students have not been admitted in the College in the last four years.
- **Physically challenged / differently-abled students:** For physically challenged students, classrooms are allotted in the ground floor. Ramps and Lifts are provided for differently-abled students. Scribes are arranged for visually challenged students. Physically challenged students are exempted from 90 hours extension activity.
- **SC/ST, OBC and economically weaker sections:** Government Scholarships and Management Scholarships are available for SC/ST, OBC and economically

weaker students. Fee concessions are provided to economically weak students by the College management. UGC sponsored NET Coaching classes are conducted for SC/ST OBC and minority students. Remedial Teaching in English and Allied subjects are offered for students.

- **Students to participate in various competitions/conferences in India and abroad:** The Heads of the Departments co-ordinate and train the students with the support of other Faculty members. Information about events and competitions are displayed on the notice board and announced through the public address system. The Staff Advisors of the Clubs and Movements also enable the students to participate in competitions. National and State level Prize Winners in Sports and other extra-curricular activities are honoured during the College Day.
- **Health Center, Health Insurance etc.:** A sick room is available in the hostel premises. A Physician is available in the neighborhood and students are sent as and when it is required. A Resident nurse is available. Basic medical facilities and First Aid kits are available in the campus. Bone density testing, awareness programme on oral hygiene, eye checkup and health camps are conducted frequently. Medical check-up is done for the I year students with the assistance of the Physical Directress.
- **Skill development (spoken English, computer literacy, etc.,)**
 - Communicative English for First year students, Computer Literacy Skills for Second year students and Soft Skills training for Third year students have been made mandatory
 - Skill-Based Electives, Non-Major Electives, courses in Rural Handicraft and Karate are designed to develop skill in students. Certificate Courses help the students enhance their skills in Human Rights, Human Resource Management, Communicative English and Medical Laboratory Techniques.
 - In March 2014, the College collaborated with the National Skill Development Corporation, Ministry of Finance, Govt. of India for STAR (Standard Training and Assessment Reward) - the National Skill Certification and Monetary Reward Scheme, programme to impart soft skills training to the students.

- **Performance enhancement for slow learners / students who are at risk of failure and dropouts**
 - Peer group study and coaching classes are conducted for slow learners and those students at the risk of failure. For slow learners, unit tests are conducted, reference materials are provided. Remedial coaching classes are regularly conducted by various departments.
 - Absenteeism is closely monitored by the mentors and reported to the Vice-Principal. Parents are given information and counselling is offered. Students at the risk of dropping out are given personal attention and counseling.

- **Exposure of students to other institutions of higher learning/ corporates/ business houses, etc.**
 - Students are sent for participation in Competitions, Paper Presentations, Seminars, Conferences, and Workshops to other institutions of higher learning.
 - Industrial visits, visits to laboratories in Research Institutes and field visits are a regular feature of the academic activities. The students are exposed to guest lectures by eminent academicians from the academic and corporate centres.
 - Industrial training and Project work for the students of Business Administration, and Internship/Summer Projects for the PG students of English, Mathematics, Chemistry, Computer Science, Electronic Media, Commerce, Business Administration and Social Work disciplines are part of the curriculum. The students of Communication Media undergo hands-on training on digital technologies in Professional Production Companies and Editing studios.

- **Publication of Student Magazines:** Students are encouraged to contribute articles for the College magazine, published annually. The Departments of English, Chemistry, Computer Science, Commerce and Tamil publish the in-house journals *Sibylline*, *CHRYSL*, *Xplore*, *Combo*, and *Kanali* respectively, which include students' contributions.

5.1.9 Does the College provide guidance / coaching classes for Civil Services, Defense Services, NET/SLET and any other competitive examinations? If yes, what is the outcome?

Yes. The Auxilium Study Centre of the College offers coaching classes for various competitive examinations including UGC-CSIR-NET, SET, ICWA, CA, TNPSC, Clerical/PO Banking and Railways. Weekend coaching classes are offered by subject experts in respective subjects to train students for Civil Services, NET/SET, TNPSC, LIC and Railway Recruitment Exams. Coaching classes for Banking and Post Office Exams is also organized in collaboration with TIME organization. Many of our students who take up this course are placed in Banks and LIC.

UGC sponsored coaching classes for UGC-CSIR-NET is conducted and the classes are open for students from other institutions. The following 14 of the beneficiaries of Auxilium Study Centre have passed NET/SET since 2008.

S.No.	Name of the Candidate	Department	College	Coaching Class Batch	Month and Year of Passing
1.	Sathya D.	Mathematics	Auxilium College	Dec 2008	Dec 2008
2.	Ayeshwariya R.B	Commerce	Auxilium College	Dec 2008	Dec 2008
3.	Ms. Aruna	Biochemistry	Auxilium College	Dec 2008	SET – Dec 2008
4.	Lavanya B.	Commerce	Auxilium College	Dec 2008	Dec 2010 JRF
5.	Indira K.	Commerce		June 2010	Dec 2010 JRF
6.	Parthasarathy S.	Commerce	Arignar Anna Arts College, Cheyyar	Dec 2009 June 2010	Dec 2010
7.	Ms. Senthil Selvi	Tamil	Auxilium College	June 2011	June 2011
8.	Mr. Boopalan A.	Tamil	Sri Bharathi College, Arni	June 2011	June 2011

9.	Alaisa M.	English	Auxilium College	Dec 2011	SLET 2012, NET June 2014
10.	Elamathi G.	English	Auxilium College	Dec 2011	SLET 2012
11.	Indumathi S.	English	Auxilium College	Dec 2011	SLET 2012
12.	Eswari C.	Tamil	CTO Compound, Fort Ground, Vellore	Dec 2011	June 2012
13.	M. Antony Arockiasamy	Mathematics	Abdul Hakeem Engineering College, Melvisharam	Dec 2011	June 2012
14.	Ajitha Babu	Commerce	Arignar Anna-Govt. Arts College, Cheyyar	Dec 2009	Dec 2013

Outcome of Coaching Classes for ICWAI and CA, and Human Resource Management

ICWA / CA

Year	Level I			Level II		
	No. of Students Appeared	No. of Students Passed	% of Pass	No. of Students Appeared	No. of Students Passed	% of Pass
2010	31	9	29	9	2	22
2011	18	6	33	10	6	60
2012	13	6	46	6	3	50

ICWAI – Foundation

Year	No. of Students Appeared	No. of Students Passed	% of Pass
2013	13	1	8
2014	11	2	18

CA – CPT

Year	No. of Students Appeared	No. of Students Passed	% of Pass
2010-14	10	4	40

5.1.10 Mention the policies of the College for enhancing student participation in sports and extracurricular activities through strategies such as

- * additional academic support, flexibility in examinations
- * special dietary requirements, sports uniform and materials
- * any other

The policy of the College is to give preference in admission to students who excel in sports and extra-curricular activities at the District, State and National level. Flexibility in Continuous Assessment examination is followed for students participating in Sports events and for NCC Cadets. The team players are provided with nutritious food, uniforms and TA/DA for tournaments

The students, when selected for cultural programmes, are given support in terms of basic needs. There is a budget assigned for cultural activities to take care of expenses such as choreography, props, and costumes.

5.1.11 Does the College have an institutionalized mechanism for placement of its students? What services are provided to help students identify job opportunities, prepare themselves for interview, and develop entrepreneurship skills?

Yes. The Career Guidance and Placement Cell of the College provides Soft Skill Training programmes, comprehensive personality development programmes and resources to prepare a diverse student population to meet the challenges in the job market in a globalised era.

The objective and functions of the Cell are:

- To seek and display information on job opportunities for the students.
- To offer training on placement support, leadership skills and personality development.

- To organise Campus Interviews for placement of students in various concerns and organisations.
- To assist students during the campus interviews conducted by various organisations.
- To equip students to meet the Industry / Institutional requirements.
- To make students avail the Career Guidance Library for references in job opportunities and competitive examinations.
- To enable the students to attend campus interviews organized by nearby colleges and universities.
- Career Counselling.

5.1.12 Give the number of students selected during campus interviews by different employers (list the employers and the number of companies who visited the campus annually for the last four years).

S.No.	Detail of Recruiters	Number of Students
2010-2011		
1.	Green Peace (NGO)	5
2.	ENGLAB	12
3.	HCL	7
4.	Allzone	10
5.	Cognizant Technologies Services	19
6.	TIME Institute	2
7.	N-Trust Infotech Pvt.	4
2011-2012		
1.	N-Trust Infotech Pvt.	14
2.	Cognizant Technologies Services	3
3.	WIPRO	10
4.	Sri Vijay Vidhyalaya	10
5.	Malladi Chemicals	1
2012-2013		
1.	CSC Chennai	10
2.	WIPRO	4
3.	Sri Vijay Vidyashram	9

4.	Sky Reach	7
5.	TTK Service Private Limited	4
2013-2014		
1.	Cognizant Technologies Services	4
2.	Royal Bank of Scotland	4
3.	Institute Academy of Communication	34
4.	JSRB Consultancy	48
5.	Cross Domain Solutions Pvt. Ltd	10
6.	WIPRO Technology	1
7.	Audacious Dream Foundation	29
8.	Thirumalai Industry Charity Trust	9

5.1.13 Does the College have a registered Alumni association? If yes, what are its activities and contributions to the development of the College?

Yes. The Alumni Association of Auxilium College was constituted on 4th March 1962. Every final year student becomes a member of Auxilium Alumni Association by paying a subscription amount of ₹40/-. A corpus fund of ₹50,000/- is available for the activities of the Alumni Association. The Alumni meet is conducted annually on the 2nd of October.

The activities of the Alumni association are:

- Develop friendly rapport and fellowship with service organisations in the neighbourhood.
- Organising outreach programmes and coaching classes in the villages.
- Contributing to the developmental projects of the College.
- Institution of scholarships by Alumni for the benefit of economically weak students.

From the amount of ₹1,28,314/- which was raised from the Alumni till 2014, a new scholarship of ₹1,00,000/- has been instituted by the Alumni Association. The year 2014, being the Diamond Jubilee year of the College, the Alumni of the College were actively involved in raising funds for the construction of the Diamond Jubilee Memorial. An amount of ₹2,72,931/- was raised for the construction of Diamond Jubilee memorial.

5.1.14 Does the College have a student grievance redressal cell? Give details of the nature of grievances reported and how they were redressed.

Yes. The College has a Student Grievance Redressal Cell. Any problem faced by the student is dealt with by the Head of the Department in consultation with the Mentor and the Parents. All the departments maintain a record of the grievances reported and the action taken to resolve the same. Serious issues are referred to the notice of the Student Grievance Redressal Cell, that comprises the Secretary of the College, the Principal, the Vice Principals, the Controller of Examinations, Heads of Departments, Deans of Arts and Science, Deans of Student Welfare and Office Superintendent.

Some of the issues dealt with by the Cell so far include:

- Grievances regarding Continuous Assessment and Semester Examinations
- Disciplinary Problems.

The Controller of Examination took necessary steps to resolve the problems. For disciplinary problems the students were counselled for positive changes in behaviour.

5.1.15 Does the College have a cell and mechanism to resolve issues of sexual harassment?

There is a cell for the prevention of sexual harassment. The College has not faced any issue or complaints so far.

5.1.16 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Yes, there is an Anti-Ragging Committee. The Committee comprises the Secretary of the College, the Principal, the Vice Principals, the Controller of Examinations, Heads of Departments, Deans of Arts and Science, Deans of Students Welfare and Student Representatives. As per the requirements of the UGC, all the first year students registered their names online and submitted an affidavit at the anti-ragging website, www.antiragging.in. Details of anti-ragging helpline and email-id were displayed on the College notice board. All the students are instructed to treat one another with respect and dignity. No serious problems have occurred or been reported so far.

5.1.17 How does the College elicit the cooperation from all stakeholders to ensure overall development of the students considering the curricular and co-curricular activities, research, community orientation, etc.?

The College maintains a good relationship with all the stakeholders to ensure overall development of the students. The following are the highlights of the relationship between the College and the stakeholders:

- It is mandatory for parents to be present during the admission process.
- At the beginning of the academic year a parent-teacher meeting is organised to elicit cooperation from them.
- Parent-teacher meetings are held every semester to discuss the attendance and academic performance of the students.
- The Semester marks statements are issued to the students in the presence of the parents.
- In matters of discipline, parents are informed before any disciplinary action is taken.
- Alumnae meetings are conducted once a year and the members of the Alumnae Association contribute towards the overall development and welfare of the College.
- Some of the alumni are invited as members of the Boards of Studies to contribute to the designing of the curriculum.
- Eminent academicians, subject experts from other educational institutions and representatives/experts from industry are part of the Boards of Studies and Academic Council, and contribute towards the review and restructuring of the curriculum
- The College has linkages with governmental and non-governmental organisations for community orientation.
- The Management elicits cooperation from members of the Faculty through discussions in the Council meetings and staff meetings
- The Departments of Chemistry, Business Administration, Computer Science, Communication Media and Commerce have signed Memorandum of Understanding with research centres, academic institutions and industries to ensure exchange of resource and expertise.
- The research departments collaborate with institutions, industries, and companies for research projects.

5.1.18. What special schemes/mechanisms are in place to motivate students for participation in extracurricular activities such as sports, cultural events, etc?

- Annual Sports Day is conducted to encourage students' participation in field and track events. The prize-winners are duly honoured to inspire more number of students to take part in sports and games
- The College hosts Sports Meets and tournaments at the inter-collegiate, inter-divisional and district levels.
- The Directors of Physical Education of the College motivate, train and encourage the students to participate in the district, state and national level tournaments.
- Feasts and festivals of State and National importance are celebrated.
- Youth Fest, conducted every year with a specific social theme, brings out the talents of the students.
- Hostel Day is conducted for the residential students.
- All the activities of the Associations, Clubs, Groups and Movements are focused towards motivating the students to participate in sports, cultural events and extra-curricular activities.
- Inter-class dramatics conducted by the Department of English and *Muthamizh Vizha* conducted by the Department of Tamil are part of the regular programmes conducted by the College every year.
- Women's Day, Human Rights Day, Peace Day and Wildlife Week are also celebrated.
- When students win competitions held outside the College, their achievements are made known to all the students during the morning assembly, to motivate more participation by other students.
- The cups and shields of the winners are displayed in the front College Office.
- Some exceptional achievements by students in sports and extracurricular activities are acknowledged and honoured during the College Day.
- Flexibility in attendance is provided to students to encourage them to participate and excel in Sports and Games.

5.1.19. How does the College ensure participation of women in "intra" and "inter" institutional sports competitions and cultural activities? Provide details of sports and cultural activities in which such efforts were made?

Sports Activities :

- The Director of Physical Education, the Assistant Director of Physical Education, the Sports Secretaries of Shift - I and Shift – II, the Assistant Sports Secretaries and the members of the Sports Club work systematically and tirelessly towards the promotion of Sports and Games in the college campus.
- A Physical Fitness programme for 20 days for 40 hours totally is conducted every year for the I year students in order to identify sports girls, to induce interest in sports to recognize the hidden talents in games and to motivate the students to participate and shine in Sports and Games
- Meetings with Sports Club members are conducted regularly helping them to be enthusiastic and successful in Sports area
- Training is provided to conduct various games, teaching rules and regulations
- Intramural tournaments are conducted department wise.
- A special feature: There are 14 teams in various games such as Volley Ball, Basket Ball, Throw Ball, Hockey, Cricket, Foot Ball, Hand Ball, Ball Badminton, Shuttle Badminton, Table Tennis, Kabaddi, Kho-Kho, Chess, And Athletics.
- In Athletics the following events are conducted: 100 Meters, 200 Meters, 400 Meters, 800 Meters, 1500 Meters, 5000 Meters, 10,000 Meters, 5 KMs Walk, 4X100Meters Relay, 4X400 Meters Relay, Shotput, Discus Throw, Javelin Throw, Hammer Throw, Long Jump, and High Jump.
- Our students participate in Thiruvalluvar University Inter-Collegiate, Inter-Divisional, Inter University, Vellore Distict and Tamil Nadu State level tournaments and the athletic events mentioned above.
- We also participate in open tournaments organized by various Associations.
- We participate in PEGASUS conducted by the Christian Medical College.
- We participate in RIVERA conducted by VITU Vellore Institute of Technology.

- The Director of Physical Education of Auxilium College is functioning as the Convener for Vellore Division Sports and Tournaments Committee and organized Vellore Divisional, Inter Collegiate and some of the Inter Divisional tournaments and thereby improving the leadership qualities and involvement in Sports among the students as they are inspired and motivated.
- The Annual Sports Day is conducted with vigour. A grand March Past represented by all the UG Departments, N.C.C. and Rangers led by the Police Band is a Unique feature as it involves a large number of students. A mass Drill is also organized making another large group of students get involved in sports activities. The March Past and the Mass Drill not only tone up the Sports spirit but also feast to the eyes.
- Towards motivating students, they are taken to watch the invitation Tournaments.
- We conduct friendly matches with neighbouring schools and colleges.
- Coaching camps are conducted for the Vellore Divisional Teams and Vellore District Kabaddi team. Coaching camp was conducted once for Tamil Nadu State Kabbadi Team.
- The SDA Tournaments for women are conducted in our college campus for the past three years.
- The players are accompanied by the Directress of Physical Education when they go out of the college campus to participate in various tournaments to ensure safety and to encourage them to learn all good that sports activities can offer them.
- The Directress of Physical Education maintains a good rapport with the parents of sports girls, contact them over the phone and messages them regarding the tournaments. All these help improve the quality of Sports and Games in the campus.
- A minimum of 25 University players are produced every year.
- For many tournaments at all levels we emerge out as winners and in some as Runners Up.
- Some of our students have represented Tamil Nadu State and participated at National level.

1. Valarmathi M II B.A. History – 2011 – Hockey

2. Anitha R I B.Com – 2011 – Weight Lifting
3. Anitha R I B.A. History – 2012 – Weight Lifting
4. Vijayalakshmi K II B.A. History – 2013 - Weight Lifting
5. Anitha R II B.A. History – 2013 – Weight Lifting

- A number of Coaches are called to train the students in various games in order to improve the performance.

Cultural Activities :

- Every year Interclass dramatics competition is conducted in the College by the English Association. All the departments take part in it. Every year best actress prize is given in the College day. Competitions in Poetry recitation, fancy dress, singing, dancing and essay writing are also conducted thus giving ample opportunities for all the students to participate in all the competitions.
- Our students participate in the Intercollegiate competitions hosted by the VIT and Christian Medical College and neighbouring colleges and emerge as winners in most of the competitions.
- Cultural day is celebrated not only inside our campus but also in Vellore Jail, Cheshire Home, Old Age Homes and Sishu Bhavan thus bringing out the talents of all our students.
- On the 450th Birth Anniversary of Shakespear a Literary Pageant competition was conducted for students, based on the title of characters from Shakespear's play.
- The 150th year of the publication of Lewis Carroll's 'Alice in Wonderland' was celebrated by The English Literacy Association and the Theatre Club. Scenes from the novel were enacted on stage with the theme was 'Remembering Alice'. The dream world of Alice was explicitly depicted with fantastic props, costume, setting and background music. The ultimate goal was to instill self-confidence and courage in students just like Alice learnt confidence from the characters in her dream.

- The department of Tamil also conducts annually competitions in singing, folklore and dramatics to instill in the mind of the students our cultural heritage and values imbedded in our culture.
- On the gratitude day, teachers day and college day students perform various cultural events which are formative and educative.

5.2 Student Progression

5.2.1 Provide details of programme-wise success rate of the College for the last four years. How does the College compare itself with the performance of other autonomous Colleges / universities (if available?)

Programme-wise success rate in %:

Undergraduate Programmes

S. No.	Programmes	2008-2011	2009-2012	2010-2013	2011-2014
1.	B.A. History	68.75	76.00	61.76	41.67
2.	B.A. English	75.76	85.71	74.63	74.24
3.	B.A. English – B	66.67	64.06	74.24	72.41
4.	B.A. English – C	90.24	88.33	69.23	76.56
5.	B.Sc. Mathematics	83.33	89.47	94.52	91.18
6.	B.Sc. Mathematics - Evening	-	94.20	79.37	74.57
7.	B.Sc. Chemistry	88.10	76.74	80.43	78.43
8.	B.Sc. Zoology	85.37	97.67	95.45	82.50
9.	B.Sc. Physics	93.55	97.22	95.35	87.50
10.	B.Sc. Biochemistry	66.67	100	57.89	95.45
11.	B.Sc. Comp. Science	100.0	87.23	83.33	83.67
12.	B.Sc. Microbiology	86.11	90.00	78.13	90.0
13.	B.Sc. Physical Education	66.67	-	-	-
14.	B.Sc. Vis. Com.	-	66.67	81.82	57.14
15.	B.Com. - Shift I	68.75	92.31	74.32	55.71
16.	B.Com. - Shift II	65.52	69.84	55.56	64.62

17.	B.B.A.	93.55	87.72	74.42	51.06
18.	B.C.A.	76.60	54.55	33.33	43.90
19.	BCA – Second Section	-	81.63	84.78	82.98

Postgraduate Programmes

S.No.	Programmes	2009-2011	2010-2012	2011-2013	2012-2014
1.	M.A. English	60.87	68.75	90.91	88.57
2.	M.Sc. Mathematics	96.55	82.05	72.22	100.0
3.	M.Sc. Chemistry	100.0	100.0	92.31	76.00
4.	M.Sc. Zoology	100.0	100.0	100.0	100.0
5.	M.Sc. Comp. Science	91.67	100.0	91.67	72.00
6.	M.Sc. Bioinformatics	80.0	-	-	-
7.	M.Sc. Electronic Media	100.0	100.0	-	-
8.	M.Com.	77.78	84.21	39.47	50.00
9.	M.S.W.	72.22	100.0	100.0	92.31
10.	M.B.A.	-	-	-	92.31

M.Phil. Programmes

Programme	2010 - 2011	2011 -2012	2012-2013	2013-2014
M.Phil. English	100.0	100.0	100.0	100.0
M.Phil. Mathematics	100.0	100.0	100.0	100.0
M.Phil. Chemistry	100.0	100.0	100.0	-
M.Phil. Zoology	100.0	100.0	100.0	100.0
M.Phil. Computer Science	100.0	100.0	100.0	100.0
M.Phil. Commerce	100.0	100.0	100.0	100.0

The College has not so far compared the performance of students with other autonomous colleges/universities.

5.2.2 Provide the percentage of students progressing to higher education or employment (for the last four batches) highlights the observed trends.

Student Progression	2007-2010 %	2008 – 2011 %	2009– 2012 %	2010-2013 %
UG to PG	35	38	39	42
PG to M.Phil.	5	6	-	-
PG to Ph.D.	0.7	0.5	-	-
Employed	2.5	2	4	6
• Campus selection				
• Other than Campus Recruitment	20	22	19	15
Entrepreneurs	4.6	3.17	7.01	-

5.2.3 What is the Programme-wise completion rate/dropout rate within the time span as stipulated by the College/University?

Completion Rate in %

Undergraduate Programmes

Programmes	2008-2011	2009-2012	2010-2013	2011-2014
B.A. History	68.75	76.00	61.76	41.67
B.A. English	75.76	85.71	74.63	74.24
B.A. English - Additional Section	66.67	64.06	74.24	72.41
B.A. English - Additional Section	90.24	88.33	69.23	76.56
B.Sc. Mathematics	83.33	89.47	94.52	91.18
B.Sc. Mathematics – Additional Section	-	94.20	79.37	74.57
B.Sc. Chemistry	88.10	76.74	80.43	78.43
B.Sc. Zoology	85.37	97.67	95.45	82.50
B.Sc. Physics	93.55	97.22	95.35	87.50
B.Sc. Biochemistry	66.67	100	57.89	95.45
B.Sc. Comp. Science	100.0	87.23	83.33	83.67
B.Sc. Microbiology	86.11	90.00	78.13	90.0

B.Sc. Physical Education	-	-	-	-
B.Sc. Visual Communication	66.67	66.67	81.82	57.14
B.Com.	68.75	92.31	74.32	55.71
B.Com. - Additional Section	65.52	69.84	55.56	64.62
B.B.A.	93.55	87.72	74.42	51.06
B.C.A.	76.60	54.55	33.33	43.90
BCA - Additional Section	-	81.63	84.78	82.98

Postgraduate Programmes

Programmes	2009 - 2011	2010 -2012	2011 -2013	2012 -2014
M.A. English	60.87	68.75	90.91	88.57
M.Sc. Mathematics	96.55	82.05	72.22	100.0
M.Sc. Chemistry	100.0	100	92.31	76.00
M.Sc. Zoology	100.0	100	100.0	100.0
M.Sc. Comp. Science	91.67	100	91.67	72.0
M.Sc. Bioinformatics	80.00	-	-	-
M.Sc. Electronic Media	100.0	100.00	-	-
M.Com.	77.78	84.21	39.47	50.00
M.S.W.	72.22	100	100.0	92.31
M.B.A.	-	-	-	92.31

M.Phil. Programmes

Programmes	2009-2010	2010-2011	2011-2012	2012-2013
English	100.0	100.0	100.0	100.0
Mathematics	100.0	100.0	100.0	100.0
Chemistry	100.0	100.0	100.0	-
Zoology	100.0	100.0	100.0	100.0
Computer Science	100.0	100.0	100.0	100.0
Commerce	100.0	100.0	100.0	100.0

Dropout rate in %**Undergraduate Programmes**

Programmes	2008-2011	2009-2012	2010-2013	2011-2014
B.A. History	15.78	13.79	17.07	25.00
B.A. English	8.93	9.09	12.98	12.98
B.A. English - Additional Section	11.76	11.11	5.71	18.30
B.A. English - Additional Section	10.63	18.91	7.14	10.81
B.Sc. Mathematics	13.15	1.29	2.59	1.31
B.Sc. Mathematics - Additional Section	-	0.00	0.00	0.00
B.Sc. Chemistry	17.64	14.00	8.00	5.55
B.Sc. Zoology	12.76	14.00	10.00	27.27
B.Sc. Physics	16.21	21.27	14.00	6.81
B.Sc. Biochemistry	8.69	20.00	13.63	21.42
B.Sc. Comp. Science	7.54	14.54	16.00	5.76
B.Sc. Microbiology	16.27	14.28	17.94	28.57
B.Sc. Vis. Com.	8.69	12.90	21.42	6.25
B.Com. -	11.11	9.72	2.59	9.09
B.Com. - Additional Section	17.14	16.00	18.18	12.00
B.B.A.	15.71	18.57	18.86	26.15
B.C.A.	5.88	8.00	6.12	9.43
BCA - Additional Section	-	10.20	6.52	14.58

Postgraduate Programmes

Major	2008-2009	2009-2010	2010-2011	2011-2012
M.A. English	11.53	27.27	24.13	8.60
M.Sc. Mathematics	17.14	4.87	10.00	4.87

M.Sc. Chemistry	9.09	0.00	12.05	7.40
M.Sc. Zoology	0.00	0.00	8.33	15.00
M.Sc. Comp. Science	0.00	16.66	7.40	10.71
M.Sc. Bioinformatics	0.00	-	-	-
M.Sc. Electronic Media	0.00	0.00	-	-
M.Com.	14.28	11.62	7.31	9.09
M.S.W.	10.00	7.69	0.00	18.75
M.B.A.				

M.Phil. Programmes

So far there has been no drop-outs from any of the M.Phil. Programmes

5.2.4 What is the number and percentage of students who appeared/qualified in examinations like UGC-CSIR-NET, UGC-NET, SLET, GATE / CAT / GRE /TOEFL/GMAT/Central/ State services, Defense, Civil Services, etc.

As per available data 47 students have cleared qualifying examinations like UGC-CSIR-NET, UGC-NET, SLET, CAT, Defense Service, Banking, Postal, TRB, TET and TNPSC

- UGC-CSIR-NET - 5
- UGC-NET - 2
- SLET - 12
- GATE - 1
- CAT - 15
- Defense Service - 1
- Banking - 4
- Postal - 2
- TRB - 1
- TET - 6
- TNPSC - 1

5.2.5 Provide details regarding the number of Ph.D./D.Sc./D.Litt. theses submitted, accepted, resubmitted and rejected in the last four years.

S.No.	Department	No. of Candidates registered for Ph.D.	No. of Candidates submitted Synopsis	No. of Candidates submitted Thesis	No. of candidates awarded Ph.D.
1.	English	7	-	-	-
2.	Mathematics	5	1	1	-
3.	Chemistry	13	1	2	1
4.	Zoology	14	-	-	-

Resubmitted – Nil, Rejected – Nil

5.3 Student Participation and Activities

5.3.1 List the range of sports and games, cultural and extracurricular activities available to students. Provide details of participation and program calendar.

The following are the list of outdoor and indoor sports activities conducted annually

- Athletics
- Basket Ball
- Volley Ball
- Shuttle Badminton
- Table Tennis
- Kabaddi
- Hand Ball
- Foot Ball
- Ball Badminton
- Cricket
- Chess

The list of cultural events organized for the students include, Interclass Dramatics in English, *Muthamizh Vizha*, Youth Fest, Gratitude Day, Teachers' Day, Hostel Day, College Day, Festivals like Ramzan, Deepavali, Pongal and Christmas are celebrated.

All the programmes are planned and printed in the College handbook.

5.3.2 Provide details of the previous four years regarding the achievements of students in co-curricular, extracurricular activities and cultural activities at different levels: University / State / Zonal / National / International, etc.

Achievements of students in Co-curricular activities:

Academic Year	Competition	Conducted by	Prize Won
2010-2011	Quiz	Vainu Bappu Observatory Kavalur	III
	Elocution district Level	<i>Illakiya Mandram</i> , D.K.M. College, Vellore	II
	Quiz	Dept. of Chemistry, KMG College, Gudiyatham.	I
	NCC Camp	Khalsa College of Nursing, Punjab	II
	Poster Presentation	Department of Biochemistry, Adhiparasakthi College of Arts and Science, Kalavai	II
2011-2012	Quiz	IGCAR, Kalpakkam	III
	Quiz	VIT University, Vellore	II
	Poster presentation	VIT University, Vellore	I
	Zeal - Quiz	Jaya Arts and Science College, Arakkonam	II
	Paper presentation	Jaya Arts and Science College, Arakkonam	III
	Ad-Zap	Jaya Arts and Science College, Arakkonam	III
	Elocution	Lions Club, Vellore	I
	Quiz	Islamiah College, Vaniyambadi	II
	Debate on Nuclear Energy – Destructive or Constructive	Sacred Heart College, Tirupattur	I
	Debate on Nuclear Energy – Destructive or Constructive	Sacred Heart College, Tirupattur	II
	Quiz	Sacred Heart College, Tirupattur	II
	Paper Presentation- Nano fluids	Sacred Heart College, Tirupattur	II
	SHAPE - Paper presentation	Sacred Heart College, Tirupattur	III
	Quiz	Sacred Heart College, Tirupattur	II
	Paper Presentation	Muthurangam Arts and Science College, Vellore	III
	Intercollegiate Oratorical contest	Voorhees College , Vellore	I

2012-2013	Quiz	Vainu Bappu Observatory, Kavalour	I
	Elocution	Abdul Hakeem College, Melvisharam, Vellore	I
	Poster Presentation	Sacred Heart College, Thirupattur	III
	Elocution	Sacred Heart College, Tirupattur	II
	PG paper presentation	D.K.M College for Women, Vellore	I
	Quiz	Department of Mathematics, Voorhees College	III
	Tamil Elocution	Muthamizh Mandram, Gandhi Nagar, Vellore	I
	Elocution	Muthamizh Mandram, Gandhi Nagar, Vellore	I
	Elocution	All India Women's Development Club	I
	Poetry Writing	Royal TV ,Vellore	I
	Poetry Writing	District Collectorate, Vellore	I
	Poetry Writing Tamil	District Collectorate, Vellore	III
	Poetry Writing	Voorhees College, Vellore	II
	Paper presentation	Don Bosco College of Arts &Science, Dharmapuri	I
	Paper Presentation	Sacred Heart College, Tirupattur	III
	Best Manager	Sacred Heart college, Tirupattur	I
	Business Quiz	Sacred Heart College, Tirupattur	III
	Colour Identification	Sacred Heart College, Tirupattur	III
	Paper Presentation	D.K.M College for Women, Vellore	II
	Poster Presentation	D.K.M College for Women, Vellore	I
	Quiz	D.K.M College for Women, Vellore	II
	Quiz	Voorhees College, Vellore.	I
	Quiz	Sacred Heart College, Tirupathur	I
	Quiz	Sankara Arts and Science College, Kanchipuram	II
	Poster Presentation	ECOMWEL, Chennai	I
	Best Manager	Sacred Heart College, Tirupattur	I
Business Quiz	Sacred Heart College, Tirupathur	II	
2013-2014	Product Launch	Sacred Heart's College	II
	Dump – C	Sacred Heart's College	I
	Wealth from Waste	Sacred Heart's College	I

Achievements of students in Extra-curricular activities (Cultural Events and Fine Arts):

Academic Year	Competition	Conducted by	Prize Won
2010-2011	National Integration Camp	Khalsa College of Nursing, Punjab	II
2011-2012	Drawing	CADO FLOREZIN, Veltech Mutitech, Chennai	I
	Skit	CADO FLOREZIN, Veltech Mutitech, Chennai	II
	Group Song	CADO FLOREZIN, Veltech Mutitech, Chennai	III
	Elocution Competition	Abdul Hakeem College, Melvisharam, Vellore	III
	Street play	CADO FLOREZIN, Veltech Mutitech, Chennai	II
	Bharathidasan Padalgal	D.K.M. College, Vellore	I
	Group Dance	CADO FLOREZIN Veltech Mutitech, Chennai.	III
	Extempore	CADO FLOREZIN Veltech Mutitech, Chennai	III
	Solo Song	CADO FLOREZIN Veltech Mutitech, Chennai	II
	Group Song	CADO FLOREZIN Veltech Mutitech, Chennai	III
2012-2013	Down Hill - 2012 (Inter Collegiate Cultural Fest)	Sacred Heart College, Tirupattur Consolation Prize (₹ 1000)	
	Feomez, Short Film and Documentary	Hindustan College, Chennai	III
	Extend your sixth sense (Mime)	Sacred Heart College Tirupathur	III
	Drawing – District Level	Government of Tamil Nadu	I
	Instrumental Music	Voorhees College, Vellore	I
2013-2014	Product Launch	Sacred Heart's College, Tirupattur	II
	Dump – C	Sacred Heart's College, Tirupattur	I
	Wealth from Waste	Sacred Heart's College, Tirupattur	I

Achievements of students in Extra-curricular activities (Sports):

Name of the event	Level	2011-12		2012-13	
		Number of students participated	Prize won	Number of students participated	Prize won
Volley Ball	University	4	III	3	II
Basket Ball	University	-	-	12	II
	Zonal	1	-	-	-
	State	5	-	6	-
Touch Rugby	State	14	I	-	-
	National	14	II	-	-
Hockey	University	16	II	10	II
	Zonal	4	-	5	-
	State	16	-	3	-
Foot Ball	University	-	-	16	II
	Zonal	-	-	2	I
	State	9	-	4	-
	National	-	-	2	-
Cricket	University	16	I	16	I
	Zonal	8	-	9	-
	State	-	-	10	-
Ball Badminton	University	8	III	8	-
	Zonal	2	-	1	-
Shuttle Badminton	University	3	II	1	III
	Zonal	1	-	1	-
Table Tennis	University	3	I	4	II
	Zonal	2	-	-	-
	State	4	-	-	-
Kho-Kho	University	-	-	6	-
	Zonal	-	-	2	-

Name of the event	Level	2011-12		2012-13	
		Number of students participated	Prize won	Number of students participated	Prize won
Kabaddi	University	12	-	12	I
	Zonal	2	-	2	-
	State	12	-	12	-
	National	-	-	1	-
Weight Lift	University	4	I	-	
	State	1	-	2	-
	National	2	-	-	-
Athletics	University	2	I	-	-
	Zonal	1	-	-	-
	State	4	-	2	-
Volley Ball	University	3	-	3	-
	South Zone Inter University	-	-	1	-
	State	2	-	2	-
Basket Ball	University	6	-	4	-
	Zonal	2	-	2	-
	State	-	-	3	-
Hand Ball	University	4	-	-	-
	Zonal	1	-	-	-
Hockey	University	-	-	9	-
	Zonal	-	-	1	-
Foot Ball	University	10	II	14	II
	Zonal	1	II	1	I
	State	-	-	3	-
	National	1	I	1	I
Cricket	University	16	-	16	1
	Zonal	7	-	7	-
Ball Badminton	University	3	-	3	-
	Zonal	1	-	2	-

Name of the event	Level	2011-12		2012-13	
		Number of students participated	Prize won	Number of students participated	Prize won
Shuttle Badminton	University	1	-	3	-
Table Tennis	University	2	-	-	-
	Zonal	1	-	-	-
Kho-Kho	University	3	I	-	-
	Zonal	1	-	-	-
Kabaddi	University	2	-	3	-
	Zonal	1	-	1	-
	State	-	-	2	II
Weight Lift	University	1	-	-	-
	Zonal	1	-	-	-
Athletics	University	17	-	-	-
	Zonal	2	-	-	-

Outstanding Achievements in Sports:

The Basketball and Handball players of the College were winners and runners-up respectively at the Inter-Block Tournaments organized by the Sports Development Authority of Tamil Nadu (SDAT), and were awarded cash prizes of ₹9,000/- and ₹3,000/- respectively.

The Basketball and Football teams of the college participated in the C.M. Trophy Tournaments and were the winners and runners-up respectively. In Athletics, Auxilium Athletes won the first place in 100 metres race, second place in Javelin Throw, and received a cash reward of ₹ 27,250/-.

Felicia Rose Anandhi D. of III BCA represented the Thiruvalluvar University at the South Zone Inter-University Football Tournament and the team won the matches at the South Zone and at the All-India Inter-University levels.

Asha Flora J. of III B.Sc. Mathematics and Indu E. of III B.B.A. were awarded a cash prize of ₹10,000/- each for winning Gold medals at the National level Tournaments. The Thiruvalluvar University honoured them with a cash reward of ₹5,000/-.

5.3.3 How often does the College collect feedback from students for improving the support services? How is the feedback used?

At the end of every academic year, feedback is obtained from the students by the Deans. A common questionnaire is given to every student that includes questions regarding the curriculum, teaching methodology, examination system, curricular, co-curricular and extra-curricular activities and other support systems. Deans collect and consolidate the details from the students and present it to the Principal. A suggestion box is also available for the students to drop in their feedback / complaints and necessary action is taken by the Principal of the College. The Principal meets the Faculty members of every department to discuss the issues of concern.

5.3.4 Does the College have a mechanism to seek and use data and feedback from its graduates and employers, to improve the growth and development of the College?

Yes, feedback is obtained from the graduates during the Alumnae Meetings and on Graduation Day. Employers personally contact the Principal/Vice-Principal/ Heads of the Departments to express their feedback about the students. A questionnaire is issued and their valuable suggestions are sought to improve and update the teaching methodology and syllabi.

5.3.5 How does the College involve and encourage students to publish materials like catalogues, wall magazines, College magazine, and other material? List the major publications/ materials brought out by the students during the previous academic session.

The College magazine is published annually. Students contribute articles in English, Tamil and Hindi. Students also contribute articles to the department journals/ periodicals namely *Sibyline*, *CHRYSL*, *Combo*, *XPlore* and *Kanali*.

5.3.6 Does the College have a Student Council or any similar body? Give details on its Constitution, major activities and funding.

The College has a tradition of conducting the election of Students' Council in a democratic manner. The election process is conducted by the Vice-Principals and the Deans of Students. The Students' Council comprises of the President, Vice-President, Secretary, Secretaries of Associations, Clubs and Movements, and Class Representatives.

Major activities of the Students' Council include the conduct of the morning assembly, co-ordination of all co-curricular and extra-curricular activities along with the Vice-Principals and Deans.

5.3.7 Give details of various academic and administrative bodies that have student representatives on them. Provide details of their activities.

The list of committees with student representatives include;

- IQAC/ASQC
- Planning and Evaluation Committee
- Examination Committee
- Curriculum Development Cell
- Students Welfare and Extra-curricular Activities Committee
- Library Advisory Committee
- Sports Advisory Committee
- NSS Advisory Committee
- Hostel Advisory Committee
- Anti-ragging Committee
- Cell for the Prevention of Sexual Harassment.

Valuable suggestions of the student-representatives are taken into consideration during the planning and execution of all activities of the College.

Any additional information regarding Student Mentoring and Support, which the institution would like to include.

The general atmosphere prevailing in the campus is student-friendly and all programmes and activities are centered around the intellectual, human, moral and spiritual growth of the students. Every Head of the Department, Dean, Vice Principal, Principal are always there to listen to the students and are available in the campus round the clock.

All opportunities are offered to the students to develop their potential and the faculty journey along with their joys and sorrows.

Students who lose their dear ones are visited in their families to comfort them.

CRITERION VI

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the College

Vision: The Vision of the College is the education of young women especially the poorest to become empowered and efficient leaders of integrity for the society.

Mission: The Mission is to impart higher education to the economically weak, socially backward and needy students of Vellore and the neighbouring districts.

The Motto: The Motto of the College is Knowledge and Virtue.

The Emblem: The College Emblem constitutes a Book, a Lily and a Lamp. The Book stands for Knowledge and the Lily for Virtue. The Lamp with the burning flame is a reminder to Auxilians to keep the light of Knowledge and Virtue always alive. The hope and prayer of Auxilium is that every Auxilian while attaining Knowledge strives to acquire Virtue so that Knowledge and Virtue blend to make her a perfect model of womanhood.

The College Colours: Pink and blue are the colours of the College. Pink symbolizes youthful cheerfulness and blue stands for loyalty and fidelity.

6.1.2 Does the mission statement define the College's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, College's traditions and value orientations, vision for the future, etc.?

Yes. True to the vision and mission, the College commits itself to serve the economically weak, socially backward and needy students. The education of young women especially the poorest, to become self-confident and well-formed and integrated and employable, defines the mission statement with its distinctive characteristics in fulfilling the society's needs.

The College has a long tradition of the family spirit, where the entire Educating Community cherishes the presence of each other and study and work in an atmosphere of joy and peace. The students are inculcated with values of spiritual and moral, to live an integral life. The Preventive System of Education nurtures the growth of the young, with the --- of reason, religion and loving kindness. Every Auxilian is trained to be socially responsible, slowly transforming them into agents of social change.

The College has the undying tradition of following the Preventive System of Don Bosco. Its true spirit lies in nurturing the youth with life-coping skills through the constant guidance of the mentor. These value orientations create a ripple effect, in the transformation of society for a better future.

6.1.3 How is the leadership involved in

*** Ensuring the organization's management system development, implementation and continuous improvement**

Auxilium College is a Christian minority institution with a hierarchy involving the Chairperson, Secretary, the Head of the Institution; the Principal, Controller of Examinations, the Vice-Principals, Heads of the Departments, Deans, Members of the Faculty, Non-teaching Staff, the Student Union Leaders, Students Representatives and the Students. There are various statutory bodies in the institution such as: **The Governing Body** which is constituted as per the guidelines of the UGC with the Provincial of the Salesian Sisters, Chennai Province as the Chairperson. The various functions of the Governing Body include: fixing the fee structure on recommendations of the Finance Committee; establishing scholarships, fellowships, prizes, medals and certificates, based on the recommendations of the Academic Council; approving new programmes of study and suggesting plans for infrastructural developments of the College; **The Academic Council** which scrutinizes and approves the proposals by the Boards of Studies on the courses of study, academic regulations, curriculum and syllabi; **the Boards of Studies** which prepare the syllabi suggest methodology for innovative teaching and evaluation techniques; **the Planning and Evaluation Committee** (the College Council) which is engaged in the planning, executing and evaluating the curricular, co-curricular and extra-curricular activities of the college;

the Finance Committee which considers budget allocation relating to grants received from the UGC and other non-governmental sources and income from fees, and also audits accounts.

The other Committees include, Admission Committee, Examination Committee, Library Advisory Committee, Sports Committee, Hostel Advisory Committee, NSS Advisory Committee, Students' Welfare Committee, Counselling and Guidance Cell, Career Guidance and Placement Cell, Anti-Ragging Committee, Cell for Prevention of Sexual Harassment, Student and Staff Grievance Cell and the IQAC.

The Board of Management has constituted the above-mentioned committees to plan, execute and make policy decisions regarding admissions, administration, academics, Faculty appointment and improvement, infrastructural development, welfare of the Faculty and Students, co-curricular, extra-curricular and extension activities.

The various committees under the Leadership of the Principal, ensure the implementation of the policies and practices of the College. The Principal also follows the day-to-day functioning of the Administrative processes.

* **Interaction with Stakeholders**

The Management and the Faculty members hold regular meetings with the stakeholders - Parents, Students, Past Pupils and Benefactors which results in constructive inputs in the development of the institution. The well-wishers of the College also play a major role in the growth of the College.

The Educating Community which includes all the stakeholders meets at regular intervals to review the academic activities, obtain feedback and mobilize resources for infrastructural development.

* **Reinforcing Culture of Excellence**

The students are given orientation and regular reminders on speaking in English, keeping the campus clean and eco-friendly, regular attendance, punctuality, academic

excellence, participation in extra-curricular activities, values of the month, moral behavior, behavioral discipline, and a modest dress-code which are insisted on a daily basis and at mentoring sessions. Scholarships help the economically weak students to meet their educational expenses. Seminars, Conferences and Workshops are conducted to throw light on recent trends in the various disciplines and inculcate a research culture on Campus.

The College Council constantly monitors the activities in the College to reinforce and sustain a culture of excellence.

Faculty members pursue doctoral programmes, research projects and establish linkages.

The Internal Quality Assurance Cell and the Auxilium Students Quality Cell, sustain quality and excellence in the College.

*** Identifying needs and championing Organizational Development (OD)?**

The Management is sensitive to the needs of its Faculty and students and in championing organizational development. Autonomy was conferred in 2007 and reviewed in 2015. Research facilities have been improved considerably after the accreditation by NAAC. The Academic Audits were conducted in 2009 and 2014.

Every month, the Secretary and the Principal have a meeting with the College Council, members of the Faculty, and all the other committees during which problems are identified and solved. At the end of the academic year, the calendar of events for the next academic year is discussed and scheduled. Curriculum design and work allotment is prepared. At the close of the academic year, the Board of Studies meetings are held and the Syllabus is updated for implementation.

6.1.4 Were any of the senior leadership positions of the College vacant for more than a year? If so, indicate the reasons.

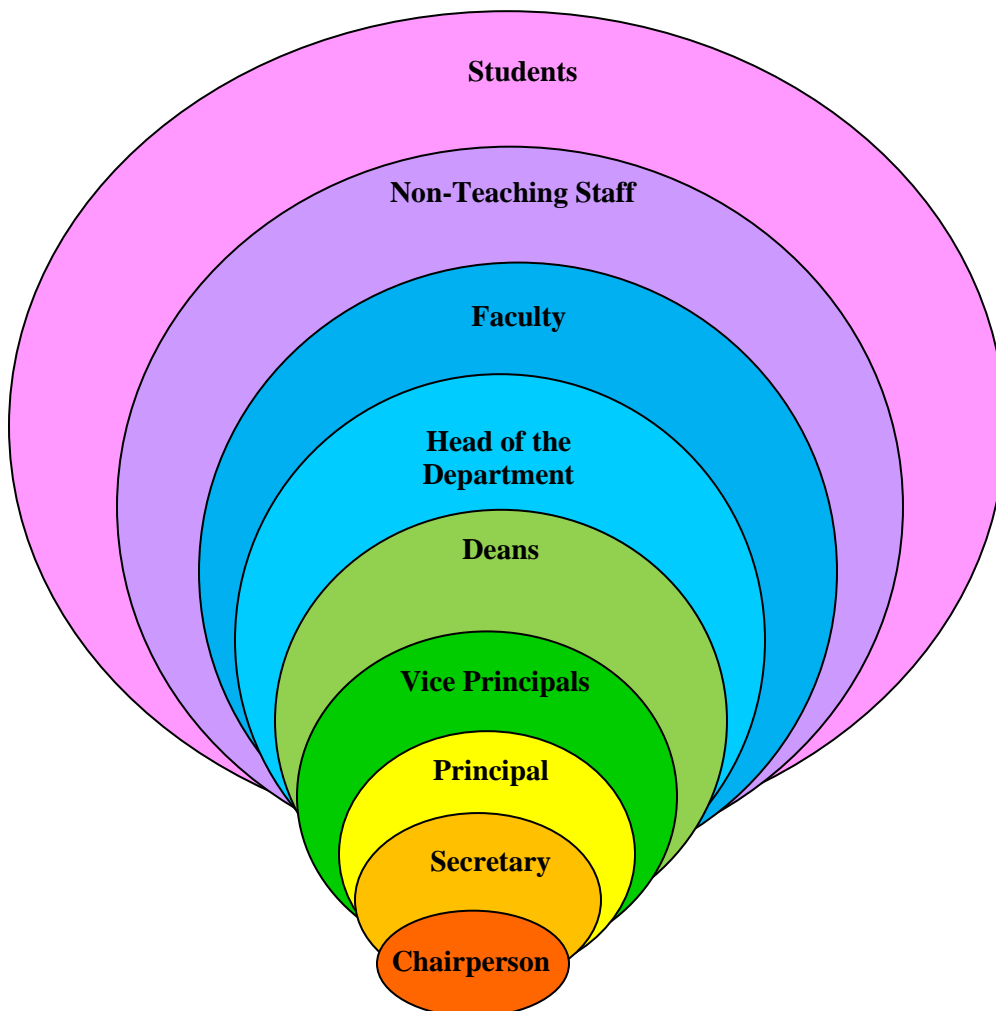
No. The senior leadership positions of the College were not left vacant.

6.1.5 Does the College ensure that all positions in its various statutory bodies are filled and conduct of meetings at the stipulated intervals?

Yes, the positions in all the Statutory Bodies are filled in a timely manner and meetings are meticulously planned and conducted at stipulated intervals.

6.1.6 Does the College promote a culture of participative management? If yes, indicate the levels of participative management.

Yes, the College promotes a culture of participative management. All the important decisions are presented at a meeting with the consultation of the Secretary, the Principal, the Vice Principals, Deans, Heads of Departments, Librarian, Physical Directress, Office Superintendent, Faculty, Non-teaching Staff and the Student representatives. The decisions taken collectively are executed effectively.



6.1.7 Give details of the academic and administrative leadership provided by the University to the College?

The University works in close collaboration with the College giving support by granting permission to start new courses and all other academic activities. The College offers all the support it can render to the University throughout the year. The Vice Chancellor, Registrar and the Controller of Examinations of the University work in friendly collaboration with the College.

Since the College is an autonomous institution, the University has granted permission to the College to frame the syllabus, conduct examinations, do evaluation and publish results.

The Principal was a Syndicate Member, and one representative of the Faculty is a member of the Academic Council of the Thiruvalluvar University. There are also University Nominees in the Governing Body, Academic Council and Boards of Studies.

6.1.8 How does the College groom the leadership at various levels?

Orientation Programmes are conducted by the College for all the faculty members at the beginning of the academic year. Special leadership training programmes are arranged for the members of the Students' Union. For the smooth functioning of the administration, the administrative staff are given special leadership sessions.

6.1.9 Has the College evolved any strategy for knowledge management? If yes, give details.

Yes, the College has evolved a strategy for knowledge management.

- The Faculty members are sent for orientation programmes and refresher courses to update their knowledge.
- The Faculty members are encouraged to participate and present papers in the State, national and international conferences and publish papers in peer reviewed international and national journals.
- The students are encouraged to present papers at seminars and conferences, and publish papers in journals and to participate in various competitions.
- The College has a Research Cell which encourages research culture among Faculty and the students.
- Guest Lectures and Industrial Visits are arranged for the students.
- Projects and Internships also help in Knowledge Management.

- Career Guidance Programmes and Soft Skill Training Programmes are arranged for the final year students.
- Online classes are held and the Interactive Electromagnetic Board is used.
- The Internet Café is available for the students
- The General Library has a good collection of Reference books, Magazines, Journals and books for competitive exams are also available in the library
- Most of the departments have well equipped departmental libraries.
- INFLIBNET is available in the Library.
- The Department of Business Administration subscribes to the EBSCO online journal.
- Activities of the Associations include special resource lectures and competitions for students.
- Wi-Fi facility is available.
- Entrepreneurial skills are taught to increase the employment skills of students moulding them as job-providers rather than job-seekers.

6.1.10 How are the following values reflected in various functions of the College?

- **Contributing to National Development**

In all national days, values of Patriotism and religious harmony are promoted. Various awareness programmes, social service activities and community development programmes are organized. Villages are adopted by various movements and clubs of the College, in an effort to contribute to the development of the Nation.

NSS, NCC, YRC and AICUF organize various programmes which contribute to National development. To infuse the nationalistic spirit and patriotism, the College celebrates the Independence Day, Republic Day, Sepoy Mutiny Day, Voters' Day and Hindi Diwas.

Inter-religious dialogues and National festivals are celebrated to foster communal harmony and joyful living together of persons from diverse backgrounds.

International days like Human Rights Day, Woman's Day, Students' Day, Wild Life Week are celebrated by organizing lectures, debates, exhibitions and competitions. UNO and the spiritual theme for the year is printed in the calendar and presented creatively to the students and the whole Educating Community. Millennium goals for development were made known through awareness programmes.

Students are encouraged to work for the disaster management, relief work during national calamities and raise funds for relief work. They are given values to be proud of our Motherland India, and make India proud of them.

- **Fostering global competencies among students**

To compete successfully in the employment market the students are trained for effective communication skills, leadership qualities and interpersonal and language skills. The College promotes global competencies among the students through the following:

- Continual upgradation of the curriculum to meet national and global standards.
- Introduction of CBCS assures vertical and horizontal mobility.
- Encouraging students to participate in International seminars.
- English Language Skills given by the Department of English provide communicative skills to meet the global competency.
- Training and certification in Computer skills train students in the use of the latest means, methods and techniques of the Media and internet facilities.
- Employment-oriented and globally relevant courses are introduced by all the departments.
- The Department of Business Administration has entered into a Memorandum of Understanding with Audacious Dreams Foundation, Gudiyattam and 150 students have registered for the Edinburgh Duke Award by the British Government.

- **Inculcating a value system among students**

Inculcating a value system among students is the main thrust of the mission and the educative system. Every programme that is conducted in the College aims at imparting and inculcating values to the students.

- Value education and Christian doctrine classes are an integral part of the curriculum. The course book for value education and Christian doctrine was designed and published by the College in order to cater to the moral and ethical needs of the students
- Values to live and practice are highlighted in the handbook.
- Values are animated during the assembly through various programmes.

- The College organises celebrations of all religious festivals to foster the value of religious harmony and a sense of unity in diversity among students.
- Focus on Human Rights, Women concerns, Extension activities, and a programme for World Peace redefine the vision and mission of the College.
- **Promoting use of technology**
 - To impart subject knowledge to the students in an effective way, 24 smart classrooms are available. All the UG and PG students are encouraged to use powerpoint and video presentations and do project work using their laptops.
 - The Biometric System is introduced in the College for Staff attendance.
 - The College has been made a Wi-Fi zone
 - The Bar Coding System is used in the Library.
 - The use of technology through virtual learning, digital education, computer literacy, media education and web based learning are introduced.
 - The Department of Business Administration conduct online trading classes, which help them to access technology.
 - The online journal access through EBSCO and INFLIBNET is provided to the faculty and research scholars.
 - Smart Classrooms, E-classroom, Language Laboratory and an Electromagnetic Interactive Board are used to take classes.
 - Admissions and publication of Results are computerized.
 - The students have a provision of perusing the details of their marks statements online.
 - Video Conferences are conducted.
 - Solar-Wind hybrid energy reservoir has been installed in the campus which generates up to 80 KW.
 - SMS Facility to Communicate with the Parents of Hostel Students.

- **Quest for Excellence**

Quality assurance, sustenance and enhancement have become integral components of all the activities of the College.

- The IQAC plays a vital role in this quest for excellence by assuring, sustenance of quality in all the activities

- The Boards of Studies consisting of subject experts, help to meet standards of excellence.
- The Faculty undertake minor/major research projects and publish research articles in national and international journals.
- Introduction of Certificate Courses enable the students to acquire additional job oriented skills.
- Advanced learners are encouraged to take part in competitions and competitive examinations.
- Faculty evaluation is done by the Students and Management.
- Annual feedback helps in improving the quality and to strive for excellence.
- Academic Audit and Autonomy Review Committee.
- Mentoring Sessions
- Workshop for faculty on question paper setting is conducted.
- Seminars and conferences on current topics are arranged by inviting eminent scholars as resource persons.
- Faculty development programmes and refresher courses are attended by the faculty periodically.
- Evaluation of the seminars, workshops and faculty development programmes.

6.1.11 Give details of the UGC autonomous review committee's recommendations and its Compliance

The UGC Autonomy review committee visited the institution on 05.02.2015 and 06.02.2015 for an inspection and appreciated the work done by the College under autonomy. The Committee in its report has recommended further emphasis on research and consultancy.

Based on the recommendation of the Review Committee, the UGC has accorded its approval for continuation of autonomous status for a further six year period from 2015-2016 to 2020-2021.

6.2 Strategy Development and Deployment

6.2.1 Does the College have a Perspective Plan for development? If so, give the aspects considered in development of policy and strategy.

*** Teaching and Learning**

The curriculum is revised and enhanced in line with the recent developments and trends like:

- The incorporation of Enhanced modern technology
- The implementation of Career-oriented Courses and Certificate Courses.

*** Research and Development**

- To augment research facilities and encourage collaborative research with other institutions.
- To develop research capacity and facility in the staff and students.
- To apply for Major and Minor Research projects from various funding agencies.
- To construct a Research Block.
- To establish a modern Digital Library.

*** Community Engagement**

- More extension activities are to be organised in the neighbourhood
- Interaction with neighbouring schools is to be enhanced
- More programmes on the conservation of the environment are to be conducted.

*** Human Resource Planning and Development**

- More Faculty to be encouraged to attend development programmes
- More Faculty development programmes to be conducted by the College
- To initiate Faculty exchange programme with Universities abroad
- To invite resource persons for lectures, training and orientation programmes
- The English department aims at creating consultancy services and collaborating with the Publishing Industry to promote and produce text

books and course books for teaching and learning of English language skills.

- More Rallies and street-play awareness programmes to be conducted to develop the human resource planning and development in the neighbourhood.

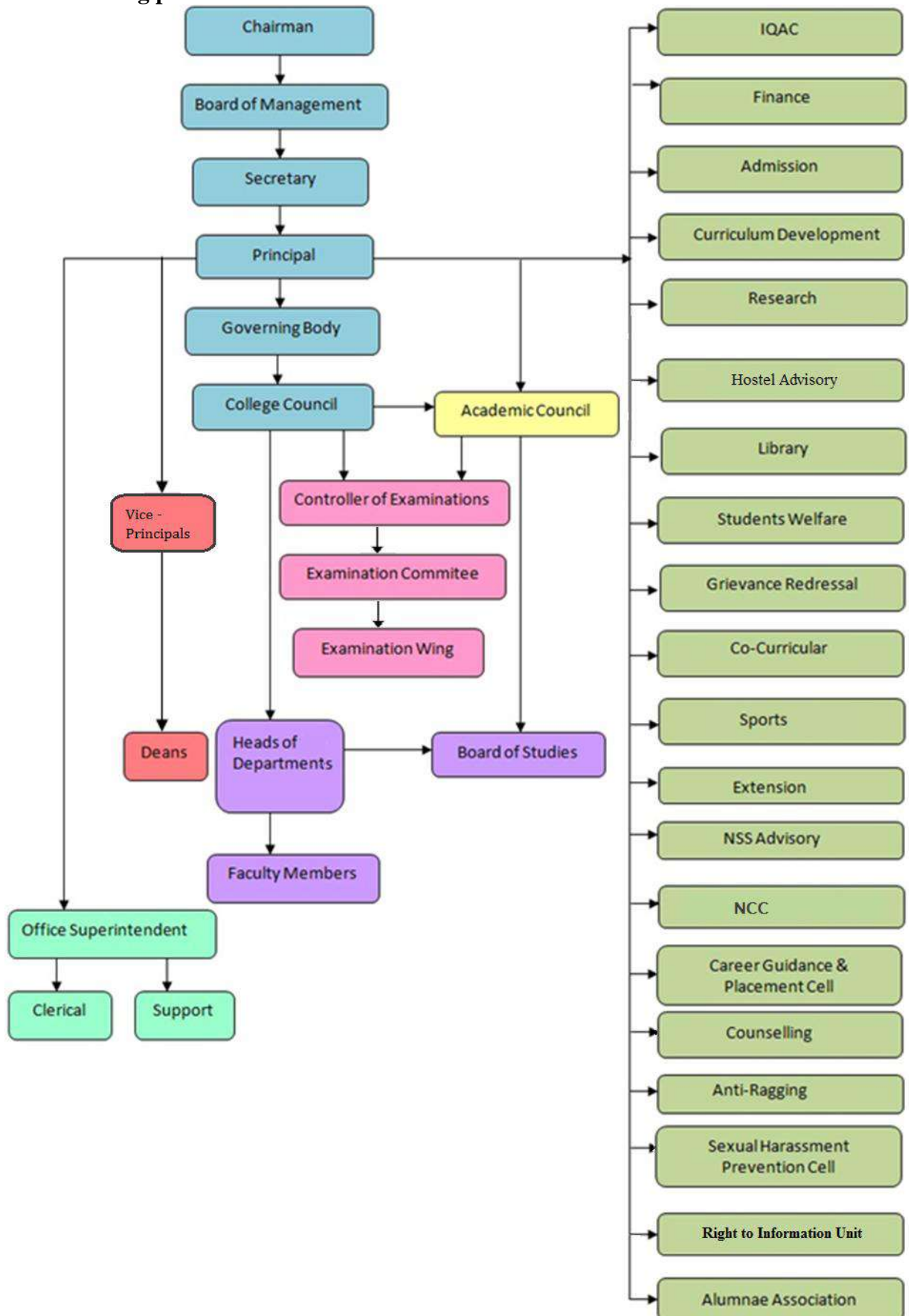
* **Industry Interaction**

- MoUs for in-plant training, projects and placements to be signed
- Industry participation in curriculum designing to be promoted
- Consultancy to be offered to the Industrial Sector.

* **Internationalization**

- More International Conferences to be conducted
- Foreign experts as members of various Committees and Boards of Studies to be invited
- Faculty to be encouraged to present papers in International Conferences and take up research.
- Faculty to be encouraged to work for collaboration and exchange programmes.

6.2.2 Enunciate the internal organizational structure of the College for decision making processes and their effectiveness.



6.2.3 Specify how many planned proposals were initiated/ implemented, during the last four years. Give details.

- New courses like M.Sc. Physics, M.B.A., and Ph.D. Zoology and three new Certificate courses were introduced.
- Six MoUs and collaborations with industries/institutions were signed.
- The number of Smart classrooms was increased.
- Remedial classes and Spoken English classes for hostel students were conducted
- INFLIBNET and EBSCO facilities were established.
- National and International seminars were conducted.
- Micro-teaching was included in the curriculum for M. Phil. English.
- A booklet of question bank for Environmental Science was introduced.
- An Electromagnetic Interactive Board was installed.
- The “Words Worth” Virtual English laboratory was established.
- A New residential Quarter for staff was built.
- A New Canteen/dining hall was constructed.
- A New Physics laboratory, Outdoor Stadium, and dormitory were built.
- Video conferencing facility was made available.
- Uninterrupted power supply system was installed.
- Solar-Wind Hybrid energy reservoir for 50 KW and Solar power for 30 KW were installed.
- Wi-Fi Facility was made available in the campus.
- Bio-metric attendance system was introduced.
- A Separate Parking Lot was constructed for the Faculty.
- Flood lights in the basketball court were added.
- SMS Facility has been introduced to Communicate with the Parents of Hostel Students.

6.2.4 Does the College have a formally stated quality policy? How is it designed, driven, deployed and reviewed?

- Yes. The quality policy designed by IQAC is “**To enhance and sustain Quality Strategies to ascertain and develop competencies for excellence in Higher Education**”. The Curriculum is designed in accordance with the policy. The

curricular, co-curricular and extra-curricular activities are oriented towards quality and excellence in Higher Education.

- The College meticulously works out a quality check of every aspect concerned with higher education. Frequent meetings are held and the feedback is assessed and considered for any change and implementation.

6.2.5 How does the College ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder-relationship?

Redressal of Student Grievances

- The mentor along with the Head of the concerned Department discusses the problem faced by the student and parents are called for a discussion whenever needed. The issues are reported to the Principal and decisions made.
- There is a provision for a Suggestion Box for students to give their suggestions and feedback. The grievances are analysed and redressed periodically.
- A separate Grievance Redressal Committee and Student Welfare Committee address the issues and problems of students.
- A fair analysis is done on every issue and special care is taken to preserve the integrity of the stakeholders.
- The Parents are free to approach the Mentors, Heads of the Departments and the Principal any time to attend to any grievance that concerns their wards.
- The College also has an Anti-Ragging Committee and a separate Cell for the Prevention of Sexual Harassment, for students to resolve their grievances.

Redressal of Staff Grievances

- The Principal and the Secretary are always available for the Teaching and Non-Teaching Staff to discuss matters of serious concern.
- The grievances of faculty members on academic matters are generally presented to the Head of the Institution during council meetings for redressal.
- The faculty members are free to express their grievances personally to the members of the Management.

6.2.6 Does the College have a mechanism for analyzing student feedback on institutional performance? If yes, what was the institutional response?

- Yes, there is a feedback format prepared by the IQAC to collect a comprehensive feedback on institutional performance
- The feedback and suggestions are analyzed and presented by the Deans at the general staff meeting
- The Principal meets the Faculty of all the departments with the analysis of the feedback to discuss the performance for further improvement

6.2.7 In what way the affiliating University helped the College to identify the developmental needs of the College?

- The affiliating University constantly encourages and updates the College in the key areas of higher education like Research.
- The University helps the College in forwarding Proposals for Minor/Major Research Projects to the UGC and other funding agencies of the Ministry of Human Resource Development.
- Other Funds from the UGC and MHRD are distributed to the College by the University.
- A Faculty Member is the elected member of the Academic Council of the University. A University nominee is the Member of the Academic Council and Governing Body of the College. At the Academic Council and Governing Body meetings, the nominated members of the University offer their suggestions for the development of the College.

6.2.8 Does the affiliating university have a functional College Development Council (CDC) or Board of College and University Development (BCUD)? If yes, in what way College is benefitted.

Yes the affiliating University has a functional College Development Council, which:

- Looks after matters of affiliation and Autonomy Review of the College.
- Offers inputs to acquire funds from the higher education funding agencies like the UGC and ICSSR.

- Offers academic inputs and works on the collaboration of the Departments in the affiliated University with the Departments in the College.
- The IQAC of the affiliated University shall function as a nodal agency in matters of National Assessment and Accreditation.

6.2.9 How does the College get feedback from non-teaching, teaching, parents and alumni on its functioning and how is it utilized?

A Feedback is collected from the past pupils during the alumni meet; from parents at the Parent-Teacher meet; and from staff at the Staff meeting.

- **Alumni Meeting:** At the Annual Alumni Meet the past pupils are called to give their suggestions on the functioning of the institution
- **Parent Teacher Meeting:** The meetings for the parents are conducted each semester, and the feedback is analysed for the better functioning and development of the institution
- **Staff Meeting:** A regular staff meeting is organized with the Principal, to receive a timely feedback from the Faculty. Further at the end of the academic year a feedback is obtained from the Faculty
- **Non-Teaching Staff Meeting:** A feedback is collected from the non-teaching staff annually, to address their concerns.

6.2.10 Does the College encourage autonomy to its academic departments and how does it ensure accountability?

- Each department within the framework of CBCS has the autonomy to frame the syllabus. The syllabus is reviewed once in three years.
- The freedom of autonomy is given to the departments in syllabus framing, teaching methodology, implementing innovation and creativity in organizing programmes. There is no compromise on quality in these areas.
- Each department is empowered to review and frame its syllabus in coordination with its respective Board of Studies. The departments are encouraged to invite well-known subject experts.
- Each department buy their own books for the Library and order their equipment.
- The departments which have certificate courses and career oriented programmes conduct the programme and are accountable for the funds received.

- Most of the departments have bank accounts to facilitate departmental activities and they are accountable of the money.
- Each department organizes their conferences / seminars and are accountable of the money involved.

6.2.11 Does the College conduct performance auditing of its various departments?

- Yes, the College conducts performance audit at the end of every academic year.
- The College conducts the Academic Audit for every department.
- The IQAC conducts a review of all the departments to monitor the departments' performance, maintenance of records and provides necessary assistance.

6.3 Faculty Empowerment Strategies

6.3.1 What efforts are made by the College to enhance the professional development of teaching and non-teaching staff?

Programmes are regularly organized for both teaching and non-teaching staff to keep the Faculty updated with the latest technology;

- Orientation Programmes are aimed at enhancing knowledge and competencies such as teaching-learning methodologies, teacher effectiveness, professional ethics, the preventive system of education, and inter-personal and technical skills
- The Teaching Staff are encouraged to go for refresher courses, Faculty development programmes, and research studies, attend and present papers at National/International Conferences in various Colleges/ Universities. They are also motivated to publish articles in referred National/International Journals
- The Faculty members are encouraged to organize National/ International Seminars/ Conferences/Workshops and take up minor/ major projects offered by UGC and other Funding Agencies.
- Teaching staff are motivated to pursue doctoral studies.
- The Faculty members are given training in e-learning. Workshops are regularly conducted on handling Value Education classes and Question Paper Setting Techniques.

- The Library is enriched with a regular purchase of books, journals, reference materials and e-resources; accessibility to the internet for 10 hours per day is available.
- The Non-teaching staff are encouraged to pursue higher studies and are sent for training programmes.

6.3.2 What is the outcome of the review of the performance appraisal reports? List the major decisions.

The outcome of the review of the performance appraisal reports of the College are:

- Performance appraisal reports are collected and discussed in the Departments with the Faculty and the teaching methods are modified accordingly.
- Faculty members are equipped with the latest teaching methods and techniques.
- The Faculty members are advised to improve their performance in case of ineffective teaching methods, and are monitored periodically, sometimes replaced if required.
- The Principal reviews the performance of the Faculty.

6.3.3 What are the Welfare Schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

The following welfare schemes are available in the College:

- The Management had provided the seed money towards the Staff Welfare Fund from which the teaching and non-teaching staff avail loans.
- Jubilarians and Retiring Faculty are honoured on College Day.
- Employee Provident Fund is available for Management Faculty.
- Management Faculty members are given regular increment and the pay is revised regularly.
- Monetary support has been given to the workers and house staff to meet their wedding expenses, house construction, educational loans and fee concessions for their children.
- Tours are arranged for the Non-Teaching staff.

Percentage of staff who have availed the benefit of such schemes in the last five years:

Year	Aided Faculty %	Self-Financing Faculty %	Non-Teaching Staff %
2010 - 2011	70	26	30
2011 - 2012	54	23	36
2012 - 2013	52	24	25
2013 - 2014	62	27	33
2014 - 2015	72	20	40

6.3.4 What are the measures taken by the College for attracting and retaining eminent faculty?

The measures taken by the College for attracting and retaining eminent Faculty are:

- The Staff members are encouraged to participate in conferences, publish papers and engage themselves in Research work.
- Opportunities are provided for the staff to pursue higher studies.
- Exposure to develop professional skills is constantly encouraged through On Duty facility for paper presentations, attending conferences, to be resource persons, to attend Board of Studies meetings of other colleges, etc.
- The Faculty members are given reimbursement of the registration fee when they present papers in National/ International conferences
- An increment is given after completion of NET, SLET, and Ph. D.
- Faculty enjoy an amicable and secure atmosphere in the campus by maintaining good personal relationships, grievance handling and solving the problems of staff.
- A conducive environment and comparatively higher scale of salary in the district for management faculty are the major features that attract and retain eminent faculty.
- Proper recognition and due appreciation is given to the management faculty through increment, promotion and encouragement to serve in various committees.
- Maternity leave is granted to the faculty.
- Qualified faculty are retained and appointed as Government-aided faculty.

6.3.5 Has the College conducted a gender audit during the last four years? If yes, mention a few salient findings.

Not Applicable.

6.3.6 Does the College conduct gender sensitization programs for its staff?

- The Women's Cell plays a vital role in conducting gender sensitization programmes for students by creating awareness for social and ethical issues.
- International Woman's Day and Human Rights Day are observed.
- Every year, a seminar on Human Rights was conducted.
- Many gender related topics are included in the syllabus of Value Education and Christian Doctrine.
- Orientation Programmes on life skills management and work life balance are organized regularly for Faculty.

6.3.7 What is the impact of the University's UGC-Academic Staff College Programmes in enhancing competencies of the College faculty?

The faculty members have attended the orientation/refresher courses organized by Academic Staff College of various Universities. The Orientation and Refresher Courses organized by UGC - Academic Staff College have helped the staff in learning innovative teaching and research methodologies.

6.4 Financial Management and Resource Mobilisation

6.4.1 What is the institutional mechanism to monitor effective and efficient use of financial resources?

The available financial resources of the College are effectively and efficiently monitored through the Double Entry System of Accounting. The College maintains accounts in a computerized manner under the following types of accounts.

- Receipts and Payments Accounts
- Income and Expenditure Accounts
- Balance Sheet

The budget is prepared keeping in view the previous year's income and expenditure. The budget is allotted separately for the effective use of the financial resources. Each and every transaction whether Recurring, Non-Recurring or Capital Expenditure is done through bank by way of cheque or Demand Draft and is operated by authorized person. The transactions are supported by vouchers.

6.4.2 Does the College have mechanism for internal and external audit? Give details.

The accounts of the College are subject to audit. The internal and external audits are done in the College in an effective manner. The internal audit is done annually by the Chartered Accountant of the local area and the external audit is by the Office of the Accountant General, Chennai and the Joint Director of Collegiate Education, Vellore Region through the Director of Collegiate Education, Chennai before a new academic year begins. The Audit Committee consists of the Secretary, Principal, Superintendent and Assistant. There is no audit para pending of the Accountant General, Chennai. If there is any audit objection, the same is replied before the next claims are submitted.

6.4.3 Provide audited income and expenditure statement of academic and administrative activities of the previous four years.

Enclosed. Ref. Appendix

The following are the major sources of funding for the College.

- (i) Fees collected from the students
- (ii) Grants received from the Tamil Nadu State Government towards salary of staff members.
- (iii) Grants received from the Tamil Nadu State Government towards scholarship of the students.
- (iv) Grants received from the UGC.
- (v) Grants received from the UGC / CSIR, DST and TNSCHE towards conferences / seminars / workshops.
- (vi) Grants received from the UGC and DST towards Major and Minor projects.

6.4.4 Have the accounts been audited regularly? What are the major audit objections and how they are complied with?

Yes, the accounts are audited annually through internal audit and regularly by the Office of the Accountant General, Chennai. A copy of the objections and reply to the same is enclosed.

6.4.5 Narrate the efforts taken by the College for resource mobilization.

The College mobilizes the resources in many ways.

The Management spends a huge amount on new construction of various buildings in the campus, renovation of buildings, undertakes repair and maintenance of buildings, playgrounds, workshop, generators, garden, vehicles, etc. The College has a corpus fund which is useful in time of need. The Management chooses the builders and work is allotted. The amount received from the UGC is used for meeting the expenses and the balance amount is met by the Management.

Grants from the funding agencies like the UGC, DST and ICSSR are sought for carrying out the research, major and minor projects and conduct of seminars, conferences and workshops. The account is operated as joint account by the Principal and Heads of the Department separately for each project.

The Management provides funds as loan to meet the expenses on infrastructure development.

Each and every department who is in need of any equipment for their laboratory, place the order with consultation and approval of the Principal after getting three quotations.

All the departments place order for the books needed by the department.

The Government has sanctioned only limited Teaching and Non-Teaching posts and the vacant posts are filled by the College and the salary is paid by the Management.

The budget allotment on Heads such as Calendar, Magazine, Library, Laboratory, Sports and Games, Stationery, Audiovisual are insufficient and hence the Management bears the rest of the expenses.

The Management and some of the staff members who are retiring institute Endowment Scholarships for providing financial assistance to the poor and deserving students.

The Management has constituted the Welfare Fund for the Teaching and Non-Teaching Staff, both for Day and Evening College separately and through this the loan is given to needy staff members.

Some past pupils also have established scholarships.

The leading Endowments of the recent past are the following:

S.No.	Month & Year	Donor	Amount (₹)
1.	April 2010	Mr.Anthony Raj Merit Scholarship by the Department of Zoology	10,000/-
2.	April 2010	Mrs.Rhona Nunes Scholarship by Mrs.Peterson Rhona Josephine (Retiring Staff)	10,000/-
3.	April 2010	Mrs.Teresa & Thamarai Selvam Scholarship by Mrs.Assunta Selvam	10,000/-
4.	April 2010	The Lourdunathan Emily Merit Scholarship by Sr.Jacintha Lourdu-nathan (Retiring Staff)	50,000/-
5.	April 2011	Sr. Cesira, Sr. Isabella, Sr. Rosella and Vedanayaganar Scholarship by the Department of Tamil	1,00,000/-
6.	March 2012	Mathematics Past Pupil Scholarship by the Department of Mathematics	25,000/-
7.	March 2012	Mrs.Margaret Gonsalvez Scholarship by Mrs.Pinto Margaret Mary Antoinette (Retiring Staff)	10,000/-
8.	April 2012	Hameed Ibrahim – Abdul Khadar Scholarship by Mrs.Fatima Afroze R M (Retiring Staff)	25,000/-

9.	April 2012	Mrs.Kamachi Memorial Scholarship by Mrs.Jayalakshmi T (Staff)	10,000/-
10.	June 2012	Mari Pillai Susairaj Scholarship by Sr.Mary Sheila Susuairaj (Staff)	25,000/-
11.	July 2012	Thiru Poondi Rangaswamy Iyengar Scholarship by Mrs.Sarala Pattabi Raman (Past Pupil)	1,50,000/-
12.	January 2013	Tamil Department Lecturer Endowment Award by the Department of Tamil	1,10,000/-
13.	April 2013	Mrs.Elizabeth Amalraj Scholarship by Mrs. Elizabeth Rani (Retiring Staff)	10,000/-
14.	January 2015	Arogyaswami and Rose Arogyaswami Educational Endowment Fund by Dr.Arogyaswami Paul Raj	18,58,492/-

There are 118 Endowment Scholarships instituted for poor students, interest on which is distributed during the College Day – ₹7,72,600/-

Total amount of Endowment Scholarships - ₹73,76,998/-

6.4.6 Is there any provision for the College to maintain the ‘corpus fund’? If yes, give details.

Yes, The College has a Corpus Fund of ₹75,00,000/-

The annual interest is used for the various needs of the College.

6.5 Internal Quality Assurance System

6.5.1 Does the College conduct an academic audit of its Departments? If yes, give details.

Yes. The College conducts an academic audit for all the Departments.

- Subject experts from various institutions review the syllabus of UG, PG and M.Phil. courses, pattern of question papers, the method of examination, laboratory facilities for conducting students’ practical, library and research facilities in the presence of faculty and students’ representatives.

- The subject expert also interacts with the faculty and students to identify the strength and weakness of the academic system followed.
- A General Report of the Academic Audit is then consolidated by the Convener of the Academic Audit and the Principal presents the reports to the Heads of the Departments.
- The Syllabus is updated according to the suggestions of subject experts from other Universities/ Colleges.
- Suggestions received are incorporated for the enhancement of the quality of the Department and to cater to the needs of the students.

6.5.2 Based on the recommendations of academic audit what specific measures have been taken by the College to improve teaching, learning and evaluation?

The Academic Audit was conducted on March 4, 2014. Based on the recommendations of the audit, it was decided to enhance and sustain quality in the institution, improve the standard of teaching-learning methods with innovative methodologies to ensure that the curriculum design meets the needs of the society at both regional and global levels through the implementation of CBCS. The Committee was satisfied with the efforts taken by the College towards the students' feedback measures which were relevant to teaching, learning and infrastructural facilities.

The recommendations of the academic audit were proposed to the Boards of Studies which was taken into consideration and implemented, and as an outcome:

- Paper I of the UGC-CSIR-NET qualifying examinations is included in the PG curriculum, in the III semester
- Papers related to research were introduced in the syllabus.
- The College has become a member of the ICT Academy, Tamil Nadu. The staff and students participate in the various updating programmes organized.
- The Soft Skill training programme given to the final years are followed by the staff of each department.
- Most of the suggestions and recommendations of the academic audit had already been incorporated by the departments. The suggestions for modification of syllabus will be considered in the next revision of the same.

6.5.3 Is there a central body within the College to continuously review the teaching-learning process? Give details of its structure, methodologies of operation and outcome?

The Planning and Evaluation Committee (College Council) is the central body that reviews the teaching-learning process.

Structure: The Planning and Evaluation Committee comprises the Principal, the Controller of Examinations, the Vice-Principals, Deans and the Heads of Departments.

Methodologies of Operation: The Planning and Evaluation Committee meets every month to review and modify the academic functioning teaching and evaluation processes and conduct of the various programmes.

The Examination Committee meets to discuss the conduct of Continuous Assessment and Semester Examinations and any further examination reforms needed. The Heads of Departments meet and finalize the review of the teaching learning process. It is also communicated to the entire Faculty during the general staff meeting.

Outcome:

- Revision of the syllabi in keeping with the changing trends.
- Modification in the curriculum and methodology of teaching, learning and evaluation pattern.
- Introduction of new courses.
- Use of technology.

6.5.4 How has IQAC contributed to institutionalizing quality assurance strategies and processes?

As a result of performance analysis of the departments and the feedback obtained from the stakeholders, the IQAC has implemented the following mechanisms:

- Preparation of Academic Report, Audit Report and Feedback Reports to inculcate and internalize the quality parameters and best practices in the educational system.

- A Mock Visit is conducted by IQAC members to insist on the maintenance of various records which give details on activities, statistics, registers, and student performance.
- A periodic review of these records helps in the benchmarking performance of students and faculty and in identifying the areas of further improvement.

6.5.5 Does the IQAC have external members on its committees? If so, mention any significant contribution made by such members.

Yes. The IQAC has four external members viz; Prof. Allan John, (Retd. Associate Professor of Social Work) External Expert, Mr. M. Kalaiarasan, M.L.A., & Industrialist, Mr. Varadhan, Advocate, Stakeholder and Community Representative, and Ms. Bibiana Nirmala. V., Alumni. The external members give a feedback on the various aspects for improvement and sustained development.

Some of their suggestions that have been implemented are as follows:

- Communication to parents on students' performance and attendance
- Increasing tie-ups/ collaborations with industry and institutions
- Information about the latest demands of the industry, stakeholders and the society are provided to the College.

6.5.6 Has the IQAC conducted any study on the incremental academic growth of students from disadvantaged sections of society?

The incremental growth of students is analyzed through an analysis on the academic performance of the students from the disadvantaged sections of society. The performance of the students is followed up by the mentors. The Mentors were directed to maintain a record of peer-group study done outside instructional hours. Remedial programmes were conducted.

As the curriculum insists on extension activities, the students visit the disabled sections of the society at regular intervals to impart academic knowledge and render social service. In coordination with IQAC, the ASQC (Auxilium Students Quality Cell) members are encouraged to help the academically weaker students of the College.

6.5.7 What policies are in place for the periodic review of administrative and academic departments, subject areas, research centres, etc?

All the policies of the institution are periodically reviewed by the Board of Management, Governing Body, Finance Committee and Academic Council. Some of the policies reviewed are:

- Vice-Principals, Deans, Co-ordinators of various Clubs, Groups and Movements, and Hostel Wardens monitor the activities.
- Non-Teaching Staff take part in the enrichment programmes to update themselves.
- To ensure the restructuring of the syllabus once in three years.
- Formative Programmes for enhancement of teaching-learning process.
- Comprehensive evaluation of academic, administrative, co-curricular and extra-curricular activities.
- Updating the library annually with the latest books and journals.
- Enhancement of ICT
- Evaluation of the academic activities is done at the end of every year along with the planning for the next academic year.
- The Faculty members are continually encouraged to take up Major/Minor projects and pursue research.

Any additional information regarding Governance, Leadership and Management, which the institution would like to include.

- Supportive Management
- Participatory decisions
- Collective work and elicits cooperation from all stakeholders.
- Democratic Leadership
- The Management is always interested in the progress and development of the College and is ever ready to step in to give any help, be it at the material, monetary or infrastructure level. Without the support of the Management the College cannot function like this.
- Governance is participatory and collaborative at all levels. Every decision regarding the College is taken with due consultation and discussion with the stakeholders.
- Leadership is shared at all levels and at every level, all the leaders have autonomy to take initiatives in the curricular, co-curricular and extra-curricular activities.

CRITERION VII

INNOVATION AND BEST PRACTICES

7.1 Environment Consciousness

Auxilium abounds in an eco-friendly environment, nurturing flora and fauna which is regularly maintained. The Auxilium Educating Community is ever conscious about the conservation of natural resources like water, light and air. Its responsibility is evident through the Solid Waste Management Programme, Solar-Wind Hybrid Energy Reservoir, Rain Water Harvesting, the bush greenery around and the pristine environment.

7.1.1 Does the college conduct a Green Audit of its campus?

Yes, a Green Audit is conducted by the Enviro Club, in the form of a survey, check and maintenance of a green and clean environment in the campus, which is rich and varied with many different species of Flora and Fauna. The Flora in the campus is represented, from small weeds to huge trees. Approximately there are 2000 trees of 40 species and 1500 ornamental plants of 60 different species.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

Eco-friendly Campus

- The campus has a well-defined garden area, plantation and agricultural land area where plants and crops are cultivated and maintained.
- All the classrooms have big and airy windows and doors for better ventilation.
- With shady trees around, the class rooms remain cool and the use of fans and air conditioners are minimized.
- 35 house staff are appointed by the management to maintain the cleanliness of the classrooms/ hostels and to keep the campus clean and nature-friendly.
- Awareness programmes on cleanliness and campus cleaning are carried out by NSS volunteers, the members of the ASQC (Auxilium Students' Quality Cell) and the Enviro Club.

- Periodic reminders on cleanliness are given during the mentoring sessions by the mentors and during assembly by the Principal and the Vice Principals.
- A course in Environmental Studies is part of the curriculum of all UG programmes. Projects in Environmental Studies are undertaken by the students to create environmental awareness.
- A project on Solid Waste Management was initiated by the Department of Chemistry in 2007. The waste from the campus is collected, segregated as organic and inorganic and the organic waste is converted into manure. Vermi composting is done in separate tanks. Five women workers are appointed for this purpose. The non-biodegradable waste is also separated and sold. The students of the Department of Chemistry along with the mentors put in two hours of service in the site every week to assist the workers.
- The Director of the Pollution Control Board, Gandhi Nagar, helps to continue various eco-friendly programmes like Rain Water Harvesting, Reverse Osmosis Unit, Incinerator and Solid Waste Management.
- Fruits and vegetables from the organic farm on the campus are sold to the campus community.
- The botanical names and the common names of the trees are displayed on the trees for everyone to be familiar with the names of trees.
- The College discourages the use of polythene carry-bags and promotes the use of eco-friendly materials.

Energy Conservation

- The faculty and the students are instructed to switch off the lights and fans when they are not in use, to help conserve energy. Compact Fluorescent Lamps (CFL) and Light Emitting Diodes (LED) are used in the campus for low power consumption. The College encourages and gives necessary support to organize programmes on energy conservation.
- A Solar-Wind Energy reservoir was installed as a means of alternate energy resource and energy conservation. The reservoir has the capacity to produce 50 KW powers which is used in the Administrative Block and the Computer Block. A Solar Energy reservoir with a capacity of 30 KW is installed for the Arts Block.

- Essay writing and oratorical competitions on conservation of energy are conducted periodically. Students from various disciplines participate.
- A rally on Energy Conservation was organized by the students of the Department of Physics and distributed pamphlets on energy conservation to the public.
- There is a future plan to recycle water.

Awareness on Environmental Issues

- An awareness programme on electricity conservation and safety was organized by the Department of Physics in collaboration with TANGED-CO (Tamil Nadu Generation and Distribution Corporation Ltd.), Vellore.
- The Enviro Club of the College discourages the use of non-biodegradable plastics and promotes the use of eco-friendly materials. It was instrumental in replacing plastic disposable cups and plates with paper cups and plates in the College canteen.
- The Rotaract Club planted 75 Saplings in the campus during the past two years to increase the green cover of the campus.
- The Departments of Computer Science and Computer Applications conducted a Poster Presentation Competition on the topic “Green Computing”.

Water Harvesting

- As per the instructions given by the Tamil Nadu Government, the College has constructed rain-water harvesting percolation pits in every building of the campus which is well-channelized for the collection of rain-water. In each block, pipelines are connected from the terrace to carry the rain water to the percolation pits. The in-built water-harvesting system of the College helps to save water.
- Rain water is collected and channelled to the fields and plantations which helps to maintain the ground water level. The College has constructed underground sumps for collection of rain water from the Arts Block, Admin Block, Science Block, Media Block and Indoor Stadium. There is also a rain water storage tank in the Science Block terrace.

Check Dam Construction

Not Applicable.

Efforts for Carbon Neutrality

- The campus is pollution free having fresh air and clean water.
- All the waste materials in the College campus are disposed in an eco-friendly way.
- The various groups and movements plant saplings in the College campus and the vegetation is maintained to ensure carbon neutrality.

Use of Renewable Energy

- The College has installed a Solar-Wind Hybrid Energy reservoir to generate 80 KW electricity. The College encourages and gives necessary support to organize programmes on renewable energy.

Plantation

- The College is located in an area of 73.63 acres with an ample stretch of arable land used for agriculture and farming.
- In the past few years, the College has planted many decorative and shady plants in the campus. The College campus nurtures and maintains coconut plantations, trees like Sapodilla, Neem, Tamarind, Mango and Teak.
- Tree plantation is done to mark occasions by different clubs and movements like NSS, NCC and Enviro Club in the campus and in the adopted villages.

Hazardous Waste Management

- Ignitable, corrosive, toxic, and radioactive wastes are not produced in the campus. The Department of Communication Media does not use photo-setting techniques or processes in order to avoid the generation of hazardous wastes.
- Chemical waste from the Chemistry laboratory is minimized and the use of fume cupboards and exhaust fans avoid excessive accumulation of hazardous gases.

E-Waste Management

- The defective, worn-out unwanted electronic parts of computers and its accessories are collected and sold as scrap to the vendors.

Any Other

- **Reverse Osmosis Process:** The ground water is purified through the reverse osmosis process and it is used as purified drinking water by faculty and students.
- **Litter Free Zone:** House staff are appointed to clean the campus, gardens, corridors, veranda and the class rooms and to keep the campus a litter-free zone.
- **Incinerator:** An incinerator is installed to burn soiled linen without producing smoke or causing air pollution.

Employment Opportunity

- The solid waste management, compost-pit method and vermi-compost process have generated job opportunities in the campus for a few women.
- The collection, segregation and processing of the wastes by compost-pit method and vermi-compost method are done by these women labourers.
- The income generated from the Solid Waste Management Project is paid to the workers as salary every month.
- 35 house staff are appointed for maintenance of cleanliness in the College campus.

Environmental Education

- The II Year UG students do a course on Environmental Studies. The College offers a paper titled Environmental Biology and Wildlife Conservation for UG and PG Programmes in Zoology.
- The students are educated on the values of environment and natural resources and the need to preserve them.
- Students are encouraged to participate in various competitions on Environmental issues like, Paper Presentation, Art from Waste, Poster Presentation, Drawing, Essay Writing and Oratorical Competitions.
- Members of the Faculty have presented papers related to Environment in State, National and International Conferences and Seminars. They have also participated in various workshops on the topics related to the environment.
- Subject experts are invited to give talks on various topics covering environmental issues.

7.2 Innovations

7.2.1 Provide details of innovations introduced during the last four years which have created a positive impact on the functioning of the College

- The Bio-metric attendance system is introduced for teaching faculty and non-teaching staff.
- The Video Conferencing facility is introduced, to facilitate interaction with subject experts and resource persons from the country and abroad.
- The installation of “Words Worth” - the Virtual English Language Laboratory has made learning language and communication skills interesting for the students.
- The College has provided an Interactive Electromagnetic Board to make learning more interesting and with updated technology.
- ‘*Young and Happy*’ - a Value Education book prepared and published by the College, and prescribed as a textbook, has made the teaching-learning of values interesting and relevant.
- Examinations in arrear papers are conducted well in advance of the regular examinations, during weekends, which have reduced the burden of the students who appear for both regular and arrear examinations and have helped them concentrate on both equally.
- A Special Supplementary Examination is conducted for final year students with a single arrear paper, in June, to help them complete the course and pursue their higher studies without any break.
- An Additional Continuous Assessment Examination conducted in the first semester, for the I year UG students whose performance was poor in the first two Continuous Assessment Examinations. It gives a chance for slow-learners to get through in many courses.
- New Programmes like M.B.A. and M.Sc. Physics and UGC sponsored Certificate Courses were introduced.
- A Research Instrumentation Room equipped with the latest instruments was set up to facilitate interdisciplinary and collaborative research projects
- Five departments have signed Memorandum of Understanding with academic, research and industrial institutions to ensure exchange of resources, knowledge and expertise.

- A new Mathematics Block with classrooms, Mathematics laboratory, staffrooms, and wash rooms was constructed to increase amenities for better functioning of the College.
- An adjacent square near the Mathematics Block – called the Sr. Celine D’Souza Assembly Square – was set up for morning assemblies, value presentations and regular interaction with students.
- A spacious canteen and a students’ Internet Cafe were set up.
- A Solar-Wind Hybrid Energy reservoirs with a capacity to generate 50 KW and 30 KW power, were installed.
- The number of ICT enabled classrooms was increased to 20.
- The NCC unit of the College has included NCC as an elective subject in the UG curriculum, and has offered it to a batch of 34 students each year.
- The Basketball Court was equipped with floodlights.
- An Incinerator was installed for safe disposal of waste.

7.3 Best Practices

7.3.1 Give details of any two best practices which have contributed to better academic and administrative functioning of the College.

I Best Practice

1. Title of the Practice

The Examination System

2. Objectives of the Practice

- To conduct a transparent, efficient and student-centred examination system.
- To enable even slow-learners acquire adequate knowledge of the subject and pass the examinations.
- To bring out the students’ hidden talents and potential.

3. The Context

The Examination System has undergone a sea-change. The centralized system of conducting two Continuous Assessment Examinations and a Semester Examination

has resulted in a generally judicious evaluation of the performance of the students; both below average and above average.

The underlying fact that a large number of the student community is below average has been reshaped by the Supplementary Examinations for III years and III Continuous Assessment for I years.

The basic concept behind the strategies is to help the slow-learners who belong to the category of first generation learners and vernacular medium students, to reach the level of obtaining a pass percentage. Hence the first year student is allowed to take a third Continuous Assessment in the first semester. This affords her another chance. She is encouraged to put in more effort. It is a conducive time frame for the student to study, to bridge the gap and get attuned to a pattern of assessment different from the school examination system.

4. The Practice

The students are taught according to the course plan and objectives of the syllabus. Every subject being divided into five units/modules, the first Continuous Assessment focuses on the first two units; the second Continuous Assessment focuses on the third and fourth units and the fifth unit is completed before the Semester examination. The two Continuous Assessments and Semester examinations are centralized.

Apart from these Continuous Assessments, every subject includes an innovative component in the form of assignments, seminars, preparation of models, mini projects, demonstrations, dramatics, recitation for test of phonetics and the like, which are subject-related, but outside the syllabus.

The Third Continuous Assessment has been included in the first semester, for the first year students, who do not fare well enough in the first and second Continuous Assessment and secure less than 8 marks out of 20. The final marks will be the average of the two highest scores of the three Continuous Assessment marks acquired by the student. This Third additional Continuous Assessment gives first generation learners and vernacular-medium students a second chance to succeed in the first semester itself. It thus helps to build up the confidence of the student.

The following reforms have been made, during the assessment period, after closely monitoring the students' performance:

2010-2011:

- A Seminar/Workshop on the Techniques of Setting Question Papers and Evaluation is organized.
- Two schedules for M.Phil. Semester Examinations is arranged.
- From Batch 2010, the examination for Value Education is shifted from Semester II to Semester VI. One Continuous Assessment will be conducted during every Semester. The final Continuous Assessment marks will be the average of the 6 Continuous Assessments converted to 25.

2011-2012:

- Change of the Pattern of Question Papers for B.A., M.A. and M.Phil. English.

2012-2013:

- Since many students take the paper on Environmental Studies lightly, it was decided to have one Continuous Assessment examination for 25 marks and a project for 25 marks. The final Continuous Assessment marks will be the average of the two.
- Only one paper of the Final Semester is allowed for Supplementary Examinations

2013-2014:

- One additional mark moderation will be awarded to those who need it for a pass – from April 2014 Examinations.
- A Question Bank on Environmental Studies was prepared and given to the students.
- A new pattern for the question paper of Environmental Studies was introduced.
- NCC was introduced as an elective subject in the UG curriculum.

2014-2015:

- The Non-Major Elective paper for postgraduate students is discontinued. The credits are readjusted for the II Year.
- The Third Continuous Assessment is included in the first semester, for the first year students, who had secured less than 8 marks out of 20 in the first two Assessments. The final marks will be the average of the two highest score of the three Continuous Assessment marks, acquired by the student.
- Students are allowed to appear for some Even Semester papers in Odd Semester Examinations since November 2014.
- The UG and PG final year students are allowed to appear for supplementary examinations in one paper of any Semester, since June 2015.
- Change of Question Pattern for M.Com – Elective – IV A: Business Environment.

The uniqueness of this practice lies in the fact that a separate schedule is set apart for evaluation and therefore is surrounded by an attitude of seriousness and concentrated effort.

Looking at the constraints and limitations of this practice, it is found that it is a tightly packed schedule and it is a challenging task to uncover the syllabus within the stipulated time schedule.

The College is still grappling with innovative strategies to instill motivation in students and cultivate an interest in them to prepare well. This is a major constraint that deters them from making use of the ample use of opportunities given to them.

5. Evidence of Success

It has been found that the practices of the examination system have resulted in a considerable increase in the pass percentage of students. The efficient and accurate system of valuation is evident from the reduced number of applications for revaluation.

The fact that the Continuous Assessment schedules are carried out as planned, proves the strict adherence to the work plan during every semester.

Timely announcement of the results is yet another evidence of the success of central valuation.

The learning outcome is ensured through the evaluation system. Course objectives are duly met when overall assessment of student performance in the respective subjects is analysed.

6. Problems Encountered and Resources Required

At times, some students fail to realize the importance of being consistent in studies. This results in their poor performance in the Continuous Assessment and Semester Examinations.

In the rare cases of malpractice, the Controller of Examination and the Examination Committee decide on the action to be taken. The new examination pattern introduced enable the students to perform better.

All the resources required for the smooth conduct of examinations are available.

II Best Practice

1. Title of the Practice

Mentoring System

2. Objectives of the Practice

It is the prime duty of the Mentors:

- To follow the wards' effort in achieving their goals.
- To enhance the process of education and the formation of character to meet the challenges of today's world.
- To bring out the hidden talents and potential of the wards.
- To encourage teacher-student interaction outside the classroom.
- To emphasize on the Preventive System of Don Bosco.
- To closely follow the academic progress of the students.
- To play the role of a Counsellor.
- To encourage participative learning.

- To help students realize the importance of education.
- To motivate them to tide over emotional barriers that impede their educational endeavours.

3. The Context

The students are mostly from a rural background. They are either first generation learners or from the vernacular medium. They come from the marginalized strata of society and it is difficult for them to get rid of their inhibitions.

The students of the vernacular medium develop a complex when they are amidst the English medium students. The financial stress levels are insurmountable for many of them, which make them imbalanced. Many students come from socially dysfunctional families with multiple problems. Hence the task of the Mentor is very challenging and crucial.

4. The Practice

A target group of 25 to 35 students is assigned to each faculty member who is a Mentor who follows their progress throughout their course of study. A booklet “Joy of Mentoring” has been designed by the College to keep track of the student’s growth and development on campus. Meetings are held once a month for group mentoring and on an individual regular basis whenever necessary. Certain academic problems of the students are discussed in the department along with the Head of the Department. The mentor meets the parents of her ward once a semester to update them on her overall performance. The mentoring system enables the faculty and students to establish a personal bond with each other.

The parents are also called for, whenever any problem like long absenteeism, irregularity in attendance, academic performance, punctuality, irregularity in submission of assigned tasks, indiscipline and other teenage issues arise. If necessary, a meeting is arranged with the Principal and Vice-Principal and the Head of the Department, to take major decisions.

The slow learners are also identified by the Mentors, who arrange for remedial classes and peer group study.

The Mentors take special care to help the teenagers through the difficult phases in their lives. The students' world is plagued by the media and the misuse of modern technology and gadgets which many of the students have access.

The uniqueness of the practice is the quality time spent by the Mentor with the wards to listen to their problems and guide them on the right path.

When students face emotional crises, the Mentors counsel them and direct them to the College Counsellor to get professional help and if necessary, medical aid.

The limitation of the practice is the fact that many students are not focused and not ambitious; hence they do not pay heed to the advice given.

5. Evidence of Success

Many students have benefitted much from the Mentoring sessions. They are able to cope up with stressful situations at home and academic problems that they encounter. Many students who have low self-esteem are counselled and they gain confidence over a period of time.

Students who are inclined to discontinue the course are counselled and they regain confidence in pursuing and completing the course. A remarkable number of students are able to successfully complete the course through the academic assistance in the form of remedial classes and peer-group study.

6. Problems Encountered

Students are slow to imbibe the benefits of the mentoring system. Their non-seriousness, lack of motivation and low self-esteem are the challenges encountered by the mentors. Mentors often find it difficult to allot sufficient time to meet the students on a regular basis outside the class hours.

Other Best Practices

- **Choice of Electives:** The students are offered a wide range of choice for Skill-Based Electives and Non-Major Electives.
- **Value-Based Education:** Values are imparted to the students by giving them thoughts during the assembly, as well as the good night thought for the hostel

students. The College handbook highlights the importance of a value for every month. All the messages and animations are given based on the monthly value.

- **Weekly Assembly:** The main objective of weekly assembly, apart from the good thoughts for the day, is to ensure interaction between the faculty and students. The thought given during the assembly is based on the value of the month.
- **The Preventive System of Education:** The College follows the Salesian educative method called the Preventive System emphasizing the need for Reason, Religion and Loving Kindness.
- **Regular Monthly College Council:** All the activities of the College are planned and reviewed.
- **Regular Monthly Staff Meeting:** The decisions taken during the College Council Meeting are discussed with all the staff members for consensus, understanding and cooperation.
- **Peer Group Study:** The objective behind peer-group study is to help slow learners by involving advanced learners to help them in their studies. Students are positively encouraged to improve their performance.
- **Extension Activity:** All the students are involved in extension activities and service programmes in the neighbouring villages and homes for orphans, destitute, differently-abled and the ailing. 90 hours of extension service to the society is made mandatory for all the UG students. The students enroll themselves in the Groups and Movements of the College and extend their services to the needy.
- **Prison Ministry:** The Department of Business Administration renders service to the inmates of the Vellore Central Prison and After Care Home for Women, by giving them training in life-coping skills, personality development and job-oriented skills.
- **Coaching for Don Bosco School Students:** The Department of Physics helps the less privileged students of the Don Bosco Orphanage to cope with their studies.
- **Community Learning:** The students of M.S.W. visit rural and urban communities to learn and understand the social problems and create awareness in the community.
- **Village Adoption:** The College has adopted many villages where the Departments, Groups and Movements cater to the specific needs of the village.

- **Herbal Garden:** the Department of Botany maintains a herbal garden where different kinds of herbs are grown as an extension activity.
- **Green Campus:** The College maintains beautiful gardens in each block with flowering plants and trees. The waste from plants is managed properly by the volunteers to keep the campus clean and green. The bio-degradable waste from the campus is converted into vermin-compost and organic manure. Fume hoods are introduced in the laboratories.
- **Soft Skill Training Programme:** Every year, all the final year students of both UG and PG are provided with training in Soft Skills which increases their employability and confidence.
- **Orientation Programme:** The orientation programme is conducted for the students as well as faculty, at the beginning of every academic year. The orientation programme is also conducted for the freshers. The programme highlights the Salesian atmosphere and the academic responsibilities to be carried out throughout the year. It creates a climate of confidence and reduces the anxiety level of students.
- **Leadership Training:** Leadership training and capacity-building programmes are organized for the office bearers of the College Union in leadership, character formation, communication skills and team building.
- **Wi-Fi Facility:** Wi-Fi facility is provided throughout the campus.
- **ICT- Smart Classrooms:** ICT- Smart classrooms are available in every Block.
- **INFLIBNET:** Access to INFLIBNET and subscription to EBSCO databases is given for all academicians to pursue research work.
- **Alternate Energy Resource:** A Solar-Wind Hybrid Energy reservoir is established, with a capacity to generate 80 KW power.
- **Computer Literacy:** A Certificate course in Computer Applications is made mandatory for all the final year students.
- **Honouring Silver Jubilarians and Retirees:** The service of the teaching, administrative and supportive staff, to the institution is duly acknowledged by the Management on their silver jubilee and completion of service.
- **Auxilium Family Spirit:** As the word “Auxilium” means “help”, a helping hand is rendered by the College to all Auxilians to cater to their personal well-being. The spirit of the Auxilium Family is maintained inside the campus during the

course of study and also after the completion of the degree. It is inculcated even among the staff, both during their service and after retirement.

- **Small Savings Club:** The Department of Commerce organizes ‘Small Savings Club’ to encourage the habit of saving.
- **Staff Welfare Fund:** The Teaching and Non-teaching staff members have the provision to avail interest-free personal loans from the Staff Welfare Fund.
- **Job-Oriented Coaching Classes:** the College provides coaching for competitive examinations like, TNPSC, UGC-CSIR-NET, SLET, ICWA, CA, IAS and Banking Services.
- **Bridge Course:** The Department of English conducts a bridge course in English for the I year students who hail from the vernacular medium. This helps to bridge the gap between the students who are proficient in English and those who need training in the same.
- **Department Booklets:** For Skill-based Electives, Non-major Elective and for practicals, booklets are provided to the students.
- **Question Bank:** A book containing questions for Environmental Studies has been prepared for the II year UG students to enable them to study better and to increase the pass percentage of the students in the course. This has shown a very good result for the students especially from the Arts stream.
- **Book Bank:** Many departments have the book bank facility where needy students can avail books.
- **Research Culture:** The College encourages research at the PG level by introducing a paper on Research Methodology which enables them to complete their Projects methodically.
- **Celebrations:** The College gives importance for the various celebrations like Gratitude Day and the celebration of religious feasts and national festivals.
- **Course Book on Value Education:** The College has prepared an exclusive course book on Value Education - *Young and Happy*, with lessons on all the issues that concern the young people.
- **Learning by Experiences:** Industrial visits, Institutional Training, Projects, Assignments, Seminars, Presentations, Event Management, Field Experience, Role Play, Group Discussions, Quiz Programmes and Games help students to have a thorough knowledge of the subject through active participation.

- **Handbook, Instruction Manual and Syllabus:** Every year the handbook / instruction manual / syllabus book is prepared well in advance before the academic year. The handbook includes the value for every month. The rules and code of behavior of the College, prayers during the assembly and the schedule of the various activities are clearly given in the handbook.
- **Physical Fitness:** The College is concerned about the health of the staff. Hence a Gymnasium with training support is provided for them.
- **Internet Café:** A Browsing Centre is provided for the students at nominal charges. This facility is of great help to the residential students.
- **Lesson Plan:** Every member of the Faculty maintains a workbook where the lesson plan is prepared for the semester and the work done is recorded each week, which is signed by the Heads of the Departments every week and by the Vice Principal every month.
- **Updation of Website:** the College website is duly updated wherein the events are highlighted, including a photo gallery, calendar and links for examination results.
- **Daily Newspapers:** Students are encouraged to buy daily newspapers at a nominal cost. This has developed the reading habit of the students and increased their awareness of the world around.
- **Feedback Mechanism:** The institution determines student satisfaction through feedback. Feedback is collected from Faculty, Students, Parents, Alumnae, Stakeholders and Subject Experts. The institution updates and brings innovative changes according to the feedback. SMS is used to send information to students and parents.
- **Nodal Agency for Scientific Awareness:** Being the Nodal Agency for scientific awareness, the Departments of Botany in collaboration with the Department of Microbiology, organized programmes for PG Grade School Teachers on 'Microbiology Techniques'.
- **'Medai Mandram':** 'Medai Mandram' is organized by the Tamil Department to develop the oratorical skill of the students, by which the students get a chance to express their views. These students voluntarily participate in various programmes and competitions.
- **Aadhar ID:** The Aadhar ID was provided to all the eligible students and faculty members through the College.

- **The Duke of Edinburgh Award:** The Duke of Edinburgh Award by the British Government is introduced for the UG students of the Department of Business Administration and Commerce to empower them in experiential learning, social responsibility, skill development and to meet global needs at large.
- **Best Practices of Management Students:** Self-study papers and comprehensive *viva voce* examinations are introduced for M.B.A. students. A Separate Instruction Manual for M.B.A. students is provided. Analytical research and real case analysis is done for the Production Department of BHEL (Bharat Heavy Electricals Ltd.) Ranipet. Motivation for online trading through practical exposure is given to these students. HR consultancy is provided by the M.B.A. students to the UG students on and off the campus according to their requirement.
- **Micro Teaching:** Micro Teaching for M.Phil. English Scholars is introduced to equip them with teaching skills.

Any additional information regarding Innovations and Best Practices, which the institution would like to include.

- Continual interaction with the parents, students, and staff members whenever need.
- Nearly ₹ 10,00,000/- are given as scholarship by the Management.
- Extra classes are offered and credits are given for the I Paper of the NET / SLET Examinations. It is made mandatory for all postgraduate students.
- The arrear examinations which are preponed relieve the students a lot of stress during the semester examinations.
- The Indo-Sri Lankan Student Exchange programme has paved way for many more such exchange programmes in the future.
- The value-based education lays a firm foundation for personality and character formation.
- The Sisters and staff members are committed to their daily duties and the welfare of the students.
- The past pupils of the College have a fond relationship with the Alma-Mater.

DEPARTMENT OF TAMIL

1. Name of the Department & its year of establishment

Tamil – 1954

2. Names of Programmes/Courses offered (U.G, F.G, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.

UG – Foundation course Tamil for I Year B.A., B.Sc., B.Com., B.B.A and B.C.A.

UG – Foundation course Tamil for II Year B.A and B.Sc.

3. Interdisciplinary courses and department involved

I year SBE : Soft Skills - LSRW Skill

III year NME : Basic Tamil

These Interdisciplinary courses are offered to all UG departments.

4. Annual/semester/choice based credit system

Semester with Choice Based Credit System.

5. Participation of the department in the courses offered by other departments

Foundation Tamil is offered to all the UG Departments.

6. Number of teaching posts sanctioned and filled (Professors /Associate Professors/Asst.professors)

	Aided		Self -Financing	
	Sanctioned	Filled	Sanctioned	Filled
Professor	-	-	-	-
Associate Professors	-	-	-	-
Assistant. Professor	5	5	6	6

7. Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph.D., /M.Phil. etc)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Dr.(Sr.) Arokia Jayaceli A.	M.A., M.Phil., Ph.D., M.W.S.	Assistant professor and Head	Women's studies and subaltern literature	14
Dr. Kumari N.	M.A., M.Phil., Ph.D.	Assistant Professor	Sangam literature	11
Ms. Senthiselvi G.	M.A., M.Phil.	Assistant Professor	Sangam literature	11
Ms. Kanimozhi K.B.	M.A., M.Phil.	Assistant Professor	Modern literature	10
MS. Papeetha J.	M.A., M.Phil.	Assistant Professor	Sangam literature	9
Dr. Thamaraiselvi S.	M.A., M.Phil.	Assistant Professor	Grammar	13
Ms. Gowthamaselvi E.	M.A., M.Phil.	Assistant Professor	Modern literature	9
Ms. Meenakshi V.R.	M.A., M.Phil.	Assistant Professor	Modern literature	6
Dr. Preetha R.	M.A., M.Phil., Ph.D.	Assistant Professor	Modern literature	5
Ms. Shenbagavalli G.	M.A., M.Phil.	Assistant Professor	Modern literature	4
Ms. Deepa S.	M.A., M.Phil.	Assistant Professor	Modern literature	10

8. Percentage of Classes taken by temporary faculty – Programme – wise information

Nil

9. Programme –wise Student Teacher Ratio

50:1

10. Number of academic support staff (technical) and administrative staff

Nil

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise

Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants Received

Nil

13. Research facility / centre with State recognition / National recognition International recognition

Nil

14. Publications:

- Books - 4
- Textbooks - 4

Name of the Staff	Titles of papers Published in Books	Publishers with / without ISBN No	Year of Publishing
Dr. (Sr.) Arokia Jayaceli A.	Thimiri yezhu	New Century Book house, Chennai-98 ISBN 978-81-234-1855-1	2011
1. Dr.(Sr.) Arokia Jayaceli A. 2..Ms.Kanimozhi K.B 3. Ms.Papeetha J.	Foundation Course Basic Tamil (I)	New Century Book house, Chennai-98 ISBN 81-234-1316-5	2011
1. Dr.(Sr.) Arokia Jayaceli A. 2. Ms.Senthil Selvi G. 3. Ms.Gowthma Selvi E.	Foundation Course Basic Tamil (I)	New Century Book house, Chennai. ISBN 978-81-234-1865-5-5	2011
Dr.(Sr.) Arokia Jayaceli A.	National Integration through Translation	Today publishers Chennai. ISBN 978-93-81992-54-8	2012
Dr. Preetha R.	Vellore Vatta Vilimbunilai Makkal	Today publishers, Chennai. ISBN 978-93-81992-82-1	2013
1. Dr.(Sr.) Arokia Jayaceli A. 2. Dr..Kumari N 3. Dr. Thamari Selvi S.	Foundation Course Basic Tamil (III and IV)	New Century Book house, Chennai. ISBN 978-81-2342-399-9	2013

Dr.(Sr.) Arokia Jayaceli A.	The Life of Mother Cesira	Illakkiya Padipagam, Vaniyambadi, Vellore. ISBN 978-81-923634-3-1	2014
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15. Details of patents and income generated

Nil

16. Areas of consultancy and income generated

Rural Handicrafts - ₹18,000/-

17. Faculty recharging strategies

Faculty members participate and present papers in Workshops, National and International Conferences and Seminars. They also attend Refresher and Orientation Courses. At the beginning of every year an Orientation Programme is conducted for all the members of the Faculty by the College. Department Staff meeting is conducted every month to plan and evaluate the teaching methodology and various activities of the Department.

Programmes	2010-11	2011-12	2012-13	2013-14	2014-15
Conferences/Seminars/ Workshop Attended	25	10	33	28	38
Paper Presentations	19	7	38	20	20
Resources persons/chairing the sessions/panelist	-	-	2	2	4
Refresher /Orientation	-	-	1	1	5

18. Student Projects

Not Applicable

19. Awards/recognitions received at the national and international level by

Faculty Doctoral/ Post Doctoral fellows National award -

Faculty:

- Dr. Preetha R., received *Veerama Muniver* award from honorable Collector Mr.Nandha Gopalan 08-11-2013, for writing and publishing the book “*Vellore Vatta Vilimbunilai Makkal*”

20. Seminars/ Conferences/Workshops organized and the source of funding (national / international) with details of outstanding participants, if any

Date	Topic	Level	Source Of Funding
30-11-2012	National Integration through translated literatures.	International	Department
15-12-2013	Research study on "Pathinen keezh kanaku"	International	Sanga Illakiya Maiyam, Madurai.
23-02-2015 to 25-02-2015	Ecology and Bio-Diversity in Sangam Literature	National	Central Institute of Classical Tamil (An autonomous Institution under Human resource Development, Government of India, New Delhi) Taramani, Chennai
04-03-2015	Multiple perspective of Women Novelists in 21 st century	State	Sahitya Academy, Chennai

List of Eminent Scientists/ Scholars are as follows:

S. No.	Name and Designation	Address
1	Dr. Valan Arasu P., Director	World Thirukural Information center, Palayamkottai, Tamil Nadu.
2	Dr. Vannagamudi G., Head, Department of Tamil	Asanath Women's College, Bangalore
4	Mr. Rajaram P., Programme Officer	All India Radio, New Delhi.
5	Dr. Krishnan Rasmusamy	Department of Linguistics and Languages, University of Malaya, Kuala Lumpur, Malaysia
6	Dr. Velmurugan R., Senior Professor	Nanyag Institute of Technology University, Singapore
7	Mr. Kuppuswamy, Translator	Vellore, Tamil Nadu
8	Mr. Alagiya Paeriyavan,, Writer	Vellore, Tamil Nadu
9	Dr.Pon Kothanda Raman, Former Vice Chancellor of Madras University	Madras University, Chennai
10	Dr. Arasenthiran G., Head, Department of Tamil	Madras Christian College, Tambaram, Chennai
11	Mr. Ilangovan A.S., Officer -in-charge, Chennai	Sahitya Akademi, Chennai

21. Student Profile Course – wise

Name of the Course	Year	Pass Percentage
UG	2010-11	98.6%
	2011-12	98.5%
	2012-13	97.3%
	2013-14	96.0%
	2014-15	97.0%
	2014-15	98.18%

22. Diversity of Students

Not Applicable

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?

Not Applicable

24. Student Progression

Not Applicable

25. Diversity of Staff.

Percentage Of Faculty Who Are Graduates	
Of the same parent university	36%
From other universities within the state	64%
From other universities from other States	-

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period.

Ph.D - 3

1. Dr Kumari N.- 2010
2. Dr.Preetha R.- 2011
3. Dr. Sr. Arokia Jayaceli A.- 2014

27. Present details about infrastructural facilities:

a) Library

- Library Books - 6992
- Book Bank Books - 50
- Remedial Books - 42
- Journals - 4

a) Internet facilities for staff and students - Wi-Fi

b) Total number of Class rooms. - Not Applicable

c) Class rooms with ICT facility - Yes

d) Student's Laboratories - Not Applicable

e) Research Laboratories - Not Applicable

28. Number of students of the department getting financial assistance from College

Not Applicable

29. Was any need assessment exercise undertaken before the development of new program(s) If so, give the methodology

Not Applicable

30. Does the department obtain feed – back from.

a) Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?

Yes, every year the curriculum is evaluated through questionnaire, the students write the feedback of both curricula and the teaching method. It is recorded and kept as reference to formulate the new syllabi.

b) Students on staff, curriculum as well as teaching-learning evaluation and what is the response of the department to the same?

Not Applicable

c) Alumni and employers on the programmes and what is the response of the department to the same?

Not Applicable

31. List the distinguished alumni of the department (maximum 10)

Not Applicable

32. Give details of student enrichment programmes (special lectures /workshop / Seminar) with external experts.

- Mr. Solainathan, Writer spoke on the topic “Thirukural and Youth” on 18.01.2013
- Rev. Dr. Xavier Alphonse, Director, Community College delivered a talk on the Contribution of Thani Nayagam Tamil literature on 21.08.2013
- Mr. Tamizzh Thirumal, delivered a lecture on the Aesthetic Sense of *Mahakavi* Bharathiyar on 11.08.2014
- Mrs. Rajeshwari Shiva, Head Nurse, Christian Medical College, Vellore delivered a talk on Health and Life-Time Reading Habit on 15.09.2014
- Mr. Mohana Rasu, (Rtd.) Head, Department of Tamil, Madras University, delivered a talk on Thirukural and Women Empowerment on 27.08.2014

33. List the teaching methods adopted by the faculty for different programmes.

ICT Methods, Field Visits, Group Discussion, Assignments

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

The learning outcomes are monitored by:

- The Internal Assessment
- Personal Guidance to the students
- Various programme objectives
- Evaluation

35. Highlight the participation of students and faculty in extension activities:

Date	Activity	No. of Students	No. of Faculty	No. of Beneficiaries
08.03.2014	Kanali Women’s Cell	84	1	1000
26.07.2014	N.S.S	500	5	500
	Rotract	650	2	800
26.07.2015	Handicraft	50	2	50

36. Give details of “beyond syllabus scholarly activities” of the department.

- Guest lectures on Women’s health and Mental Health of the Youth
- Endowment lectures by renowned speakers and scholars
- Short term course on creative writing
- A Club for orators
- Field trips to the Press
- Classes taken for the certificate course on Rural Handicrafts.
- Cultural programmes and competitions are conducted periodically.

37. State whether the programme / department is accredited / graded by other agencies. Give details.

Not Applicable

38. Detail any five strengths, weaknesses, opportunities and challenges of the department

Strengths

- Commitment and efficiency of the staff regarding the subject
- The ability for collaboration and cooperation in order to carry out the programme
- Increase in publications

Weaknesses

- Lack of interest of the students and the inability to have basic knowledge

Opportunities

- Faculty and students are encouraged to publish papers and do research

- The Tamil Debtors' club and Talent shows gives students the opportunity to improve skills in their Mother Tongue and emphasis on Tradition and culture

Challenges

- Functioning only as a Language Department curbs Creativity
- Inculcating an interest in improvement of the Language

39. Future plans of the department

- To start a Certificate Course in Translation
- To start a Certificate Course in Textile and Dress-designing
- To pursue Minor and Major Projects

DEPARTMENT OF HINDI

1. Name of the Department & its year of establishment.

Hindi – 1956

2. Names of Programmes/Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

UG – Foundation course Hindi for I Year B.A., B.Sc., B.Com, B.B.A and B.C.A.

UG – Foundation course Hindi for II Year B.A and B.Sc.

3. Interdisciplinary courses and departments involved.

I year SBE: Conversational Hindi

This Interdisciplinary course is offered to all the UG departments.

4. Annual/ semester/choice based credit system.

Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments.

Foundation course Hindi is offered to all the UG Departments.

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/Asst. Professors).

	Aided	
	Sanctioned	Filled
Professor	-	-
Associate Professors/Asst. Prof.	1	1
Assistant. Professor	-	-

7. Faculty profile with name, qualification, designation, specialization (D.Sc./D.Litt./Ph.D./M. Phil., etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Dr. Ms. Elsamma Cherian	M.A., Ph.D.	Associate Professor and Head	Social Consciousness in Hindi Novels Literature, Comparative Literature	25

8. Percentage of classes taken by temporary faculty – programme-wise information.

Nil

9. Programme-wise Student Teacher Ratio

UG – 37:1

10. Number of academic support staff (technical) and administrative staff:

Not Applicable

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total Grants received. Mention names of funding agencies and grants received project-wise.

Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received.

Nil

13. Research facility / centre with / state recognition / national recognition / international recognition.

Nil

14. Publications.

Chapters in books - 1

15. Details of patents and income generated.

Nil

16. Areas of consultancy and income generated.

Doctoral Committee member, Department of Hindi, School of Social Sciences and Languages, Vellore Institute of Technology, University, Vellore.

17. Faculty recharging strategies.

The Faculty equip and update herself to become intellectually competent by Library reference, Internet browsing, participating and presenting papers in Workshops, National and International Conferences and Seminars.

Programmes	2010-11	2011-12	2012-13	2013-14	2014-15
Conferences/Seminars/ Workshop Attended	-	1	2	2	-
Paper Presentations	-	-	-	1	-
Resources persons/ chairing the sessions/panelist	-	-	-	1	-

18. Student projects.

Not Applicable

19. Awards / recognitions received at the national and international level by - Faculty Doctoral / post doctoral fellows Students

Julia Sebastian, I B.Sc. Chemistry, won the Second prize at the National Level Essay writing competition in Hindi - Jan-2014 conducted by Islamiah College, Vaniyambadi, Tamil Nadu.

20. Seminars/ Conferences/Workshops organized and the source of funding (national / international) with details of outstanding participants, if any.

Date	Topic	Level	Source of Funding
March 2 nd & 3 rd 2012	Value Education	National	UGC

- Member Organizing Committee, National Workshop on Value Education – UGC funded. Participants from all over India.

21. Student profile course-wise.

Name of the Course	Year	No. of Students Enrolled	Pass Percentage
UG	2010-11	14	100%
	IB.A/B.Sc./B.Com/ BBA/BCA		90.91%
	II BA/BSc.	18	100%
	2011-12		100%
	IB.A/B.Sc./B.Com/ BBA/BCA		8
	II BA/BSc.	17	88.24%
2012-13	91.67%		
UG	2013-14	18	94.44%
	IB.A/B.Sc./B.Com/ BBA/BCA	6	100%
UG	2014 – 15	25	91.30%
	IB.A/B.Sc./B.Com/ BBA/BCA	11	100%
	II BA/BSc.		

22. Diversity of students

Not Applicable

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?

Not Applicable

24. Student progression

Not Applicable

25. Diversity of Staff

Percentage of Faculty Who Are Graduates	
of the same parent university	-
from other universities within the State	-
from other universities from other States	100%

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period.

Nil

27. Present details about infrastructural facilities

a) Library

No. of Hindi books - 1174.

b) Internet facilities for staff and students

Department computer with net facilities - Wi-Fi

c) Total number of class rooms - 1

d) Class rooms with ICT facility - 1

e) Students' laboratories - Not Applicable

f) Research laboratories - Not Applicable

28. Number of students of the department getting financial assistance from College.

Not Applicable

29. Was any need assessment exercise undertaken before the development of new program(s)? If so, give the methodology.

Not Applicable

30. Does the department obtain feedback from

a. Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?

Yes, the opinions of the expert members of Board of studies and Academic Audit Committee are taken into account and necessary changes are made in the syllabus wherever necessary.

b. Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Feedback is collected through the annual students evaluation programme and a review is conducted at the end of Academic year. Department wise feedback is also collected and the feedback is considered for the revision of syllabus and the betterment of the teaching-learning process.

c. Alumni and employers on the programmes and what is the response of the department to the same?

On Alumni day a questionnaire is given to the Alumni on their ideas and impressions about improving the Department. The necessary changes are carried out.

31. List the distinguished alumni of the department (maximum 10)

Not Applicable

32. Give details of student enrichment programmes (special lectures /workshop /seminar) with external experts.

Every year special lectures are organized by the Hindi Association on relevant topics such as the use of Hindi in computers, Hindi software, e-journals, etc.

33. List the teaching methods adopted by the faculty for different programmes. Teaching methods.

Lecture method; Group Discussions; Power point presentations; Audio visual Aids; Films on Short Stories; Assignments; Peer group study.

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

The department monitors the overall performance of the students to ensure the course objectives through daily Question Answer Sessions, Regular Tests, Continuous Assessments, and Semester Examinations. Peer Group Study and Remedial Teaching for weak students is also arranged.

35. Highlight the participation of students and faculty in extension activities.

The students are active members in various clubs and movements. The staff and students actively participate in the extension activity.

36. Give details of “beyond syllabus scholarly activities” of the department.

- The Department of Hindi has an innovative way of teaching the National Language ‘Hindi’ to all the staff and students by presenting ‘a word per day’ with its meaning in English, during the College assembly.
- To promote keen interest in learning the National Language, the Hindi association organizes various activities and competitions.
- Celebration of Hindi Diwas, Inter-Departmental Patriotic Singing competition, Guest lectures and Hindi Literary Week celebration with various competitions such as poetry, short story and essay writing, literary quiz etc., are the salient features of the Department.
- Students are motivated to write articles for the College magazine and develop writing skills.

- It motivates the staff and students to enroll for the Hindi certificate course conducted by Central Hindi Directorate, New Delhi.
- It encourages the Hindi students to participate in various State and National level competitions.
- Participation and presentation of papers in various National and International seminars and conferences.
- Publication of papers in journals/ books.

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.

Nil

38. Detail any five Strengths:

Strengths

- A Classroom with ICT facilities
- A Good library with more than 1000 books
- Well qualified and dedicated faculty
- Hindi Association

Weakness

- The number of students opting for Hindi is less.

Opportunities

- BA/B.Sc. students with Hindi as foundation course are eligible to do PG in Hindi.
- Wide range of job opportunities are available as Hindi teachers, Hindi officers and translators.

Challenges

- To teach Literature to the students who have little knowledge of Hindi Language basics.

39. Future plans of the department.

- To publish more research papers
- To take up Minor/Major projects.

DEPARTMENT OF ENGLISH

1. Name of the Department & its year of establishment

English – 1954

2. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

UG - 1964

PG - 1997

UG - 2008 (Additional Section)

M.Phil. - 2008

Ph.D. - 2009

UGC Sponsored Certificate Course:

Communication Skills in English - 2010

3. Interdisciplinary courses and departments involved.

I Year SBE : Everyday English

II Year SBE : English for Competitive Examinations

III Year NME : Soft Skills and Personality Development

These Interdisciplinary courses are offered to all UG departments.

PG NME : English for Specific Purposes

4. Annual/ semester/choice based credit system.

Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments

Foundation English, SBE and NME courses are offered to all the UG departments.

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/Asst. Professors)

	Aided		Self-Financing	
	Sanctioned	Filled	Sanctioned	Filled
Professor	-	-	-	-
Associate Professors	2	2	-	-
Assistant Professor	6	Aided - 2 Un-aided - 4	18	18

7. Faculty profile with name, qualification, designation, specialization (B.Sc./B.Litt./Ph.D./M. Phil., etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided In The Last 4 Years
Dr. (Sr.) Ugini Fatima Mary L.	M.A., Ph.D.	Associate Professor. & Principal	Indian Literature Mysticism	28	7 (Guiding)
Dr. Venum Cecilia P.A.A.	M.A., M.Phil., Ph.D.	Associate Professor & HOD	Language and Linguistics World Classics Metafiction	26	-
Sr. Amala Valarmathy A.	M.A., M.Phil., (Ph.D.)	Assistant. Professor. & Head i/c. PG Department of English	Shakespeare Studies, Literary Criticism & Literary Theory	16	-
Ms. Mary Gabriel I.	M.A., M.Phil., (Ph.D.)	Assistant Professor	Linguistics Translation Postmodernist Fiction	9	-
Ms.Hilda Princi Annie S.	M.A., M.Phil., (Ph.D.)	Assistant. Professor.	Language and Linguistics Postcolonial and Diasporic Literature	9	-

Ms.Amutha Arockia Mary P.R.	M.A., M.Phil., (Ph.D.)	Assistant Professor	Women and Literature Drama and Theatre Feminism	9	-
Ms. Geetha R.	M.A., M.Phil., (Ph.D.)	Assistant Professor	Shakespeare Indian Literature in English	9	-
Ms.Alaisa M.	M.A., M.Phil., SET	Assistant Professor	Modern British Novels Drama	6	-
Ms.Latha E.	M.A., B.Ed. (Ph.D.)	Assistant Professor	Communica- tive English English Language Teaching	5	-
Ms. Kalaiselvi	M.A., B.Ed., M.Phil., (Ph.D.)	Assistant. Professor.	Indian Literature in English Feminism	5	-
Ms. Elamathi G.	M.A., SET.	Assistant Professor	Postmodern Indian Writing	2	-
Ms. Gayathri R.	M.A., B.Ed.	Assistant Professor	Black Feminism	2	-
Ms. Jeyamani S.	M.A., M.Phil.	Assistant. Professor.	Translation	2	-
Ms.Shalini Getsy	M.A., M.Phil.	Assistant. Professor.	Existentialism	3	-
Ms. Thirunirai	M.A., (M.Phil.)	Assistant. Professor.	Translation	1	-
Ms. Anupama Beck	M.A., M.Phil.	Assistant. Professor.	Stylistics	2	-
Ms.Anitha Winfred	M.A.	Assistant. Professor.	Existentialism	1	-
Ms.Angel Rathnamani	M.A., B.Ed.	Assistant. Professor.	Magic Realism	3	-
Dr. Sweta Mukherjee	M.A., M.Phil. Ph.D.	Assistant. Professor.	English Language Teaching	4	-

Dr.(Sr.) Mary Putty	M.A., M.Phil. Ph.D.	Assistant. Professor.	English Language Teaching	1	-
Ms.Thenmozhi A.	M.A., M.Phil.	Assistant. Professor.	Indian Literature in English	9	-
Ms. Sathiyabama T.	M.A., B.Ed. M.Phil.	Assistant. Professor.	Ecocriticism	2	-
Ms. Starry Angeline	M.A., B.Ed. M.Phil.	Assistant. Professor.	Philosophy and Psychological Criticism	1	-
Ms. Geneshiya Britto	M.A., B.Ed.	Assistant. Professor.	Afro-American Literature	1	-
Ms. Priyadharshini	M.A.	Assistant. Professor.	English Language Teaching	1	-
Ms. Nisha Ruth David	M.A., B.Ed.	Assistant. Professor.	Diasporic Literature	1 month	-

8. Percentage of classes taken by temporary faculty – programme-wise information.

UG - 40.3
 PG - 15.5
 M.Phil. - Nil

9. Programme-wise Student - Teacher Ratio.

UG - 50:1
 PG - 12:1
 M.Phil. - 3:1

10. Number of academic support staff (technical) and administrative staff sanctioned and filled.

Nil

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total Grants received. Mention names of funding agencies and grants received project-wise.

Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received.

Nil

13. Research facility / centre with • state recognition •national recognition • international recognition.

Nil

14. Publications:

- Number of papers published in peer reviewed journals
(National - 2/ International - 6) - 8
- Chapters in the Value Education Book, “*Young and Happy*” released by Auxilium College - 2
- Paper publication in books - 11
- Editing books - 2

Name of the Staff	Titles of Paper Published in Books	Publisher With / Without ISBN No	Year of Publication
Ms. Kaliaselvi R.H.	Quest for Self – The Universal Angst Depicted in Ambai’s Short Story ‘ <i>Mozhipeyarppu Ilakkiyangal Kaattum Deisya Orumaipaadu Forest</i> ’.	978-93-81992-54-8 Today Printers, Chennai	2012
Ms. Geetha R.	National Integration in the Poetry of Subramaniya Bharathi <i>Mozhipeyarppu Ilakkiyangal Kaattum Deisya Orumaipaadu</i>	978-93-81992-54-8 Today Printers, Chennai	2012
Ms. Alaisa N.	Tagore’s <i>Gitanjali</i> : It’s Universality <i>Mozhipeyarppu Ilakkiyangal Kaattum Deisya Orumaipaadu.</i>	978-93-81992-54-8 Today Printers, Chennai	2012
Dr. Venum Cecilia P.A.A., Sr.Amalal Valarmathy A., Ms. Mary Gabriel I. (Editors)	Proceedings of the National Seminar; February, 2013. Synchronizing Cognitive Perception and Emotional Response to Indian Literature In English	978-81-92897-9-0 BRBS Consortium, Palayamkottai	2013
Ms.Kalaiselvi R.H.	Cognition Vs Emotion -The Angst and Miseries of Women Portrayed in Shashi Deshpande’s novel Roots and Shadows. Synchronizing Cognitive Perception and Emotional Response to Indian Literature In English	978-81-92897-9-0 BRBS Consortium, Palayamkottai	2013

Ms.Latha E.	A Blend of Cognitive Perception and Emotional Response in Mulraj Anand's Short Stories. Synchronizing Cognitive Perception and Emotional Response to Indian Literature In English	978-81-92897-9-0 BRBS Consortium, Palayamkottai	2013
Ms. Hilda Princi Annie S.	Mirror of the Self: Realisation and Transformation of Characters in the Novels of Amitav Ghosh. Synchronizing Cognitive Perception and Emotional Response to Indian Literature In English	978-81-92897-9-0 BRBS Consortium, Palayamkottai	2013
Ms.Geetha R.	The Theme of Tradition and Modernity in Nayantara Sahagal's <i>The Day in Shadow</i> . Synchronizing Cognitive Perception and Emotional Response to Indian Literature In English	978-81-92897-9-0 BRBS Consortium, Palayamkottai	2013
Dr .Vernum Cecilia P.A.A. (Member of the Editorial Board)	Study aid for the Course Book in English Short Story. <i>17 Selected Masterpiece Stories</i>	978-81-8408-355-2 Indiana Publications Delhi	2013
Ms. Latha E.	Promoting English Language Learning through Informal Activity-Based Teaching . Global Dimensions of English	978-93-81208-18-2 PG and Research Department of English; Madras Christian College, Chennai	2013
Ms. Kaliaselvi R.H.	Translation for Promoting Social Integration: An Analysis of Ambai's Short Stories. Global Dimensions of English	978-93-81208-18-2 PG and Research Department of English; Madras Christian College, Chennai	2013
Ms. Mary Gabriel I.	Enriching the Connection between Literature and Life	978-93-80516-09-07 TJELLS Publications	2013
Ms. Amutha Arockia Mary P.R.	Voice of the Voiceless: A Study of Bama's <i>Karrukku</i> Enriching the Connection between Literature and Life.	978-93-80516-09-07 TJELLS Publications	2013

15. Details of patents and income generated

Nil

16. Areas of consultancy and income generated.

Royalty towards Publications from Indiana Publishing House, New Delhi – ₹ 3,894/-

17. Faculty recharging strategies

Faculty members are encouraged to participate and present papers in Workshops, National and International Conferences and Seminars. They also attend Refresher and Orientation Courses. At the beginning of every academic year an Orientation Programme is conducted for all the members of the Faculty by the College.

Programmes	2010-11	2011-12	2012-13	2013-14	2014-15
Conferences/Seminars/ Workshops attended	8	1	7	4	7
Paper presentation	1	5	16	2	5
Resource person/ Chairing the sessions / Panel list	1	1	-	3	7
Refresher/ Orientation	-	-	2	1	1

18. Student projects:

- **Percentage of students who have done in-house projects including inter-departmental**

M.A. - 96.18%

M. Phil. - 96.55%

- **Percentage of students doing projects in collaboration with industries / institutes**

M.A. - 3.81%

M. Phil. - 3.44%

19. Awards / recognitions received at the national and international level by

- **Faculty**
 - Dr. (Ms.) Venum Cecilia, Head, Department of English chaired a Paper-reading session at the International Conference on “English Language: Developing Employability Skills of College Graduates”, held at VIT University, and received a certificate of recognition.

- Ms.Amutha Arockia Mary, Asst. Prof. of English and NSS Programme Officer was awarded the State-level Best NSS Programme Officer 2012-13 Award by the Tamil Nadu Government Ministry of Youth Affairs and Sports Development.
- **Doctoral / post doctoral fellows** – Ms.Sweta Mukherjee – Fulbright Nehru Doctoral Fellow 2012-13, University, West Georgia, USA.

20. Seminars/ Conferences/Workshops organized and the source of funding (national / international) with details of outstanding participants, if any.

Date	Topic	Level	Source of Funding
06-02-2013	Synchronizing the Cognitive Perception and Emotional Response to Indian Literature in English	National	Department

List of Eminent Scientists/Scholars are as follows:

S.No.	Name & Designation	Address
1.	Ms .Mini Krishnan, Editor & Translator	Oxford University Press, Chennai
2.	Ms. Tulsi Badrinath	Literary Writer
3.	Dr. Krishnaswamy N., Writer and Expert in English Language Studies & Grammarian	Bangalore
4.	Ms. Lalitha Krishnaswamy, Educationist	Bangalore
5.	Dr. Francis C.S. Assistant Professor of English	Sacred Heart College, Kerala
6.	Dr. Vinod Balakrishnan, Assistant Professor of English	National Institute of Technology, Trichy
7.	Ms.Sweta Mukherjee – Fulbright Nehru Doctoral Fellow 2012-13, University, West Georgia, USA	Auxilium College, Vellore -6

21. Student Profile course-wise

Name of the Course	Year	Applications Received	Selected	Pass Percentage
UG	2010-2011	745	220	98.36
	2011-2012	859	222	77.55
	2012-2013	633	210	79.36

	2013-2014	773	210	72.70
PG	2010-2011	36	22	60.87
	2011-2012	61	29	68.75
	2012-2013	59	40	90.91
	2013-2014	103	40	88.57
M. Phil	2010-2011	11	6	100
	2011-2012	16	9	100
	2012-2013	16	8	100
	2013-2014	9	6	100

22. Diversity of Students

Name of the Course	Year	% of Students From the College	% of Students From the State	% of Students from Other States	% of Students from Other Countries
UG	2010-2011	NA	100	-	-
	2011-2012	NA	100	-	-
	2012-2013	NA	100	-	-
	2013-2014	NA	100	-	-
	2014-2015	NA	100	-	-
PG	2010-2011	42	100	-	-
	2011-2012	35	100	-	-
	2012-2013	63	100	-	-
	2013-2014	59	100	-	-
	2014-2015	33	100	-	-
M. Phil.	2010-2011	50	100	-	-
	2011-2012	100	100	-	-
	2012-2013	100	99.7	0.23	-
	2013-2014	89	100	-	-
	2014-2015	100	100	-	-

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?

NET – 1 SLET - 6

24. Student Progression

As per available data:

Student Progression	Percentage Against Enrolled
UG to PG	43%
PG to M.Phil	12 %
PG to Ph.D	5 %
Ph.D to Post Doctoral	-
Employed <ul style="list-style-type: none">• Campus selection• Other than Campus selection	6% 84.2%
Entrepreneurs	-

25. Diversity of staff

Percentage of Faculty Who Are Graduates	
of the same parent university	53.84
from other universities within the State	42.30
from other universities from other States	3.84

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period.

Ph.D. -1

Dr. Sweta Mukherjee – 2015

27. Present details about infrastructural facilities

a) Library

- Library Books -1722
- Journals - 3

b) Internet facilities for staff and students

Department computer with net facilities – 2

- c) Total number of classrooms**
 - Class Room - 11
 - Library - 1
- d) Class rooms with ICT facility - 4**
- e) Students' laboratories - 1**
- f) Research laboratories - Nil**

28. Number of students of the department getting financial assistance from College.

2010-2011 - 20
 2011-2012 - 20
 2012-2013 - 20
 2013-2014 – 21

Department Student welfare fund is utilized for the financial assistance of economically backward students.

Students financially assisted by the Management - 10

29. Was any need assessment exercise undertaken before the development of new program(s)? If so, give the methodology.

Two additional sections of B.A. English were included in 2008, the need for those sections was assessed by the number of applications received as against the available seats.

30. Does the department obtain feedback from

- a) Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?**

Yes, the feedback is got from the faculty to assess the curriculum in line with its relevance to the programme and the students' ability to cope with it, the learning objectives of each course and the overall learning outcome of the curriculum. The outcome of the feedback serves to make the necessary changes. The faculty also assess the teaching, learning and evaluation on the basis of the learning objectives, question-paper pattern and evaluative methods.

b) Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Yes, in the course of the year, during the mentoring sessions and at the end of every semester, feedback from the students is obtained on the curriculum, teaching-learning and evaluation. Every year, the Deans elicit a general feedback from all the students, on the curriculum, teaching-learning, evaluation, and all the curricular, co-curricular and extra-curricular activities of the college. The necessary changes are made in the curriculum, teaching-learning and evaluation based on the feedback procured from the students

c) Programmes and what is the response of the department to the same?

- There is an Alumni in the Board of Studies from whom the department gets feedback on the curriculum, teaching-learning and evaluation.
- The Campus Placement Interviews organized by the Career Guidance and Counselling Centre serves to get feedback from representatives of the industry, on the curriculum, teaching-learning and evaluation of the programmes offered by the department

31. List the distinguished alumni of the department (maximum 10)

- Dr. (Sr.) Ugini Fathima Mary, Principal, Auxilium College, Vellore
- Dr. Revathy, Former Principal, D.K.M. College, Vellore
- Ms. Fathima Vasant, Former Director, Madras School of Social Work, Chennai, present Principal of St. Patrick's College, Chennai
- Ms. Freeda, Principal, M.M.E.S., College for Women, Melvisharam
- Mrs. Mary Varghese, Assistant Director, State Council for the Disabled, Chennai
- Ms. Hannah Paul, Personnel Manager, Personnel Department, Christian Medical College Hospital, Vellore
- Ms. Ajie George, Associate Professor, Stella Maris College, Chennai
- Ms. Bobby, Head of the PG and Research Department of English, Muthurangam Government Arts College, Vellore
- Ms. Gayathri V.P., Head of the Department of English, DKM College, Vellore

32. Give details of student enrichment programmes (special lectures/ workshop /seminar) with external experts.

- The department regularly organizes guest lectures and workshops on the topics prescribed in the syllabus and related topics. Literary films are screened for students to perceive and appreciate literary creations. Literary competitions in dramatics, creative writing and picturizing a poem are organized. Paper-reading sessions are organized for M.Phil. scholars and postgraduate students. M.Phil. scholars are given assignments in Micro-teaching by which their teaching skills in teaching literature is assessed and evaluated, by video graphing their teaching assignment.
- 28th August 2009: A Guest Lecture on “Tagore’s Gitanjali as represented in Paintings” by Prof.Eugene D’Vaz, Associate Professor and Painter from Trichy.
- 28th August 2009: “Guest Lecture on Short Story” by Dr.V.Peruvalluthi, Associate Professor of English, Government Arts College, Tiruvannamalai.
- 14th September, 2011: “Workshop on Translation” for Postgraduate students, by Ms.Mini Krishnan, Editor and Translator, Oxford University Press, Chennai.
- 20th February 2013: Resource Talk on “Women’s Writing by Literary Writer” by Ms.Tulsi Badrinath
- 6th February 2013: Resource Talk on “Art Experience in Indian Literature” by Dr.Vinod Balakrishnan, Associate Professor of English, National Institute of Technology, Trichy.
- 6th February 2013: Resource Talk on “The Signifying Act and the Tradition of Modern Indian Theatre” by Dr.C.S. Francis, Associate Professor, Sacred Heart College, Cochin, Kerala.
- 20th February 2013: Guest Lecture on “Bernard Shaw and the Drama of Ideas” by Ms.Deepa Priyadharshini, Assistant Professor of English, Madras Christian College, Chennai.
- 6th February 2014: Guest Lecture to the PG students on Contemporary Literary Theory by Dr.Krishnaswamy N., Writer and Expert in English Language Studies and Grammarian.
- 6th February 2014: Guest Lecture to the UG students on Women and Empowerment in Literature by Dr.Lalitha Krishnaswamy, Writer and Educationist.

- 11th December 2014: Workshop on Theatre, conducted by Dr.Rajani, Theatre Artist and Retd. Associated Professor of English, Madras Christian College, Chennai and Professor of English, Central University, Thiruvarur.

33. List the teaching methods adopted by the faculty for different programmes.

- Apart from the regular classroom teaching, literary films are screened for a better perception and appreciation of literary creations.
- For their Core Elective - Theatre and Dramaturgy the III B.A. English students do a theatrical performance for their 5 mark Individual Component.
- The Department makes use of the language laboratory and the Virtual English Language Learning Platform - “Words Worth” - to make the students improve their English Language Skills.
- Paper-reading sessions are organized for M.Phil. scholars and Postgraduate students.
- M.Phil. scholars are given assignments in Micro-teaching by which their teaching skills in teaching literature is assessed and evaluated, by video graphing their teaching assignment.

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

The learning objectives and the objective of the programme are ensured by planning the teaching-learning and evaluation in line with the objectives. It is monitored by an interaction with the students and is assessed by the students’ performance in the examinations.

35. Highlight the participation of students and faculty in extension activities.

Date	Activity	No. of Students	No. of Faculty	No. of Beneficiaries
2010-2011	Coaching Classes for 10 th and 12 th standard students village students of Senur, Vanjur and Thirumani villages of Katpadi region	14	2	26
2011-2012	Coaching classes and Awareness programmes at Melmanovur village	23	1	41

2011-2012	Coaching classes, orientation Programme and Recreation for the inmates of 'Rehoboth' home for orphan and a special care centre for children of HIV parents.	12	2	82
2011-2012	Cultural events and coaching classes for the inmates of 'Dheena Bath Trust' home for disabled	23	2	11
2012-2013	Coaching Class for students at the C.S.I. Elementary school Durgam and service at Karl Bornmann Transitional Resource Centre , Ranipet	3	-	18
2012-2013	Assistance at Polio Vaccination Camp	10	1	68
2013-2014	Coaching Classes at welfare school, Sathuvachary, TK Puram, Thirumani, Unnamalai school and St.Mary's School Pallikonda	23	2	11
2014-2015	Coaching Class and Study assistance at Vanjur	23	4	41

36. Give details of "beyond syllabus scholarly activities" of the department.

- The Department regularly organizes, seminars/conferences and workshops.
- Apart from **the Literary Association Club**, the Department has the **Journalism Club**, to promote creative writing and critical writing among students and the **Theatre Club** to hone the theatrical skills of the students.
- The Department encourages the habit of reading by giving **the Best Reader Award** that acknowledges students who make the best use of Library by extensive reading.
- The Department organizes the Rev.Sr.Celine De Souza Memorial Lecture in honour of Rev.Sr.Celine De Souza, former Head of the Department and former Principal, Auxilium College.
- Script writing and dramatizing of Literary Plays are the annual phenomenon

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.

Nil

38. Detail any five Strengths

Strengths

- The Department caters to the high demand for English Teachers in the neighboring schools and colleges.
- The Department has a well-equipped library.
- The Department trains students from the rural background to speak English confidently at the end of their programme.
- All the students pass out from the Department as employable candidates.
- The students of the Department are multi-faceted and engage in all the curricular, co-curricular and extra-curricular activities.

Weakness

- The Department is yet to take up Minor/Major Research Projects.

Opportunities

- To meet the ever-growing demand for English Language Skills and English Language Teachers is the biggest opportunity.
- The Inter-disciplinary nature of language studies in general open up various avenues in interdisciplinary research, extension and consultancy.

Challenge

- Teaching literature to students in big classrooms with mixed abilities in English Language Skills is the biggest challenge of the Department.

39. Future plans of the department.

- To offer interdisciplinary Allied courses for UG courses.
- To initiate innovative research projects.
- To render consultancy services.
- To sign MoU with publishing industries and other higher education institutions.
- To enhance Research guideship
- To increase publications

DEPARTMENT OF HISTORY

1. Name of the Department & Year of Establishment

History – 1975

2. Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.)

UG - 1975

UGC Sponsored certificate course:

Career-oriented Course in Rural Handicrafts - 2009

3. Interdisciplinary courses and departments involved

I Year Skill-Based Elective: Tourism and Travel Formalities

III Year Non-Major Elective: Travel Agency and Tour Operation Business

These Interdisciplinary courses are offered to all UG departments.

4. Annual/ semester/choice based credit system.

Semester with Choice Based Credit System.

5. Participation of the department in the courses offered by other Departments.

Nil

6. Number of teaching posts sanctioned and filled (Professors / Associate Professors/ Asst. Professors)

	Aided		Self- Financing	
	Sanctioned	Filled	Sanctioned	Filled
Professor	-	-	-	-
Associate Professors	-	-	-	-
Asst. Professor	3	-	4	4

7. Faculty profile with name, qualification, designation, specialization (B.Sc./ B.Litt./ Ph.D./ M.Phil., etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Sr. Sumathi. M	M.A., M.Phil., B.Ed., (Ph.D.)	Assistant Professor and Head	Geography, Europe	2
Ms. Dhanapackiam K.	M.A., M.Phil., B.Ed., SLET, (Ph.D.)	Assistant Professor	Archaeology	4
Ms.Ganga V.	M.A., M.Phil., (Ph.D.)	Assistant Professor	Civilization	4
Ms.Varalakshmi S.	M.A., M.Phil., M.Ed.	Assistant Professor	Women's Studies	2

8. Percentage of classes taken by temporary faculty – programme-wise information

UG: 100

9. Programme-wise Student – Teacher Ratio :

UG: 26:1

10. Number of academic support staff (technical) and administrative staff; sanctioned and filled :

Nil

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise:

Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received.

Nil

13. Research facility / centre with • state recognition • national recognition • international recognition:

Nil

14. Publications:

Nil

15. Details of patents and income generated.

Nil

16. Areas of consultancy and income generated.

Nil

17. Faculty recharging strategies.

Faculty members participated in the National seminars conducted at Quilde-Millath College and by the Tamil Nadu Open University. They have presented papers in National and International Seminars. At the beginning of every year an orientation programme is conducted for all the members of the faculty by the College. These above programmes helped the faculty to motivate the students to become honest citizens of tomorrow. The faculty members were given training to avail interactive classroom available in the College.

18. Student projects

Nil

**19. Awards / recognitions received at the national and international level by -
 Faculty Doctoral / post doctoral fellows Students.**

Nil

20. Seminars/ Conferences/Workshops organized and the source of funding (national/international) with details of outstanding participants, if any.

Date	Topic	Level	Source of Funding
10-12-2014	State level workshop on Ensuring Human Rights to enhance Humanity	State	Department

List of Eminent Scientists/scholars are as follows

S. No.	Name and Address	Topic of Lecture
1.	Rev.Fr. Arul Maran, Director, Anbu Illam	Introduction to Human Rights and the Response of students in defending the Human Rights
2.	Mrs. M.A. Sneha, Advocate, Tirupattur	Women's Rights and the Recent Violations against Women
3.	Mr. Kosalaram J., Assistant Professor, Muthurangam Government Arts College, Vellore	An Introduction to Right to Information Act

21. Student Profile Course-Wise

Name of the Course	Year	Applications Received	Selected	Pass Percentage
UG	2010-2011	75	40	97.06
	2011-2012	60	28	83.33
	2012-2013	75	36	86.67
	2013-2014	60	36	-
	2014-2015	65	58	-

22. Diversity of Students

Name of the Course	% of Students from the College	% of Students from the State	% of Students from other States	% of Students from other Countries
UG - 2010-2011	NA	100%	-	-
2011-2012	NA	98%	2%	-
2012-2013	NA	100%	-	-
2013-2014	NA	100%	-	-
2014-2015	NA	100%	-	-

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?

Nil

24. Student progression

As per available data:

Student Progression	Percentage Against Enrolled
UG to PG	65%
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post Doctoral	-
Employed Campus selection Other than Campus selection	60%
Entrepreneurs	-

25. Diversity of staff

Percentage of Faculty Who Are Graduates	
of the same parent university	25%
from other universities within the State	75%
from other universities from other States	-

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period.

Nil

27. Present details about infrastructural facilities

a) Library:

A well-equipped library with textbooks, reference books, encyclopedias, dictionaries, archives and maps, a computer and well maintained teaching aids like globe, models, albums and maps are available in the general library

- (b) **Internet facilities for Staff and Students** : Available
(c) **Total Number of Class rooms** : 3
(d) **Class room with ICT facility** : 2
(e) **Students Laboratories** : Nil
(f) **Research Laboratories** : Nil

28. Number of students of the department getting financial assistance from college:

2010-2011 - 5

2011-2012 - 5

2012-2013 - 5

2013-2014 - 5

29. Was any need assessment exercise undertaken before the development of new Program? If so, give the methodology.

Nil

30. Does the department obtain feedback from

a. Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?

- Board of Studies
- Academic Audit
- Feedback from Faculty
- Revision of Syllabus
- Feedback from Alumni

The opinions of the Experts in the field are taken into account and necessary changes are made in the syllabus, where necessary.

b. Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Feedback is collected through annual students evaluation programme and through that review was conducted at the end of the Academic year Department wise feedback is collected and the feedback is considered for the betterment of the Teaching-learning process.

c. Alumni and employers on the programmes and what is the response of the department to the same?

On Alumni Day a questionnaire is given to the alumni on their ideas and impression about improving the institution.

31. List the distinguished alumni of the department (maximum 10)

- Sr. Amalaorpavam S.J., Secretary Auxilium College, Vellore
- Mrs. Premalatha Vijayakanth, President, Women's Wing, DMDK party, Tamil Nadu
- Ms. Thilagavathy I.P.S. (Retired)
- Ms. Kavitha R., Weight Lifter, Selected for Common Wealth Games to represent India
- Ms. Padmavathi V., IBM bank, New York
- Ms. Banu P, Principal, Veadavalli Vidyalaya Primary School, Walajapet
- Ms. Parvatha V., Entrepreneur, (Harish Food Zone)Vellore
- Ms. Sugana A., Deputy Secretary for Higher Education, Chennai
- Ms. Muthamil R., Advocate ,Tirupattur Court
- Ms. Latha Munusamy, Cousellor, Tirupattur, Sacred Heart College

32. Give details of student enrichment programmes (special lectures / workshop / seminar) with external experts.

- A Special Lecture was organized on the topic "Importance of Archaeology" by A. Saravanan, Curator, Vellore Museum
- Programme for all the final year UG students was conducted by Dr. D. Kothandaraman, Associate Professor, Department of History, Voorhees College, on "Ethical Voting"
- Dr. Alphonse Manickam S.J, Principal, Loyola College, Vettavalam spoke on the topic "Importance of History Today" to the students
- Mr. Anbu, Assistant Professor, Auxilium College of Education and Ms. Papeena, B.M.D. Jain School, presided and judged a Historical Pageant
- Dr. Bernard D. Samy, Loyola College, Chennai was invited for a Guest Lecture to motivate the students of History. He encouraged them and gave awareness about employability in different fields.

33. List the teaching methods adopted by the faculty for different Programmes.

Power point presentations, audiovisual aids, making of models, documentary films on historical events, bulletin board in the classroom, visits to museums and educational tours.

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

Daily question answer sessions, regular tests, peer group study, Continuous Assessments, Semester Examinations, Remedial Teaching for slow learners, and feedback through the programme objective are met and learning outcomes are monitored.

35. Highlight the participation of students and faculty in extension activities.

A noteworthy contribution of the Department is the Rural Handicrafts Course organized under the career-oriented programme sponsored by the UGC. Courses are offered in tailoring, embroidery, pot painting, glass painting, jeweler-making and flower-making. Sustained and unflinching effort is made by the students in collecting funds and providing materials for the poor in the locality. Regular visits are organized by the department to help the physically and mentally challenged in the vicinity. The Students also conduct classes for the slow learners in Auxilium Primary School.

36. Give details of “beyond syllabus scholarly activities” of the Department.

Rural Handicrafts, a UGC sponsored Certificate Course is conducted by the department.

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.

Nil

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department

Strengths

- Classroom facilities
- Sufficient enrollment of students
- Well qualified Faculty
- ICT facilities
- Good library facilities

Weaknesses

- First generation learners
- Economically backward students
- Lack of communication skills in students
- Inferiority complex of students
- Multiple family problems of the students

Opportunities

- Students can pursue a career in Tourism.
- Students can take competitive Examinations
- Students are trained to become social workers
- Students can pursue Law
- Students are enabled to become teachers and get jobs in various NGOs

Challenges

- Students get married during the course of study
- Drop-out for various reasons
- A general disinterestedness in the subject

39. Future plans of the department.

To develop a genuine interest in the subject and create a research culture in the Department.

DEPARTMENT OF SOCIOLOGY

1. Name of the Department & its year of establishment

Sociology (Allied) – 1975

2. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

UG - Allied Sociology

UGC Sponsored Certificate Course:

Human Rights and Values in Education - 2008

3. Interdisciplinary courses and departments involved

I Year SBE : Developmental Psychology

This Interdisciplinary course is offered to all UG departments.

4. Annual/ semester/choice based credit system

Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments.

- Principles of Sociology – Department of History
- Tourism – Department of History

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/Asst. Professors).

	Sanctioned	Filled
Professor	-	-
Associate Professor	1	1
Assistant Professor	-	-

7. **Faculty profile with name, qualification, designation, specialisation (B.Sc./ B.Litt. / Ph.D./M.Phil., etc.)**

Name	Qualification	Designation	Specialization	No. of Years of Experience
Ms. Fancy Thomas P.	M.A.	Associate Professor and Head	Sociology, Developmental Psychology, Tourism, Women's Studies	34

8. **Percentage of classes taken by temporary faculty – programme-wise information.**

Nil

9. **Programme-wise Student Teacher Ratio.**

UG - 26:1

10. **Number of academic support staff (technical) and administrative staff: sanctioned and filled.**

Nil

11. **Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise.**

Nil

12. **Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received.**

Nil

13. **Research facility / centre with state recognition/ national recognition / international recognition.**

Nil

14. Publications:

Nil

15. Details of patents and income generated.

Nil

16. Areas of consultancy and income generated.

Member (Sociology), Bio Ethical Committee, Department of Bio-Technology, VIT University, Vellore, Member, (Sociology) Board of Recruitment, VIT University, Vellore.

17. Faculty recharging strategies.

At the beginning of every year an Orientation Programme is conducted for all the members of the Faculty by the College.

18. Student projects

Nil

19. Awards / recognitions received at the national and international level by Faculty/ Doctoral / post doctoral fellows/Students.

Nil

20. Seminars/ Conferences/Workshops organized and the source of funding (national / international) with details of outstanding participants, if any.

Date	Topic	Level	Source Of Funding	Outstanding Participants
March 2 nd & 3 rd 2012	Value Education	National	UGC	6

Chief Organizer, National Workshop on Value Education – UGC funded.
Participants from all over India

21. Student profile course-wise.

Name of the Course	Year	No. of Students	Pass Percentage	
			Tourism	Sociology
UG	2010-2011	28	76.69	92.65
	2011-2012	36	74.39	85.38
	2012-2013	36	74.0	80.57
	2013-2014	37	75.0	85.38

22. Diversity of students.

Name of the Course	Year	% of Students from the College	% of Students from the State	% of Students from Other States	% of Students from Other Countries
UG	2010-2011	NA	100%	-	-
	2011-2012	NA	98%	2%	-
	2012-2013	NA	100%	-	-
	2013-2014	NA	100%	-	-

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?

Not Applicable

24. Student progression

As per available data:

Student Progression	Percentage Against Enrolled
UG to PG	65%
PG to M.Phil	-
PG to Ph.D.	-
Ph.D. to Post Doctoral	-
Employed Campus selection Other than Campus selection	60%
Entrepreneurs	-

25. Diversity of staff.

Percentage of Faculty Who Are Graduates	
of the same parent university	-
from other universities within the State	-
from other universities from other States	100%

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period.

Nil

27. Present details about infrastructural facilities.

- a) **Library** - Well-equipped library with textbooks, reference books, encyclopedias, dictionaries, archives and are available in the general library – No. of Books in Sociology – 610.
- b) **Internet facilities for staff and students** – Available
- c) **Total number of class rooms** -3
- d) **Class rooms with ICT facility** -2
- e) **Students' laboratories** –Nil
- f) **Research laboratories** –Nil

28. Number of students of the department getting financial assistance from College.

2010-2011: 5

2011-2012: 5

2012-2013: 5

2013-2014: 6

29. Was any need assessment exercise undertaken before the development of new Program? If so, give the methodology.

Nil

30. Does the department obtain feedback from

(a) Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?

- Board of studies
- Academic Audit
- Feedback from Faculty

The opinions of the experts in the field are taken into account and necessary changes are made in the syllabus wherever necessary.

(b) Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Yes, feedback is collected through Annual Students Evaluation Programme and through this, the review is conducted at the end of the Academic year. Department wise feedback is collected and considered for the revision of Syllabus and the betterment of the Teaching-learning process.

(c) Alumni and employers on the programmes and what is the response of the department to the same?

Yes, on Alumni Day, a questionnaire is given to the alumni on their ideas and impressions which are taken into account for the improvement of the Department.

31. List the distinguished alumni of the department (maximum 10).

- Sr. Amalaorpavam S.J., Secretary, Auxilium College, Vellore
- Thilagavathy I.P.S., (Retired)
- Mrs. Premalatha Vijayakanth, President, Women's Wing, DMDK party, Tamilnadu
- Ms. Kavitha R., Weight Lifter, Selected for Common wealth Games to represent India
- Ms. Padmavathi V., IBM, Newyork
- Ms. Banu P., Principal, Vedavalli Vidyalaya Primary School, Walajapet
- Ms. Parvatha V., Entrepreneur, Harish Food Zone, Vellore

- Ms. Sugana A., Deputy Secretary for Higher Education, Chennai
- Ms. Muthamil R, Advocate, Tirupattur
- Ms. Latha Munusamy, Counsellor, Sacred Heart College, Tirupattur

32. Give details of student enrichment programmes (special lectures /workshop /seminar) with external experts.

Programme on Value Education –a National Workshop with external experts from all over India, was coordinated by the Faculty of Sociology, for the enrichment of students.

33. List the teaching methods adopted by the faculty for different programmes.

Lecture method, PowerPoint Presentations, Audiovisual Aids, Making of models, Documentary films and Educational tours.

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

Daily question answer sessions, Regular tests, Continuous Assessments, Semester Examinations, Remedial Teaching for weak students.

35. Highlight the participation of students and faculty in extension activities.

Nil

36. Give details of “beyond syllabus scholarly activities” of the department.

UGC sponsored add-on career oriented Certificate Course is conducted by the department on the Topic: Human Rights and Values in Education

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.

Nil

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department

Strengths

- Classroom facilities
- Sufficient enrollment of students
- Well-qualified staff
- ICT facilities
- Standardized reference books
- Good library facilities

Weaknesses

- First generation learners
- Economically backward students
- Lack of communication skills
- Multiple family problems of students

Opportunities

- Exposure to the job Market
- Preparation for Competitive Examinations

Challenges

- Drop-outs for various reasons
- Influence of the Mass Media

39. Future plans of the department.

- To revise and review the syllabus according to the changing trends in society
- To introduce Sociology as a main UG Programme

DEPARTMENT OF MATHEMATICS

1. Name of the Department and its year of establishment.

Mathematics UG - 1966

2. Names of programmes / courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D etc.)

UG - 1966

UG - 2009 (Additional Section)

PG - 1999

M.Phil. - 2007

Ph.D. - 2009

3. Interdisciplinary courses and departments involved.

I year Skill-Based Elective - Quantitative Aptitude

II year Skill-Based Elective - Data Interpretation

II year Skill-Based Elective - Statistics for everyday life

III year Non-Major Elective - Discrete Mathematics

These Interdisciplinary courses are offered to all UG departments.

PG Non-Major Elective - Numerical and Logical Skills

4. Annual / Semester / Choice based credit system.

Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments.

- Allied Mathematics – Departments of Chemistry, Physics and Computer Science
- Business Mathematics and Statistics – Departments of Commerce and Business Administration
- Biostatistics – Department of Microbiology
- Mathematical Foundations – Department of Computer Application
- Operations Research - Department of Business Administration
- Statistical and Numerical Methods - Department of Computer Application
- Numerical Analysis - Departments of Computer Science

6. Number of teaching posts sanctioned and filled (Professors / Associate Professors / Asst. Professors)

	Aided		Unaided	
	Filled	Sanctioned	Aided	Management
Associate & Assistant Professors	3	5	3	2
Assistant Professors	-	-	-	11

7. Faculty profile with name, qualification, designation, specialization (D.Sc / D.Litt. / Ph.D / M.Phil., etc)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided in last 4 years
Ms. Nazareth Jereen Colette	M.Sc., M.Phil.	Associate Professor & Head, Shift I	Statistics	30	-
Ms. Kasthuri S.	M.Sc., M.Phil., B.Ed., (Ph.D.)	Associate Professor	Reliability Theory in Stochastic Processes	25	-
Dr.(Sr.) Elizabeth Sebastian	M.Sc., M.Phil., P GDCA, B.Ed., PGDCPy, Ph.D.	Associate Professor & Head, Shift II	Difference Equation , Differential Equations & Fuzzy Theory	21	5 (guiding)
Ms. Sujatha L.	M.Sc., M.Phil., (Ph.D.)	Assistant Professor	Fuzzy Theory	12 yrs 6 months	-
Ms. Kuzhali R.	M.Sc., M.Phil.	Assistant Professor	Fluid Dynamics	7	-
Ms. Revathi Lakshmi S.	M.Sc., M.Phil.	Assistant Professor	Pure Mathematics	5	-
Ms. Vimala G.	M.Sc., M.Phil., B.Ed.,	Assistant Professor	Pure Mathematics	4	-
Ms. Dhivya lakshmi M.	M.Sc., M.Phil.	Assistant Professor	Pure Mathematics	3 yrs 6 months	-
Ms. Shakila M.	M.Sc., M.Phil.	Assistant Professor	Pure Mathematics	3	-
Ms. Thangam S.	M.Sc., M.Phil.	Assistant Professor	Pure Mathematics	2	-
Ms. Divya V.	M.Sc., M.Phil.	Assistant Professor	Pure Mathematics	2	-

Ms. Gayathri K.	M.Sc., M.Phil.	Assistant Professor	Pure Mathematics	2	-
Ms. Rajathi S.	M.Sc., M.Phil.	Assistant Professor	Pure Mathematics	3	-
Ms. Priya A.	M.Sc., M.Phil.	Assistant Professor	Pure Mathematics	6 yrs 5 months	-
Ms. Arumai Shayara A.	M.Sc., M.Phil.	Assistant Professor	Pure Mathematics	1	-
Ms. Banumathi N.	M.Sc., M.Phil.	Assistant Professor	Pure Mathematics	1	-

8. Percentage of classes taken by temporary faculty – programme wise information.

UG – 40

PG – 32

9. Programme-wise Student Teacher Ratio

UG 12:1

PG 8:1

M.Phil 2:1

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled.

Nil

11. Number of faculty with ongoing projects from a) National b) International funding agencies and c) Total grants received. Mention names of funding agencies received project – wise

S. No.	Year	Name	Name of the Project	Name of the Funding Agency	Total Grant Received
1.	2010-2011	Dr. (Sr.) Elizabeth Sebastian	Difference operators of Higher kinds and its application to Number Theory & Fluid Dynamics	UGC- Minor (Completed)	₹90,000
2.	2013-2016	Dr. (Sr.) Elizabeth Sebastian	A dynamical approach of Riccati Difference Equations to non linear filter stability in state estimation systems using Matlab	UGC- Major (ongoing)	₹10,80,400

12. Department projects funded by DST – FIST; DBT, ICSSR etc.; total grants received.

Nil

13. Research facility / centre with / State recognition/national recognition/ International recognition

The Department has a research room, equipped with latest software like MATLAB, Mathematica, MAPLE and LATEX.

14. Publications:

- Number of papers published in peer reviewed journals (National – 5 /International - 50) - 55
- Scopus Indexed Journals - 18
- H – index range - 4 -19
- A Chapter in the Moral Science Book, “*Young and Happy*” released by Auxilium College

15. Details of patents and Income generated

Nil

16. Areas of consultancy and income generated:

Nil

17. Faculty recharging strategies:

Faculty members participate and present papers in Workshops, National and International Conferences and Seminars. They also attend Refresher and Orientation Courses. At the beginning of every year an Orientation Programme is conducted for all the members of the Faculty by the college.

Programmes	2010 – 11	2011 - 12	2012 - 13	2013 – 14	2014 - 15
Conferences/ Seminars/ Workshop Attended	8	5	6	5	15
Paper Presentations	3	3	11	9	24
Refresher/Orientation	1	-	-	1	-

18. Student projects:

- Percentage of students who have done in- house projects including inter – departmental PG – 100%, M.Phil. - 100% (in- house projects)
- Percentage of students doing projects in collaboration with industries / institutes - Nil

19. Awards / recognitions received at the national and international level by:

Faculty:

- Dr. (Sr.) Elizabeth S. was selected and sponsored by the International Mathematical Union to participate in the International Congress of Mathematicians - ICM 2010 at Hyderabad, India.
- Dr. (Sr.) Elizabeth S. was selected by International Mathematical union to participate and to present a paper in the International Congress of Mathematicians - ICM 2014 at COEX, Seoul, South Korea and the expenses were sponsored by the UGC.
- Dr. (Sr.) Elizabeth S. has been selected as the State level Vice President of Xavier Board of Higher Education.

Students:

- Asha Flora J. of III B.Sc. Mathematics, secured the first place in the All India Inter University Football match held at Shivaji University Kolhapur, Maharashtra in the year 2012-2013
- Asha Flora J., of III B.Sc. Mathematics, participated in the Republic Day parade held at New Delhi on January 26, 2014
- Kalaimagal S., Tharani U., Noela V., Elavarasi Juliana Mary A. of III B.Sc. Mathematics, 2009 – 2012 secured 2 Gold, 1 Silver and 1 Bronze medals respectively in the National Level Karate Competition .
- Sowmiya R. and Cathrine Kiruba Rani P. of III B. Sc. Mathematics, 2010-2013 attended the National Integration Camp conducted by the NCC and won the II prize in the National Integration Awareness Presentation.
- Pavithra A.D. and Nithya K. of III B. Sc. Mathematics, 2010-2013 attended the National Integration Camp conducted by the NCC and won the I and II prizes in Tug of war and solo dance. Nithya K. also won the III prize in the Debate conducted in the same camp.

- Priyanka K. and Preethi S. of II M. Sc. Mathematics, 2011-2013 won the gold medal and shield in the International Tournament conducted for Karate. Arumai Shayara A. of III B. Sc. Mathematics, 2010-2013 won a shield in the same International Tournament conducted for Karate.
- Pavithra P. G. of III B. Sc. Mathematics, 2012-2015 attended the National Integration Camp conducted by the NCC and secured the II prize in the National Integration Awareness Presentation

20. Seminars / conference / workshops organized and the source of funding (National / International) with details of outstanding participants, if any.

Date	Topic	Level	Source of Funding
08-12-2011 and 09-12-2011	National Conference on Emerging Trends in Applications of Mathematics to Science and Technology	National	Department
12-02-2015 and 13-02-2015	National Conference on Recent Approaches of Mathematics to Science and Technology	National	UGC

21. Students profile course wise:

Year	Name of the Course	Applications Received	Admitted
2010	B.Sc.	683	148
	M.Sc.	72	40
	M.Phil	29	16
2011	B.Sc.	666	146
	M.Sc.	65	40
	M.Phil	34	17
2012	B.Sc.	677	140
	M.Sc.	85	40
	M.Phil	27	16
2013	B.Sc.	710	140
	M.Sc.	80	38
	M.Phil	11	5
2014	B.Sc.	480	140
	M.Sc.	97	40
	M.Phil	16	10

Students Pass Percentage:

Course	Pass Percentage				
	2010	2011	2012	2013	2014
B.Sc. Shift I	93.65	83.33	89.47	94.52	91.18
B.Sc. Shift II	-	-	94.20	79.37	94.57
M.Sc	91.18	96.55	82.05	72.22	100
M.Phil	100	100	100	100	100

22. Diversity of students: (Shift I & II)

Year	Name of the Course	% of Students from the College	% of Students from the State	% of Students from other States	% of Students from other Countries
2010	B.Sc. Shift I	-	100	-	-
	B.Sc. Shift II	-	99	1	-
	M.Sc.	70	100	-	-
	M.Phil	80	100	-	-
2011	B.Sc. Shift I	-	100	-	-
	B.Sc. Shift II	-	99	1	-
	M.Sc.	73	99	1	-
	M.Phil	76	100	-	-
2012	B.Sc. Shift I	-	100	-	-
	B.Sc. Shift II	-	100	-	-
	M.Sc.	68	99	1	-
	M.Phil	75	100	-	-
2013	B.Sc. Shift I	-	100	-	-
	B.Sc. Shift II	-	99	1	-
	M.Sc.	73	100	-	-
	M.Phil	60	100	-	-
2014	B.Sc. Shift I	-	99	1	-
	B.Sc. Shift II	-	99	1	-
	M.Sc.	65	100	-	-
	M.Phil	100	100	-	-

23. How many students have cleared Civil services, Defence Services, NET, SLET, GATE and any other competitive examinations?

SLET- 1, TET- 4, TNPSC Group IV – 1

24. Students progression:

As per available data:

Student Progression	Percentage Enrolled
UG to PG	60%
PG to M.Phil	21%
M.Phil to Ph.D	7%
Students placed in company /Institutions	UG - 15% PG - 32% M.Phil. - 100%

25. Diversity of Staff:

Faculty who are graduates	Percentage
Of the same parent university	59
From other universities within the state	41
From other Universities from other states	-

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period:

Nil

27. Present details about infrastructural facilities:

(a) Library

No. of books - 3479

(b) Internet facility for Faculty (No. of computers) - 2

(c) Number of class rooms - 6

(d) Class rooms with ICT facility - 2

(e) Students laboratories - Nil

(f) Research laboratory - 1

28. Number of students of the department getting financial assistance from the College.

Nil

29. Was any need assessment exercise undertaken before the development of new program? If so, give the methodology.

Discussions at departmental meetings and feedback from Alumnae are taken into consideration before the development of new programs.

30. Does the department obtain feedback from?

(a) Faculty on curriculum as well as teaching-learning-evaluation?

Yes, feedback is obtained from the staff at departmental meetings

(b) Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Yes, feedback is obtained from the students on curriculum and teaching-learning methods and changes are incorporated as per the suggestions

(c) Alumni and employers on the programmes and what is the response of the department to the same?

Yes, feedback is obtained from the alumni and the suggestions are considered while framing the syllabus

31. List the distinguished alumni of the department (maximum 10)

- Ms. Maria Goratti, Sub Divisional Engineer, BSNL, Vellore
- Ms. Suramanjari, Sub Divisional Engineer, BSNL, Vellore
- Ms. Merlin Imtha Louis, HR manager, Royal Bank of Scotland, Chennai
- Ms. Anita Soans, Credit Risk Portfolio Manager, Standard Chartered Bank, Dubai
- Ms. Sangeetha D., Probationary Officer, ICICI Bank, Vellore

32. Give details of students enrichment (special lectures / workshop / seminar) with external experts.

- Mr. Parthiban J., Deputy Collector, of Vellore delivered a talk on Competitive Examinations, 2011-12
- Dr.Vasantha Kandasamy, Associate Professor, IIT Madras, Dr.Thandapani E., Ramanujan Research Institute, for Mathematics, Chennai, headed a National Conference on the topic Emerging Trends in Applications of Mathematics to Science and Technology Dr. Thangaraj G., Professor and Head, Department of Mathematics In Thiruvalluvar University, Vellore. Dr. Pichaimani, Ramanujan Research Institute for Mathematics, Chennai.
- Dr. Indra Raja Singh, Professor, VIT University, Chennai.
- Mr. Chandrasekar V., Asst. Professor, SKP Engineering College, Thiruvannamalai and Mrs. Jothilakshmi Research Scholar.
- Dr. Rushi Kumar B., Associate Professor, Department of Mathematics, VIT University, Vellore. Dr. Pandian, Professor in VIT University, Vellore.
- Dr. Ameenal Bibi K., Associate Professor, DKM College, Vellore and Dr. Britto Antony Xavier, Assistant Professor, Sacred Heart College, Thirupattur.
- Dr. Indra Raja Singh, Professor in VIT University, Chennai, Dr. Lellis Divakar, Professor in Madurai Kamaraj University, Madurai. Headed a national conference on the topic Recent Approaches of Mathematics to Science and Technology.

33. List the teaching methods adopted by the faculty for different programmes.

Lecture Method; Workshops and Seminars; Power point presentation; Assignments; Peer Group Discussions.

34. How does the department ensure that program objectives are constantly met and learning outcomes monitored?

The program objectives are constantly met and learning outcomes are monitored by obtaining feedback from all the stakeholders

35. Highlight the participation of students and faculty in extension activities.

- Scribing for visually challenged students
- Daily assistance to a visually challenged student for study
- Preparing projects and charts for visually challenged students
- Assisting visually challenged students in preparation for TET examinations
- Regular coaching to the students of Blind school, Vellore
- Teaching Mathematics to the slow learners of other departments
- Regular coaching to the young children of the Wheel orphanage , Gandhi Nagar.

36. Give details of “beyond syllabus scholarly activities” of the department.

- Participation and Presentations of research papers in various National and International Conferences and Seminars.
- Workshop on Latex is conducted regularly every year.
- Students participate in intercollegiate quiz competitions and in Interdepartmental competitions.
- Aptitude test, Powerpoint Presentation, Making of Mathematical Models, Essay Writing Competitions are conducted as a part of the Association Activities.

37. State whether the program / department is accredited / graded by other agencies. Give details.

Nil

38. Detail any five Strengths, Weakness, Opportunities and Challenges (SWOC) of the department.

Strengths

- Qualified and dedicated Faculty
- Well equipped Research room with latest software
- Good library
- Good results
- Syllabus has been revised in accordance with that prescribed for the SLET and NET examinations

Weaknesses

- Students lack motivation
- Many students are first generation learners from the marginalized sections

Opportunities

- The Department has a major and minor project sanctioned.
- The project has given the opportunity to improve research facilities of the department
- Chances for the Faculty to update themselves with the latest software have been widened
- The course gives a wide range of job opportunities
- The graduates are eligible to choose many courses for higher studies

Challenges

- Competition in the job market
- Negative influences of Mass Media

39. Future plans of the department.

- All Faculty Members to complete their doctoral degrees
- To increase the number of students clearing the SLET and NET examinations
- To establish a computer laboratory for the department
- To take up more major and minor projects

DEPARTMENT OF CHEMISTRY

1. Name of the Department & its year of establishment.

Chemistry – 1957

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D.,)

- B.Sc. - 1957
- M.Sc. - 2005
- M.Phil. - 2008
- Ph.D. - 2009

3. Interdisciplinary courses and departments involved.

The Department offers two Skill-Based Electives (SBE), Entrepreneurial Chemistry to I year UG and Medicinal Chemistry to II year UG students. The students of History, English, Commerce, Visual Communication and BCA take up these subjects. Two Non-Major Elective (NME) subjects namely Occupational Health and Food and Nutrition Chemistry are offered to III year UG students of other Departments. A NME on Chemistry in Daily Life was offered to PG students of other disciplines till 2013-2014.

4. Annual/ semester/choice based credit system.

Semester with Choice Based Credit System is followed.

5. Participation of the department in the courses offered by other departments.

Allied Chemistry is offered to B.Sc. Zoology, B.Sc. Physics and B.Sc. Biochemistry. The students of the Department of Chemistry take up a certificate course in MS Office offered by the Department of Computer Science and Medical Laboratory Techniques offered by the Department of Zoology. They take up NME and SBE offered by Arts Departments.

I B.Sc. Chemistry students take up Allied Mathematics or Allied Botany offered by the Departments of Mathematics and Department of Botany respectively. The II B.Sc. Chemistry students take up Allied Physics offered by the Department of Physics.

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors)

	Sanctioned	Filled	
		Aided	Management
Professor	-	-	-
Associate Professor/ Assistant Professor	6	5	1
Assistant Professor	-	-	6

7. Faculty profile with name, qualification, designation, specialization, (B.Sc./B.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No of years of Experience	No. of Ph.D Students guided in the last 4 years
Dr. Jhancy Mary S.	M.Sc., M.Phil., Ph.D.	Associate Professor & Head	Conducting Polymers	28	Guiding - 2
Mrs. Rosaline Ezhilarasi J.	M.Sc., M.Phil., (Ph.D.)	Associate Professor	Inorganic Metal Complexes	18	-
Dr.(Sr.)Jaya Santhi R.	M.Sc., M.Ed., M.Phil., Ph.D.	Assistant Professor	Phyto Chemistry, Polymer Chemistry and Material Chemistry	19	Completed -1 Guiding - 9
Dr. Scholastica Mary Vithiya	M.Sc., M.Phil., NET., Ph.D.	Assistant Professor	Organic Synthesis	7	-
Dr. Suganthakumari V.	M.Sc., M.Phil., PGDCA., Ph.D.	Assistant Professor	Polymer Chemistry	14	Guiding-1
Dr.Shanmuga Priya A.	M.Sc., B.Ed., M.Phil., Ph.D.	Assistant Professor	Polymer Chemistry	9	-
Miss. Parimala C.	M.Sc., M.Phil.	Assistant Professor	Inorganic Metal Complexes	4	-

Miss. Saranya P.	M.Sc., M.Phil.	Assistant Professor	Inorganic Metal Complexes	4	-
Miss. Shanmuga Priya.V.	M.Sc., M.Phil.	Assistant Professor	Polymer Chemistry	1	-
Mrs. Vani G.	M.Sc., M.Phil.	Assistant Professor	Inorganic Chemistry	1	-
Dr .Sonia A.	M.Sc., Ph.D.	Assistant Professor	Polymer Chemistry	9 months	-
Dr. Agilandeswari G.	M.Sc., M.Phil., Ph.D.	Assistant Professor	Material Chemistry	6 months	-

8. Percentage of classes taken by temporary faculty – programme-wise information.

UG : 21.6
PG : 36.7
M.Phil. : Nil

9. Programme-wise Student Teacher Ratio.

UG : 27: 1
PG : 8: 1
M.Phil : 6: 1

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled.

Technical staff in the aided stream : 2
Store Keeper : 1
Technical staff in the unaided stream : 2

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise.

S. No.	Year	Name	Name of The Project	Name of the Funding Agency	Total Grant Sanctioned
1.	2009-2012	Dr.(Sr.) Jaya Santhi R.	Screening of the antioxidant properties of the selected plant species <i>Calotropis gigantea</i> , <i>Vinca rosea</i> , <i>Morinda pubescans</i> and <i>Agave americana</i>	UGC- Major (Completed)	6,78,000

2.	2011-2013	Dr. Sugantha Kumari V.	Preparation and Physicochemical evaluation of Chitosan/ Poly(Vinyl Alcohol)/Methylcellulose ternary blend for waste water treatment applications	UGC-Minor (Completed)	1, 70,000
3.	2014-2017	Dr. Sugantha Kumari V.	Fabrication and properties of Chitosan based hybrid ternary / Polymer blends as scaffold systems in tissue engineering	DST-SERB-Major (Ongoing)	25, 98, 000

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received.

- Title of the DST - SERB Project: Fabrication and properties of Chitosan based hybrid ternary / Polymer blends as scaffold systems in tissue engineering
- Amount Sanctioned : ₹25, 98,000 /-
- Principal Investigator : Dr. Suganthakumari V

13. Research facility / centre with

- **state recognition**
- **national recognition**
- **international recognition**

The Department is recognized as a Postgraduate and Research Department by Thiruvalluvar University, Serkadu, Vellore. The College has an instrumentation centre with the latest instruments such as UV Double beam spectrophotometer, FTIR Bruker Spectrometer with ATR, FTIR Shimadzu, UV Shimadzu, digital Micrometer, Flame photometer, Rotor Vapour, Sonicator, Colorimeter, Spectro Fluorimeter, Turbidometer, Cooling Centrifuge, Salinity Meter, Polarimeter, pH meter, Nephelometer, Deionizer, Digital Potentiometers, Digital Conductometers, Digital micrometer, Computers with Printers, Vacuum Oven and Fume Hoods etc.

14. Publications:

- Number of papers published in peer reviewed journals
(National-4 / International-65) - 69
- Chapter(s) in Books - 7

- Books with ISBN numbers with details of publishers

Name of the Staff	Books/ Chapters in edited book	Publisher with/ without ISBN No.	Year of Publication
Dr. Jhancy Mary S.	A Chapter in the Moral Science Book released by Auxilium College	Auxilium College	2013
Dr. Shanmuga Priya A	Chapter IV – Maize – Natural Fiber as Reinforcement with Polymers for Structural Applications	Recent Advances in Material Sciences Book Series	2012
Dr. Sr. Jaya Santhi R.	A Chapter in the Moral Science Book released by Auxilium College	Auxilium College	2013
Dr. Scholastica Mary Vithiya B.	Articles in the monthly magazine ‘Arumbu’ on the topic “Ariviyal”	Arumbu Publications	2013
	Translation of Chemical terms (English to Tamil)	For private circulation	2013
	Article in the Salesian Bulletin on the topic, “ My indelible faces”	Don Bosco Publications	2013
Dr. Sonia A.	A Chapter on Cellulose Nano/Microfibers- reinforced polymer composites processing aspects in the Book, Part II Processing and applications of nano cellulose based polymer nanocomposites	Scrivener Publication	2014

- Number listed in International Database - Scopus -10
- Citation Index – range / average -12
- SNIP -1.182
- SJR -0.6058
- Impact factor – range / average -1.028
- h-index -1.25

15. Details of patents and income generated.

Nil

16. Areas of consultancy and income generated.

The Department is in charge of the execution of a project on Solid Waste Management. The income generated by the sale of waste materials in the Solid Waste Management project is as follows:

Year	Amount Generated (₹)
2010 - 2011	2,114.00
2011 - 2012	34,610.00
2012 - 2013	16,596.00
2013 - 2014	8,639.00
2014 - 2015	14,104.00
Total	76,063.00

The vermi compost and organic manure generated is also used in the College gardens.

17. Faculty recharging strategies

Faculty members serve as resource persons in the Intercollegiate PG seminars organized by RUSAC. They also update themselves by participating and presenting papers in Workshops, National and International Conferences and Seminars. They also attend Refresher and Orientation Courses. At the beginning of every year an Orientation Programme is conducted for all the members of the Faculty by the College. The Department also organizes guest lectures by eminent resource persons for staff and students.

Programmes	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
Conferences/ Seminars/ Workshops Attended	6	2	15	9	2
Paper presentations	6	2	3	2	-
Resource Persons/ Chairing the sessions/ Panelist	1	3	-	1	4
Refresher/Orientation	1	-	4	-	1

18. Student projects

- **Percentage of students who have done in-house projects including inter-departmental** - 100%
- **Percentage of students doing projects in collaboration with industries / institutes** -100%

M.Phil. and Ph.D. students carry out their research projects in the Department. The M.Sc. Students complete their summer projects at the end of first year in collaboration with institutes and industries such as Central Leather Research Institute, University of Madras, Indian Institute of Technology, Chennai and Vellore Institute of Technology, Vellore.

19. Awards / recognitions received at the national and international level by

- **Faculty**
- **Doctoral / post doctoral fellows**
- **Students**

No. of awards received by doctoral fellows - 1

S.No.	Name of Project Fellow	Department	JRF/SRF/Project Fellows / Any Other	Sponsor Agency
1.	Archana S.	Chemistry	Sanction of Stipend to Full time Ph.D. Scholars	Directorate of Collegiate Education, Govt. of Tamil Nadu

20. Seminars/ Conferences/Workshops organized and the source of funding (national /international) with details of outstanding participants, if any.

Date	Title of the Conference/Seminar	Level	Source of Funding
28.08.2010	Save the Earth	State	Registration fee
05.01.2011 & 06.01.2011	Seminar on Enhancement of Quality in Research Publications and recent research in Water, Alternative energy resources, Materials and Health	National	CSIR
15.09.2012	Workshop on Micro scale Experiments in Chemistry	Regional	Sponsors & Department resource
10.02.2014	A State level Students' Meet – Chemfuller 60	State	Sponsors
25.01.2014	Modern Analytical Techniques	Regional	Sponsored by the Department
21.11.2014 & 22.11.2014	Conference on Recent Advances in Nanosciences	National	UGC & Sponsors

List of Eminent Scientists/scholars are as follows:

- Dr. Gunasekaran P., Vice Chancellor, Thiruvalluvar University.
- Dr. Gnanamani A. , Senior Scientist, Central Leather Research Institute, Adyar, Chennai.
- Dr. Shanmugasundaram Sakthivel, Senior Scientist (Scientist E), Centre for Solar Energy Materials, International Advance Centre for Powder Metallurgy and New Materials, Hyderabad.
- Dr. Sri Kantaswamy S., Additional Director, Centre for Research, Christ University, Bangalore.
- Dr. Nethaji M., Principal Research Scientist, Department of Inorganic and Organic Chemistry, Indian Institute of Science, Bangalore.
- Dr. Balasubramanian P., Professor, Centre for Plant Molecular Biology, Tamil Nadu Agricultural University, Coimbatore.
- Dr. Shahul Hameed A.S., Associate Professor, Department of Biotechnology, CAH College, Melvisharam.
- Dr. Sekaran G., Scientist and Head of Environmental and Technology Department, CLRI, Adyar, Chennai

21. Student profile course-wise:

Name of the Course	Year	Applications Received	Selected	Pass Percentage
UG	2010-11	323	50	88.10
	2011-12	273	50	76.74
	2012-13	352	50	80.43
	2013-14	422	50	78.43
PG	2010-11	41	24	100
	2011-12	32	16	100
	2012-13	46	26	92.31
	2013-14	44	26	76
M.Phil.	2010-11	11	4	100
	2011-12	13	5	100
	2012-13	10	2	100
	2013-14	3	2	-

22. Diversity of Students

Name of the Course	% of Students from the College	% of Students from the State	% of Students from other States	% of Students from other Countries
UG- 2010-11	NA	100	-	-
2011-12	NA	100	-	-
2012-13	NA	100	-	-
2013-14	NA	96	4	-
2014-15	NA	100	-	-

PG - 2008-10	9	100	-	-
2009-11	12	100	-	-
2010-12	8	100	-	-
2011-13	5	100	-	-
2012-14	15	100	-	-

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?

According to available information:

- NET - 2
- Defense service - 1
- TRB - 2
- TET - 2

24. Student progression:

As per available data

Student Progression	Percentage Against Enrolled
UG to PG	92 %
PG to M.Phil.	14.3 %

PG to Ph.D.	3 %
Ph.D. to Post Doctoral	-
Employed <ul style="list-style-type: none"> • Campus selection • Other than Campus selection 	- 24%
Entrepreneurs	-

25. Diversity of Staff:

Percentage of Faculty who are Graduates	
of the same parent university	41.66
from other universities within the State	58.33
from other universities from other States	-

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period.

Five faculty members were awarded Ph.D. during the assessment period.

1. Ms Scholastica Mary Vithiya B. - 2012
2. Ms. Sugantha Kumari V. – 2012
3. Ms. Shanmuga Priya A. - 2012
4. Ms. Sonia A. - 2013
5. Ms. Agilandeswari G. - 2014

27. Present details about infrastructural facilities

a) Library

- Library Books - 3278
- Book bank Books -200
- Journals - 1

b) Internet facilities for staff and students - 1 computer in the staff room

c) Total number of class rooms - 6

- d) **Class rooms with ICT facility** - Nil
- e) **Students' laboratories** - 3
- f) **Research laboratories** -1
- g) **Instrumentation Room** -1

28. Number of students of the department getting financial assistance from College.

The students receive scholarships instituted by the Department based on merit as well as merit cum means at the end of every academic year. Twenty-four scholarships are available. Economically weak students are also assisted financially by the Management and faculty members.

29. Was any need assessment exercise undertaken before the development of new program(s)? If so, give the methodology.

Based on the demand and the feedback obtained from all stakeholders, the PG, M.Phil. and Ph.D. programmes were introduced.

30. Does the department obtain feedback from

a. Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?

Yes, through departmental meetings discussions are held and feedback obtained. Suggestions are considered and decisions are taken accordingly in the design of curriculum as well as teaching, learning and evaluation.

b. Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Yes, the Head of the Department obtains feedback from the students about staff, curriculum and teaching-learning-evaluation and suggestions are discussed with the concerned faculty members. The Deans also conduct an evaluation at the end of every academic year and the consolidated feedback presented to the faculty members in a common meeting.

c. Alumni and employers on the programmes and what is the response of the department to the same?

Yes, feedback is obtained during past pupil's meetings. The suggestions are considered during the restructuring of the curriculum.

31. List the distinguished alumni of the department (maximum 10)

- Dr. Nanthini R., 1979-1982, Associate Professor of Chemistry, Pachaiyappa's College, Chennai
- Mrs. Uma Maheswari N., 1987-1990, Superintendent, Government After Care Organization for Women, Vellore
- Dr. Sudha P.N., 1980-1983, Principal, DKM College, Vellore
- Dr. Thenmozhi, 1977-1980, Associate Professor & Head, Department of Chemistry, DKM College, Vellore
- Dr.M.S. Sivagami, 1977-1980, Associate Professor & Head, Department of Chemistry, Aringnar Anna Govt. Arts College, Walajapet
- Dr Anna Prakash Cecilia, 1986-1989, Research & Development Engineer, Intel Corporation, Arizona, United States
- Isabel Maya Priyadharsini, 1988-1991, Research Chemist, Centre for Disease Control & Prevention, Atlanta, GA, USA.
- Dr. Geethanjali Arulappan, 1976-1979, Head of the Department of Clinical Biochemistry, CMC Hospital, Vellore
- Dr. Utty Kitheri Joseph, 1984-1987, Scientific Officer, Materials Chemistry Division Chemical Groups, IGCAR, DAE, Kalpakkam
- Dr. Mary Saral A., Professor, Pharmaceutical Chemistry Division VIT University, Vellore.

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.

- Dr. Narayanaswamy P.Y., Principal, Raja Duraisingam Sivagangai Government Arts College delivered a lecture on "Co-ordination Chemistry" on 13th July 2010.
- A one day State level seminar on the topic, "Save the Earth" was conducted on 28th August 2010 and resource talks were delivered by Dr. Gajapathy D., Principal, KMG College, Gudiyatham, Dr. Lilian Jasper, Assistant Professor, WCC, Chennai on the topic, " Biodiversity in our back yard", Dr. Ezhil Christudoss S., Associate Professor on the topic" Carbon Foot Prints".
- Dr.Anver Basha K., Associate Professor, C.Abdul Hakeem College, Melvisharam, Vellore gave a lecture on "Spectroscopy" on 29th November 2010.

- Dr.Sekaran G., Scientist and Head of Environmental and Technology Department, CLRI, Adyar, Chennai delivered a talk on “Water” on 2nd March 2011 in commemoration of the International Year of Chemistry”.
- Dr. Geetha K., Associate Professor of Chemistry, M.G.Arts College, Vellore addressed the students on the topic “International Year of Chemistry with special emphasis on Alternative Energy Resources” on 10th August 2011.
- Dr. Easwaramoorthi S., Scientist, Chemical Laboratory, Central Leather Research Institute, Chennai delivered a special lecture on “Sensors, the need and its importance” on 19th July 2012.
- Dr.Murugan S., Retired Professor in Chemistry was a resource person for the workshop on Micro scale Experiments in Chemistry on 15th September 2012.
- Dr. Daniel Chellappa J., Member, Central Expert group on Kudankulam delivered a lecture on Nuclear power projects in India on 9th October 2012
- Dr. Mohammed Imran P.K., Associate Professor, Department of Chemistry, Islamiah College, Vaniyambadi delivered a lecture on “Computational Chemistry” on 7th March 2013.
- Dr. Jayabalan T., Associate Professor, Department of Chemistry, Sacred Heart College, Tirupathur delivered a lecture on “Spectroscopy, an Analytical Tool” on 6th August 2013.
- An intercollegiate RUSAC Paper Presentation on “Modern Analytical Techniques” was organized for undergraduate students on 25th January 2014.
- A State level Students’ Meet “CHEMFULLER-60” was organized by the students on 10th February 2014.
- Dr. Sheela A., Associate Professor, Material Chemistry Division, SAS, VIT University, Vellore highlighted on the topic” Oxovanadium (IV) complexes, a promising drug candidate for Diabetes Mellitus” on 17th July 2014.

In addition to the resource talks, the Department organizes UG Quiz, PG Quiz and M.Phil.Paper presentation programmes regularly. A Chemistry Model Exhibition was organized for B.Sc. and M.Sc. students on 1st September 2014. An intercollegiate Chemistry Exhibition was also conducted on 31st January 2015. The students also actively participate in all the student enrichment programmes conducted by member colleges of Rural Society for the Advancement of Chemistry (RUSAC).

33. List the teaching methods adopted by the faculty for different programmes.

Lecture method, ICT enabled teaching methods, Participatory learning methods, Demonstration through Models and use of Charts, Chalk and talk method, Power Point Presentation by students, Interactive methods, Seminars by students and Projects.

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

The syllabi and the objectives of the programme are discussed in the Departmental meetings along with the students as well as in the staff meetings. Suggestions and modifications are made and presented in the Board of Studies. The Department also gets feedback from the faculty of other colleges and universities and maintains a register. The feedback is also taken into consideration.

The learning outcomes based on knowledge, skill and attitudes are monitored by the mentors and the Head of the Department. The results are consolidated after every semester and the reasons for failures are discussed. The students who fail are given special coaching by the staff concerned.

35. Highlight the participation of students and faculty in extension activities.

All the students extend their service towards Solid Waste Management Project which was initiated by the Department at least for two hours once a semester. Village visit and coaching classes in Chemistry to the students of Thirumani village are also taken up by the students under the initiative of Dr. (Sr.) Jaya Santhi R. The students visited the Govt. Blind School, Vellore and presented a value-oriented programme for the children.

36. Give details of “beyond syllabus scholarly activities” of the department.

- The Department organizes National and International seminars and conferences to update the students to latest trends in Chemistry.
- Two credits are allotted for Summer Projects taken up by M.Sc. students in reputed universities and institutions.
- The Association activities of the Department by way of organizing resource talks, exhibitions, UG Quiz and PG Quiz competitions bring out the creative skills of the students and expose them to the advances in the field.
- RUSAC activities organized by the Department bring together the students of fifteen colleges in and around Vellore to share their knowledge and expertise.
- Intercollegiate competitions are organized in collaboration with Research Cell.
- Industrial visits are organized to expose students to the manufacturing processes and spectroscopic instruments.
- Publication of the annual periodical CHRYSL helps the students to write articles creatively in Chemistry.

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.

Nil

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department

Strengths

- MoU with Thirumalai Chemicals Ltd., Ranipet to promote research and establish industry-academia tie up
- Dedicated, committed and research oriented faculty members
- Paper publications by the faculty members and research scholars
- An active member of Rural Society for the Advancement of Chemistry (RUSAC) and conducts programmes such as quiz, exhibition, seminars and paper presentations, regularly
- Release of a periodical CHRYSL (Chemistry Resonating in Young Students' Lives) annually.
- Conduct of International and National Seminars and conferences on Recent trends in Chemistry at least once in three years.
- Solid Waste Management as an extension activity
- NME, SBE and Elective subjects are job oriented
- Two PG students Gunaseeli A and Kumuthini P got placed in a hospital and college respectively by the efforts taken by a faculty members of the Department.

Weaknesses

- Facilities for research are not sufficient
- The greatest challenge is to enhance the quality of the students who are first generation learners and come from schools where practical training is not given .

Opportunities

- M.Sc. students take up summer research projects
- Students are exposed to invited resource lectures
- Participation in co curricular and extracurricular activities

- Enabling the students to present papers in National and state level seminars and conferences
- Remedial Teaching
- Coaching Classes
- Conduct of tests to help weak students
- Library facility
- Industrial visits

Challenges

- To keep the students motivated all the time.
- Increasing cost of chemicals and managing funds for purchase of chemicals and maintenance of equipments
- Managing time to focus on research activities

39. Future plans of the department.

- To enhance the number of funded research projects
- To improvise research facilities
- To create job opportunities for students through campus interviews
- To encourage all the Faculty members to complete Ph.D.
- To enhance research facilities for all the science departments through the construction of the Research Block

DEPARTMENT OF ZOOLOGY

1. Name of the Department & its year of establishment

Zoology – 1957

2. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

UG - 1957

PG - 2007

M.Phil. - 2009

Ph.D. - 2012

UGC Sponsored Certificate Course:

Medical Laboratory Techniques - 2012

3. Interdisciplinary courses and departments involved

I Year SBE : Public Health and Hygiene

II Year SBE : Sericulture

III Year NME : Maternal and Child Psychology

PG NME : Public Health and Hygiene till 2014.

These Interdisciplinary courses are offered to all UG departments.

4. Annual/ semester/choice based credit system.

Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments.

Nil

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/Asst. Professors)

	Aided		Self- Financing	
	Sanctioned	Filled	Sanctioned	Filled
Professor	-	-	-	-
Associate Professor	3	3	-	-
Assistant Professor	2	2	4	4

7. Faculty profile with name, qualification, designation, specialization (B.Sc./B.Litt./Ph.D./M. Phil., etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. Of Ph.D. Students Guided In The Last 4 Years
Dr.(Sr).Mary Josephine Rani A.	M.Sc., B.Ed., M.Phil., Ph.D	Associate Professor and Head	Environmental Toxicology and Biotechnology	27	6 (Guiding)
Dr.(Mrs). Arockiamary J.S.	M.Sc., Ph.D., SLET	Associate Professor	Sericulture	15	-
Dr.(Mrs)Mary Agnes A.	M.Sc., Ph.D., SLET	Associate Professor	Arachnology	15	-
Dr. (Sr). Regina Mary R.	M.Sc., B.Ed., M.Phil., Ph.D.	Assistant Professor	Cytogenetics and Molecular Biology	16	8 (Guiding)
Dr. (Ms) Uma Chandra Meeralakshmi N.	M.Sc., B.Ed., Ph.D.	Assistant Professor	Environmental Biology and Taxonomy	10	-
Ms. Cannali Christy Deena J.	M.Sc., B.Ed., M.Phil.,(Ph.D.)	Assistant Professor	Neuro-physiology	8	-

Ms. Lyndsay Priscilla A.	M.Sc. Zoology, M.Sc. Biotechnology, M.Phil.,(Ph.D.)	Assistant Professor	Environmental Toxicology	4	-
Ms. Hannah Elizabeth S.	M.Sc., M.Phil., (Ph.D.)	Assistant Professor	Bioremediation	1	-
Dr. Bharathi Pandurangan	M.Sc. Zoology Ph.D., PDF	Assistant Professor	Molecular Systems Biology	1	-

8. Percentage of classes taken by temporary faculty – programme-wise information.

UG : 13

PG : 31

M.Phil : 20

9. Programme-wise Student Teacher Ratio.

UG - 26:1

PG - 8:1

M.Phil - 1:1

10. Number of academic support staff (technical) and administrative staff.

Technical staff in the aided stream : 2

Technical staff in the unaided stream : 1

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total Grants received. Mention names of funding agencies and grants received project-wise.

S. No.	Year	Name	Name of the Project	Name of the Funding Agency	Total Grant Received
1.	2009-2011	Dr. (Sr). Mary Josephine Rani A.	Impact of tannery effluents on histopath and melanophores in fish <i>Anabas testudens</i>	UGC - Minor Project (completed)	₹77,500/-
2.	2010-2013	Dr. Arockiamary J.S. and Dr. Mary Agnes A.	Promotion of Silk production through supplementary feed formulation	UGC-Major Project (Completed)	₹9,64,633/-

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received.

Nil

13. Research facility / centre with state recognition national recognition international recognition.

Nil

14. Publications:

- Number of papers published in peer reviewed journals
(National-13/International-12) - 25
- Citation Index – range/average -6
- Scopus – 1
- A Chapter in the Moral Science Book, “*Young and Happy*” released by Auxilium College

15. Details of patents and income generated.

Nil

16. Areas of consultancy and income generated.

Blood Grouping and Rh typing for Students – ₹4,670/-

2010 – 2011 - ₹2,420/-

2014 – 2015 - ₹2,250/-

17. Faculty recharging strategies

Faculty members participate and present papers in Workshops, National and International Conferences and Seminars. They also attend Refresher and Orientation Courses. At the beginning of every year an Orientation Programme is conducted for all the members of the Faculty, by the college.

Programmes	2010-11	2011-12	2012-13	2013-14	2014-15
Conferences/Seminars/ Workshops Attended	11	15	13	9	18
Paper presentations	2	2	1	4	5
Resource persons/ chairing the sessions/ panelist	-	-	-	1	2
Refresher/ Orientation	1	-	-	1	1

18. Student projects

- **Percentage of students who have done in-house projects including inter-departmental. - 100%**

19. Awards / recognitions received at the national and international level by – Faculty Doctoral / post doctoral fellows Students.

Nil

20. Seminars/ Conferences/Workshops organized and the source of funding (national / international) with details of outstanding participants, if any.

Date	Topic	Level	Source of Funding
13.12.2012 and 14.12.2012	Relevance of conservation and Sustainable Utilization of Bioresources	National	UGC, National institute of Biodiversity
5.02.2015 and 06.02.2015	Biosciences for 21st century	National	UGC and CSIR
23.02.2015 to 25.02.2015	Ecology and Bio- Diversity in Sangam Literature (in collaboration with Department of Tamil)	National	Central Institute of Classical Tamil (An autonomous Institution under Human resource Development, Government of India, New Delhi) Tharamani, Chennai

List of eminent scientists/scholars are as follows:

S. No.	Name and Designation	Address
1	Prof. Dr. Gunasekaran P., Vice-Chancellor	Thiruvalluvar University, Vellore
2.	Dr. Balakrishna Pisupati, Chairman	National Biodiversity Authority, Government of India
3.	Dr. Manoj M. Rai, Scientist/ Professor & Director	Centre for Sericulture and Biological Pest Management Research, RTM Nagpur University, Nagpur
4.	Dr. David Ambrose, Professor, Department of Legal Studies	University of Madras, Chepauk, Chennai
5.	Dr. Sabu K. Thomas, Associate Professor	PG & Research Dept. of Zoology, St. Joseph's College, Devagiri, Calicut, Kerala
6.	Dr. R. Sundaraj, Scientist F	Institute of Wood Science & Technology, Bangalore
7.	Dr. Sekaran G., Chief Scientist & Head, Environmental Technology Division	Central Leather Research Institute, Adyar, Chennai
8.	Dr. Vinod Kumar, Principal Scientist/ Director, Research & Development	NSP Green Energy Technologies PVT., Tambaram, Chennai
9.	Prof. Gopinath Anil Kumar, Director, School of Bio Sciences and Technology	VIT University, Vellore
11.	Prof. Srinivasan N., Professor, Molecular Biophysics Unit	Indian Institute of Sciences, Bangalore
12.	Prof. Sowdhamani R., Professor, Bioinformatics	National Centre for Biological Sciences- TIFR, Bangalore
13.	Prof. Dr. Mary Saral A., Professor, Pharmaceutical Chemistry Division	School of Advanced Sciences, VIT University, Vellore
14.	Dr. Thangaraj, Scientist E II	Centre for Cellular And Molecular Biology, Hyderabad

15.	Dr. Shivaprasad, Reader & Ramanujam Fellow	National Centre for Biological Sciences- TIFR, Bangalore
16.	Dr. Ankur Bhatnagar, Associate Director R & D	Biocon Ltd., Bangalore
17.	Prof. Anthony A., Head, Dept. of Zoology	Christ University, Bangalore

21. Student profile course-wise:

Name of the Course	Year	Applications Received	Selected	Pass Percentage
UG	2010-11	157	50	85.37
	2011-12	148	55	97.67
	2012-13	156	50	95.45
	2013-14	203	50	82.50
	2014-15	238	53	-
PG	2010-11	18	8	100
	2011-12	15	12	100
	2012-13	31	20	100
	2013-14	28	16	100
	2014-15	13	11	-
M. Phil	2010-11	2	2	100
	2011-12	6	5	100
	2012-13	2	2	100
	2013-14	7	6	100
	2014-15	2	1	-

22. Diversity of students

Name of the Course	Year	% of Students from the College	% of Students from the State	% of Students from other States	% of Students from other Countries
UG	2010-11	NA	100	-	-
	2011-12	NA	100	-	-
	2012-13	NA	100	-	-
	2013-14	NA	100	-	-
	2014-15	NA	100	-	-

PG	2010-11	60	100	-	-
	2011-12	16	100	-	-
	2012-13	29.4	100	-	-
	2013-14	66.6	100	-	-
	2014-15	90	100	-	-
M. Phil.	2010-11	50	100	-	-
	2011-12	100	100	-	-
	2012-13	100	100	-	-
	2013-14	100	100	-	-
	2014-15	100	100	-	-

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?

- Ms. Mabel Parimala S. - (2006-2009) SET cleared
- Janaki K P - (2005) Executive Grade, National Biodiversity, Chennai
- Ms. Sharmila M. - (2007-2011) – Passed Banking Examination and employed in SBI Pudupet, Cuddalore
- About 250 students are employed at the Christian Medical College Hospital, Vellore as doctors' personal assistant, lab technicians, dialysis technicians, Microbiologists, departments of ECG, EEG, Blood Bank, Pharmacy, Nutrition, Medical Microbiology and as Front Office Managers.

24. Student progression:

As per available data:

Student Progression	Percentage Against Enrolled
UG to PG	45%
PG to M.Phil.	54%
PG to Ph.D.	25%
Ph.D. to Post Doctoral	-
Employed	5%

<ul style="list-style-type: none"> • Campus selection • Other than Campus selection 	65%
Entrepreneurs	-

25. Diversity of staff:

Percentage of Faculty Who Are Graduates	
of the same parent university	-
from other universities within the State	100
from other universities from other States	-

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period.

Nil

27. Present details about infrastructural facilities

a) Library

- Library Books - 2455
- Book bank Books - 307
- Remedial Books - 15
- Journals - 4

b) Internet facilities for staff and students

Department computer with net facilities, Wi-Fi

c) Total number of class rooms

- Class Rooms - 6
- Library - 1
- Museum - 1

g) Class rooms with ICT facility - 2

h) Students' laboratories - 3

i) Research laboratories - 1

28. Number of students of the department getting financial assistance from College.

2010 - 2011 - 13

2011 - 2012 - 13

2012 - 2013 - 13

2013 - 2014 - 13

Department has Student Welfare Fund to help the students.

Students helped by the management - 10

29. Was any need assessment exercise undertaken before the development of new program(s)? If so, give the methodology.

Nil

30. Does the department obtain feedback from

a) Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?

Yes, for Curriculum update and innovative teaching.

b) Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Yes, the Deans conduct the evaluation by the students on the Faculty and curriculum. At the department meeting with the Principal the feedback is analyzed and if necessary, changes are made.

c) Alumni and employers on the programmes and what is the response of the department to the same?

Yes, the evaluations are used for career advancement and curriculum design.

31. List the distinguished alumni of the department (maximum 10)

- Ms. Sudha Ananth, 1995, Georgia Health Sciences, University Augusta, Georgia, United States of America
- Ms. Sulochana Stanley, 1973, Instructor in Clinical Microbiology, CMC Hospital

- Ms. Hemalatha A., 1973-76, Office superintendent, APCA, RICA, Vellore
- Dr. Devi K., 1978-81, HOD & Associate Professor of Zoology, DKM College, Vellore
- Dr. Prithi Ruba, 1989, Scientist, University of Guelph, Canada
- Ms. Saraswathi P., 1990-93, Principal, Sarathy B.Ed college, Bangalore
- Ms. Faheema Afzal, 1997-2000, Flying Officer, Indian Air Force
- Ms. Nageshwari, 1976, Principal, Vani Vidhyalaya Matriculation Higher Secondary School, Vellore
- Ms. Sudha U., 1995, Block Resource Teacher Educator, Vellore
- Dr. Srivani Ravoori, Research Instructor, University of Louisville, Canada
- Dr. Maheswari S.L., Professor, Department of Pharmacology & Environmental Toxicology, University of Madras, Chennai.
- Sowmya, Asst. Professor, APCA, Vellore

32. Give details of student enrichment programmes (special lectures /workshop /seminar) with external experts.

- A Guest lecture on “Osteoporosis” was delivered by Dr. Alfred Job Daniel, HOD, Orthopedics and Principal, Christian Medical College, Vellore on 25.07.2011.
- A Guest lecture on “Biodiversity and Wildlife Conservation” was delivered by Mr. Arun Kumar A., Assistant Professor, SRM University on 17.02.2012.
- An Intercollegiate Seminar on “Research Methodology, Biochemistry, Entomology and Biotechnology” was organized for the Post Graduates on 09.02.2012.
- A Guest lecture on “Breast Feeding Awareness” by Ms. Diana and Ms. Ellen Ebenezer, Nurses, Christian Medical College, Vellore, on 07.08.2012.
- A Guest lecture on “Personal Hygiene and Healthy Habits” by Mrs. Amalarajan, Nurse, Christian Medical College, Vellore on 23.08.2012.
- An awareness programme on “Silk Mark” was organized by Mr. K. Madhivanan and Mr. C. Prabakar Rao, Assistant Executives, Central Silk Board, Bangalore on 07.02.2013.

- A Special lecture on “Bird Watching” by Mr. Sukumar, Ornithologist was conducted on 16.8.2013.
- A Guest lecture on “Demystifying Sexuality” by Dr. Anju Kuruvilla, Head of the Department, Psychiatry, Christian Medical College, Vellore was conducted on 25.07.2014.
- A Guest lecture on “Breast Feeding Awareness” by Dr. Narmadha, Director, NAALAM Hospital was organized on 18.08.2014.
- A Guest lecture on “Concepts in Ecology” by Dr. Rekha., VIT University, Vellore was organized on 19.09.2014.
- A Guest Lecture on “Corals and Coral Reefs” was delivered by Dr. Kevin, SEBS Project, Vellore on 21.10.2014.
- A Guest lecture was organized on “Stem Cells – Ground Breaking Science by Ms. Vaishnavi Saravanan, VIT University, Vellore on 04.02.2015.
- A Guest lecture on “Drug Discovery from Natural Products: Past, Present and Future” was delivered by Ms. Jammiah J., VIT University, Vellore on 12.01.2015.
- Video Conferencing on Biology and Conservation of Diamond Back Terrapins: Implication for crab fisheries interaction by Dr. Leigh Anna Harden., Department of Biology, Loyola University, Chicago on 23.02.2015.

33. List the teaching methods adopted by the faculty for different programmes.

Chalk-Talk method, Assignments, Group Discussion, Projects, Practical Demonstration, Quiz, Guest Lecture, Charts, Exhibition, Library, Seminars, Workshops, eco trail, study tours, Over head projector, Powerpoint Presentations and Video Conference.

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

The department ensures that project objectives are met through

- Conferences/ workshops/ seminars/ symposiums
- Inter department/ collegiate expert lectures
- Resource talks
- Feedback from Stake holders

35. Highlight the participation of students and faculty in extension activities.

Date	Activity	No. of Students	No. of Faculty	No. of Beneficiaries
28.8.2009	Health and hygiene awareness programme for Panchayat school students, Gandhinagar Vellore	150	2	450
11.12.2009	Measurement of height and weight of students; Awareness of good food and cleanliness; 108 Emergency service awareness programme for Panchayat school students, Gandhinagar, Vellore	150	2	450
12.02.2011	Visit to Thandayankottai- Eco trail tribal village	45	2	120
06.06.2011	Visit to Thandayankottai- Eco trail to tribal village	46	2	120
04.02.2013	Health and hygiene awareness programme Visit to MBKGP Kasam - Old Age Home and orphaned children	39	2	70
23.11.2014	Environmental awareness programme-ACK	60	2	148
23.08.2014	Visit to Thandayankottai - Eco trail to tribal village	43	2	110
13.09.2014	Visit to Little flower convent orphanage, Pallikonda	47	3	550
03.03.2015	Visit to Mother Teresa rehabilitation centre for women, Vellore	38	2	110

36. Give details of “beyond syllabus scholarly activities” of the department.

- Exhibition, Seminars
- Quiz Programme
- Paper and Poster presentation

- Eco trail walk to Tribal Village
- State level talent hunt competition
- Field Visit, Eco Trail and Lab visits
- Video conference
- State level and National level conferences

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.

Nil

38. Detail any five Strengths, Weakness, Opportunities and Challenges (SWOC) of the Department.

Strengths

- Inculcating self-confidence among the students
- Enabling Tamil medium students to speak and write in English
- Dedicated, Potential and highly qualified Faculty members with Ph.D.
- Co-operative, obedient, affectionate, creative and hardworking students
- A well-equipped and updated laboratory
- Abundant and remarkable specimens in a well-maintained Museum
- A well-furnished staff room and well-equipped spacious classrooms with good ventilation
- A good collection of library books and self-sufficient book banks

Weaknesses

- Economically poor, with a majority of first generation learners
- Lack of self-motivation and ambition among students
- Majority of the students are from Municipal and Govt. Schools

Opportunities

- The students can start their own clinical laboratories and get employment.
- They can pursue higher studies in inter-disciplinary subjects like Bio-informatics, Biotechnology, Biochemistry, Clinical Microbiology, Anatomy, Physiology, Bio-medical Genetics, Molecular Biology and Zoology.

- There is a high demand for Science teachers at Primary, Secondary, Higher Secondary Schools and Colleges.
- Knowledge and skill are offered to start their own small- scale industries like Sericulture, Poultry, Aquaculture, etc.
- Students can pursue various Paramedical courses in CMC hospital and get placements.

Challenges

- Day by day the interest and awareness of the students in the basic science subjects like Zoology is decreasing and hence the demand for the subject is declining.

39. Future plans of the department.

- To get more major and minor research projects from funding agencies.
- To guide M. Phil and Ph. D candidates.
- To concentrate on research and tie-up programmes with other Universities, Industries, and Laboratories.
- To increase publications.

DEPARTMENT OF BOTANY

1. Name of the Department & its year of establishment.

Botany – 1964

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

UG – Allied Botany

3. Interdisciplinary courses and departments involved.

I year SBE : Herbal Therapy and Cosmetology

II year SBE : Plants and Human Welfare, Horticulture

III year NME : Edible Mushroom Technology

These Interdisciplinary courses are offered to all UG departments.

4. Annual/ semester/choice based credit system.

Semester and Choice based credit system.

5. Participation of the department in the courses offered by other departments.

- Allied Botany - Department of Chemistry (Optional),
- Allied Botany - Department of Zoology.

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/Asst. Professor)

	Sanctioned	Filled
Professor	-	-
Associate Professor	1	1
Assistant Professor	1	-

7. Faculty profile with name, qualification, designation, specialisation (B.Sc./B.Litt./ Ph.D. /M.Phil., etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Dr. Isabella Rosaline S.	M.Sc., B.Ed., M.Phil., Ph.D.	Associate Professor and Head	Plant Biology and Bio Technology	26

8. Percentage of classes taken by temporary faculty – programme-wise information.

Nil

9. Programme-wise Student Teacher Ratio.

Student teacher ratio 50:1

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled.

Technical staff in Unaided Stream - 1

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise.

Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received.

Nil

13. Research facility / centre with • state recognition • national recognition • international recognition.

Nil

14. Publications:

Number of papers published in peer reviewed

Journals (National/International-2) - 2

15. Details of patents and income generated

Nil

16. Areas of consultancy and income generated

Nil

17. Faculty recharging strategies

At the beginning of every year an Orientation Programme is conducted for all the members of the Faculty, by the college.

18. Students Projects

Nil

19. Awards / recognitions received at the national and international level by Faculty Doctoral / post-doctoral fellows Students.

Nil

20. Seminars/ Conferences/Workshops organized and the source of funding (National / International) with details of outstanding participants, if any.

The Department of Botany collaborates with the Departments of Zoology and Microbiology in conducting National and International Conferences.

No. of Conferences organised in collaboration: 6

21. Student profile course-wise:

Batch	Name of the course	Number of Students		Pass Percentage	
		I B.Sc. Chemistry	II B.Sc. Zoology	I B.Sc. Chemistry	II B.Sc. Zoology
2010-2011	Allied Botany	16	44	87.5	100
2011-2012		21	45	78.57	93.18
2012-2013		27	41	92.44	100
2013-2014		11	39	95.45	93.45

22. Diversity of students.

Not Applicable

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?

Not Applicable

24. Student Progression.

Not Applicable

25. Diversity of Staff

Percentage of Faculty who are Graduates	
of the same parent university	-
from other universities within the State	100%
from other universities from other States	-

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment

Ph.D. - 1 Dr. S. Isabella Rosaline - 2014

27. Present details about infrastructural facilities

a) Library facility

Books are available (More than 500) in General Library for reference.

b) Internet facilities for staff and students

One computer is available in the department with Wi-Fi connection for the Faculty. Students browsing centre is used by the students for educational purposes

c) Total number of class rooms -2

d) Class rooms with ICT facility -1

e) Students' laboratories -1

f) Research laboratories -Nil

28. Number of students of the department getting financial assistance from College.

Nil

29. Was any need assessment exercise undertaken before the development of new program(s)? If so, give the methodology.

Nil

30. Does the department obtain feedback from

a. Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?

Yes. The department receives feedback from faculty in curriculum and teaching-learning evaluation every year. The discussions and suggestions are brought forward during the Board of Studies meeting to bring about any changes if needed.

b. Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Feedbacks are received from the students annually. Any change is taken care of by the Management.

c. Alumni and employers on the programmes and what is the response of the department.

Not Applicable

31. List the distinguished alumni of the department (maximum 10)

Not Applicable

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.

Nil

33. List the teaching methods adopted by the faculty for different programmes.

Classroom teaching, Chalk and talk method, Group Discussions, Use of ICT-LCD, Teaching Aids: Models and Charts.

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

Regular continuous assessment of the department ensures that the programme objectives are constantly met. Monitoring is done with the help of tests, discussions and seminars.

35. Highlight the participation of students and faculty in extension activities.

- Visit to Shishu Bhavan, Shenbakkam
- Naming of the trees in the Campus

36. Give details of “beyond syllabus scholarly activities” of the department.

Nil

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.

Nil

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.

Strengths

- Peer group studies, Regular tests for every unit.
- Remedial coaching classes for weak students by Peer groups.
- Providing study materials for Allied, Skill Based Elective and Non Major elective papers.

Weakness

- Low demand ratio.
- Less number of high achievers/Social and Financial constraints of students.

Opportunities

- Students can pursue interdisciplinary programmes like Biochemistry Biotechnology and Bioinformatics at the PG level.
- Students can be appointed in technical laboratories and Botanical herbariums.

Challenges

- Student demand ratio and their achievement are imbalanced.
- Students need to be more involved and committed.

39. Future plans of the department.

- To involve the students in activities beyond syllabus.
- To conduct career oriented courses.

DEPARTMENT OF PHYSICS

1. Name of the Department & its year of establishment.

Physics – 1999

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

UG - 1999

PG - 2014

3. Interdisciplinary courses and departments involved.

I year SBE : Everyday Physics

II year SBE : Home Appliances

III year NME : Fundamentals of Physics

These Interdisciplinary courses are offered to all UG departments.

4. Annual/ semester/choice based credit system.

Semester with choice Based Credit system.

5. Participation of the department in the courses offered by other departments

Allied Physics I and II - Department of Mathematics

Allied Physics I and II - Department of Chemistry

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/Asst. Professor)

	Aided		Self -Financing	
	Sanctioned	Filled	Sanctioned	Filled
Professor	-	-	-	-
Associate Professors	1	1	-	-
Assistant. Professor	1	1	7	7

7. Faculty profile with name, qualification, designation, specialisation (B.Sc. /B.Litt. /Ph.D. / M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Dr. Nisha Santha Kumari P.	M.Sc., M.Phil., Ph.D.	Associate Professor & Head	Crystal Growth	29
Sr. Venci X.	M.Sc., M.Phil.	Assistant Professor	Crystal growth and thin films	7
Ms. Shalini.B.	M.Sc., M.Phil.	Assistant Professor	Crystal growth	4
Ms. Amul B.	M.Sc., M.Phil., B.Ed.	Assistant Professor	Ground water analysis	1
Ms. Thanal R.	M.Sc., M.Phil., B.Ed.	Assistant Professor	Nanotechnology	6 months
Ms. Mowlika V.	M.Sc.	Assistant Professor	Chemical Physics	<i>6 months</i>
Ms. Joyee Battacharjee	M.Sc.	Assistant Professor	Astro Physics	6 months
Ms. Reena Arul Vani A.	M.Sc., B.Ed.	Assistant Professor	Crystal Growth	6 months
Ms. Geetha R.	M.Sc., B.Ed.	Assistant Professor	Crystal growth	6months

8. Percentage of classes taken by temporary faculty – programme-wise information

UG : 58.7

PG : 73.3

9. Programme-wise Student Teacher Ratio.

UG - 18: 1

PG - 3: 1

10. Number of academic support staff (technical) and administrative staff. Sanctioned and filled -

Technical staff in the aided stream: 1

Technical staff in the unaided stream: 1

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise.

Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received

Nil

13. Research facility/centre with./State recognition/National recognition/International recognition.

Nil

14. Publications:

- Number of papers published in peer reviewed journals
(National/International - 1) - 1
- SNIP - 1
- SJR - 0.315
- h-index - 13
- A Chapter in the Moral Science Book, "*Young and Happy*" released by Auxilium College

15. Details of patents and income generated.

Nil

16. Areas of consultancy and income generated.

Nil

17. Faculty recharging strategies.

Faculty members participate and present papers in Workshops, National and International Conferences and Seminars. They also attend Refresher and Orientation Courses. At the beginning of every year an orientation Programme is organized for all the members of the Faculty, by the College.

Programmes	2010-11	2011-12	2012-13	2013-14	2014-15
Conferences/Seminars/ Workshop Attended	-	-	-	4	-
Paper Presentations	1	-	-	-	1

18. Students Projects

Nil

19. Awards / recognitions received at the national and international level by Faculty Doctoral/post doctoral fellows students

Nil

20. Seminars/ Conferences/Workshops organized and the source of funding (National / International) with details of outstanding participants, if any.

Date	Topic	Level	Source of Funding
14-09-2012	Recent advancements in Spectroscopy	National	UGC - SERO

List of eminent scientists/scholars are as follows:

S. No.	Name and Designation	Address
1	Dr. Gunasekaran S., Head of the Department	PG Department of Physics, Pachaiyappa's College, Chennai
2	Dr. Renugadevi, Assistant Professor	Women's Christian College, Chennai
3	Dr .Jaya Sankar C.K., Associate Professor	Sri Venkateshwara University, Tirupati

21. Student profile course-wise.

Name of the Course	Year	Applications Received	Selected	Pass Percentage
UG	2010-11	172	50	94.87
	2011-12	165	50	93.55
	2012-13	150	50	97.22
	2013-14	268	50	95.35
	2014-15	273	50	-

PG	2010-11	-	-	-
	2011-12	-	-	-
	2012-13	-	-	-
	2013-14	-	-	-
	2014-15	18	12	-

22. Diversity of Students

Name of the Course	Year	% of Students from the College	% of Students from the State	% of Students from Other States	% of Students from Other Countries
UG	2010-11	-	93	7	-
	2011-12	-	100	-	-
	2012-13	-	100	-	-
	2013-14	-	100	-	-
	2014-15	-	100	-	-
PG	2010-11	-	-	-	-
	2011-12	-	-	-	-
	2012-13	-	-	-	-
	2013-14	-	-	-	-
	2014-15	50	91.7	8.3	-

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?

Nil

24. Student progression.

As per available data:

Student Progression	Percentage Against Enrolled
UG to PG	60%
PG to M.Phil	30%
PG to PhD	10%
PhD to Post Doctoral	-
Employed	
Campus selection	2%
Other than Campus selection	68%
Entrepreneurs	3

25. Diversity of staff.

Percentage Of Faculty Who Are Graduates	%
of the same parent university	44%
from other universities within the State	56%
from other universities from other States	-

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment

Nil

27. Present details about infrastructural facilities:

a) Library - 1

Library Books – 846

b) Internet facilities for staff and students - 1

c) Total number of class rooms - 4

d) Class rooms with ICT facility - Nil

e) Students' laboratories - 3

f) Research laboratories - Nil

28. Number of students of the department getting financial assistance from College.

1

29. Was any need assessment exercise undertaken before the development of new program(s)? If so, give the methodology.

Nil

30. Does the department obtain feedback from.

a) Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?

Yes, at the end of the semester, during a departmental staff meeting, the feedback on curriculum and teaching-learning is discussed with the Faculty members and necessary decisions are taken for their betterment.

b) Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Yes, feedback on Faculty, curriculum and teaching-learning are received from students every year at the end of the even semester and the consolidated feedback is discussed at the staff meeting. Necessary steps are taken for improvement.

c) Alumni and employers on the programmes and what is the response of the department.

Yes, an Alumni meeting is conducted once a year and the department-wise oral feedback is received from the students. The Principal meets the Faculty of the department, discusses the various activities organized, the success rate of the students, and gives her suggestions.

31. List the distinguished alumni of the department (maximum 10).

- Ms. Kalaiarasi S., 2004-2007, Assistant Professor, Sacred Heart College, Thirupattur
- Ms. Sabirekha P., 2004-2007, CTS, Chennai
- Ms. Lavanya H., 2005-2008, Assistant, Test Engineer Infosys, Chennai
- Ms. Sangeetha V., 2005-2008, Software Assistant, Management, Wipro, Chennai
- Ms. Padma S., 2007-2010, Teacher, Bharathidasan Matriculation Higher Secondary School
- Ms. Prettencia L., 2007-2010, Religious Professor
- Ms. Saraswathi, 2007-2010, Teacher, Sunbeam Matriculation Higher Secondary School, Katpadi
- Ms. Sharon Gloria, 2007-2010, Scientific Officer, NPCIL
- Ms. Thenmozhi B., 2007-2010, Teacher, St Mary's Higher Secondary School, Vellore
- Ms. Amrutha, 2010-2013, Teacher, Al Aameen School, Thrissur

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.

- Dr.Rajasekaran, Principal, Government Arts College, Thiruvannamalai, delivered a talk on Crystal growth on 26.08.2010.
- Er. Perumalsamy, TNEB, Vellore, gave a special talk on Energy Conservation on 27.08.2010.
- Dr. Kalainathan S., Senior Professor, VIT University inaugurated the Inter Collegiate programme on the topic Nano technology on 13.09.2011.
- Er. Arulanandam M. and Er.Sivaraj G., TANGEDCO,Vellore delivered a talk on Energy Conservation and Electrical Safety on 13.07.2012.
- Fr.Theophil Anand, Assistant Professor, Sacred Heart College, Tirupattur delivered a lecture on Nanotechnology on 24.08.2012.
- Dr. Gunasekaran S., Head of the Department, PG Department of Physics, Pachaiyappa's College, Chennai, Dr. Renugadevi, Assistant Professor, Women's Christian College, Chennai, Dr. Jayasankar C. K., Associate Professor, Sri Venkateshwara University, Tirupati were the resource Persons for the National Seminar on Recent Advancements in Spectroscopy on 14.09.2012.
- Dr. Ruban Kumar A., Assistant Professor, VIT University delivered a lecture on Nano Materials and its Applications on 12.08.2013.
- Er. Saradambal S., Executive Engineer, Katpadi division, delivered a talk on TANGEDCO - Energy Conservation and Electrical Safety on 30.08.2013.
- Dr. Kalainathan S., Senior Professor, VIT University explained the Scope of Physics to the UG students on 23.08.2014.

33. List the teaching methods adopted by the faculty for different programmes.

Seminars, Assignments and Powerpoint presentations

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

The students acquire subject knowledge and they become academically and intellectually mature at the time of completion of the UG course. The improvement in their success rate is a proof of their learning outcome.

35. Highlight the participation of students and faculty in extension activities.

Date	Activity	No. of Students	No. of Faculty	No. of Beneficiaries
4 th June onwards 2010	Coaching the Students of Don Bosco Hr. Sec. School, Gandhi Nagar	25 per day	1	40

36. Give details of “beyond syllabus scholarly activities” of the department.

- As an Association activity, competitions are conducted for the students to test their memory power and subject knowledge.
- Students actively participate in paper and poster presentations held in and outside the College.
- Every year a few students participate in the seminar organized by the Vainu Pappu Observatory, Kavalur in honour of Scientist Vainu Bappu and win prizes for quiz competitions.
- As an extension activity, students coach the students of a neighbouring Don Bosco Hr. Sec. School.

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.

Nil

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.

Strengths

- Enthusiastic students
- Well-equipped Laboratory
- Well-established library

Weaknesses

- First graduate students
- Only of late more number of women candidates are graduating in Physics. So dearth of staff.

Opportunities

- More Job opportunities
- Students easily clear aptitude and objective type tests
- Students enthusiastically participate in quiz, paper presentation and all cultural programmes conducted inside and outside the college

Challenges

- Teaching students who belong to a rural background

39. Future plans of the department.

- To start M.Phil. and Ph.D. Programmes
- To take up major and minor projects

DEPARTMENT OF BIOCHEMISTRY

1. Name of the department & Year of Establishment.

Biochemistry - 1997

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

UG - 1997

3. Interdisciplinary courses and the departments/units involved.

I year SBE : Nutrition Education, Health Care for Women

II year SBE : Nutrition Education, Health Care for Women

III year NME : Diseases and Treatment, Therapeutic Agents

These Interdisciplinary courses are offered to all UG departments.

4. Annual/ semester/choice based credit system. (programme wise)

Semester with Choice Based Credit System.

5. Participation of the department in the courses offered by other departments.

Nil

6. Number of teaching posts sanctioned and filled. (Professors/Associate Professors/Asst. Professors)

	Self- Financing	
	Sanctioned	Filled
Professor	-	-
Associate Professors	-	-
Assistant Professor	5	5

7. Faculty profile with name, qualification, designation, specialization (B.Sc./ B.Litt. / Ph.D./M.Phil., etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Ms. Abi Beulah G.	M.Sc., MPhil., (Ph.D.)	Assistant Professor and Head i/c	Biochemistry	12
Ms. Lavanya K.	M.Sc., MPhil., B.Ed	Assistant Professor	Biochemistry	11
Ms. Aruna A.	M.Sc., MPhil., SET	Assistant Professor	Biochemistry	6
Ms. Epsivanitha E.	M.Sc., MPhil., B.Ed	Assistant Professor	Biochemistry	6
Ms. Janani M.	M.Sc., MPhil., SLET	Assistant Professor	Biochemistry	4

8. Percentage of classes taken by temporary faculty – programme-wise information.

UG : 19

9. Programme wise Student -Teacher Ratio.

UG: 22:1

10. Number of academic support staff (technical) and administrative staff; sanctioned and filled.

Technical staff in the unaided stream : 2

11. Number of faculty with ongoing projects from a) National b) International funding agencies c) Total grants received. Mention names of funding agencies and grants received project- wise.

Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc., total grants received.

Nil

13. Research facility / centre with / state recognition/ national recognition / international recognition.

Nil

14. Publications:

- Number of papers published in peer reviewed journals
(National/ International- 9) - 9
- Monographs - 10
- 3 Chapters in Books - 3 chapters in a book and 9 booklets
- Citation Index -range/average – 14 for a paper
- Impact factor- range/average – 0.432-1.000

15. Details of patents and income generated.

Nil

16. Areas of consultancy and income generated.

Nil

17. Faculty recharging strategies.

Faculty members participate and present papers in Workshops, National and International Conferences and Seminars. They also attend Refresher and Orientation Courses. At the beginning of every year an Orientation Programme is conducted for all the members of the Faculty by the college

Programmes	2010-11	2011-12	2012-13	2013-14	2014-15
Conferences/Seminars/ Workshops attended	5	5	3	4	1
Paper presentation	3	1	1	-	1

18. Student projects.

Nil

19. Awards/recognitions received at the national and international level by Faculty/ Doctoral/Post doctoral fellows / Students.

Nil

20. Seminars/Conferences/Workshops organized and the source of funding (national/international) with details of outstanding participants, if any.

Date	Topic	Level	Source of Funding
12.12.2013 and 13.12.2013	'Recent Trends in Life Science' <i>Biomic'13</i>	International	Department

List of eminent scientists/scholars are as follows:

S. No.	Name And Designation	Address
1.	Dr. Subhash Chandra Parija, Dean (Research)	Jawaharlal Institute of Postgraduate, Medical Education & Research, Pondicherry, Tamil Nadu
2.	Dr. Abdul Jaleel K.A, Scientist E-II	RGCB, Thiruvananthapuram, Kerala
3.	Dr. Jasmine John E.P., Post Doctoral Scientist	University of Brest, France
4.	Mrs. Jenifer Winsley, Head, Department of Bio Medical Engineering	All Nations University, Koforidua, Ghana
5.	Dr. Shaik Syed Ali, Post Doctoral Scientist	University of Frankfurt, Germany

21. Student Profile Course-wise.

Name of the Course	Year	Applications Received	Selected	Pass Percentage
UG	2010 - 2011	47	21	66.67
	2011 - 2012	37	12	100.00
	2012 - 2013	44	19	57.89
	2013 - 2014	37	22	95.45
	2014 - 2015	50	24	-

22. Diversity of the Students.

Name of the Course	Year	% of Students from the College	% of Students from the State	% of Students from Other States	% of Students from Other Countries
UG	2010 - 2011	NA	98	2	-
	2011 - 2012	NA	96	4	-
	2012 - 2013	NA	97	3	-
	2013 - 2014	NA	99	1	-
	2014 - 2015	NA	99	1	-

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?

- Ms. Sangeetha S. (1998-2001) - NET (Agri) cleared
- Ms. Janani M. (2003-2006) - SLET cleared
- Ms. Joanna Rexi (2003-2006) - GATE cleared
- Ms. Vishnu Priya (2003-2006) - Postal service exam
- Ms. Elavarasi (2003-2006) - Postal service exam
- Ms. Cynthia J. (2005-2008) - NET cleared

24. Student Progression.

As per available data:

Student Progression %	Percentage Against Enrolled
UG to PG	49 %
PG to M.Phil	-
PG to Ph.D	5 %
Employed	
• Campus selection	-
• Other than Campus recruitment	15%

25. Diversity of staff.

As Per available data:

Percentage of Faculty who are Graduates	
of the same parent university	20
from other universities within the State	80
from other universities from other States	-

26. Number of faculty who were awarded Ph.D., D. Sc and D.Litt during the assessment period.

Nil

27. Present details about infrastructural facilities:

a) Library

- Library Books - 692
- Book Bank Books - 17
- Journals - 3
- e-books - 19

b) Internet facilities for Staff and Students : Available

c) Total Number of Class rooms : 3

d) Class room with ICT facility : 1

e) Students Laboratories : 1 UG laboratory

f) Research Laboratories : Nil

28. Number of students of the department getting financial assistance from college.

2010 - 2011 - 2

2011 - 2012 - 2

2012 - 2013 - 2

2013 - 2014 - 2

29. Was any need assessment exercise undertaken before the development of new program(s)? If so, give the methodology.

Nil

30. Does the department obtain feedback from

a. Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?

Yes, a monthly staff meeting is conducted to obtain feedback. Based on the written feedbacks, the syllabus is modified during the Board of Studies meeting.

b. Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Yes, regarding the curriculum, a feedback is obtained from the students in the final year and necessary steps are taken at the Board of Studies meeting to improve the teaching-learning process.

c. Alumni and employers on the programme and what is the response of the department to the same?

Yes, feedback is received from the alumni and their employers and the suggestions are incorporated in the curriculum.

31. List the distinguished alumni of the department. (maximum 10)

- Dr. Prabha, 1997-2000, Head, Department of Biochemistry, D.K.M College, Sainathapuram, Vellore.
- Dr. Abitha S., 2000-2003, Post Doctoral Associate at Yale School of Medicine, United States.
- Ms. Usha S., 2000-2003, Senior Embryologist at Prashanth Fertility Research Centre, Chennai.
- Ms. Johanna Rexi, 2004-2007, Research Scholar, Swinburne University of Technology, Australia.
- Ms. Elavarasi R., 2004-2007, Administrative employee at Department of Post, India.
- Ms. Vishnu Priya S., 2004-2007, Postal Assistant at the Department of post, India.
- Dr. Margaret Sunitha, 2004-2007, Postdoctoral Researcher at in Stem and Research Scholar at National Center for Biological Science (NCBS).
- Ms. Nithya T.M, 2007-2010, Apollo Hospitals, Bangalore.

32. Give details of student enrichment programmes (special lectures/ workshops/ seminar) with external experts.

- Ms. Prabha V., Assistant Professor, Department of Biochemistry, DKM College, Vellore gave a lecture on “Life Skills” on 03.08.2009.

- Dr. Sudandiradoss C., Assistant Professor, Department of Microbiology, VIT University, Vellore gave a lecture in “Recent Trends in Techniques” on 09.09.2009.
- Rev. Father Rayappa animated an Awareness Programme on Environment on 04.12.2009.
- Dr. Subhashree N., Assistant Professor (Senior), SBST, VIT University, Vellore gave a lecture on “Importance of Pomegranate Flower Extracts” on 11.08.2010.
- Mr. Ananda Padmanaban, Managing Director, Consortium Pvt. Ltd, Coimbatore gave a lecture on “Global perspective and Career Opportunities in Clinical Research” on 19.08.2010.
- Dr. Sivakumar T., Indian Informative Service Officer and Field Publicity Officer, Vellore, gave a lecture on "Importance of Natural Foods and Natural medicine" on 26.08.2010.
- Dr. Amitava Mukherjee, Professor, Nano Biomedicine Laboratory School of Bioscience & Technology, VIT University, Vellore gave a lecture on "Biodiversity" on 01.10.2010.
- Dr. Amitava Mukherjee, Professor, Nano Biomedicine laboratory, School of Bioscience & Technology, VIT University, Vellore gave a lecture on "Pollution" on 21.01.2011.
- Dr. Thankamani V., Senior Professor and Divisional Leader, SBST, VIT University, Vellore gave a lecture on “General View on Biotechnology” on 09.03.2011.
- Dr. Hayath Basha S.K., Head, Department of Biochemistry, Islamiah College, Vaniyambadi gave a lecture on “Time Management” on 20.07.2011.
- Mr. Manjunatha T.V., District Forest Officer, Indian Forest Service, Vellore, gave a lecture on "Biodiversity Conservation" on 27.07.2011.
- Dr.Amit B. Mahindrakar, Division Leader, Environmental water Resources and Transportation Engineering Division, School of Mechanical and Building Sciences, VIT University, Vellore gave a lecture on "Environmental Issues" on 17.08.2011.
- Mrs. Sarumathy V., Head, Department of Biochemistry, DKM College, Vellore gave a lecture on “Career Opportunities in Biochemistry” on 12.09.2011.
- Dr.Sudhakaran B., Manager, Medical Diagnostic Research, Mr.R.L. Narayanasharma, Regional manager and Mr. Dhinesh Kumar, Medical Representative from Himalayan Herbal Health care Product Pvt. Ltd. Bangalore gave lectures on “Skin Diseases and its Treatment” on 08.12.2011.
- A team of Doctors and Nurses from the Department of Accident and Emergency, Christian Medical College and Hospital, Vellore organised an Awareness Programme on “First Aid” on 10.07.2012.
- Ms. Hebsibah Elsie, Assistant Professor Department of Biochemistry, DKM college, Vellore gave a lecture on “Importance, Nutritive Value and Biological Functions of Sea Weeds” on 21.08.2012.

- Mr. Kamaraj P., District Environmental Engineer, Tamil Nadu Pollution Control Board, Vellore gave a lecture on "Watershed Management" on 29.08.2012.
- Dr. Gayathri, Assistant Professor, SBST, VIT University, Vellore gave a lecture on "What to do next after Under graduation in Biochemistry" on 06.03.2013.
- Mr. Rajasekaran S., Manager, Quality Ultramarine Pigments limited, Ranipet gave a lecture on "Career Opportunities and Various Environmental Issues" on 26.07.2013.
- Dr. Judith Vijaya, Assistant Professor, Department of Chemistry, Loyola College, Chennai gave a lecture on "Conservation and Purification of Water" on 19.02.2013.
- Dr. Ezhil Christadoss, Associate Professor, Department of Chemistry, Voorhees College, Vellore gave a lecture on "Water Conservation" on 19.02.2013.
- Dr. Brijesh Nair A.N., Professor and Programme Manager, Division Leader - Environmental Water Resources and Transportation Engineering Division, School of Mechanical and Building Sciences, VIT University, Vellore gave a lecture on "Water Conservation" on 19.02.2013.
- Dr. Mythili S., Assistant Professor (Senior), SBST, VIT University, Vellore gave a lecture in "Physiology and Hormonal Imbalance" on 12.02.2014.
- Dr. Razool, Associate Professor, School of Biosciences and Technology, VIT University, Vellore gave a lecture on the topic "Rheumatoid Arthritis" on 22.07.2014.
- Dr. Sunil Thomas Chandy, Director, Professor and former Head of Cardiology, CMC, Vellore animated the students on the topic "Water for Life" on 22.08.2014.

33. List the teaching methods adopted by the faculty for different programmes.

- Talk and Chalk
- Assignment
- Charts
- Exhibition
- Seminars
- Group Discussions
- Workshops
- Quiz
- Guest lectures
- PowerPoint Presentations
- e-board
- Practical

- Demonstration
- Study Tours
- Industrial Visits

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

- Feedback from students
- Through Board of Studies meetings

35. Highlight the participation of students and faculty in extension activities.

Date	Activity	No. of Students	No. of Faculty	No. of Beneficiaries
25.07.13	Blood Group analysis for panchayat union school students	22	5	34
31.08.13	Blood Group analysis for Government school students	22	5	140

36. Give details of “beyond syllabus scholarly activities” of the department.

- Hospital and Industrial visit
- Career counseling to students
- Monthly association activities
- Certificate courses and extra credit courses
- Intercollegiate competitions and seminars

37. State whether the programme/department is accredited/graded by other agencies. Give details.

Nil

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.

Strengths

- Special attention is given to slow learners.

- Every month an association activity is conducted for the students.
- Science magazines are subscribed to by the Department.
- Books of Foreign edition and CDs are available in the departmental library.
- Book bank facility is available.

Weakness

- Not strong in research (Students and Staff)

Opportunities

- Well-equipped laboratory facilities
- UGC sponsored certificate courses
- Skill oriented courses
- Project work and institutional training

Challenges

- Rural students with poor communication skills
- Grooming the rural students
- Motivating the students to improve their communication skills
- Institutional – Industry interaction

39. Future plans of the Department.

- To introduce Postgraduate and M.Phil. programmes.
- To upgrade the laboratory to facilitate Research Activities.
- To conduct workshops in collaboration with industry to provide technical skills to students.
- To take-up Major/Minor projects from funding Agencies.
- To organize orientation programmes for school students and staff of neighboring schools to promote interest in science.
- To start Job-oriented Diploma/Certificate courses.
- To organize more medical camps for the benefit of society.

COMPUTER SCIENCE AND APPLICATIONS

1. Name of the Department & its year of establishment.

Computer Science - 1991

2. Names of programmes / courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.)

UG - 1991

PG - 2000

UG – B.C.A. - 2001

UG – B.C.A. - 2009 (Additional Section)

M.Phil. - 2009

3. Interdisciplinary courses and departments involved.

I year Skill-Based Elective : Introduction to Information Technology,
Multimedia Using Flash

II year Skill-Based Elective: Internet Basics, Photoshop

III year Non-Major Elective: Statistical Package for Social Sciences,
Web Designing Using Dreamweaver

These Interdisciplinary courses are offered to all UG departments.

PG Non-Major Elective : Web Designing using HTML

4. Annual/semester/choice based credit system.

Semester with Choice Based Credit System.

5. Participation of the department in the courses offered by the departments.

- E-Commerce with Tally – Department of Commerce
- E-Commerce with Tally – Department of Business Administration
- Introduction to Information Technology - Department of Business Administration
- Programming in C – Department of Mathematics
- Programming in C++ – Department of Mathematics
- SPSS – Department of Social Work

6. Name of teaching posts sanctioned and filled. (Professors/ Associate Professors/Assistant Professors)

	Self-Financing	
	Sanctioned	Filled
Professor	-	-
Associate Professors	-	-
Assistant Professor	21	21

7. Faculty profile with name, qualification, designation, specialization (D.Sc./D.Litt./Ph.D./ M.Phil., etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Sr.Alice K.T.	M.C.A.	Controller of Examinations and Head of the Department	Data Structures	27
Ms. Kavitha S.	M.C.A., M.Phil.	Assistant Professor and Head i/c	Software Engineering	11
Ms. Lavanya S.	M.Sc., M.Phil., (Ph.D.)	Assistant Professor and Head i/c	Wireless Communication and Networks	10
Ms.Anita Madona M.	M.Sc., M.Phil.	Assistant Professor and Head i/c	Networks Security	13
Ms.Nisha Pauline R.	M.C.A., M.Phil.	Assistant Professor	OS, Networks and RMT	6
Ms. Ramya J.	M.Sc., (CS) M.Tech., (IT)	Assistant Professor	Networks Security and OS	6
Ms.Muthu lakshmi A.	M.Sc., M.Phil.	Assistant Professor	Dot Net and Software Engineering	5
Ms.Shanthi L.	M.Sc., M.Phil.	Assistant Professor	Mobile Communication and DBMS	10
Ms. Sindhuja S.	M.Sc., M.Phil.	Assistant Professor	Network Security	4

Ms. Suganya V.	M.C.A.	Assistant Professor	Programming Language	4
Ms. Shahin A.	M.Sc., M.Phil.	Assistant Professor	Artificial Intelligence	7
Ms. Vimala Vinnarasi A.	M.Sc., B.Ed., M.Phil.	Assistant Professor	Data Mining	6
Ms. Sumathi N.	M.Sc.	Assistant Professor	RDBMS	5
Ms. Vennila Santhanam	M.C.A., M.E.	Assistant Professor	Artificial Intelligence	14
Ms. Nirmala Devi N.	M.C.A., M.Phil.	Assistant Professor	Networks and C language	2
Ms. Girija M.	M.Sc., M.Phil.	Assistant Professor	RDBMS and Programming language	2
Ms. Uma B.	M.C.A.	Assistant Professor	C language and Networks	2
Ms. Radhika R.	M.C.A.	Assistant Professor	Mobile Computing, Data Mining and RMT	1
Ms. Saranya C.	M.Sc., M.Phil.	Assistant Professor	Wireless Communication and Networks	1
Ms. Rallis Bernadin S.	M.Sc., M.Phil.	Assistant Professor	Networking and Web Designing	1
Ms. Monisha D.	M.C.A., M.Phil.	Assistant Professor	Wireless Communication, Networks and Mobile Computing	1
Ms. Ramya G.	M.Sc.	Assistant Professor	Network Security	1

8. Percentages of classes taken by temporary faculty-programme wise information.

UG : 24.6

PG : Nil

M.Phil. : Nil

9. Programme-wise Student Teacher Ratio.

Computer Science

UG : 21:1

PG : 12:1

M.Phil.: 3:1

B.C.A.

UG : 21:1

10. Number of academic support staff (technical) and administrative staff: Sanctioned and Filled.

Technical staff in the unaided stream: 1

Lab Assistants in the unaided stream: 3

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise.

Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received.

Nil

13. Research facility / centre with • state recognition • national recognition • international recognition.

Nil

14. Publications:

- Number of papers published in peer reviewed Journals (National -1 /International - 5) - 6
- Impact factor- range/average – 1.2018 (GISI)
- Editing books - 3

Name of the Staff	Titles of Paper Published in Books	Publisher With / Without ISBN No	Year of Publishing
Ms. A. Muthulakshmi	Certificate Course Material – Computer Science	Auxilium College	2013

15. Details of parents and income generated.

Nil

16. Areas of consultancy and income generated.

Nil

17. Faculty recharging strategies.

Faculty members participate and present papers in Workshops, National and International Conferences and Seminars. They also attend Refresher and Orientation Courses. At the beginning of every year an Orientation Programme is conducted for all the members of the Faculty, by the College. As the College is a member of the ICT Academy, Tamil Nadu, the faculty attend updating programmes organized by them.

Programmes	2010-11	2011-12	2012-13	2013-14	2014-15
Conferences/Seminars/ Workshops Attended	1	1	-	-	1
Resource persons/ chairing the sessions/ panelist	-	-	1	1	-

18. Student projects

- **Percentage of students who have done in-house projects including inter-Departmental – 100%**
- **Percentage of students doing projects in collaboration with industries / institutes Environmental Studies – 100%**

The M.Phil. students pursue their research projects in the Department. The M.Sc. Students complete their mini-projects at the end of the third Semester and they collaborate with various institutes for their Major Projects during the IV Semester.

S.No.	Company Name
1.	NCCT, Software Design & Development, Chennai.
2.	Divination Technology Services, Vellore.
3.	Adhityaa Infomedia Solutions, Chennai.
4.	Spiro Solutions Pvt. Ltd., Chennai.
5.	Virtual Office Solutions, Vellore.
6.	Spiro Solutions Pvt. Ltd., Vellore.
7.	Opera Software, India.
8.	Bharat Heavy Electricals Ltd., Ranipet.
9.	Renova Technologies, Chennai
10.	Dhakshan Power Engineering, Chennai.
11.	Pentaware Chennai.
12.	Sybian Technologies Pvt. Ltd., Vellore.
14.	Global Computers, Arni.
15.	Fabsys Technologies Pvt. Ltd., Chennai.
16.	V5 Innovations Chennai.
17.	Bay Talkitec, Chennai.
18.	Lectromech India Pvt. Ltd., Chennai.

- 19. Awards / recognitions received at the national and international level by Faculty Doctoral / post-doctoral fellows Students.**

Nil

- 20. Seminars/ Conferences/Workshops organized and the source of funding (national / international) with details of outstanding participants, if any.**

Date	Topic	Level	Source of Funding
10-19-2010	Workshop on SPSS	Workshop	Department
07-09-2011	Seminar on Security In Information Technology	State	Department

List of eminent scientists/scholars are as follows:

S. No.	Name and Designation	Address
1	Mr. K. Senthil Kumar, Professor	School of information Technology, VIT University
2.	Mr. Murugan Natesan, Staff Engineer	INTEL, Bangalore
3.	Dr.Mr.Vidhyathulasi Raman, Assistant professor, & Head Department of Computer science	Government Arts & Science College for Women, Bargoor

21. Student profile course-wise.

Name of the Course	Year	Applications Received	Selected	Pass Percentage
UG: B.Sc. Computer Science	2010-2011	348	50	100
	2011-2012	393	52	100
	2012-2013	453	51	87.23
	2013-2014	408	50	71.42
UG: B.C.A.	2010-2011	369	95	90
	2011-2012	387	101	95.83
	2012-2013	456	100	54.55
	2013-2014	455	89	90.48
PG	2010-2011	46	26	100
	2011-2012	68	26	100
	2012-2013	47	26	100
	2013-2014	64	26	100
M. Phil.	2010-2011	27	12	100
	2011-2012	26	15	100
	2012-2013	17	14	100
	2013-2014	34	20	98

22. Diversity of students.

Name of the Course	Year	% of Students from the College	% of Students from the State	% of Students from Other States	% of Students from Other Countries
UG: B.Sc. Comp. Science	2010-2011	NA	100	-	-
	2011-2012	NA	100	-	-
	2012-2013	NA	100	-	-
	2013-2014	NA	100	-	-
	2014-2015	NA	98	2	-
UG: B.C.A.	2010-2011	NA	97	3	-
	2011-2012	NA	99	1	-
	2012-2013	NA	100	-	-
	2013-2014	NA	99	1	-
	2014-2015	NA	100	-	-
PG:	2010-2011	42	100	-	-
	2011-2012	20	95	5	-
	2012-2013	27	95	5	-
	2013-2014	38	95	5	-
	2014-2015	39	95	5	-
M. Phil.	2010-2011	25	100	-	-
	2011-2012	27	100	-	-
	2012-2013	22	100	-	-
	2013-2014	22	100	-	-
	2014-2015	30	100	-	-

23. How many of students cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?

Ms. Yamini A.C - (2012-2013) Cleared NET

24. Student progression.

As per available data:

Student Progression	Percentage Against Enrolled
UG to PG	40%
PG to M.Phil.	25%
PG to Ph.D.	-
Ph.D. to Post Doctoral	-
Employed	
• Campus selection	30%
• Other than Campus selection	20%
Entrepreneurs	-

25. Diversity of staff.

Percentage of Faculty Who Are Graduates	
of the same parent university	22%
from other universities within the State	78%
from other universities from other States	-

26. Number of faculty who are awarded Ph.D., D.Sc. and D.Litt. during the assessment period.

Nil

27. Present details about infrastructure facilities

a) Library

- Library Books - 2237
- Book bank Books - 14
- Remedial Books - 7
- Journals - 1

b) Internet facilities for staff and students : Available

c) Total number of class rooms : 15

d) Class rooms with ICT facility : 5

e) Students laboratories : 4

f) Research laboratories : Nil

28. Number of students of the department getting financial assistance from college.

2010 - 2011 - 8

2011 - 2012 - 8

2012 - 2013 - 8

2013 - 2014 - 11

29. Was any need assessment exercise undertaken before the development of new program(s)? If so, give the methodology.

Nil

30. Does the department obtain feedback from

a. Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?

Yes, the Faculty members provide their feedback on curriculum during the Board of Studies and the requested changes will be incorporated in the curriculum.

b. Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Yes, Student's feedback on Faculty will be collected by the Head of the Department, who in turn will advise and motivate the concerned faculty to perform well in Academics. A feedback on curriculum is collected from every final year student at the end of the academic year and justifiable changes are considered.

c. Alumni and employers on the programmes and what is the response of the department to the same?

Yes, feedback and suggestions from alumni and employees are recorded during the Board of Studies meeting and the changes are implemented.

31. List the distinguished alumni of the department. (maximum 10)

- Mrs. Hemalatha Boopalan, Senior Associate, CTS US Corporation, College Station, Texas.
- Dr. Swapna, Assistant Professor, Ramaiah Institute of Management, Bangalore
- Mrs. Selvi, Assistant Manager, Helios & Matheson, Resource Science Management Group, Chennai.
- Ms. Geetha, Assistant Professor, Muthurangam Arts and Science College, Vellore.
- Ms. Lavanya S., Assistant Professor and Head of BCA, Auxilium College (Autonomous), Vellore.
- Ms. Charulatha, Assistant Professor, Stella Maris College, Chennai.
- Ms. Preethi N., Senior Software Engineer, Bank of America (Non Banking Subsidiary), Chennai.
- Ms. Pinky M., Programmer Analyst, CTS, Coimbatore.
- Ms. Fathima Mary, Programmer Analyst, CTS, Coimbatore.
- Ms. Sruthi A., Project Engineer, Wipro Ltd, Bangalore.
- Ms. Anupriya P., Programmer Trainee, CTS, Tambaram, Chennai.

32. Give details of enrichment programmes (special lectures /workshop/ seminar) with external experts.

- Mr. Srinivasan & Mr.Karunya, Netapps Solutions, Chennai conducted a workshop on “Networks” on 05.02.2010.
- Mrs. Renita Muthusamy, Vice Principal, IDA Scudder School, gave a speech on student’s team work, social service, confidence level and how to improve IT skills on 27.07.2010.

- Dr. Mathew Mithra Mithal, Program Manager, School of Bio-Science, VIT Vellore, inaugurated and shared a thought provoking information on “Genetics Algorithm” on 28.07.2011.
- Mr. K. Senthil Kumar, Professor from VIT gave a seminar on Latest Research Trends in IT on 07.09.2011.
- Mr. Murugan Natesan, Staff Engineer INTEL, gave a seminar about PC and Network Security on 07.09.2011.
- Dr. Vidhyathulasi Raman, Assistant Professor, Government Arts and Science College, Bargoor gave a seminar on an integrated approach towards Network Security on 07.09.2011.
- Mr. K. Sundaravadivel, Senior Professor from A. Govindasamy Government College gave a speech to develop Programming Skills on 27.07.2012.
- Mr. K. Arun Kumar, Technical Director from NIIT, Vellore conducted seminar based upon “An Awareness Program on IT” on 07.01.2013.
- Dr. Daphne Lopez, Professor, School of Computing Science from VIT delivered a lecture about motivation on 26.07.2013.
- Mr. Karthikeyan Eanganathan, Software Advisor, DELL, Bangalore, enriched the meet by his valuable talk on “Brand You” on 16.02.2013.
- Mr. Dinesh from Audacious Academy, gave a lecture about international award for young People based on the skill development.
- Mr. K. Arun Kumar, Technical Director from NIIT, instructed about involvement in group Discussion.
- Dr. Anand Mahendran Assistant Professor, School of Computing Science, VIT University, motivated and delivered a lecture on “Bio-Inspired Computing Models” on 31.07.2014.
- Dr. Adithya, gave an outline about Android Applications and Android Technology on 20.08.2014.
- Ms. Shoba S.A., Head, Department of Computer Science, Arcot Mahalakshmi College, Arcot, addressed the Students on the topic “Android” on 08.02.2014.
- Dr. K. Ganesan, Director and Senior Professor, School of IT, VIT University, Vellore, spoke on the topic “Wireless Sensor Technologies” on 19.09.2014.
- Dr. C.V. Suresh Babu, Head, Content Development, Anniyappa Publication, Chennai, gave an inspiring speech, on 19.09.2014.

33. List the teaching methods adopted by the faculty for different programmes.

Chalk and Talk, Assignments, Group Discussion, Projects, Practical Demonstration, Quiz, Guest lecture, Seminars, Workshops, PowerPoint Presentations, Use of Internet for Learning, Conducting Remedial classes and Model Making are the teaching methods adopted by the Faculty.

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

Every academic year, the meeting of the Board of Studies is conducted to revise and enhance the syllabus. Feedback forms are collected from the students and their suggestions are considered in revising the syllabus and to improve the internal quality of the department. Feedback from Board of Studies, Academic Audit, Past Pupils and Industrial Experts helps us to redefine the structure of the Curriculum.

35. Highlight the participation of students and faculty in extension activities.

Date	Activity	No. of students involved	No. of faculty involved	No. of Beneficiaries
04.08.2014 to 08.08.2014	Computer training is given to the pre-novitiate candidates in Sacred Heart Home, Vellore	-	2	13
31.01.14 to 01.02.14	Training in Computer skills to the children of REHOBOTH-Home, Vellore	11	2	30
07.02.14	Training in Computer skills to the children of HONIGAR Ashram; Girls High School, Vellore	9	5	50
31.1.2014	Training in Computer skills to the children of Government School Milapakaikuppam, Vellore	10	1	40

36. Give details of “beyond syllabus scholarly activities” of the department.

- Seminars /Conference/Workshop
- Inter-Collegiate Competitions
- Inter-Departmental Competitions
- Association activities
- IT Club
- Signed Memorandum of Understanding with Bosco Soft Technologies, Tirupattur

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.

Nil

38. Detail any five Strengths, Weakness, Opportunities and Challenges (SWOC) of the Department.

Strengths

- Experienced and dedicated Faculty
- Cordial relationship between Faculty and students
- Special attention is given to slow learners
- Every month Association and Club activities are conducted for the students.
- Foreign editions of Books and CDs are available in the Departmental library.

Weakness

- Rural students who are Ist generation learners.
- Retention period of Staff in service is less.

Opportunities

- Well equipped laboratory facilities
- UGC sponsored certificate courses
- Skill oriented courses
- Project work and institutional training

Challenges

- Grooming the rural students
- Motivating the students to improve communication skills.
- Institutional – Industry interaction and MoUs

39. Future plans of the department.

- To Introduce a UGC Sponsored Certificate or B.Voc. Course.
- To upgrade the laboratory to facilitate research activities.
- To encourage the Faculty to take up research programmes.
- To Introduce M.C.A. as a Professional Course.
- To conduct workshops in collaboration with industry and provide technical skills for students.

DEPARTMENT OF MICROBIOLOGY

1. Name of the department & Year of Establishment

Microbiology - 1999

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

UG - 1999

3. Interdisciplinary courses and the departments involved

I Year SBE : Herbal Therapy

II year SBE : Infectious Diseases and Control

III year NME : Basics of Microbiology, Environmental Microbiology

These Interdisciplinary courses are offered to all UG departments.

4. Annual/ semester/choice based credit system (programme wise)

Semester with Choice Based Credit System.

5. Participation of the department in the courses offered by other Departments

Allied Microbiology – Department of Biochemistry

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/Asst. Professors)

	Self- Financing	
	Sanctioned	Filled
Professor	-	-
Associate Professors	-	-
Assistant Professor	5	5

7. Faculty profile with name, qualification, designation, specialization (B.Sc./ B.Litt. / Ph.D./M.Phil., etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Ms. Gowri B.V.	M.Sc., M.Phil., SLET	Assistant Professor and Head i/c	Food, Dairy and Industrial Microbiology	10
Ms .Malathi T.	M.Sc., M.Phil., B.Ed.	Assistant Professor	Clinical Microbiology	10
Ms. Vidhya V.	M.Sc., M.Phil.	Assistant Professor	Environmental Microbiology	2
Ms. Shobanaraj S.	M.Sc., M.Phil.	Assistant Professor	Industrial Microbiology	1
Ms. Martha Grace C.H.	M.Sc.	Assistant Professor	Medical Microbiology	1

8. Percentage of classes taken by temporary faculty – programme-wise information

UG: 64

9. Programme wise Student -Teacher Ratio

UG: 24 : 1

10. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Technical staff in the unaided stream: 2

11. Number of faculty with ongoing projects from a) National b) International funding agencies c) Total grants received. Mention names of funding agencies and grants received project- wise.

Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc., total grants received.

Nil

13. Research facility / center with • state recognition • national recognition • international recognition.

Nil

14. Publications:

Number of papers published in peer reviewed journals (National-1/International)

- 1 Chapters in Books

- 2 Chapters and 9 Booklets

15. Details of patents and income generated.

Nil

16. Areas of consultancy and income generated.

Nil

17. Faculty recharging strategies.

Faculty members participate and present papers in Workshops, National and International Conferences and Seminars. They also attend Refresher and Orientation Courses. At the beginning of every year an Orientation Programme is conducted for all the members of the faculty, by the College.

Programmes	2010-11	2011-12	2012-13	2013-14	2014-15
Conferences/ Seminars/ Workshops Attended	-	1	2	1	1
Paper Presentations	1	-	-	-	-
Resource persons/ chairing the sessions/ panelist	-	-	-	1	-

18. Student projects.

Nil

19. Awards/recognitions received at the national and international level by Faculty/ Doctoral/Post-doctoral fellows / Students.

Nil

20. Seminars/Conferences/Workshops organized and the source of funding (national/international) with details of outstanding participants, if any.

Date	Topic	Level	Source of Funding
12.10.2011	Recent trends in Microbiology	National seminar	Department
23.09.2013 to 25.09.2013	Microorganisms: Let us learn and observe	State workshop	TNSCST, Chennai and NCSTC, Delhi
12.12.2013 and 13.12.2013	Recent trends in Life science	International conference	Department
22.08.2014	Water for life	State level guest lecturer and competitions	Department

List of eminent scientists/scholars are as follows:

S. No.	Name And Designation	Address
1.	Dr. Shubha Gopal, Chairperson	Department of Studies in Microbiology, University of Mysore, Mysore
2.	Dr.Thangam Menon, Professor and Head	Department of Microbiology, ALM PG Institute of Basic Medical Science, Taramani, University of Madras, Chennai
3.	Dr. Kannan N., Principal	K.S.R College of Arts and Science, Tiruchengode, Namakkal District
4.	Dr. Vijay Anand, Assistant Professor	Department of Biotechnology, Thiruvalluvar University, Vellore
5.	Dr. Hema Priya, Associate Professor	Department of Microbiology, D.K.M College, Vellore
6.	Dr. Sivamani P., Managing Director	MICROLABS, Vellore
7.	Dr. Jasmine Pearl John, Post-Doctoral Scientist	University of Bretagne Occidental, France
8.	Prof. Ms. Vidhya, Associate Professor and Head	Department of Microbiology, D.K.M College, Vellore
9.	Dr. Sara Chandy, Scientist/ UGC Fellow	IDTRC, Department of Medicine - I, Christian Medical College Hospital, Vellore

10.	Dr. Joy Sarojini Michael, Vice- Principal	Department of Microbiology, Christian Medical College Hospital, Vellore
11.	Dr. Subhash Chandra Parija, Dean of Research and Senior Professor in Microbiology	JIPMER, Pondicherry
12.	Dr. Abdul Jaleel K.A., Scientist E-II	Rajiv Gandhi Centre for Biotechnology, Thiruvananthapuram, Kerala
13.	Dr. Anand Manoharan, Scientist	Department of Medicine Unit I and ID, Christian Medical College Hospital, Vellore
14.	Dr. Jasmine John E.P., Post- Doctoral Scientist	University of Brest, France
15.	Prof. Jenifer Winsley, Head of the Department	Department of Bio Medical Engineering, All Nations University, Koforidua, Ghana
16.	Dr. Shaik Syed Ali, Post- Doctoral Scientist	University of Frankfurt, Germany
17.	Dr.V.Vanitha, Assistant Professor	Department of Biochemistry, School of Life Sciences, Vels University, Chennai

21. Student profile course-wise.

Name of the Course	Year	Applications Received	Selected	Pass Percentage
UG	2010 - 2011	60	40	86.11
	2011 - 2012	45	25	90
	2012 - 2013	50	35	78.13
	2013 - 2014	120	50	90.0
	2014 - 2015	180	50	-

22. Diversity of the students.

Name of the Course	Year	% of Students in From the College	% of Students From the State	% of Students From Other State	% of Students From Other Countries
UG	2010 - 2011	NA	100	-	-
	2011 - 2012	NA	100	-	-
	2012 - 2013	NA	96	4	-
	2013 - 2014	NA	100	-	-
	2014 - 2015	NA	100	-	-

23. How many students have cleared.

- Ms. Aswini L. - SLET cleared
- Ms. Christina Mary - SLET cleared
- Ms. Swarna S. - SLET cleared

24. Student Progression.

As per available data:

Student Progression	Percentage Against Enrolled
UG to PG	55
PG to M.Phil.	10
PG to Ph.D.	4
Ph.D. to Post Doctoral	-
Employed <ul style="list-style-type: none">• Campus selection• Other than Campus selection	- 20
Entrepreneurs	-

25. Diversity of staff.

Percentage of Faculty Who Are Graduates	
of the same parent university	40%
from other universities within the State	60%
from other universities from other States	-

26. Number of faculty who were awarded Ph.D., D. Sc and D.Litt. during the assessment period.

Nil

27. Present details about infrastructural facilities.

b) Library

- Library Books - 548
- Book Bank Books - 40
- Remedial Books - 17
- Journals - 5

(b) Internet facilities for Staff and Students : 1

(c) Total number of Class rooms : 3

(d) Class room with ICT facility : 1

(e) Students Laboratories : 1

(f) Research Laboratories : Nil

28. Number of students of the department getting financial assistance from College.

2010 - 2011 - 1

2011 - 2012 - 1

2012 - 2013 - 1

2013 - 2014 - 1

29. Was any need assessment exercise undertaken before the development of new program(s)? If so, give the methodology.

Nil

30. Does the department obtain feedback from

a) Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?

Yes, the department receives a feedback from the Faculty on curriculum and teaching learning evaluation every semester. The discussions and suggestions are brought to the Board of Studies meeting, to affect any changes if needed.

b) Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Yes, feedback is received from the students annually. The Department takes into consideration, the suggestions made by the Students and the Principal acts upon it. Changes in the curriculum are also implemented at the Board of Studies meeting.

c) Alumni and employers on the programme and what is the response of the department to the same?

Yes, feedback is collected during alumni meetings and implemented in the Curriculum.

31. List the distinguished alumni of the department (maximum 10)

- Ms. Aswini L., Assistant Professor, Department of Microbiology, M.G.R. Janaki College, Chennai.
- Ms. Christina Mary M., Senior Research Fellow, Department of Genetics, University of Science, Malaysia.
- Ms. Veena Vadini R., Senior Demonstrator, Department of Virology, CMCH, Vellore.
- Ms. Zayina Zondervenni M., Senior laboratory QC, Kings Institute, Guindy, Chennai.
- Ms. Julie Caroline Mary Clement, Assistant Headmistress, Aristo Public School, Cuddalore.
- Ms. Mirna Selvaraj, Executive Caliber Point Business, Sri Lanka.
- Ms. Punithavathy P.M., Research Associate, Department of Microbiology, University of Madras.
- Ms. Swetha R.G., Research Associate, School of Bioscience, VIT, Vellore
- Ms. Betsy Soundarya Dass, Research Associate, Department of Microbiology, University of Madras.
- Ms. Vidhya R., Assistant Professor, Department of Microbiology, Mazarul-Uloom College, Ambur.

32. Give details of student enrichment programmes (special lectures/workshops/ seminar) with external experts.

- Dr. John Antony Jude Prakash, Associate Professor, Department of Microbiology, CMCH, Vellore delivered a lecture on “Rickettsial Diseases” on 18th August 2010.
- Dr. P.Sivamani, Director, MICROLABS, Vellore delivered a lecture on “Scope of Microbiology” on 6th July 2011.
- Dr. Moses Kirubairaj, Department of Accident and Emergency Medicine, CMCH, Vellore gave a guest lecture on “First Aid Measures on Accidental Burns and Microbial Consequences” on 10th July 2012.
- Dr. Sathiavelu A., Assistant Professor, School of Biotechnology, Chemical and Biomedical Engineering, VIT University, Vellore gave a lecture on “Entrepreneurship – Vermi composting and Cultivation of *Spirulina*” on 13th August 2012.
- Dr. Vimala, Assistant Professor, School of Bioscience, VIT University, Vellore gave a lecture on “Microbes of Medical Importance” on 8th February 2013.
- Dr. Sabeena B., Assistant Professor, School of Bioscience, VIT University, Vellore gave a lecture on “Scope of Microbiology” on 14th August 2013.
- Dr. Sara Chandy, Post-doctoral Scientist/ UGC Fellow, IDTRC, Department of Medicine-I, CMC, Vellore delivered a guest lecture on “Newer Career Opportunities for Microbiology Graduates” on 24th July 2014.

33. List the teaching methods adopted by the faculty for different programmes.

Classroom teaching - Chalk and Talk method, Assignments, Teaching Aids: Models and Charts, Use of ICT: LCD and OHP, Group Discussions, Practical Demonstration, Quiz/ Question tags, Guest lectures are teaching methods adopted by the Faculty

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

The syllabi and the objectives of the programme are discussed in the Departmental meetings along with the students as well as in the staff meetings by obtaining a feedback from the students. Suggestions and modifications are made and are presented at the Board of Studies Meeting.

Academic Audit is conducted and the suggestions are implemented in the syllabi with due concern of the members of the Board of studies. Learning outcomes are monitored by the Faculty and the Head of the Department.

The results are consolidated after every semester and the reasons for failures are discussed. Remedial coaching classes are arranged for the students who fail to clear the semester examinations.

35. Highlight the participation of students and faculty in extension activities.

The Department created Awareness on infectious diseases and its control among the following school children

Date	Activity	No. of students involved	No. of faculty involved	No. of Beneficiaries
03.09.2010	Madras Matriculation, Higher Secondary School, Vellore	5	1	112
13.01.2011	V.R.V Girls Higher Secondary School, Ranipet	6	1	90
19.10.2011	Vedanikethan Matric Higher Secondary School, Arcot	12	2	210
01.11.2011	VaniVidhyalaya Higher Secondary School, Vellore	5	1	150
17.09.2012	Panchayat Union Primary school, Puttuthakku, Arcot union	6	1	78
18.02.2013	ESI Hospital, Community health	12	2	280
09.10.2013	Government Girls Higher Secondary School, Katpadi	6	2	90
11.10.2013	Government Girls Higher Secondary School, Ussoor	7	2	152
5.02.2014	Government girls Higher Secondary School, Kangeyanellur	8	2	150
20.02.2014	Auxilium Girls Higher Secondary School, Katpadi	5	2	80
12.08.2014	Panchayat Union Middle School, Katpadi	7	2	112
13.10.2014	Government Girls Higher Secondary School, Katpadi	5	2	90
11.12.2014	Kalinjur Government school, Kalinjur	5	2	75

36. Give details of “beyond syllabus scholarly activities” of the department.

- Regular Hospital and Industrial visits.
- Career counselling is provided to the students through the alumni.
- The Association activities of the Department by way of organizing Resource Talks, Exhibitions, Quiz , JAM, Poster and Paper presentations brings out the creative skills of the students and exposes them to the developments in the field.
- Participation of the students in the intercollegiate Competitions, workshops and seminars.

37. State whether the programme/department is accredited/graded by other agencies. Give details.

Nil

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department

Strengths

- Conducting guest lectures, workshops and seminars regularly for quality education.
- Association and Extension activity of the Department.
- Peer Group studies, Regular Slip and Unit Tests.
- Remedial coaching classes for weak students.
- Providing hand books for practical papers and Skill based elective papers.
- Library facility with latest national and international editions.
- Book bank facility for economically weak students.
- Conduct of International and National Seminars and Conferences on Recent trends in Microbiology.

Weaknesses

- Low demand ratio
- Input of low calibre students. The greatest challenge is to enhance the quality of the students who are first generation learners and who come from schools where practical training is not given

- Financial constraints of students
- Continuous change of Faculty in the department
- A Separate culture room is unavailable for the maintenance of microbial cultures

Opportunities

- Students can pursue interdisciplinary programmes like Biotechnology, Bioinformatics, Molecular Biology and Genetics at PG level
- Participation in programmes to acquire skills related to the Latest Technological developments and industrial needs

Challenges

- Striking a balance between course completion and student performance in examinations
- Students are easily prone to infection as they are exposed to microbes initially

39. Future plans of the department.

- To encourage all the Faculty members to complete SLET NET/ Ph.D.
- To start a PG course in Applied Microbiology.
- To increase the linkage with industries leading to employment.
- To grow in research – both students and staff.

DEPARTMENT OF COMMUNICATION MEDIA

1. Name of the Department and its year of establishment.

Communication Media – 2004

2. Name of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated PhD. etc.)

PG - Electronic Media - 2004

UG - Visual Communication -2008

3. Interdisciplinary Course and Departments Involved.

I Year SBE : Film Appreciation

II Year SBE : Photography

III Year NME : Women and Media

PG NME : Advertising

These Interdisciplinary courses are offered to all UG departments.

4. Annual / Semester / Choice based credit system.

Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments.

Nil

6. Number of teaching posts sanctioned and filled (Professors/ Associate Professors/ Asst. Professors).

	Self-Financing	
	Sanctioned	Filled
Professor	-	-
Associate Professors	-	-
Assistant. Professor	6	6

7. Faculty profile with name, qualification, designation, specialisation (B.Sc./ B.Litt. /Ph.D./M. Phil., etc.)

Name	Qualification	Designation	No. of Years of Experience
Sr. Juliana Agnes Victor	M.A., M.Sc. Electronic Media, M.Phil.	Assistant Professor & Head i/c	8
Ms. Saranya P.	M.Sc. Electronic Media	Assistant Professor	5
Ms. Radhika M.	M.Sc. Electronic Media	Assistant Professor	6
Ms. Sasikala	M.Sc. Electronic Media	Assistant Professor	3
Ms. Neema Varghese	M.A. Communication, NET	Assistant Professor	3
Ms. Sumithradevi	M.A. Broadcast Communication	Assistant Professor	3 months

8. Percentage of classes taken by temporary faculty – programme-wise information.

17.32

9. Programme-wise Student Teacher Ratio

UG - 9:1

PG - 9:1

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled.

Nil

11. Number of faculty with ongoing projects from a) national b) international funding agencies c) total grants received. Mention names of funding agencies and grants received project-wise.

Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc, total grants.

Nil

13. Research facility/ centre with./ state recognition / national recognition/ international recognition.

Nil

14. Publications:

- Number of papers published in peer reviewed journals (National/International - 1) - 1
- A Chapter in the Moral Science Book, “*Young and Happy*” released by Auxilium College

15. Details of patents and income generated.

Nil

16. Areas of consultancy and income generated.

- Sale of Photographs taken during College programmes – ₹700/-
- Videography for the International Seminar conducted by the Department of M.B.A. on August 2014 – ₹3000/-

17. Faculty recharging strategies.

Faculty members participate and present papers in Workshops, National and International Conferences and Seminars. They also attend Refresher and Orientation Courses. At the beginning of every year an Orientation Programme is conducted for all the members of the faculty, by the college.

Programmes	2010-11	2011-12	2012-13	2013-14	2014-15
Conferences/Seminars/ Workshop Attended	2	3	2	3	3
Paper Presentations	-	-	-	3	2
Resource persons/ chairing the sessions/ panellist	1	-	1	1	1

18. Student Projects.

a. Percentage of students who have done in-house projects including inter departmental

UG – 100%

PG – 100%

b. Percentage of students doing projects in collaboration with industries/institutes

100% - All the students do their projects in various TV channels.

19. Awards/ recognitions received at the national and international level by

Faculty Doctoral / post doctoral fellows Students

Nil

20. Seminars / Conferences / Workshops organised and source of funding (national/ international) with details of outstanding participants, if any.

Date	Topic	Level	Source of Funding
20-09-2012	Short film Festival	State	Department
18-09-2013	Impact of new media on Education	National	Department
17-09-2014	Short film festival	State	Department

List of eminent scientists/scholars are as follows:

S. No.	Name And Designation	From
1.	Dr. Kiran Prasas, Mr. Kannan Krishna Moorthy and Mr.Kathiresen	Vellore
2.	Mr. Balaji Sakthivel, Tamil Film Director	Chennai
3.	Mr. Prabhu Solomon, Tamil Film Director.	Chennai

21. Students profile course-wise.

Name of the Course	Year	Applications Received	Selected	Pass Percentage
UG	201011	20	12	60
	2011-12	21	14	66.67
	2012-13	25	17	66.67
	2013-14	35	28	81.82
	2014-15	37	25	-
PG	2010-11	1	1	100
	2011-12	1	1	100
	2012-13	-	-	-
	2013-14	2	2	100
	2014-15	4	1	-

22. Diversity of students.

Name of the Course	% of Students from the College	% of Students from the State	% of Students from other States	% of Students from other Countries
UG-2010-11	NA	100	-	-
2011-12	NA	92.8	7.2	-
2012-13	NA	100	-	-
2013-14	NA	86.4	13.6	-
2014-15	NA	95.7	4.3	-
PG-2010-11	-	100	-	-
2011-12	100	100	-	-
2012-13	-	-	-	-
2013-14	50	100	-	-
2014-15	-	100	-	-

23. How many students have cleared Civil Services, Defence Services, NET, SLET, GATE and other competitive exams?

Nil

24. Students' progression.

As per available data:

Student Progression	Percentage Against Enrolled
UG to PG	27.6%
PG to MPhil	Nil
PG to Ph. D	Nil
Ph. D to Post Doctoral	Nil
Employed Campus Selection	Nil
Other than campus selection	UG 45.63% PG 100%
Entrepreneurs	7.14%

25. Diversity of Staff.

Percentage of Faculty Who Are Graduates	
Of the same parent university	66.6%
From other universities within the state	33.3%
From other universities from other state	-

26. Number of faculty who were awarded Ph.D., D.sc and D.Litt. during the assessment period.

Nil

27. Present details about infrastructural facilities.

- a) **Library** - 425 books (Reference Books)
- b) **Internet facilities for staff and students** -3
- c) **Total number of class rooms** - 4

- d) **Class rooms with ICT facility** - 1
- e) **Students' laboratories** - 3
- f) **Research laboratories** - Nil

28. Number of students of the department getting financial assistance from college.

Nil

29. Was any need assessment exercise undertaken before the development of new programme(s)? If so, give the methodology.

The PG was offered from 2004. Since the number candidates kept reducing, the need was felt to have the UG programme so that they will have upward mobility in pursuing their studies.

30. Does the department obtain feedback from?

a. Faculty on curriculum as well as teaching –learning –evaluation? If yes, how does the department utilize it?

Yes, Annual feedback is conducted based on the guidelines given by the college. Suggestions are put forth and executed.

b. Students on staff, curriculum as well as teaching –learning –evaluation and what is the response of the department to the same?

Feed back of the Alumni is taken annually and the recommendations are taken into consideration while framing the Syllabus. Most of them are working in cities like Chennai and are of great help in suggesting new ideas.

c. Alumni and employers on the programmes and what is the response of the department to the same?

Feedback of the Alumni is taken during the Board of Studies meeting and considered during the preparation of the syllabus.

31. List the distinguished alumni of the department (maximum 10).

- Ms. Priyadarshini, 2006, Senior Financial Advisor, ICICI Bank, Chennai.
- Ms. Aalathi, 2006, Executive Producer, DIBCA (Don Bosco Institute of Communication and Arts), Chennai.
- Ms. Anusuya, 2008, HOD, Saraswathi Arts and Science College, Tindivanam.
- Ms. A. Geetha, 2011, Programme Producer, FOX Studio.
- Ms. Priya, 2011, Programme Producer, Adithya TV, Chennai.
- Ms. Bhanupreethi, 2011, Marketing Head, Jay TV, Chennai.
- Ms. Mary Rajkumari, 2011, Sub-editor, Sun TV, Chennai.
- Ms. Devi V., 2012, Programme Producer, Polimer TV, Chennai.
- Ms. Rekha, 2012, Assistant Professor, Guru Nanak College, Chennai.
- Ms. Yogalakshmi G., 2013, Video Editor, Sky TV, Chennai.

32. Give details of student enrichment programmes (special lecturers/ workshop/ seminar) with external experts.

- Mr. Balaji Sakthivel, Film Director presided over the State level short film festival on 20-09-2012
- Mr. Balaji, Dot Imagiine, Conducted an Art Workshop on 18-08-2012
- Experts from Camlin conducted an Art Workshop on 18-11-2012
- Dr. Kiran Prasas, Mr. Kannan Krishna Moorthy and Mr. Kathiresan were special Guests at the National Seminar on the topic “Impact of New Media on Education” on 18-09-2013
- Mr. Prabhu Solomon, Film Director, headed the State Level Short Film Festival held on 17-09-2014

33. List the teaching methods adopted by the faculty for different programme.

Lecture; Power point and Audio-Visual presentations in classrooms; Group Discussions; Pilot Studies for practical understandings of research; Film reviews through screening of movies in Preview theatre; Computer graphics classes are taken in the Multimedia lab; Audio-Video labs.

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

Regular assessments through class tests, assignments apart from the College level CA exams and student feedback help in ensuring that objectives are met.

35. Highlight the participation of students and faculty in extension activities.

Date	Activity	No. of Students	No. of Faculty	No. of Beneficiaries
23.07.2012	Teaching Assistance at King Matriculation School, Kasam	35	2	50
03-12-2012	Teaching Assistance at Government.Higher Secondary School Katpadi	10	1	20
03-12-2012	Teaching Assistance at Auxilium Elementary School	15	2	35
05-06-2013	Arrangement of Books in College Library	2	1	-
06-06-2013	Photographs - Department. Activities of Auxilium College	5	1	-
12-12-2013	Teaching Assistance at Indian Council of Child Welfare	4	1	50
05-10-2014	Teaching Assistance at Karunalayam	5	1	30

36. Give details of “beyond syllabus scholarly activities” of the department.

- Offer creative awareness programmes during various programmes in the College which awakes the audience to new understanding of cinema, ads, products, etc.
- Awareness programmes that warn the audience not to use certain products.
- Awareness on products like cosmetics which are targeted to the young people.
- The Short Film festival in the department of Communication Media was a great opportunity for the students to energise themselves to gather first-hand impressions from experts in film making and to be aware of the themes and styles followed by contemporary student film makers

- The art of Professional face painting
- Poster designing, making of Advertisements.
- Enacting scenes have enabled students to develop lateral thinking and hone their creativity skills – much required in the Media
- Signed Memorandum of Understanding with Bosco Soft Technologies, Tirupattur, Vellore

37. State whether the programme/ department is aggregated / graded by other agencies. Give details.

Nil

38. Detail any five strengths: weaknesses, opportunities and challenges SWOC of the department.

Strengths

- Committed Staff
- Adequate infrastructure.
- A Good Library.
- Visual Communication is a fast emerging professional field of study. There are many channels in Vellore itself.
- Quick absorption of skilful students into jobs.
- Freedom to organize and innovate new ideas and programmes.

Weaknesses

- Lack of awareness about the course in a rural area like Vellore.
- Negative images associated with media among parents. students who lack self-motivation and also miss the encouragement at home to study or pursue a career (mostly being first-generation learners of their families who discourage them from taking the course and even internships seriously).
- Unwillingness of students to work hard and pursue an ambition.
- Not everybody can afford to buy a good camera.

Opportunities

- The Department is one of the few (less than 5) departments of Communication Media in Vellore, Thiruvalluvar University.
- Increasing awareness about the scope of this course as years pass by
- Encouraging responses from schools – an opportunity to educate them on this course, encouragement from the management to conduct activities and workshops.
- Provision of good infrastructure.
- The City of Chennai is close by to invite artists, directors and film personalities.

Challenges

- Return on Investment is proving to be a great challenge as students hail from poor families
- Less number of student enrollment
- Educating parents in the Vellore district about the scope of the course and assuring them of the safety of their girl children
- Convincing conservative parents to send their wards for internship.

39. Future plans of the department.

Despite the above-mentioned challenges,

- The department is optimistic about starting an M.Phil. programme in Communication Media.
- The department is expected to start a new degree programme - B.Voc. (Bachelor of Vocation) Course to be sponsored by UGC.
- To conduct more educative programmes among the school students/ parent community to create awareness about the value of these course like MSc. Electronic Media and BSc. Visual Communication.
- To establish a tie-up with TV Channels and other media organisations so that students who successfully complete the course will be well placed.

DEPARTMENT OF ECONOMICS

1. Name of the Department & its year of establishment.

Economics - 1983

2. Names of Programmes/Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

UG – Allied Economics

3. Interdisciplinary courses and departments involved.

III Year Non-Major Elective: General Economics

This Interdisciplinary course is offered to all UG departments.

4. Annual/ semester/choice based credit system.

Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments.

Business Economics – Department of Commerce

Indian Economy and International Trade - Department of Commerce

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/Asst. Professors).

	Aided	
	Sanctioned	Filled
Professor	-	-
Associate Professors	-	-
Assistant. Professor	1	1

7. Faculty profile with name, qualification, designation, specialization (B.Sc./ B.Litt./ Ph.D./M. Phil., etc.)

Name	Qualification	Designation	No. of years of Experience
Sr. Gertrude Mary Nirmala	M.A., B.Ed., M.Phil., (Ph.D.)	Assistant Professor and Head	9

8. Percentage of classes taken by temporary faculty – programme-wise information.

Nil

9. Programme-wise Student Teacher Ratio

UG – 70: 1

10. Number of academic support staff (technical) and administrative staff: Sanctioned and filled

Not Applicable

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total Grants received. Mention names of funding agencies and grants received project-wise.

Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received

Nil

13. Research facility / centre with/ state recognition /national recognition/ international recognition.

Nil

14. Publications.

A Chapter in the Value Education Book, “*Young and Happy*” released by Auxilium College.

15. Details of patents and income generated.

Nil

16. Areas of consultancy and income generated.

Nil

17. Faculty recharging strategies.

Faculty members participate and present papers in Workshops, National and International Conferences and Seminars. They also attend Refresher and Orientation Courses. At the beginning of every year an Orientation Programme is conducted for all the members of the Faculty, by the College.

Programmes	2010-11	2011-12	2012-13	2013-14	2014-15
Conferences/Seminars/ Workshop Attended	1	4	4	-	-
Paper Presentations	1	-	-	-	1
Refresher/Orientation	-	-		1	-

18. Student projects.

Nil

19. Awards / recognitions received at the national and international level by -
 Faculty Doctoral / post doctoral fellows Students

Nil

20. Seminars/ Conferences/Workshops organized and the source of funding (national / international) with details of outstanding participants, if any.

Nil

21. Student profile course-wise.

Name of the Course	Year	Class	No. of Students	Pass Percentage
UG	2010-11	I B.Com.	70	72.54
		II B.Com.	70	80.00
	2011-12	I B.Com.	70	86.41
		II B.Com.	70	88.44
	2012-13	I B.Com.	70	80.58
		II B.Com.	70	88.14
	2013-14	I B.Com.	70	57.55
		II B.Com.	70	79.07

22. Diversity of students

Not Applicable

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?

Not Applicable

24. Student progression

Not Applicable

25. Diversity of staff

Percentage of Faculty Who Are Graduates	
of the same parent university	-
from other universities within the State	100%
from other universities from other States	-

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period.-

Nil

27. Present details about infrastructural facilities

a) Library

Library – well-equipped with text books, reference books and dictionaries

b) Internet facilities for staff and students

Department computer with net facilities – Wi-fy

c) Total number of class rooms - 2

d) Class rooms with ICT facility - 1

e) Students' laboratories - Nil

f) Research laboratories - Nil

28. Number of students of the department getting financial assistance from College.

Not Applicable

29. Was any need assessment exercise undertaken before the development of new program(s)? If so, give the methodology.

Nil

30. Does the department obtain feedback from

a) Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?

- Board of Studies
- Academic Audit
- Feedback from Faculty

The opinions of the expert in the field are taken into account and necessary changes are made in the syllabus wherever necessary

b) Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Feedback is collected through the annual students' evaluation report and a review is conducted at the end of Academic year.

Department wise feedback is also collected and the feedback is considered for the revision of syllabus and the betterment of the Teaching-learning process.

c) Alumni and employers on the programmes and what is the response of the department to the same?

On Alumni day a Questionnaire is given to the Alumni on their ideas and impressions. Necessary changes are carried out. Alumni and employers are also members of the Boards of Studies.

31. List the distinguished alumni of the department (maximum 10)

Not Applicable

32. Give details of student enrichment programmes (special lectures /workshop / seminar) with external experts.

Nil

33. List the teaching methods adopted by the faculty for different programmes.

Teaching methods

Lecture method; Group Discussions; Power point presentations; Audio visual Aids; Films on short stories; Assignments; Peer group study etc.

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

The department monitors the overall performance of the students to ensure the course objectives through daily Question Answer sessions, Regular Tests, Continuous Assessments, Semester Examinations. Peer Group study and Remedial Teaching for weak students is also arranged.

35. Highlight the participation of students and faculty in extension activities.

The students are active members in various clubs and movements.

36. Give details of “beyond syllabus scholarly activities” of the department.

Not Applicable.

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.

Nil

38. Detail any five Strengths:

Strengths

- Classroom with ICT facilities
- Good library with more than 1000 books
- Well qualified and dedicated Faculty
- The family spirit of the department

Weakness

- No separate Department

Opportunities

- According to the current scenario the syllabus is relevant
- A wide range of opportunities to enter professional courses like Business Administration

Challenges

- To raise the standard

39. Future plans of the department.

- To publish more papers
- To apply for Minor/Major projects.

DEPARTMENT OF COMMERCE

1. Name of the Department & its year of establishment.

Commerce – 1983

2. Names of Programmes/Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph. D., etc.

UG - 1983

UG - 2002 (Additional Section)

PG - 2002

M.Phil. - 2008

UGC Sponsored Certificate Course

Human Resource Management and Development - 2012.

3. Interdisciplinary courses and departments involved.

I year SBE : Guide to consumers

II year SBE : Practical Banking

III year NME : Book-keeping and Accounting

PG NME: Effective Communication for Business

These Interdisciplinary courses are offered to all UG departments.

4. Annual/Semester/Choice based credit system.

Semester with Choice Based Credit System.

5. Participation of the department in the courses offered by other departments

- Financial Accounting, Cost and Management Accounting –Department of Business Administration.
- Accounting Fundamentals, Cost and Management Accounting – Department of Computer Applications

6. Name of the teaching position sanctioned and filled (Professors / Associate Professor / Asst. Professor)

	Aided		Self-Financing	
	Sanctioned	Filled	Sanctioned	Filled
Professor	-	-	-	-
Associate Professors	4	4	-	-
Assistant. Professor	-	-	11	11

7. Faculty profile with name, qualification, designation, specialization (B.Sc. /B.Litt. /Ph.D. /M. Phil., etc.)

Name	Qualification	Designation	No. of Years of Experience
Dr.(Sr.) Mary Sheila Susairaj	M.Com., B.Ed., M.Phil., NET, Ph.D.	Associate Professor & Head	20
Ms. Hema Nalini K.	M.Com.	Associate Professor	30
Ms.Usha Bernedette Mary G	M.Com.	Associate Professor	29
Ms.Caroline C.	M.Com., M.Phil.	Associate Professor	27
Ms.Auxilia Antony	M.Com., M.Phil., B.Ed., (Ph.D.)	Assistant Professor & Head i/c	12
Ms.Deepa K.	M.Com., M.Phil, (Ph.D.)	Assistant Professor	10
Ms.Sukacini S.	M.Com., M.Phil., MBA, (Ph.D.)	Assistant Professor	8
Ms.Sathya N.	M.Com., M.Phil, B.Ed., (Ph.D.)	Assistant Professor	8
Lt.Anitha Alice E.	M.Com., M.Phil., B.Ed., (Ph.D.)	Assistant Professor	7
Ms. Shrilatha S.	M.Com., M.Phil., (Ph.D.)	Assistant Professor	6
Ms. Aruna K.	MBM., M.Com., M.Phil., (Ph.D.)	Assistant. Professor	5

Ms.Nalini M.	M.Com., MBA, M.Phil.	Assistant. Professor	3
Ms.Valentine Usha Kalaichelvi	M.Com., M.Ed, M.Phil.	Assistant Professor	4
Dr. Meenakshi.P.	M.Com., MBA, M.Phil., Ph.D, NET	Assistant Professor	7
Ms.Lalith Priya.M.D.	M.Com., M.Phil, B.Ed.	Assistant Professor	1

8. Percentage of classes taken by temporary faculty - programme-wise information

UG : 29.31

PG : 11.11

M.Phil. : Nil

9. Programme-wise Student Teacher Ratio

UG - 18: 1

PG - 6: 1

M.Phil. - 2: 1

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled.

Not Applicable

11. Number of faculty with ongoing projects from a) national b) international funding agencies c) total grants received. Mention names of funding agencies and grants received project-wise.

Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc, total grants received.

Nil

13. Research facility / centre with/ State recognition/ National recognition /International recognition

Research work is encouraged. As many staff members are completing their Ph.D., they can become guides and can offer Ph.D.

14. Publications:

- Number of papers published in peer reviewed journals (National- 27/
International - 20) - 46
- Monographs - 32
- Editing books - 1

Name of the Staff	Titles of Papers Published in Books	Publishers with / without ISBN No.	Year of Publishing
Ms. Auxilia Antony	Infrastructure facilities for small scale industries at Sipcot, Ranipet	Hindustan University, ISSN No - 0975-8445	2012
	Infrastructure for economic development	Vel Tech University, ISBN NO 978-81-8424-794-7	2012
Ms. Auxilia Antony and Ms. Shrilatha	History of Indian Business	Acharya Bangalore B - school, ISBN NO – 978-81-909372-1-4	2011
Dr.(Sr.) Mary Sheila Susai Raj	Women Entrepreneurs of self-Help Groups - Impact of Micro Finance in Vellore District.	International Conference -Bon Secours College, Thanjavur, ISBN: 978-93-81568-65-1	2012
	Social Entrepreneurship – A Boon to Society	International Conference Bon Secours College, Thajavur, ISBN:978-81-928799-2-5	2014
	Girl Street Children: Contributing Agents to Development	Women’s Link Vol.21, No.1 ISSN 2229-6409,	2015
	A Study on the Consumer Buying Behavior and Preference Towards Home Appliances in Vellore	SJCC Management Research Revire, June 2015, Vol. No.1, June ISSN-2249-4359	2015
	Comparative Study on Consumer Satisfaction and Preference in Using Normal Cigarette and Electronic Cigarette	International Journal of Humanities and Social Sciences (IJHSS), ISSN 2319-393 x Vol.4 Issue 5	2015

Name of the Staff	Titles of Papers Published in Books	Publishers with / without ISBN No.	Year of Publishing
Ms. Meenakshi P.	Study, Work and Life: Demands on college Students	C.Abdul Hakeem college Journal of Humanities	2013
	Impact of Globalization on Human Resource Management	Himalaya Publishing House, ISBN No: 978-93-5051-462-7	2011
	Stress – The Burnout Syndrome (In Public Sector Banks)	Learn Tech Press, Trichy ISBN NO- 81-907924-5-8	2011
Ms. Sukacini S. and Ms. Aruna K.	Mutual Fund A New Era in Finance	Jamal Mohammed College, Trichy ,ISBN -93-80394-18-x	2011
Ms. Aruna K. and Ms. Sukacini S.	Power of Stock Market in Indian Economy	Jamal Mohammed College, Trichy ISBN – 93-80394-18-x	2011
Ms. Sukacini S.	Selection of an Endorser - A Managerial Perspective	Journal of Management and Science ISSN- 2249-1260	2012
Ms. Deepa K and Ms. Sukacini S.	Cartoon Characters - A Fantasy for Children	International Journal of Management and Technology, ISSN- 0975-3915	2013
Ms.Anitha Alice E and Ms.Aruna K.	Facets of futures and Options- strategies for augmenting profits in Derivative markets	International Journal of Management and Technology, ISSN- 0975-3915	2013
Ms. Anitha Alice E and Ms. Aruna K.	A Study on Non Performing Assets	International Journal of management and Technology, ISSN- 0975-3915	2013
Ms. Deepa K. and Ms. Sukacini S.	Cartoon Characters as Endorsers – An Innovation to Pitch Children Market	D.G.Vaishnav College, Chennai, ISBN - 978-81-925376-03	2012
Ms. Deepa K.	A Study on Customers Preference and Satisfaction of Service Quality in Departmental Stores in Vellore	Vysa College, Salem, ISBN- 978-93-82570-40-0	2013
Ms. Sukacini S.	A Study on Awareness and Effectiveness of Green Marketing in Vellore	Vysa College, Salem, ISBN- 978-93-82570-40-0	2013

Name of the Staff	Titles of Papers Published in Books	Publishers with / without ISBN No.	Year of Publishing
Ms. Anitha Alice E.	Challenges Faced by Women Employees in the Banking Sector in Vellore	Vysa College, Salem, ISBN- 978-93-82570-40-0	2013
	Challenges faced by Women Executives	International Journal of Research and Business Innovation, ISSN -2321-5615	2014
Ms. Sukacini S.	Celebrity Advertising - A Sustaining Innovation of Marketing Tool	International Journal of Research and Business Innovation,-ISSN -2321-5615	2014
Ms. Deepa K.	Innovations in Marketing - Ways to Capture New Market	International Journal of Research and Business Innovation, ISSN -2321-5615	2014
Ms. Shrilatha S	Agro based Industry - An Effective Business Opportunity in the Context of Globalization	Acharya Bangalore B School ISBN-978-81-909372-0-7	2011
	A Study on Existing Car Customer on their Replacement Plans	International Journal of Research in Computer Applications and Management, ISSN- 2231-1009	2013
	A Study on Customers Attitude Towards Purchase of Middle Segment Cars in Vellore City	International Journal of Research in Commerce and Management ISSN- 0976-2183	2013
Ms. Aruna K.	E-Banking an Innovation in Banking Industry	Journal of Management and Science, – ISSN-2249-1260	2013
	A Study on Investors Preference Towards Commodity Trading with Special Reference to Share Khan Ltd.	International Journal of Management and Technology, ISSN- 0975-3915	2014
	A Study on Recent Trends in Business Management	Mayas Publications	2014

Name of the Staff	Topic	Journal / ISSN	Year of Publishing	Impact Factor
Ms.Shrilatha S	A Study on Effectiveness of Green Products in Vellore City	International Journal of Business and Administration Research Review E-ISSN No. 2347-856 x ISSN No. 2348-0653, Vol. No. 2, Issue No. 10	2015	30.072
	Green Concept in India – A Study with reference to NEMMP – 2020	Kaveripakkam College Journal of Management Research, Vol. No. 4 Issue No. 13, ISSN – 2249-6459	2014	5.4723
	A Study on Customer Satisfaction in Hundai Motors with Reference to After Sale Services in Vellore City	International Journal of Business Intelligence and Innovations, Vol. No.3, Issue 2, ISSN – 2348-4705	2015	-
Ms.Aruna K	A Study on Dimensions of Service Quality in E-Banking Services	International Journal of Business and Administration Research Review E-ISSN No. 2347-856 x ISSN No. 2348-0653	2015	3.072

15. Details of patents and income generated.

Nil

16. Areas of consultancy and income generated.

- Commission received annually for the Small Savings Scheme (Post Office) – ₹4,000/-
- Women Entrepreneur Development Club (Embroidery Workshop) – ₹8,000/-

17. Faculty recharging strategies.

Faculty members participate and present papers in Workshops, National and International Conferences and Seminars. They also attend Refresher and Orientation Courses. At the beginning of every year an Orientation Programme is conducted for all the members of the Faculty by the College.

Programmes	2010-11	2011-12	2013-13	2013-14	2014-15
Conferences/Seminars/ Workshop Attended	7	3	7	2	7
Paper Presentations	10	4	16	2	10
Resource persons/ chairing the sessions/ panelist	-	-	2	1	-
Refresher/ Orientation	3	-	-	-	-

18. Student projects.

a) Percentage of students who have done in-house projects including inter- departmental

100% - Human Resource Management and Development certificate course

b) Percentage of students doing projects in collaboration with Industries / institutions

100% - PG and M.Phil.

19. Awards / recognitions received at the national and international level by Faculty Doctoral / post-doctoral fellows Students

Awards received

Faculty:

- Ms. Anitha Alice E. – Lieutenant, Member of Board of ‘C’ and ‘B’ Certificate Examination, Vellore under 1 (TN) Girls Battalion, Chennai.
- Ms.Hema Nalini K – Associate Professor, was the resource person for the staff of VIT University, Vellore for a session on “Indian Values”. She is offered to handle a full paper on “Indian Culture and Ethos” for the students of VIT University, Vellore.

Students:

- Ms. Charumathi C., II B.Com. represented NCC and participated in the Republic Day Parade held at New Delhi in the year 2013.
- Ms. Patricia Jayashree Francis, III B.Com. – Won the 1st prize in National Level Essay Competition conducted by Shri Ram Chandra Mission in collaboration with UN Information Centre, New Delhi.

20. Seminars/Conferences/Workshops organized and the source of funding (national/international) with details of outstanding participants, if any.

Date	Topic	Level	Source of Funding
04.10.2011	Impact of MNCs on the Indian Economy	National	Department

List of eminent scientists/scholars are as follows:

S. No.	Name And Designation	Address
1	Mr. Mani L.R.S. Assistant Professor	Acharya B School Bangalore
2	Mr.Selvaganesh C.A., Life Member of Chartered Accountant	Member of Board of Studies – ICAI, New Delhi
3.	Mr. Sengupta N.M., Deputy Director	ICAI, New Delhi
4	Lt.Col. Zacharia T.J., Commanding Officer	1 (TN) Girls Bn. NCC, Chennai
5.	Colonel Obheroi S.K., Commanding Officer	1 Tamil Nadu Bn. NCC, Chennai
6.	Colonel Nair R.K., Commanding Officer	10 Tamil Nadu Bn. NCC, Vellore
7.	Major Samuel Raj F.R, Commanding Officer	1 Tamil Nadu Bn. NCC, Chennai
8.	Colonel Naik V.M., Commanding Officer	1 (TN) Battery NCC, Chennai.
5	Mr. Kandhaswamy, District Supplies Officer	Government of Tamil Nadu
6	Mr. Prasheanna J.J., Regional transport officer	Vellore

21. Students profile course-wise.

Name of the Course	Year	Applications Received	Selected	Pass Percentage
UG: B.Com	2010-2011	623	154	80.61
	2011-2012	540	152	67.14
	2012-2013	610	147	81.08
	2013-2014	520	140	64.94

PG:M.Com	2010-2011	55	40	100
	2011-2012	67	40	77.78
	2012-2013	58	33	84.21
	2013-2014	61	28	39.47
M. Phil	2010-2011	13	8	100
	2011-2012	15	8	100
	2012-2013	10	8	100
	2013-2014	16	12	100

22. Diversity of students

Name of the Course	% of Students from the College	% of Students from the State	% of Students from Other States	% of Students from Other Countries
UG: 2010-11	-	98	2	-
2011-12	-	98	2	-
2012-13	-	100	-	-
2013-14	-	100	-	-
2014-15	-	100	-	-
PG-2010-11	87	100	-	-
2011-12	63	100	-	-
2012-13	70	100	-	-
2013-14	79	100	-	-
2014-15	63	98	2	-
M. Phil-2010-11	75	100	-	-
2011-12	75	100	-	-
2012-13	88	100	-	-
2013-14	83	100	-	-
2014-15	50	100	-	-

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?

NET – 2, Banking Examinations – 3 students

24. Students' progression.

As per available data:

Student Progression	Percentage against Enrolled
UG to PG	63%
PG to M.Phil	50%
PG to PhD	-
PhD to Post Doctoral	-
Employed	10%
• Campus selection	-
• Other than Campus selection	80%
Entrepreneurs	20%

25. Diversity of Staff.

Percentage of Faculty who are Graduates	
of the same parent university	7%
from other universities within the State	86%
from other universities from other States	7%

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt during the assessment period

Ph.D. – 2

1. Dr. (Sr.) Mary Sheila Susairaj - 2014
2. Dr. Meenakshi P. - 2015

27. Present details about the infrastructural facilities.

a) Library –

- Library Books - 1300
- Book bank Books - 155

b) Internet facility for staff and students - 2

c) Total No. of classrooms - 9

d) Classrooms with ICT facilities - 4

28. No. of students of the Department getting assistance from the College.

2010 - 2011 - 16

2011 - 2012 - 10

2012 - 2013 - 12

2013 - 2014 – 10

2014 – 2015 - 12

29. Was any need assessment exercise undertaken before the development of new programmes.

Before starting M.Com. and M.Phil. courses need assessment with the students, staff, parents and public was done.

30. Does the Department obtain feedback from

a. Faculty on curriculum as well as teaching-learning evaluation? If yes, how does the department utilize it?

Yes, for curriculum updates and innovative teaching, the feedback on curriculum is accepted and changed with approval from the Board of Studies.

b. Students on staff, curriculum as well as teaching –learning evaluation and what is the response of the dept. to the same?

Yes, at the end of the academic year, students and staff as well as teaching-learning evaluation is obtained. Staff members are motivated by the Head of the Department and other senior staff to improve the teaching-learning skills through improvement of subject knowledge and regular remedial classes.

c. Alumni and employers on the programmes and what is the response of the dept. to the same –

Yes, one member from the Board of Studies is an Alumni. Suggestions are taken into consideration.

31. List the distinguished alumni of the Department.

- Mrs. Hari Sudha G., 2003-2006, Corporation Bank, Assistant Manager, Thiruvannamalai.
- Ms. Yogavalli Sridevi C.S., 2003-2006, TCS E-service Ltd., UK.
- Ms. Sathyabama Swathy C.S., 2006-2009, World Shiradi Saibaba Organisation, Executive, UK.
- Ms. Maya Panikar, 2007-2010, Microsoft, HR, Chennai.
- Ms. Nikita Savio Antonio, 2009-2012, Citi Bank, Manager, Chennai.
- Ms. Shreenidhi , 2009-2012, TCS, HR, Bangalore.
- Ms. Rudhra Devi N., 2010-2013, Cohn Reznick Professional Services Pvt. Ltd., Tax Analyst, Chennai.
- Ms. Shobana M., 2010-2013, Royal Bank of Scotland, Chennai.
- Ms. Anuradha , 2010-2012, ING Vysya Bank, Clerk, Vellore.
- Ms. Gopitha, 2009-2012, Wipro, HR, Chennai.
- Ms. Jyothi, 1996, ICICI, Divisional Manager, Vellore.
- Ms. Lathika Jose, 1997, Assistant Manager, Bank of Nova Scotia, Bangalore.

32. Give the details of student enrichment programmes.

- Mr. Ramesh V.R., The Chief Regional Manager, IOB, Vellore on Management Of Enterprising Skills on 18.09.2014.
- Mr. Mani L.R.S., Professor, Achaarya College, Bangalore.
- Mr. Selva Ganesh C.A and Dr. Magesh, Department of Management studies, Anna university, Chennai, Participated and delivered a lecture in the National Level Seminar on the topic “Impact of MNC’S on the Indian Economy” on 04.10.2011.
- Mr. Kannan, Area Manager of Met Life Insurance, participated in an orientation lecture held on 04.09.2012.

- Awareness programme on CA/ICWA was conducted by Mr. Subramaniam, Chairman ICWA, chapter, Egmore and Mr. Raja, Dean ICWA, Chapter, Egmore on 10.09.2012.
- Mr. Manishankar, Associate Professor, Adiparasakthi College and Certified person in SEBI conducted a Workshop on “Various Investments” on 21-12-2012.
- Mr. Karthik, Senior Manager, Madura Coats and Ms. Sasikala Consultant, Anchor Educational services headed a Workshop on Free style Embroidery on 09.08.2014 and 10.08.2014.
- Mr. Balaji, Secretary, ICSI, Chennai gave a special Lecture about ICSI on 23.01.2013.
- Mr. Manish, Supply Chain Manager, Blue Star Ltd., Australia gave a special Lecture about Supply Chain Management on 20.10.2014.
- Mr. Ezhilan, Associate Professor and Ms. Ida Selvarani, Trainer, Third Eye Institute of Banking, headed the State level paper presentation on Devaluation of Currency on 30.10.2014.
- Ms. Revathi, Women Entrepreneur and Arts and Craft Teacher, Ida Scudder School, Headed a Workshop on Jewellery Making on 21.01.2015.
- Mr. Deenadayalan, Senior Manager, Canfin Homes, Vellore, overviewed the State Level Presentations on “Profiles of Indian Corporate” on 03.03.2015.

33. List the teaching methods adopted by the faculty for different programmes.

Power point and Paper Presentations, Industrial Visits, Referring other Books, Group Discussion, Browsing, Assignments, Projects and Seminar, Peer Group Study, Research based VCDs.

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

By conducting remedial classes for subjects, weekly tests; English coaching classes; Daily assignments; Continuous assessment; Semester Examinations; Association Activities and Workshop. Regular Staff-student meetings are conducted to get the response from them.

35. Highlight the participation of students and faculty in extension activities.

Year	Activity	No. of Students	No. of Faculty	No. of Beneficiaries
2010-2011	Service to the children of Sishu Bhavan; Washing Powder was provided for their use	65	1	150
2011-2013	Monthly provision worth Rs.1000 was provided to a widow and her two mentally challenged children.	12	1	3
2013-2014	21 boxes of clothes were donated to the flood victims of Uttarkhand	600	1	Victims of Uttarkhand
2014-2015	100 Hamam soaps and 100 Washing Soaps were donated to Shishu Bhavan	70	1	150
2014-2015	75 Packets of MilkBikies Biscuits and 75 Bathing Soaps were donated to Nambikai Illam	70	2	90

Income generated through past pupils given to poor students – ₹ 15,024/-

36. Give details of “beyond syllabus scholarly activity of the department”.

- CAT - Cost Accounting Technician
- ICWAI- Foundation, Inter.
- CA- Foundation (CPT) IPCC
- IIBF- Indian Institute of Banking and Finance
- TNPSC -Tamil Nadu Public Service Commission
- P.O./Clerical Bank Entrance Examination- T.I.M.E. Organisation
- LIC, Railway, IAS (Preliminary) - Tamilnadu Graduates Federation (Link)
- IAC English Coaching Classes (Daily for first year hostellers)
- Human Resource Management and Development

UGC sponsored Certificate Course is conducted by the Department

Signed MoU with T.I.M.E. Education, Pvt., Ltd., Chennai

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.

The department is recognized as a Study Center for ICWAI Inter and CAT programmes.

38. Detail any five strengths, weaknesses, opportunities and challenges of the department.

Strengths

- Staff co-operation
- Constructive syllabus
- Job - oriented courses
- Regular framing of syllabus

Weakness

- Students are from a rural background,
- Lack of knowledge of English
- Poverty in the family

Opportunities

- Opportunity to do CA or ICWA along with degree course.
- Since there is demand for Commerce graduates, there is always an opportunity for the students in many fields.
- Leadership training and Personality Development skills is offered to them through the soft skills programme.
- Increase their job opportunities.

Challenges

- To grow in research field and involve the students.
- Students from rural background.
- Majority of students are first generation learners.
- Motivating them to write competitive examinations like Bank, TNPSC.

39. Future plans of the department.

- To encourage students to take up professional courses.
- To encourage research activity among students and staff.
- To take up minor and major projects.
- To introduce Ph.D. programme.
- To have a School of Commerce.

DEPARTMENT OF BUSINESS ADMINISTRATION

1. Name of the Department & its year of establishment.

Business Administration – 1997

2. Names of Programmes/ Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

UG – 1997

PG – 2012

3. Interdisciplinary courses and departments involved.

I Year SBE : Winning Through Communication

II Year SBE : Life Style Management

III Year NME : Human Resource Management

PG NME : Human Resource Management

These Interdisciplinary courses are offered to all UG departments

4. Annual / Semester / Choice based credit system.

Semester with Choice Based Credit System

5. Participation of the Department in the courses offered by other departments.

- I Year B.B.A. – Business Mathematics and Statistics – Department of Mathematics
- II B.B.A. – Operations research – Department of Mathematics
- III B.B.A. – Introduction to Information Technology and Tally - Department of Computer Science

6. Name of the teaching position sanctioned and filled (Professors / Associate Professor / Asst. Professor)

	Self-Financing	
	Sanctioned	Filled
Professor	-	-
Associate Professors	-	-
Assistant. Professor	10	10

7. Faculty profile with name, qualification, designation, specialization (B.Sc. /B.Litt. /Ph.D. /M. Phil., etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Dr. Beulah Suresh	M.B.A., M.Phil., Ph.D., NET	Assistant Professor & Head i/c	Marketing	12
Ms. Ruth Mary	M.B.A.	Assistant Professor	Human Resource	5
Sr. Sagaya Mary T.	MBA., (Ph.D.)	Assistant Professor	Finance	4
Ms. Sasikala D.	M.Com., MBA., M.Phil., (Ph.D.), NET	Assistant Professor	Finance	3
Ms. Renugadevi T.	M.Com., MBA, M.Phil.	Assistant Professor	Finance	1
Ms. Preethi E.	M.B.A.	Assistant Professor	Human Resource & Marketing	1
Ms. Bhuvaneshwari L.	M.B.A., M.Phil.	Assistant Professor	Human Resource & Finance	1
Dr. Ms. Renugadevi S.	M.Com., MBA, M.Phil., Ph.D.	Assistant Professor	Finance	1
Ms. Gina George	M.E.	Assistant Professor	Networking & Internet Technology	1
Ms. Bala Priya M	M.B.A., M.Phil.	Assistant Professor	Human Resource	2 months

8. Percentage of classes taken by temporary faculty – programme-wise information.

UG : 67

PG : 40

9. Programme-wise Student Teacher Ratio.

UG : 35: 1

PG : 12: 1

10. Number of academic support staff (technical) and administrative staff.

Technical staff in the unaided stream : 1

Administrative staff in the unaided stream : 2

11. **Number of faculty with ongoing projects from a) national b) international Funding agencies c) total grants received. Mention names of funding agencies and grants received project-wise.**

Nil

12. **Departmental project funded by DST-FIST; DBT, ICSSR, etc; total grants received.**

Nil

13. **Research facility – centre with./State recognition/National Recognition/ International Recognition**

Nil

14. Publications :

- Number of papers published in peer reviewed journals (National - 8/International - 10) - 18
- A Chapter in the Moral Science Book, “*Young and Happy*” released by Auxilium College
- Books with ISBN numbers with details of publishers - 1

Name of the Staff	Title of the Books	Publishers with / without ISBN No	Year of Publishing
Dr. Beulah Suresh	Principles of Management (Management Concepts)	Thakur Publishers 978-93-82249-00-9	2012

- Editing Books – 1

Name of the Staff	Titles of papers published in books	Publishers with / without ISBN No	Year of Publishing
Ms. Gena George & Ms. Preethi Prabhakaran	Evolve as an expert in Life Style Management	Agasthiar Noolagam, Trichy, 978-93-80530-76-5	2014

15. **Details of patents and income generated.**

Nil

16. Areas of consultancy and income generated.

- HR consultancy is provided to the students in the college and to other colleges by the MBA students.
- Dr. Beulah Suresh serves as a consultant in the Academy of Prisons and Correctional Administration, Vellore, Rs.5000 per month.

17. Faculty recharging strategies.

Faculty members participate and present papers in Workshops, National and International Conferences and Seminars. They also attend Refresher and Orientation Courses. At the beginning of every year an Orientation Programme is conducted for all the members of the Faculty by the College.

Programmes	2010-11	2011-12	2012-13	2013-14	2014-15
Conferences/Seminars/ Workshop Attended	-	1	2	10	14
Paper Presentations	1	2	4	7	15
Resources persons/Chairing the sessions/Panelist	-	-	-	-	2

18. Student Projects.

- **Percentage of students who have done in-house projects including inter departmental.**

Nil

- **Percentage of students doing projects in collaboration with industries/institutions.**

UG – 100%

PG – 100%

19. Awards / recognitions received at the national and international level by Faculty Doctoral / post-doctoral fellows Students

Students:

- Ms. Indu W, III year has been selected as a National Football player representing Thiruvalluvar University and won the gold medal in the year 2012-13 (₹ 10,000 cash award)

- Ms. Indu W. represented All India level Athlete competition in the year 2013-14.
- Indo – Sri Lanka Exchange Project was initiated by the Department.

20. Seminars/ Conferences/Workshops organized and the source of funding (national/international) with details of outstanding participants, if any.

Date	Topic	Level	Source of Funding
25.01.2012	Enhancement of Quality in Marketing Service	National	Local Sponsors
20.08.2014	Evolve as an Expert in Life Style Management	International	Local Sponsors

List of eminent scientists/scholars are as follows:

S.No.	Name and designation	Address
1	Mr. Malhardeen Mohamed, Common Wealth Student's Association	Country Representative, Sri Lanka
2	Dr. D. Antony Ashok Kumar, Director and Principal	SRM Institute of Hotel Management, SRM University, Chennai
3	Mr.HughSkeil, Manager	Development Office, Christian Medical College, Vellore
4	Ms. Ann Bothamley, Counsellor	Christian Medical College, Vellore
5	Dr. Bhushan D and Sudhakar, Associate Professor	Department of International Business, Pondicherry University, Pondicherry
6	Mrs. Buvanasundari Sudharshan, Divine Work	Sri Aurobindo Ashram, Auroville, Pondicherry
7	Rev. James Theophilus, SBD	Youth Ministry, Madurai
8	Dr. G. Rajini, Co-ordinator	Dr.MGR Janaki College, Adyar, Chennai, Mr. Mathew Varghese, HR Partner, IBM, Bangalore
9	Dr. J. Akbar Khan, Associate Professor	Department of Commerce (CS), C. Abdul Hakeem College, Melvisharam

21. Student profile course wise.

Name of The Course	Year	Applications Received	Selected	Pass Percentage
UG: B.B.A.	2010-2011	148	73	97
	2011-2012	128	70	82
	2012-2013	145	70	88
	2013-2014	131	70	66
	2014-2015	132	71	
PG:M.B.A.	2012-2013	35	27	96
	2013-2014	45	34	-
	2014-2015	49	30	-

22. Diversity of students.

Name of the Course	% of Students from the College	% of Students from the State	% of Students from other States	% of Students from other Countries
UG: 2010-2011	-	-	-	-
2011-2012	-	-	-	-
2012-2013	-	95	5	-
2013-2014	-	99	1	-
2014-2015	-	96	4	-
PG: 2012-13	46	46	8	-
2013-14	53	44	3	-
2014-15	54	46	-	-

23. **How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?**

Details of Students who appeared for CAT exam

Year	Number of Students Passed	Percentage of Pass
2007-2010	5	7.69
2008-2011	2	3.17
2009-2012	7	12.28
2010-2013	1	2.27
2011-2014	-	-

24. **Student Progression.**

As per available data:

Student Progression	Percentage Against Enrolled
UG to PG	40
PG to M.Phil.	7
PG to Ph.D.	1
Ph.D. to Post Doctoral studies	-
Employed	Nil
• Campus selection	9
• Other than Campus selection	
Entrepreneurs	12

25. **Diversity of staffs.**

Percentage of Faculty who are Graduates	
of the same parent university	20%
from other universities within the State	70%
from other universities from other States	10%

26. Number of faculty who were awarded PhD, D.Sc. and D.Lit during the assessment period.

Ph.D. – 1 Dr. Beulah Suresh - 2013-14

27. Present details about infrastructural facilities.

- **Library**

- **Library Books** – 2939 (UG 936+PG 2003)
- **Journals** – 12 + Online database - EBSCO

b) **Internet facilities offered for staff and students:** Wi-Fi facility is available in the campus.

c) **Classrooms with ICT facility** : 3

d) **Students laboratories** : NA

e) **Research laboratories** : NA

28. Number of students of the department getting financial assistance from the College.

2009 - 2010 - 19

2010 - 2011 - 42

2012 - 2013 - 27

2013 - 2014 - 22

29. Was any need assessment exercise undertaken before the development of new Program(s)? if so, give the methodology.

No formal need assessment exercise was undertaken before the M.B.A. programme was introduced. The programme was launched by the suggestions provided by the Experts of the Academic Council and The Board of Studies. There was also request from the parents, past pupils and well - wishers of the department.

30. Does the department obtain feedback from

**a. Faculty on curriculum as well as teaching-learning-evaluation?
If yes, how does the department utilize it?**

Faculty on curriculum as well as teaching-learning evaluation is done. Each one's feedback on curriculum is accepted, assessed and reformulated. The final approval is obtained from the Board of Studies.

**b. Students on staff, curriculum as well as teaching –learning evaluation
and what is the response of the department to the same?**

At the end of the academic year, Students and Staff as well as teaching-learning-evaluation is obtained on a feedback form.

- The feedback will be processed and necessary steps are taken.
- Feedback of students on Faculty is discussed by the Principal in general and by the Vice-Principal individually with the concerned Faculty

**c. Alumni and employers on the programmes and what is the response of
the department to the same?**

Feedback is obtained from the Alumni every year during the convocation

31. List the distinguished alumni of the department.

- Ms. Krishnapriya, 1999-2002, Assistant Professor, Department. of Management Studies, Sathyabama University, Chennai.
- Ms. Surekha, 2004-2007, Proprietor, Saviourite Samia, Dindigul.
- Ms. Naveena, 2004-2007, HR Case Management Assistant, World Bank Group, 11 Taramani Main Road, Taramani, Chennai.
- Ms. Leah Judith, 2006-2009, Linguist, Sam's Linguistic Centre, X-Cut Road, Coimbatore.
- Ms. Kavitha, 2005-2008, Proprietor, Green Trends, Vellore.
- Ms. PavithraVenkatesan, 2006-2009, HR Analyst and Recruiter, Launchpad LLC., 25, Circular Road, United India Colony, Kadambakkam, Chennai.
- Ms. Geetha, 2004-2007, Assistant Professor, C. Abdul Hakeem College of Engineering and Technology, Melvisharam.

- Ms. Nithya 2007-2010, Senior HR, Flipkart, Bangalore.
- Ms. ReeniSushil, 2009-2012, Assistant HR Executive, Peter Klare Consulting Pvt. Ltd., Singapore.
- Ms. Shabana 2010-2013, Accountant, Johannesburg, South Africa.
- Ms. Deepthi, 2006-2009, Proprietor, Naturals, Ambur.

32. Give details of student enrichment programmes (special lectures/workshops/ seminars) with external experts.

- Fr.Immanuel, Director, LIBA, Chennai, Orientation Programme, 17 and 18.01.2013.
- Mr. Samuel Johnson, VIT Business School, VIT, Workshop on Communication Skills, 19.02.2013.
- Rev. Peter SDB, Salesian Institute, Hong Kong, Youth Development. 28.06.2013.
- Dr. MohanDass, Visiting Faculty, LIBA, Chennai, Lecture on Investment Management and Share Trading. 18.07.2013.
- Ms. Kayalvizhi, Accountant in Universal Agency and Sales Tax Practitioner, Erode, Workshop on E-filing, 14.07.2013.
- Ms. Rathi Gurusamy, Associate Professor, SRM University, Chennai, Workshop on Problem Solving skills, 20.07.2013.
- Mr. Sabu T.K., SEBI representative gave an enthusiastic talk on Financial Planning and Investment for young investors on 26.07.2014.
- Ms. Subhashini, Associate Professor, VIT Business School, VIT University, enlightened the students on Career Challenges.16.08.2013.
- Mr.Mani Shankar Head, Department of Management Studies, Adhiparasakthi College of Engineering, Kalavai, SEBI representative gave an enthusiastic talk on Financial Planning and investment for young investors on 14.09.2013.
- Mr. Jayaraj, Principal, Muthurangam Arts College, spoke on the “Depreciation of the Indian Rupee” during the public awareness rally conducted on the melting of rupee value, 03.10.2013.
- Mrs. Rita and Mrs. Shantha Kumari, Associate Professor, VIT Business school, VIT University - SPSS Workshop, 31.01.2014.

- Mr. Mathialagan and Mr. Emayaverman Counsellors, from Mindmap Pvt. Ltd, gave lectures on Lifes kills and to draw comic Characters on 16.06.2014.
- Mr. Srinivasan Reddy, Regional Officer, Central India Regulatory, Headed the Workshop conducted on 24.06.2014.
- Mr. Selvakumar, Professor, Activist, Philanthropist, Part-time Cobbler, runs a school for orphans, gave a talk on his life history and his achievement on 05.07.2014.
- Mr. Vinoth kumar, Representative of EBSCO Publishers, gave a talk on the usage of EBSCO host website on 08.07.2014
- Mr. Ravi Kumar, Ambalal Shares and Stocks gave a talk on Stock trading on 15.07.2014.
- Mr. Kulandai Francis, Head IVDP gave a special talk on, Integrated Village Development Programme, Microfinance, Microcredit on 17.07.2014 and 18.07.2014.
- Mr. Sabu T.K., SEBI Representative gave an enthusiastic talk on Financial Planning and Investment for young investors on 26.07.2014.
- Mr. Hugh Skeil, Manager, Development Office, Christian Medical College, Ms. Ann Bothamley, Counsellor, Christian Medical College Headed the International conference on “Evolve as an expert in Lifestyle Management” on 20.08.2014.
- Dr. Bhushan D and Sudhakar, Associate Professor, Department of International Business, Pondicherry University, Pondicherry, Mrs. Buvanasundari Sudharshan B.Sc., LPRI (London), Divine Work, Sri Aurobindo Ashram, Auroville, Pondicherry gave a talk on Spiritual Management, on 20.08.2014.
- Rev. Fr. James Theophilus, SBD, Bible Ministry, Madurai, gave a talk on Self and Relationship Management, on 20.08.2014.
- Dr. Rajini G., Co-ordinator, Shift II, Dr. MGR Janaki College, Adayar, Chennai, gave a talk on Time and work Management on 20.08.2014.
- Mr. Mathew Varghese, HR Partner, IBM, Bangalore, gave a talk on Time and work Management on 20.08.2014.
- Dr. Akbar Khan J., Associate Professor, Department of Commerce (CS) , C. Abdul Hakeem College, Melvisharam, gave a talk on Health and Nutrition on 20.08.2014.

- Mr. Malhardeen Mohammed, Asian Regional Working Group, Common Wealth Student's association, Country Representative, Sri Lanka, gave a special talk on Health and Nutrition on 20.08.2014.

33. List the teaching methods adopted by the faculty for different programmes.

PowerPoint presentations; Videos; Quiz; Assignments; Seminars; Presentations; Case study; Role-play; Group discussion; Panel discussion Management games; industrial visit; Implant training Project

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

Class test; Assignment; Continuous assessment; Presentations; Semester Examinations; viva voce; Practical; Seminars; Association activities; Workshop; Panel discussions; Group discussions; Industrial visit report; Project report; Institutional training report

35. Highlight the participation of students and faculty in extension activities.

Date	Activity	No. of Students	No. of Faculty	No. of Beneficiaries
2010 - 13	Teaching for Board Exam (After Care Home)	75	4	60
	Christmas Celebration (After Care Home)	25	4	20
2010 - 13	Christmas Celebration (Central Prison, Vellore)	30	6	1000

36. Give details of “beyond syllabus scholarly activities” of the department.

- Signed MoUs with Audacious Dream Foundation, Gudiyattham, Vellore and Academy of Prisons and Correctional Administration, Vellore.
- India – Sri Lanka Youth Exchange Programme was organized by the Department joining hands with Audacious Dreams foundation in Sri Lanka from 5th July to 13th July 2015 and in India from 12th August to 19th August

2015. Forty Delegates and six coordinators from both the countries participated in the exchange programme. In this programme as Indian delegates, students from Business Administration, Commerce and Visual Communication took part.

- Adventure trip to Yelagiri was organized on 25th and 26th August 2015 for the completion of Duke of Edinburg Bronze Award. Nearly 80 students from II and III B.B.A. attended the adventure trip along with Dr. Beulah Suresh.

37. State whether the programme/department is accredited/graded by other agencies.

Nil

38. Detail any five strengths, weaknesses, opportunities and challenges of the department.

Strengths

- Job oriented syllabus
- Training the students to be job providers rather than job seekers
- Institutional training
- Consultancy
- Industrial Exposure

Weaknesses

- Poor communication skill of students
- Economically poor students
- Lack of understanding from parents due to illiteracy
- Lack of self motivation of students

Opportunities

- Industrial Exposure
- Developing Entrepreneurial skills
- Job diversity
- High salaried Executive jobs

Challenges

- First generation learners
- Students from rural background
- Students from a vernacular medium

39. Future plans of the department.

- To start M.Phil. and Ph.D. programmes
- To emerge as a B School
- To publish a Management Journal with ISSN number
- To work on Student Exchange and Faculty Exchange Programmes

DEPARTMENT OF SOCIAL WORK

1. Name of the Department & its year of establishment.

Social Work – 2005

2. Names of Programmes /Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

PG – 2005

3. Interdisciplinary courses and departments involved.

PG NME: Effective Communication Skills

4. Annual/ semester/choice based credit system.

Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments.

The students are trained by the Staff of the Mathematics Department on application of Statistics in Social Research. The Department of Computer Science offers a course on SPSS in the III Semester.

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/Asst. Professors)

	Self - Financing	
	Sanctioned	Filled
Professor	-	-
Associate Professors	-	-
Assistant. Professor	4	4

7. Faculty profile with name, qualification, designation, specialization (B.Sc. /B.Litt. /Ph.D. /M. Phil., etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Mr.Ranjit Kumar J. H.	MSW, DPSW	Assistant Professor & Head	Medical Psychiatry & Human Resource Management	7
Ms.Jayalakshmi T.	MSW, M.Phil.	Assistant Professor	Human Resource Management	6
Ms. Reena Emimal	MSW	Assistant Professor	Community Development	1
Ms. Ruby Martin	MSW	Assistant Professor and Counsellor	Family and Child Welfare	1

8. Percentage of classes taken by temporary faculty – programme-wise information.

44.23

9. Programme-wise Student Teacher Ratio.

PG – 5: 1

10. Number of academic support staff (technical) and administrative staff. Sanctioned and filled.

Nil

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total Grants received. Mention names of funding agencies and grants received project-wise.

Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received.

Nil

13. Research facility centre with/Staterecognition/National Recognition/International Recognition

Nil

14. Publications:

Chapters in Books with ISBN numbers with details of publishers - 1

Name of the Staff	Titles of Papers Published in Books	Publishers with / without ISBN No	Year of Publication
Ms. Jayalakshmi T	Determinants of Stress & Stress Management	Published by Department of B.B.A. Auxilium College ISBN- 9789380530765	2014

15. Details of patents and income generated.

Nil

16. Areas of consultancy and income generated.

Nil

17. Faculty recharging strategies.

Faculty members are sent to participate and present papers in Workshops, National and International Conferences and Seminars. They also attend Refresher and Orientation Courses. At the beginning of every year an Orientation Programme is conducted for all the members of the Faculty by the College.

Programmes	2010-11	2011-12	2012-13	2013-14	2014-15
Conferences/Seminars/ Workshop Attended	3	6	5	7	3
Paper Presentations	-	-	-	-	1
Resource persons/ chairing the sessions/ panelist	2	2	3	3	2

18. Student projects.

- **Percentage of students who have done in-house projects including inter-departmental**

Nil

- **Percentage of students doing projects in collaboration with industries / institutes**

100%

19. Awards / recognitions received at the national and international level by. Faculty Doctoral / post doctoral fellows Students

Nil

20. Seminars/ Conferences/Workshops organized and the source of funding (national / international) with details of outstanding participants, if any.

Nil

21. Student profile course-wise.

Name of the Course	Year	Applications Received	Selected	Pass Percentage
PG	2010-11	12	12	80.0
	2011-12	7	7	72.22
	2012-13	13	13	100
	2013-14	3	3	100
	2014-15	20	17	92.31

22. Diversity of students.

Name of the Course	Year	% of Students from the College	% of Students from the State	% of Students from Other States	% of Students from Other Countries
PG	2010-11	42%	100%	-	-
	2011-12	42%	100%	-	-
	2012-13	69%	100%	-	-
	2013-14	100%	100	-	-
	2014-15	58%	94%	6%	-

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?

Nil

24. Student progression

As per available data:

Student Progression	Percentage Against Enrolled
UG to PG	-
PG to M.Phil.	2
PG to Ph.D.	-
Ph.D. to Post Doctoral	-
Employed	76%
Campus selection	76%
Other than Campus selection	-
Entrepreneurs	-

25. Diversity of staff

Percentage Of Faculty Who Are Graduates	
of the same parent university	33.33%
from other universities within the State	33.33%
from other universities from other States	33.33%

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period.

Nil

27. Present details about infrastructural facilities.

a) Library

Library Books - 428

Journals - 199

b) Internet facilities for staff and students -1

c) Total number of class rooms

Class Room - 3

Library - 1

d) Class rooms with ICT facility - Nil

e) Students' laboratories - Nil

f) Research laboratories - Nil

28. Number of students of the department getting financial assistance from College.

Nil

29. Was any need assessment exercise undertaken before the development of new program(s)? If so, give the methodology.

Nil

30. Does the department obtain feedback from?

a) Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?

Yes, the Department gets feedback from the faculty which is compiled and used to update and make changes in the curriculum.

b) Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Yes, the feedback from the students is complied and discussed to make necessary changes in the curriculum, method of teaching and changes in field work agencies etc.

c) Alumni and employers on the programmes and what is the response of the department to the same?

Yes, the feedback from Alumni and Employers is taken and used to update academic and practical work.

31. List the distinguished alumni of the department (maximum 10).

- Ms. Christina, 2005-2007, HR Consultancy, Chennai.
- Ms. Vidhya, 2005-07, Project Officer, CMC Vellore.
- Ms. Jenifer, 2006-08, State Consultant, UNICEF, Raipur.
- Ms. Valli, 2006-08, HR Executive, Suxlon Pvt. Ltd., Chennai.
- Ms. Sangeetha Priya, 2007-09, HR Executive, Mahindra & Mahindra Ltd., Chennai.
- Ms. Menaga, 2007-09, Project Manager, Terredes Core Trust, Thiruvannamalai.
- Ms. Divya, 2009-11, Welfare Officer, Apollo Hospitals, Chennai.
- Ms. Bakiya Lakshmi, 2009-11, Social Worker, CMC, Vellore.
- Ms. Benita, 2010-12, HR Executive, VGP Groups, Chennai.
- Ms. Jerry Martina, 2010-12, Social Worker, CMC Vellore.
- Ms. Nithya, 2011-13, Counselor Women's Prison, Vellore.

32. Give details of student enrichment programmes (special lectures /workshop /seminar) with external experts.

- Mr. Guru, CMC, Headed an Interactive Session on Culture, on 24.11.2010.
- Mr. Ahmed and Mrs. Beulah, delivered a lecture on Social Work Interventions in Prisons on 29-01-2011.

- Mr. Murugesan, delivered a lecture on Project Formulation on 23.02.2013.
- Mr. Peter Rosilience, spoke on an Antidote to delinquency on 01.07.2013.
- Mrs. Hanna Paul, delivered a lecture on Women Rights on 18.03.2014.

33. List the teaching methods adopted by the faculty for different programmes.

Lecture, Powerpoint presentations, Demonstrations, Simulations, Exercises, Role Plays, Group Discussions, Camps, Field Visits, etc.

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

Program objectives are regularly monitored by through discussions and reports of all activities.

35. Highlight the participation of students and faculty in extension activities.

Date	Activity	No. of Students	No. of Faculty	No. of Beneficiaries
27-11-2013	Awareness programme on HIV/AIDS was given to Gypsy people in Seduvallai	16	2	260
28-07-2014	Personality Development programme was given to House Keeping girls Auxilium College	20	3	30
26-11-2014	Awareness on Child Rights was given to Trinity School Children	20	2	150

36. Give details of “beyond syllabus scholarly activities” of the department.

- The students are trained in effective communication skills.
- Students are offered skills like Street Theatre, Miming, Skit Writing and enacting short plays to spread awareness of social issues.
- Additional basic skills like Group Therapy, Counselling, Organizing community awareness programmes inviting also external experts.

37. State whether the programme/ department is accredited/ graded by other agencies Give details.

Nil

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department

Strengths

- All theoretical concepts are used in field work because 50% of the curriculum is based on practice sessions in the field
- A lasting tie- up with quality hospitals, industries and NGO's
- More than 90% successful placements immediately after the completion of the course
- Tie-up with organizations like CMC for regular guest lectures, demonstrations and practical work
- Students learn scientific research methodology and are trained to use the SPSS package
- Special skill development training is given. For example miming, street theatre, skits, social drama and basic skills like case work, group work and community organization
- Organizing medical camps

Weaknesses

- Vellore and surrounding areas do not have enough agencies for wide exposure in social work practice
- Financial and transport restrictions for frequent visits

Opportunities

- Employment opportunities are very high for MSW students in all specializations like Medicine and Psychiatry, Community Organization Work (NGO's), Human Resource Management (Industries)
- Can also start and run their own welfare agencies and organize counseling services

Challenges

- Awareness about the MSW course is less among the people in Vellore

39. Future plans of the department.

- To get more Major and Minor Research Projects.
- To guide M.Phil. and Ph.D. candidates.
- To concentrate on research and tie-up programmes with other Universities, Industries, and Laboratories.

DEPARTMENT OF PHYSICAL EDUCATION

1. Name of the department & Year of Establishment.

Physical Education - 1954

2. Names of Programmes / Courses offered: (UG, PG, M.Phil, Ph.D., Integrated masters; Integrated Ph.D., etc.)

Nil

3. Interdisciplinary courses and the departments/units involved.

I year SBE : Yoga

II year SBE : Yoga

These Interdisciplinary courses are offered to all UG departments.

4. Annual/ semester/choice based credit system. (programme wise)

Choice based credit system (Skill based Yoga).

5. Participation of the department in the courses offered by other departments.

Nil

6. Name of teaching posts sanctioned and filled (Professors/ Associate Professors/Asst. Professors)

	Aided		Self-Financing	
	Sanctioned	Filled	Sanctioned	Filled
Professor	-	-	-	-
Associate Professors	1	1	-	-
Assistant Professor	-	-	1	1

7. Faculty profile with name, qualification, designation, specialization (B.Sc. / B.Litt./Ph.D./M.Phil., etc.)

Name	Qualification	Designation	Specialization	No. of Years Experience
Dr. Mary Reethammal D.	M.A., M.P.Ed., M.Phil., Ph.D.	Associate Professor and Head	Athletics	29
Mr. Lakshmanan	B.A., M.P.Ed.	Assistant Professor	Football	1

8. Percentage of classes taken by temporary faculty – programme-wise information.

Nil

9. Programme-wise Student Teacher Ratio.

Nil

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled.

Marker in the unaided stream - 1

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise.

Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received.

Nil

13. Research facility / centre with • state recognition • national recognition • international recognition.

Nil

14. Publications:

Number of papers published in peer reviewed Journals (National/ International-1) - 1

15. Details of patents and income generated.

Nil

16. Areas of consultancy and income generated.

Nil

17. Faculty recharging strategies.

Faculty Members participate and present papers in Workshops, National and International Conferences and Seminars. They also attend Refresher and Orientation Courses. At the beginning of every year an Orientation Programme is conducted for all the members of the Faculty, by the college.

Programmes	2010-11	2011-12	2012-13	2013-14	2014-15
Conferences/Seminars/ Workshops Attended	-	1	-	-	-
Paper presentations	-	1	-	-	-

18. Student projects.

Nil

19. Awards / recognitions received at the national and international level
By Faculty Doctoral / post-doctoral fellows Students.

• **Faculty**

Dr. Mary Reethammal D., Physical Directress received awards from the Sports Development Authority of Tamil Nadu for the years 2011-2012 and 2013-2014, for producing prize-winning players at the National level.

- **Students**

- S. Anitha of I B.A. History was awarded a cash prize of ₹6,500 by the Sports Development Authority of Tamil Nadu for her outstanding performance in the National Level Weight Lifting competition in the year 2011-2012.
- ₹22,000 was awarded to the Auxilium Basketball and Volleyball teams for winning the national level Pegasis and Revera Tournaments organized by the VIT University, Vellore in the year 2012-2013
- ₹ 10,000 each was awarded to J Asha Flora of II B.Sc. Mathematics and W Indu of II B.B.A. for being the members of the Thiruvalluvar University winning Football team by the Sports Development Authority of Tamil Nadu the in the year 2013-2014.
- ₹10,000 was awarded to Freeda Vinnarasi of I B.Sc. Chemistry for being a member of the Thiruvalluvar University winning Football team by the Sports Development Authority of Tamil Nadu in the year 2013-2014.
- ₹10,000 was awarded to Felicia Rose Anandhi D of III B.C.A. for being a member of the Thiruvalluvar University winning Football team by the Sports Development Authority of Tamil Nadu in the year 2014-2015.
- ₹ 20,000 was awarded by the Thiruvalluvar University to the Football players for their outstanding performance in the National level Inter University Football Tournaments in 2012-2013, 2013-2014 and 2014-2015.

20. Seminars/ Conferences/Workshops organized and the source of funding (national /international) with details of outstanding participants, if any.

Nil

21. Student profile course-wise.

Not Applicable

22. Diversity of Students.

Not Applicable

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?

Not Applicable

24. Student progression.

Not Applicable

25. Diversity of staff.

Percentage of Faculty Who Are Graduates	
of the same parent university	-
from other universities within the State	100%
from other universities from other States	-

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period.

Ph.D. -1

Dr. D. Mary Reethammal - 2010

27. Present details about infrastructure facilities a) Library b) Internet facilities for Staff and Students c) Total Number of Class rooms d) classroom with ICT facility e) Students Laboratories f) Research Laboratories.

Indoor Stadium: (with)

i)	Table Tennis	:	2 tables
ii)	Shuttle Badminton Courts	:	2
iii)	Volley Ball Court	:	1
iv)	Gymnasium with Weight Lifting equipments		
	Tread Mill	:	1
	Elliptical cycle	:	1
	Ergo cycle	:	1

- v) First Aid Room
- vi) 2 rooms with bath and Toilet facilities

Outdoor Stadium

i) 400mts Non standard track	:	1
ii) Multipurpose play field for Cricket, Foot Ball & Hockey	:	1
iii) Badminton courts	:	2
iv) Ball Badminton court	:	2
v) Basketball court with flood lights	:	1
vi) Kho-Kho court	:	1
vii) Throw Ball court	:	1
viii) Handball court	:	1
ix) Volley Ball court with flood lights	:	1
x) Kabaddi court with flood lights	:	2
xi) Net facilities available for Cricket	:	2
xii) Horizontal bar	:	1
xiii) Parallel Bar	:	1
xiv) Roman Rings	:	1 set
xv) Beam	:	1
xvi) Uneven bar	:	1 set

28. Number of students of the department getting financial assistance from College.

Nil

29. Was any need assessment exercise undertaken before the development of new program(s)? If so, give the methodology.

No new programme has been developed during the assessment period.

30. Does the department obtain feedback?

Yes

31. List the distinguished alumni of the department (maximum 10)

- Mrs. Premalatha Vijayakanth, President, Women's Wing, DMDK Party, Tamil Nadu.
- Ms. Chitra N.N., Event Organizer & Planner, Chennai.
- Dr. Mangayarkarasi P., Director of Physical Education, VIT University, Vellore.
- Ms. Banu N., Principal, Vedavalli Vidhyalaya School, Ranipet.
- Ms. Preetha, Director of Physical Education, VIT University, Chennai.

32. Give details of student enrichment programmes (special lectures /workshops / seminar) with external experts.

Experts from the Sports Development Authority of Tamilnadu (SDAT) are invited to train the players.

33. List the teaching methods adopted by the faculty for different programmes.

Coaching and Training

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

Not Applicable

35. Highlight the participation of students and faculty in extension activities.

- Training given to the Students of Auxilium School, St. Marks School and Don Bosco School in the year 2011-2012 and 2012-2013.
- Training given to Auxilium Higher Secondary School from 1985 till date.

36. Give details of “beyond syllabus scholarly activities” of the department.

Nil

37. State whether the programme/ department is accredited/ graded by Other agencies. Give details.

Nil

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.

Strengths

- Girls without Sports background at the School level are given 20 days Physical Fitness Programme and Skill Programme. Based on their fitness and interest, they are selected and given training in various games and they turn out to be very successful stars.
- Adequate facilities are available in the College for the students to practice in sports and games.
- Coaches are appointed to train the students in specific games.
- Students are always accompanied by the Director of Physical Education for the Inter-Colligate, Inter-Divisiona,l District and State level Tournaments

Weakness

- Most of the girls do not have any sports background at the school level.

Opportunities

- Opportunities are given to the students to participate at all levels from Block level to National level.
- The students are encouraged to participate in the open tournaments organized by the SDAT (Sports Development Authority of Tamil Nadu)
- Opportunities are given to the students to participate in the open State level Tournament by the various Sports Associations. Opportunities are given to the students to participate in Reveira organized by the VIT University and Pegasis organized by the Christian Medical College, Vellore.
- The students are allowed to participate in, Inter-Collegiate, Inter Divisional, South Zone Inter University and in All India Inter University Tournaments
- Participation in State Level Tournaments organized by various Sports associations.

Challenges

- To get selected for higher studies through Sports Quota.
- To make more students to take Physical Education as career.
- Applying for major and minor projects..

39. Future plans of the department.

- The department aims at producing National level players and achievers by admitting state level players and providing free Boarding and Lodging.
- Apply for SAG (Special Area Games) Centres.

LIBRARY

1. Name of the Department & its year of establishment.

Library - 1954

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

Not Applicable

3. Interdisciplinary courses and departments involved.

Not Applicable

4. Annual/ semester/choice based credit system.

Not Applicable

5. Participation of the department in the courses offered by other departments.

Not Applicable

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors)

	Aided		Self-Financing	
	Sanctioned	Filled	Sanctioned	Filled
Professor	-	-	-	-
Associate Professors	1	1	-	-
Assistant Professor	-	-	1	1

7. Faculty profile with name, qualification, designation, specialization (B.Sc./ B.Litt. /Ph.D. / M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Ms. Vijayalakshmi P.	M.Com., M.L.I.S., M.Phil.	Librarian	Library Science	28

Ms. Arockia Mary A.	B.Sc., B.Ed., M.L.I.Sc., M.Phil.	Librarian	Library & Information Science	11
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8. Percentage of classes taken by temporary faculty – programme-wise Information.

Not Applicable

9. Programme-wise Student Teacher Ratio.

Not Applicable

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled.

Technical staff in the aided stream : 1
Technical staff in the unaided stream : 2

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise.

Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received.

Not Applicable

13. Research facility / centre with • state recognition • national recognition • international recognition.

Not Applicable

14. Publications:

Nil

15. Details of patents and income generated.

Nil

16. Areas of consultancy and income generated.

Mrs.P.Vijayalakshmi, Librarian conducted a Training Programme in the Vellore Central Library on 26.07.2012 and 08.08.2012 for the librarians of Vellore Region. Income generated is ₹2,000/-

17. Faculty recharging strategies.

Faculty members participate and present papers in Workshops, National and International Conferences and Seminars. They also attend Refresher and Orientation Courses. At the beginning of every year an Orientation Programme is conducted for all the members of the Faculty, by the College.

Programmes	2010-11	2011-12	2012-13	2013-14	2014-15
Conferences/Seminars/ Workshops Attended	1	2	1	1	1
Resource persons/ chairing the sessions/ panelist	-	-	2	-	-

18. Student projects.

Not Applicable

19. Awards / recognitions received at the national and international level by - Faculty Doctoral / post doctoral fellows Students.

Nil

20. Seminars/ Conferences/Workshops organized and the source of funding (national /international) with details of outstanding participants, if any.

Date	Topic	Level	Source of Funding
07-09-2011	Seminar on Security in Information Technology (in collaboration with Department of Computer Science)	State	Library

21. Student Profile Course-wise

Not Applicable

22. Diversity of Students.

Not Applicable

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?

Not Applicable

24. Student progression.

Not Applicable

25. Diversity of staff Percentage of faculty who are graduates.

Percentage of Faculty Who Are Graduates	
of the same parent university	-
from other universities within the State	100
from other universities from other States	-

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period.

Nil

27. Present details about infrastructural facilities

b) Library

- Library Books - 63,870
 - * Remedial Books - 552
 - * Entry in Services Books - 964
- Back Volumes - 10,576
- Journals - 28 (National), 5(International)
- Magazines - 42
- Online Journals - 2 (INFLIBNET / EBSCO)
- Institutional Membership - British Council Library and American Library
- Server with 6 Clients
- Two Systems for Internet Access
- Barcode with Scanning facilities
- 3KV UPS
- Reprographic Facility

- Classification and Catalogue – DDC
- Online Public Access Catalogue
- Book Reservation
- Reference Service
- Question Bank
- Display of New Arrivals
- Book Bank
- Current Awareness
- Newspaper Clippings
- Back Volumes
- Book Exhibition
- Library Committee Meeting
- Open Access System
- Theses and Dissertation
- Orientation and Training Programme
- Institutional Memberships
- Archive Section
- A new Library is being constructed

28. Number of students of the department getting financial assistance from College.

Not Applicable

29. Was any need assessment exercise undertaken before the development of new program(s)? If so, give the methodology.

Not Applicable

30. Does the department obtain feedback?

A Suggestion Notebook is circulated among the final year students, department-wise to get a feedback in order to improve facilities. Feedback on N-LIST (e-Resources) is also collected from the users.

31. List the distinguished alumni of the department (maximum 10)

Not Applicable

- 32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.**

The Library conducts orientation programmes regularly for the entire first year students, research scholars and faculty members.

- 33. List the teaching methods adopted by the faculty for different programmes.**

Not Applicable

- 34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?**

Not Applicable

- 35. Highlight the participation of students and faculty in extension activities.**

Not Applicable

- 36. Give details of “beyond syllabus scholarly activities” of the department.**

Not Applicable

- 37. State whether the programme/ department is accredited/ graded by other agencies. Give details.**

Not Applicable

- 38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.**

Strengths

- Online Public Access Catalogue.
- Institutional Membership with American Library and British Council Library.
- Membership with INFLIBNET / EBSCO.
- Earn While You Learn Scheme.
- Good Collection of Back Volumes of Journals, Theses and Dissertations.

Weakness

- Inadequate space in the Library.
- Limited Systems for OPAC search.
- Lack of Man Power.

Opportunities

- Free Online Access Library
- Free websites for all subjects available in the Library
- Internet facility
- Reprographic facility
- Bar Coding facility

Challenges

- To inculcate a consistent interest in the reading habit
- Accessing the internet deters students from referring to the hard copies available in the library

39. Future plans of the department

- Construction and well-equipping of the modern library which is in progress.
- To motivate the students to make use of the facilities available in the Library.

POST ACCREDITATION REPORT

Auxilium as a leading institution in women's higher education, continually strives to promote quality and ensure sustenance of the same. The entire Auxilium Educating Community enthusiastically challenges the odds of the ever-changing world. It is committed to guide the youth entrusted to this temple of knowledge and virtue, aspiring towards the formation of a better society. The founders of Auxilium had a mission in choosing a rural locale, with the purpose of imparting education to the rural neighbourhood, specially to the women and children rendering service to them, through the students. The extension programmes of the college have built fraternity among the people of Vellore and Katpadi, while enriching other students with the spirit of service and a holistic formation. The Salesian Educating Community with its ideals and spirituality on which the college is founded, is desirous of every opportunity to improve and excel. It has therefore been constantly engaged in the integral formation of God-fearing, responsible citizens of India. In its quest for excellence the college has moved towards new horizons, through the following post-accreditation initiatives:

- **A self-prepared course book for Value Education:** Auxilium has *Knowledge and Virtue* as its motto. Apprehensive of the growing indifference and uncertainty towards values among the youth of today, the college conducted a Workshop to collate curricular inputs from the teachers, the religious, life-skills experts and counsellors. The objective was the long-cherished dream which was realized in the form of a course book in Value Education entitled "***Young and Happy***", with twenty-one lessons in three units that discuss personal, familial and social issues encountered by the young.
- **Introduction of New Courses:** To cater to the ever-increasing demands for Postgraduate and Research Programmes, the college has introduced
 - i) Ph.D. Programme in Zoology (2011-2012), Master's Programme in Business Administration (2012-2013) and Physics (2014-2015)
 - ii) UGC sponsored Certificate Courses in Medical Laboratory Technique, Human Resource Management & Development and Development and Communicative English.

- iii) NCC as and Skill-Based Elective.
- iv) Certificate Course in Karate

The installation of an Electromagnetic White Board, Virtual English Language Laboratory and the increase in the number of ICT- enabled classrooms has made teaching methods innovative and interesting. The college conducts regular meetings of the Boards of Studies once a year to evaluate and update the curriculum on the basis of a feedback from students, teachers and the stakeholders from the industry.

Literary films have been screened for a better perception of literary texts. Course books have been compiled and published for Environmental Studies, Non-Major Electives and Skill-Based Electives by the Faculty in order to make them student-friendly. Micro-Teaching has been introduced as an important component of the M.Phil. curriculum. Books have been purchased to make Value-additions to library.

An academic audit is conducted to review the curriculum, teaching, learning and evaluation and the same is revised and rectified on the basis of the feedback received thereafter.

The following innovations have been introduced in the evaluative pattern:

Re-Examination

After the declaration of the results of the final semester, a student can apply by the specified date, for Re-Examination in not more than three papers, either for reappearance or for improvement. This facility is available only for those students who have not obtained a pass in a maximum of three papers. The examination will be conducted and results published within a month of the publication of the examinations.

Improvement

The facility to improve one's performance in any paper(s) is offered to all the students. A student, who wishes to improve her performance in any paper(s), may apply for the

examination in the same, if the examination is conducted in that paper(s) during that particular semester/re-examination. This provision is available till the re-examination after the final semester examination.

Moderation

A moderation of a maximum of 8 marks, cumulative or distributive, is allowed for a student, based on the requirement for a pass in all the subjects.

Continuous Assessment for Environmental Science

To assess the students' learning of EVS a Continuous Assessment Examination is conducted for all the II year undergraduate students in the IV Semester. The pass percentage of students in EVS has increased after the introduction of the Continuous Assessment.

Special Examination for the final year students

A special examination is conducted in June for the final year students if they have to reappear in just one paper, to help them finish the course without wasting an academic year.

III Continuous Assessment Examination

A III Continuous Assessment Examination is conducted for those students who score less than 8 in both the I and II Continuous Assessment, in the I Semester.

Research Projects

2 Major Research Projects by the Departments of Chemistry and Zoology and 3 Minor Research Projects by the Departments of Chemistry, Zoology and Mathematics funded by the UGC have been completed.

1 Major Research Project by the Department of Mathematics funded by the UGC and
1 Major Research Project by the Department of Chemistry funded by DST Department
of Science and Technology are ongoing.

Publications

The members of the Faculty have published about 237 research papers in National and
International Peer-reviewed Journals in the past five years.

Academic Pursuits of the Faculty / Doctoral Research by the Faculty

14 Members of the Faculty have completed their doctoral research and 38 are pursuing
the same. 14 National-Level Conferences and Workshops and 5 International
Conferences were organized in the last five years.

Cutting the Edge in Exchange of Resources

The Departments of Chemistry, Computer Science, Business Administration,
Communication Media and Commerce have signed a Memorandum of Understanding

- To establish an academic-industry tie up
- To promote and enhance research/academic activities between the college and the
industry
- To facilitate exchange of resource for students' training and development
- To take up research projects jointly in areas of mutual interest
- To learn and share the best practices from industries to produce vibrant young
people

Sharing Academic Expertise with the Neighbourhood

Workshops in relevant areas of education for school teachers

- The Departments of Botany and Microbiology organized a State-level workshop for school teachers in and around Vellore on Microorganisms – Let us Observe and Learn, on September 23, 24 & 25, 2013
- The Department of English organized a State Level Workshop for teachers of English on “Effective Methods of English Grammar” addressed by renowned Writer and Expert in English Language Studies Dr.N. Krishnaswamy and Educationist Mrs. Lalitha Krishnaswamy on February 7&8 2014
- The Department of Business Administration organized a workshop in Capacity Building, for school teachers on August 22, 2014

Extension of Infrastructure

- A new block – *Sr. Mary Fino Block*, accommodating an outdoor stadium and two dormitories with a capacity for 25 students and a room for the warden, was built
- A new extension was built behind the Arts Block for the department of Mathematics.
- A new Multimedia laboratory was installed for the special use of the students of Communication Media
- The Basket Ball court is enhanced with floodlights to improvise facilities for sports and games.
- The Library resource is enhanced with technological updations like INFLIBNET and EBSCO
- The college has installed Wi-fi facility in the campus
- 9 classrooms in the Arts Block, 1 in the Mathematics Block, 2 in the Science Block, 5 in the Computer Block, and 3 classrooms in the Administrative Block have been converted into ICT- enabled classrooms
- Inorder to meet the challenges posed by classes with immense strength of students all the classrooms were provided with a collar mike.
- One Classroom in the Arts Block has been improvised into an e-classroom, with a virtual learning platform, Electromagnetic Board and a Virtual English Language Laboratory “Words Worth”
- All the blocks in the campus were provided with UPS (Uninterrupted Power Supply) system, to cope with the power shortage problem in Tamil Nadu.

- A new, spacious canteen with a kitchen, store room and two separate wings for staff and students is constructed
- A sheltered Parking Lot was built for the Faculty
- In view of the importance of good health and fitness a Hi-Tech Gymnasium was installed for the Faculty members.
- The Biometric Attendance System has been introduced for the Teaching and Non-Teaching Staff.
- An Incinerator has been installed for the safe disposal of soiled waste
- Foundation has been laid for a Research Block and a New Library Block.
- As a means to identify and promote alternate energy resource the college has installed a hybrid energy reservoir combining wind energy and solar energy, with the help of the 50% subsidy offered by the government which produces 80 KW of power

Accommodating More SC/ST Candidates

As stated by the University Grants Commission in the “guidelines for general development assistance to central, deemed and state universities during xi plan” in order to increase the access and equity for marginalised groups like Women, Scheduled Castes, Scheduled Tribes, OBC (non-creamy layer), minorities groups to make higher education inclusive the college continues to give preference to the socially, economically marginalized religious minority, who belong to Scheduled Caste and Scheduled Tribe in terms of admission to the courses offered by the college.

- (i) The Equal Opportunity Cell of Auxilium College organized an orientation program on positive discrimination and a workshop in creative writing, for all the SC/ST students.
- (ii) The Auxilium Study Centre functions as a Centre for the following coaching classes

S.No.	Name of the Course	Year of Establishment	CCE (Coaching Class and Examination Centre) / CC (Coaching Class)
1.	ICWAI – Foundation	2012	CCE
2.	ICWAI – Inter	2013	CCE
3.	IIBF – Indian Institute of Banking & Finance	2013	CC
4.	TNPSC – Tamil Nadu Public Service Commission	2014	CCE
5.	TIME Institute (Po/ Clerical)	2014	CCE
6.	Tamil Nadu Graduates Federation for competitive Exams	2014	CC
7.	English – IAC (Inspire Academy of Communication)	2014	CC

(iii) The college organizes remedial classes for the slow-learners from the marginalized sections of the society.

(iv) Endowment and Government Scholarship for the past four years:

- The College Management has given Endowment Scholarship to 1037 students and Freeships to 265 in the past four years
- The College has distributed financial aid from Government Agencies to 5468 students in the past four years

Standard Training and Assessment and Reward Scheme (STAR) Programme

Auxilium College a scheme partner for the STAR programme, collaborated with Laurus Edutech Life Skills Private Limited to implement the STAR training programme. STAR is a training programme implemented by the Ministry of Finance through NSDC (National Skill Certification and Monetary Reward Scheme.)

The objective of the star programme is to encourage standardisation in the certification process, to increase productivity and to provide monetary rewards. Many students registered for the programme and were successful.

Republic Day Parade

One NSS Volunteer and a Senior NCC Under Officer participated in the Republic Day Parade held at New Delhi.

Auxilium Right to Information Cell

There is a unit functioning in the college under the Right to Information Act, of which the Principal is the Public Information Officer; a Clerical Assistant coordinates with the Principal in receiving and responding to queries.

New Linkages

The college has ventured on a linkage with the United Board an organization that contributes to the conduct of seminars, workshops and Conferences in the Indo-Pacific region in the year 2014. The college is also a member of ICT Academy of Tamil Nadu (ICTACT) which is an initiative of Government of India, Government of Tamil Nadu and Industries focusing to improve the quality of students graduating from various institutions in Tamil Nadu, to make them industry ready and immediately employable.

Others

As a spiritual pilgrimage and homage to the founder of Salesian Education, the Relic of St. Don Bosco was brought to the campus to revive the spirit of educative endeavour.

The Ambassador of the Vatican paid a visit to Auxilium College, during the Diamond Jubilee Celebration of Vellore Diocese and acknowledged the dedication and commitment of the Institution towards the integral formation of the students and the society at large.

World Gratitude Day - an annual Thanksgiving Celebration in the Salesian tradition, was held in Auxilium College in April 2013. The Superior General of the Institute was the chief guest.

The College celebrated the Diamond Jubilee year of its establishment in December 2014.



Auxilium College (AUTONOMOUS)
(Re-Accredited by NAAC with A Grade with a CGPA of 3.41)

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Tamilnadu, South India.

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Declaration by the Head of the Institution

I certify that the data included in this Self Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussion and no part thereof has been outsourced.

I am aware that the peer team will validate the information provided in this SSR during the peer team visit.

Place : Vellore

Date : 11.09.2015

Signature of the Head of the Institution



PRINCIPAL
AUXILIUM COLLEGE (Autonomous)
Gandhi Nagar, Vellore - 632 006.
Vellore District, Tamil Nadu.

GROUPS AND MOVEMENTS

National Service Scheme

Date	Activity
22.03.2010 – 03.04.2010	Adventurous Camp at Manali, Himachal Pradesh: Ms.P.R.Amutha, NSS Programme Officer was selected as the Contingent Leader of the Adventurous Camp held at Manali, Himachal Pradesh, organised by the Ministry of Youth Affairs and Sports. Ms.Preethi, NSS Volunteer was also selected.
13.08.2012	Book Exhibition for School Children: A Mobile Book Exhibition was organised for the school children in the neighbouring Panchayat Schools, in collaboration with the New Century Book House, to mark the World Book Day
27.01.2014 – 23.08.2014	Workshop on Siddha: A five-day workshop on Siddha Medicine and Herbal Plants was organised for 400 NSS volunteers in collaboration with Tamil Nadu <i>Parambariya Siddha Vaithya Maha Sangam</i>

National Cadet Corps

22.03.2010 – 03.04.2010	Adventurous Camp at Manali, Himachal Pradesh: Ms.P.R.Amutha, NSS Programme Officer was selected as the Contingent Leader of the Adventurous Camp held at Manali, Himachal Pradesh, organised by the Ministry of Youth Affairs and Sports. Ms.Preethi, NSS Volunteer was also selected.
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21.09.2011	A Cadet won first prize in Volley Ball and second place in cultural activities at Thal Sainik Camp held at New Delhi
12.01.2011	A Cadet attended National Integration Camp held at Udaipur, and won the overall trophy
26.12.2011	4 Cadets attended National Integration Camp held at Punjab and won the Second Place

19.07.2014	My Earth Camp - Tree Plantation
26.07.2014	Mass Cleaning Camp at Adukamparai Government Hospital, Vellore
15.08.2014	The Cadets attended the demonstration on Fire Rescue and Services
26.10.2015	Swatch Bharath Abhiyan: 1000 students took a pledge to keep India clean and green, and a demonstration on Yoga was conducted
22.03.2010 – 03.04.2010	Adventurous Camp at Manali, Himachal Pradesh: Ms.P.R.Amutha, NSS Programme Officer was selected as the Contingent Leader of the Adventurous Camp held at Manali, Himachal Pradesh, organised by the Ministry of Youth Affairs and Sports. Ms.Preethi, NSS Volunteer was also selected.
13.08.2012	Book Exhibition for School Children: A Mobile Book Exhibition was organised for the school children in the neighbouring Panchayat Schools, in collaboration with the New Century Book House, to mark the World Book Day

Youth Red Cross

Date	Activity
15.07.2011	Visit to Nirmal Hridhay - Home for the Aged, Shenbagam
22.08.2012	YRC Members participated in the District Level YRC Study Camp on YRC Activity at College Level, Emotion Management and DROP - Life Skills, held at DKM College, Vellore
18.12.2011	Medical Camp for Lorry Drivers: In joint effort with RRC an awareness camp on Diabetes and its preventive measures, Eye check-up and Blood Test were conducted
08.02.2014	YRC Members participated in the District Level First Aid Camp and gained hands-on training in CPR and First Aid Administration for Accidents like Fracture, Choking and Animal Bites, held at DKM College, Vellore
13.09.2014	Visit to Little Flower Orphanage, Pallikonda: Animation through Charts and Personal interaction on Personal Hygiene and Good Health

Kanali - Women's Cell – Empower Women to Enlighten the Humanity

Date	Activity
08.09.2011	Street Theatre on Female Foeticide and infanticide, to mark the Girl Child's Day
21.10.2011	Visit to Sri Lankan Refugee Camp in Abdullapuram, Vellore
10.12.2011	Workshop on Human Rights to mark the World Human Rights Day
16.12.2011	Fortnightly Visit to Shishu Bhavan
19.01.2013	Training Programme in Street Theatre
26-01.2013 - 28.01.2013	Three-day camp in the tribal village Thondantulasi, Vellore
02.08.2013 - 04.08.2013	Three-day Training Programme in Street Theatre
06.10.2013	awareness programme for parents on the rights of children, at Trinity School, Katpadi
08.03.2014	Visit to and awareness programme in Jabrapet, in collaboration with Restless Development Agency, to mark the International Women's Day
02.07.2014	Three-day training programme on Gender Equity for the students of Don Bosco Boys Hr. Sec. School
12.08.2014	Awareness Programme on "Mental Health Matters" to mark the World Youth Day
24.08.2014	Fortnightly Coaching Classes for the Visually Challenged students
05.09.2014	Candle Procession and Peace March for Peace in the Middle East
08.03.2015	Awareness Programme and Advocacy on Gender Equality "Make it Happen" to mark the International Women's Day

Rangers

Date	Activity
11.12.2012 - 11.01.2013	Assistance at Traffic Control Points: The Rangers offered assistance at the Traffic Control Points at Viruthampet, Silk Mill, Kalyana Mandapam, Odaipillaiar and Chitoor Bus Stop, for a month
16.02.2015 - 25.02.2015	International Adventure Programme: 5 Rangers took active part in the 14 th International Adventure Programme at Panchamrhi, Madhya Pradesh
15.11.2012 - 17.11.2012	State Level Workshop : A two-day State level Workshop on Millennium Goals was organised

Rotaract Club

Date	Activity
22.02.2010	Free Eye Check-up Camp: The Rotaract Club organised a free eye check-up camp in collaboration with CMC Eye Hospital
17.12.2011	Christmas Celebration at Shishu Bavan
19.01.2012	Assistance at Polio Vaccination Camp held at Sathuvachari, Vellore
30.10.2013	Public Awareness Rally on Depreciation of the value of Indian Currency
18.01.2014	Free Health Check-up Camp and Civic Awareness Programme: A Free Health Check-up Camp was organised in collaboration with Anand Cardiac Centre.

Enviro Club

Date	Activity
01.10.2010	Poster Presentation on Biodiversity
17.08.2011	A State Level Competition on Save Earth – Green Planet ‘ 11
19.08.2013	State Level Competition on Save Water – Green Planet ‘ 13
22.08.2014	State level Competition on Green Planet ’14 – Water for Life
23.08.2014	Ecotrail: Members of the Enviro Club visited Thandayankottai, a tribal village

VIDES

Date	Activity
19.12.2010	Christmas Celebration at Puthur – a tribal village
06.08.2011	Visit to Old Age Home and Orphanage at Poigai
25.09.2011	Visit to Anbu Illam - Home for Mentally Challenged Children