



# **KONGU ARTS AND SCIENCE COLLEGE**



**NANJANAPURAM, ERODE - 638 107, TAMIL NADU.**

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## **ANNUAL QUALITY ASSURANCE REPORT (2010 - 2011)**

**Submitted to**

**National Assessment and Accreditation Council**



# **ANNUAL QUALITY ASSURANCE REPORT (AQAR)**

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# **ANNUAL QUALITY ASSURANCE REPORT**

**(June 2009 - May 2010)**

**PART - A**

## **ACTION PLAN CHALKED OUT BY IQAC IN THE BEGINNING OF THE YEAR :**

- To construct an additional floor in MBA Block.
- To construct a Vehicle Parking Shed for Faculty and Students.
- To rejuvenize the College Auditorium.
- To continue providing 50% fee concession to 5% of Students(class toppers) in a class.
- To continue the exemption of Tuition fee, Exam fee, Bus fee, Boarding and Lodging in the Hostel for Sports Persons and Economically Weaker Students.
- To continue fee concession to the Children of the Staff.
- To continue Accidental Insurance Coverage for Staff and Students.
- To conduct the Graduation Day.
- To organize a Mega Job Fair.
- To conduct NSS Special Camp.
- To organize Mega Alumni Meet.
- To encourage the Faculty to pursue Research Programmes in their concerned discipline.
- To motivate the Students to secure Ranks and Gold Medals in University Examinations.

## **OUTCOME ACHIEVED BY THE END OF THE YEAR:**

- Constructed an additional floor in the MBA block at a cost of Rs. 1,25,00,000.
- Established a Vehicle Parking Shed for Faculty members and Students at a cost of Rs. 15,00,000/-
- 25% fee concession to 5% of Students (class toppers) in a class is continued at an expense of Rs. 8,59,125.
- Exemption in Tuition fee, Exam fee, Bus fee, Board and Lodging in the Hostel for Sports persons and economically weaker Students has been provided at the expense of Rs. 16, 62,320.
- Fee concession to the children of the Staff is provided for 1 student at the cost of Rs. 10,500.
- The Accidental Insurance coverage for Staff and Students is continued.
- Graduation Day was held on 07.08.2011.
- The NSS Special Camp was conducted at Ulagapuram from 25.12.10 to 31.12.10.
- During the year 2010-11, 5 faculty members were awarded Ph.D.
- Our students brought laurels to the college by bagging 13 gold medals & 54 ranks in the university examinations during March 2011.

## PART – B

### 1. **ACTIVITIES REFLECTING THE GOALS AND OBJECTIVES OF THE INSTITUTION:**

To impart globalized education to rural community the college has promoted and organized many activities during the year 2010-2011. The activities are

- Initiatives have been taken to admit students from rural areas
- Special attention is given to enable them to avail education loans and scholarships offered by the government and other funding agencies
- The college helps to inculcate social responsibilities and personal integrity in students through community services like NSS, NCC, and ECO Club
- Orientation and personality programmes are conducted to develop the aspirants of our college as per the requirements of the global society
- Involves in enrolling rural students in the admission process as a result of which 74% of rural students have been enrolled in this year and female students constitute 46% in total admission.
- Emphasize employment / self employment of students and prepare them for placement as per industrial requirements for placement .

### 2. **NEW ACADEMIC PROGRAMMES INITIATED (UG AND PG):**

- An Additional section in B.Com (CA) has been introduced

### 3. **INNOVATIONS IN CURRICULAR DESIGN AND TRANSACTION:**

The college is affiliated to Bharathiar University and therefore it follows the curriculum prescribed by the University. New innovations introduced in the curricular design are automatically implemented.

Faculty members of the college always try to apply new ideas beyond the limit of prescribed syllabus in curriculum design. Further, In order to make students aware of the global trends, various innovative programmes are adopted by the institution

- Add-on courses are conducted to impart knowledge and skills to the students to meet the industrial challenges.
- Orientation programmes for first year students is organized.
- Identifying various types of learners by different types of screening tests.
- Using Visual media like video slides, power point, web, etc.,
- Encouraging students to participate in various seminars and intercollegiate meets to update their skills and knowledge
- Arranging Experts for guest lectures periodically on respective subjects
- Arranging Pre - placement Training for the students.

- Arranging field trips and industrial visits to expose the students to practical learning experience
- Using new methodologies in communication lab to hone the students Communicative skills.
- Providing effective Counselling for advanced and slow learners

**4. INTER-DISCIPLINARY PROGRAMMES STARTED:**

Nil

**5. EXAMINATION REFORMS IMPLEMENTED:**

Reforms are implemented according to the guidelines stipulated by the affiliated University from time to time.

Being in the affiliated status, the College follows Semester Examination System (CBCS pattern) prescribed by the University. The College evaluates students' internal marks through seminars, assignments, attendance, internal tests and model examination as per the University guidelines. Appropriate remedial measures are taken for the benefit of weak performers and to improve their performance in University examination. Progress cards are sent to parents within a week of the announcement of semester results for parental supervision.

**6. CANDIDATES QUALIFIED: NET/SLET/GATE ETC.,**

Nil

**7. INITIATIVE TOWARDS FACULTY DEVELOPMENT PROGRAMME:**

Faculty development activities are given due attention

**(i) Seminars/ conferences / Workshops Attended and papers presented:**

International level / National / State - 70

**(ii) Faculty pursuing courses other than their discipline:**

- Seven faculty members of the Department of Commerce is pursuing Master of Business Administration.
- One faculty member of the Department of Catering Science and Hotel Management is pursuing Master of Tourism Management.

**8. TOTAL NUMBER OF SEMINARS/WORKSHOPS CONDUCTED:**

- Guest Lectures - 40
- Workshops - 02
- Seminars - 03

**9. RESEARCH PROJECTS:**

Nil

**10. PATENTS GENERATED, IF ANY:**

Nil

**11. NEW COLLABORATIVE RESEARCH PROGRAMMES:**

Nil

**12. RESEARCH GRANTS RECEIVED FROM VARIOUS AGENCIES :**

Nil

**13. DETAILS OF RESEARCH SCHOLARS :**

➤ Research Scholars (Students)

M.Phil - 99

Ph.D - 10

**14. CITATION INDEX OF FACULTY MEMBERS AND IMPACT FACTOR**

Total number of Articles published - National Journals - 01

**15. HONOURS/AWARDS TO THE FACULTY :**

**(i) Awards**

- 18 Faculty members belonging to various departments received the Best Teacher Award (Certificate of Excellence in Education) from Lions Club International, Erode
- Ms. S.Leela, Head, Department of English received the Indira Gandhi Women Achiever Award for the outstanding individual achievements and distinguished services to the Nation during November 2010 at New Delhi

**(ii) Honorary Positions**

- Ms.S.Leela, Head,Department of English is the Chairman, Board of Examiners(PG), Bharathiar University, Coimbatore.
- Ms.S.Leela,is a District Advisory Committee Member in Total Sanitation Campaign,DRDA,Erode Dt.
- Ms.S.Leela is a Member - Senate,Governor Nominee for The Tamilnadu Dr.M.G.R.Medical University,Chennai.(2008-2011)
- Ms.V.Anbumani ,Department of Hindi is a member of Board of Studies Member, S.N.R.Artsand Science College(Autonomous), Coimbatore
- Ms.S.Lakshmi Manokari, Head,Department of Costume Design and Fashion is the Chairman, Board of Studies (UG), Bharathiar University, Coimbatore.
- B.Poogavanam is a member of Board of Studies (UG) member Vellalar College for Women, Erode.

- Dr.H.Vasudevan served as a member of Inspection Commission of Bharathiar University
- Ms.V.Krishnaveni is a Member Board of Studies, Bharathiar University,Coimbatore
- Dr.K.K.A.Alagappan is a Member of Board of Studies,Bharathiar University,Coimbatore.
- Dr. R.Ramakrishnan is the Chairman of Board of Studies, Bharathiar University, Coimbatore.
- D.Gayathri Devi,Head ,Department of PG,Computer Science is a Member of Board of Studies, Bharathiar University,Coimbatore.
- Ms.T.Radha, Department of Biochemistry is a Member of Pollution Control Board, Erode District.
- Mr. S.Natarajan is a Member of Board of Studies in P.G Biochemistry, Thiruvalluvar University, Vaniyambadi.

**(iii) Resource Persons**

- Dr.N. Kalaivani Served as a resource person in a Tamil literary club function held on 07.01.2011 at Government Higher Sec.School, Perundurai,Erode District.
- Ms. V. Anbumani Served as a resource person in a Hindi literary club function held on 01.03.2011 at N.G.M.College, Pollachi
- Mr. S. Nagarajan Served as a resource person in an Workshop on MATLAB on 14.10.2010 at Sri Kandhan College of Arts and Science, Veppadai.
- Mr. S. Suresh kumar delivered a guest lecture on Soft Skills on 26.10.2010 and 27.10.2010 at Sasuri College of Arts and Science, Vijayamangalam

**16. INTERNAL RESOURCES GENERATED:**

NIL

**17. DETAILS OF DEPARTMENTS GETTING SAP, COSIST (ASSIST)/DST, FIST, UGC ETC., ASSISTANCE/RECOGNITION:**

- University Grants Commission has sanctioned Rs.7,00,000 to the Department of Computer Science (UG) for conducting Career Oriented Course in Web Technology, 3 years course (2008 - 2011)

**18. COMMUNITY SERVICES:**

**(i) Department**

- Blood Donation camp was organized by the Department of Biochemistry on 30.01.2011 (Martyr's day).
- Department of Biochemistry released the Blood Group Directory of our students.



## **(ii) Associations**

### **NSS**

- Our NSS Volunteers Participated in Tamil Chemmozhi Manadu Awareness Marathon Organised by Tamil Maiyam, Erode on 15.06.2010
- Our NSS volunteers participated in Discipline work jointly with Police Department at Chemmozhi Manadu at Coimbatore on 23.06.2010
- Organized an interaction programme of NSS volunteers and school children at Panchayat Union Elementary School, Kathirampatti on 16.07.2010
- Computer aided English and Mathematics training programme was organized for the P.U.E.School children at Kathirampatti on 17.09.2010
- NSS Day was Celebrated on 24.09.2010
- Organized a Seminar on Gandhian Thought at P.U.E.School children at Kathirampatti on 06.10.2010
- Organized an Awareness Campaign on Breast Cancer in neighbouring villages on 09.10.2010

### **Red Ribbon Club (RRC)**

- Conducted Life Skill Programme - Aids Awareness for 5 Hours Module on 27.08.10 & 31.08.10.
- Arranged Blood Donation Awareness Campaign at neighbouring villages on 18.01.10
- Conducted Interaction Programme (Transgender S.Mano,HIVResearchworker S.Rani and RRC District Manager Mr. P. Saravanakumar participated) on 21.03.10
- Organized Peer Educator Programme on 23.03.10
- Organized Aids Awareness Competitions on 26.03.10

### **Women Development Cell (WDC)**

- Various competitions were conducted for the female students and staff as a part of Women's Day celebration

### **Citizen Consumer Club (CCC)**

- Organised a Technical session on Consumer Awareness on 05.01.2011
- National Consumer Day was celebrated on 13.01.2011

**19. TEACHERS AND OFFICERS NEWLY RECRUITED:**

- Teaching staff - 17
- Non-Teaching staff - 03

**20. TEACHING - NON-TEACHING STAFF RATIO:**

- Newly recruited - 7 : 1
- In total Strength - 2 : 1

**21. IMPROVEMENT IN THE LIBRARY SERVICES:**

- INFLIBNET has been introduced in the library
- Additional books are provided to the advanced learners

**22. NEW BOOKS/JOURNALS SUBSCRIBED AND THEIR VALUE:**

**(i) Text Books**

- Number of Volumes - 643
- Value - Rs. 5,79,320.43

**(ii) Reference Books - 171**

- Value - Rs. 1,54,485.45

**(iii) Other Books - 43**

- Value - Rs. 38,621.37

**(iv) Journals / Periodicals - 12**

- Value - Rs. 3,705 / Year

**23. COURSES IN WHICH STUDENT ASSESSMENT OF TEACHERS IS INTRODUCED AND THE ACTION TAKEN ON STUDENT FEEDBACK:**

Students' assessment of faculty performance in each department is routinely carried out at the end of each semester. Various ratings awarded for each teacher are tabulated and reviewed for further progress in academic performance

**24. UNIT COST OF EDUCATION:**

- Rs. 11,998 - per student (Including Salary)
- Rs. 3,904 - per student (Excluding Salary)

**25. COMPUTERIZATION OF ADMINISTRATION AND THE PROCESS OF ADMISSIONS AND EXAMINATION, RESULTS, ISSUE OF CERTIFICATES:**

The existing systems are upgraded with updated technology.

**26. INCREASE IN THE INFRASTRUCTURAL FACILITIES:**

The college has witnessed remarkable progress in the Upgradation of infrastructural facilities during the period under consideration.

- A new floor was constructed in the MBA block at a cost of Rs. 1.25 Crores
- A Vehicle shed for Faculty and Students was constructed at a cost Rs. 15 Lakhs

## 27. TECHNOLOGY UPGRADATION :

Computer Technology and  
Information technology

- HCL Computer System (64 Nos.) &		
- HCL Computer Server	-	Rs. 12,95,500.00
- Over Head Projector	-	Rs. 8,000.00
- LCD Projector	-	Rs. 92,000.00
- Laptop	-	Rs. 31,776.00
- Dot Matrix Printer (4 Nos.)	-	Rs. 69,600.00
- 10 KVA UPS (2 Nos.)	-	Rs. 3,00,000.00
- DVD Writer	-	Rs. 1,175.00
- Networking	-	Rs. 1,58,475.00

Computer Science

- Digital Copier	-	Rs. 45,760.00
- 5 KVA UPS	-	Rs. 1,09,000.00
- 2 Computer	-	Rs. 68,262.00
- 1 TB Portable HDD	-	Rs. 5,721.00
- Dor Matrix Printer	-	Rs. 17,400.00
- Laser Printer	-	Rs. 8,250.00

Mathematics

- Printer	-	Rs. 16,850.00
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Catering Science and Hotel  
Management

- DVD Writer	-	Rs. 1,050.00
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## 28. COMPUTERS AND INTERNET ACCESS AND TRAINING TO TEACHERS AND STUDENTS :

- 24 X 7 Internet facility all over the campus is provided by the Students and Faculty members in the department, Library and hostels

## 29. FINANCIAL AID :

In the academic year 2010-11, following major scholarships helped students financially

- Trust honoured meritorious students (5 % in a class ) with 25% concession in their tuition fee to the tune of Rs. 8,59,125.
- An amount of Rs. 16,62,320 as Tuition fee and Exam fee was exempted for Sports Persons who have participated in the National level and won in the State Level Tournaments
- An amount of Rs. 6,30,500 was exempted for selected economically weaker students , as per the scheme (100% Fee Concession) announced by the Vice-Chancellor of Bharathiar University, Coimbatore
- SC/ST Students availed Government scholarships.
- Fee Concession was given to Wards of our college employees in all the educational institutions run by KVIT Trust.

### **30. ACTIVITIES AND SUPPORT FROM THE ALUMNI ASSOCIATION:**

#### **(i) Activities**

- Alumni Meet was convened at the Department level.

#### **(ii) Support from Alumni Association**

- The Alumni of our college assist their successors to get placed in reputed organizations and also lend them valuable help to finish their projects.
- The needy students from the Department of Biochemistry have availed the Alumni scholarship.

### **31. ACTIVITIES AND SUPPORT FROM THE PARENT-TEACHER MEET:**

Parent -Teacher meetings were convened by each department twice a year to discuss the progress of the students and their teaching learning activities. Progress cards were sent to parents within a week of the internal tests for parental supervision.

The suggestions of the Parents during the meetings are duly recorded for quality enhancement of the institution

### **32. HEALTH SERVICES:**

- The college has established Health Care Centre with a part time physician to regularly monitor the general health of the students as well as the staff.
- Blood group diagnosing programme of Bio-chemistry Department has prepared a database of blood donors and provides free consultancy to the public hospital.
- Around 350 students have donated blood to reflect their community service motive

### **33. PERFORMANCE IN SPORTS ACTIVITIES:**

- P. Meganath of II B. Com CSCA has represented the Senior Indian throwball team
- The following College students have represented the TamilNadu team in various events
  - M. Kavi priya / S. Nivetha - 4 X 400 mts.
  - R. Vigneshwari - 100m H - II - Tamilnadu Athletic team
  - N. Tamilselvi / M. Kavitha, S. Durgadevi - Junior State Tamilnadu Football team
  - M. Manoj & K. Karthi - Tamilnadu Wrestling team
  - P. Meganath - Senior State Tamilnadu
- The following students have represented the Bharathiar University team in respective events
  - S. Ramya , S. Bhuvana - BU Kho-Kho Team
  - K. Kavya, N. Tamilselvi, S. Durgadevi, S. Shiny - BU Football (w) team
  - R. Vigneshwari - BU Marathon Team
  - K. Bharath - BU Tennis Team
  - V. Rubadevi - BU Cross country / Marathon team
  - V. Vinish, U. Ramki - BU Kho-Kho Team
  - D. Tamilselvi - BU Handball (w) Team

### 34. INCENTIVES TO OUTSTANDING SPORTS PERSONS:

The students are getting 100% fee Concession including Exam Fee with free board and lodging from the KVIT Trust

The Department of Physical Education of the College honours the outstanding sports persons on Sports Day every year. The outstanding performance of students in sports are duly recognized by awarding

- Gold Coin for their participation at International / National games / Athletic meets participants,
- Track Suit set for the participation of Inter-university/State Level games/Athletic Meet
- T-shirts and Shorts for Inter-Collegiate prize winners

### 35. STUDENTS ACHIEVEMENTS AND AWARD

#### (i) Academic Performance

##### University Ranks

University Ranks	-	54
Gold Medals	-	13

##### 100% Attendance

One Year	-	107
Consecutive Three Years	-	14
Consecutive Four Years	-	02
Consecutive Five Years	-	01

#### (ii) Extra curricular activities

(a) Sports (b) NCC (c) NSS

The college has 3 NSS units with 300 students.

A special camp was conducted at Ulagapuram for 7 days from 25/12/10 to 31/12/10 in which various social welfare measures were taken for the benefit of the villagers

### 36. ACTIVITIES OF THE GUIDANCE & COUNSELING UNIT

- The students are given special attention by a specific tutor in each department
- The tutor has to review their personal academic development, skill competence, and career development.
- Multi-dimensional Pre - placement Training programmes are offered to the students on their interested areas.

### 37. PLACEMENT SERVICES PROVIDED TO STUDENTS:

#### Campus Interviews

Total No of Campus Interviews conducted	-	16
Total No of students Placed	-	103

### **38. DEVELOPMENT PROGRAMMES FOR NON-TEACHING STAFF:**

- Non-teaching staff are given permission to upgrade their academic qualification either through distance mode or non-regular mode.
- Conducting an exclusive CPOP(Centre for Participatory and Online Programme) for the benefit of Non-teaching staff within the college premises.
- The office staff are given computer training to update themselves in regard to Administrative process.
- Department of Commerce CA organized a computer training programme - 'TALLY'

### **39. HEALTHY PRACTICES OF THE INSTITUTION:**

#### **(i) Staff Supporting Activities**

- Maternity leave is provided for both teaching and non-teaching women faculty.
- Free bus facility to the Teaching and Non-teaching staff.
- Dress code system for Teaching and non-teaching staff.
- Encouraging faculty to present papers in Conferences / Seminars / Workshops by providing On Duty, TA and DA.
- Monetary benefits like leave encashment, medical leave for 8 days and also compensation leave are offered to the staff.
- Each department has been provided with Internet.
- The communication is channelled via a full fledged intercom facility throughout the institution.
- Academic performance of the staff is acknowledged by giving prizes for those who achieve 100% attendance during every academic year.
- Honouring Staff with awards for producing 100% result in their respective subjects.

#### **(ii) Student Supporting Activities**

- A sum of 8,59,125 is exempted as 25% fee concession for the class toppers (5% per class) by the Kongu Vellalar Institute of Technology Trust.
- The college encourages the healthy practice of ' Earn While learn' attitude among the students by permitting them to undertake part- time job.
- Scholarship is offered for the University Rank holders.
- Free internet facility is provided for all the students round the clock.

#### **(iii) Students and Staff Insurance Scheme**

- Every individual of our college is covered under the accidental insurance scheme upto Rs. one lakh sponsored by the college through National insurance company Ltd.
- The College has a tie-up with National Insurance Company and under the accidental insurance coverage (anywhere in india) the students and staff victim can avail up to Rs. 26,00,000 for treatment.

➤ Students safety insurance coverage is provided by the management to meet the educational expenses of the students in case of the demise of their parents.

➤ Accidental insurance coverage claim details are as follows:

i. Accidental insurance coverage claimed by the students for treatment

1.	R. Ashok kumar	III BCA	Rs. 7,377
2.	E. Balaji	III B.Com CSCA	Rs. 38,300
3.	E. Santhosh Kumar	III B.Com CSCA	Rs. 19,276

ii. Accidental insurance coverage claimed by the students due to the demise of their parents

1.	D. Nirmaladevi	I M.Sc Maths	Rs. 1,50,000
2.	D. Chandrasekar	I B.Com	Rs. 1,00,000

iii. Accidental insurance coverage claimed by the Staff for treatment

1.	S. Ravi	Office Assistant	Rs. 42,846
2.	K. Balachander	Driver	Rs. 5,090

**(iv) Alumni**

➤ Department Alumni Meet is conducted every year

**PART - C**

**ACTION PLAN FOR THE YEAR (2011-2012) CHALKED OUT BY IQAC :**

- To Renovate the Effluent Treatment Plant.
- To Construct one additional A/C seminar hall
- To enhance on-line resource of the library
- To enhance the transport facility for the benefit of the students
- To continue the concession of Tuition fee, Exam fee, Bus fee, Boarding and Lodging in the Hostel for Sports Persons and Economically weaker Students.
- To continue providing fee concession to the Children of the Staff.
- To continue Accidental Insurance Coverage for Staff and Students.
- Insurance for parents
- To conduct the Graduation Day.
- To organize a Job Fair in association with Bharathiar University
- To conduct NSS Special Camp.
- To encourage the Faculty to pursue Research Programmes in their concerned discipline.
- To motivate the students to make use of the Value-added courses offered by the departments
- To motivate the Students to secure Ranks and Gold Medals in University Examinations.

Name & Signature  
of the Co-ordinator, IQAC  
**(Dr. H. Vasudevan)**

Name & Signature  
of the Chair Person, IQAC  
**(Dr. N. Raman)**