

Annual Quality Assurance Report

2018-2019



THANTHAI HANS ROEVER COLLEGE

(Autonomous)

(Re-Accredited by NAAC with B⁺⁺ Grade, Affiliated to Bharathidasan University)

Elambalur, Perambalur - 621 220.

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution: Thanthai Hans Roever College (Autonomous), Perambalur
 - Name of the Head of the institution : Dr.C.VIJAYAKUMAR
 - Designation : Principal
 - Does the institution function from own campus: Yes
 - Phone no : +91-9750970156
 - Mobile no. : +91-9750970166
 - Registered Email : office@roevercollege.ac.in
 - Alternate Email : mahisastra@gmail.com
 - Address : Elambalur, Perambalur
 - City/Town : PERAMBALUR
 - State/UT : TAMIL NADU
 - Pin Code : 621 220
2. Institutional status:
 - Autonomous Status : 09-03-2016
 - Type of Institution : Co-education
 - Location : Rural
 - Financial Status : Self- financing
(please specify)
 - Name of the IQAC Co-ordinator: Dr.K.A.Jeyanthi
 - Mobile : 9994223240
 - IQAC e-mail address : iqac.thrc@gmail.com
 - Alternate Email address: jeyanthi.ka@gmail.com
3. Website address : www.roevercollege.ac.in
Web-link of the AQAR: (Previous Academic Year):

<http://roevercollege.ac.in/aqar/aqar2017.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

Weblink: <http://www.roevercollege.ac.in/calendar/2018-2019.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B	2.75	2010	from: 2010 to: 2016
2 nd	B++	2.79	2018	from:2018 to: 2023

6. Date of Establishment of IQAC: DD/MM/YYYY: 01/06/2012

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
1. Regular meeting of IQAC is arranged.	20.06.2018 & 18.12.2018	17
2. Timely submission of AQAR to NAAC	7/9/2018	20
3. Feedback from students	25/10/18 &20/3/19	1500
4. Participation in NIRF	20/11/18	15
5. External Academic Audit	23/4/19 &24/4/19	25

8. Provide the list of Special Status conferred by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
-	-	-	-	-

9. Whether composition of IQAC as per latest NAAC guidelines: Yes

*upload latest notification of formation of IQAC

10. No. of IQAC meetings held during the year: 02

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website.....

Yes

(Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year (maximum five bullets)

- * Conducted Seminar/ Workshops/ Training etc. to promote quality, research & Development.
- * Conducted academic audit by a team of external experts.
- * Collected Feedback from various stake holders and analyzed.
- * Conducted various awareness programmes and outreach activities addressing social issues.
- * Organized soft skills and personality development programmes for students.

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
1.NAAC Accreditation	Re- accredited With B ⁺⁺ Grade(CGPA2.79)
2.To conduct Internal and External Academic Audit for all the departments and other Cells and Clubs for the effective functioning	Systematic examination of a quality system was carried out for all departments by a quality auditor and an audit team.
3.A common and specific format may be designed to collect the feedback from different sectors of people associated with the institution	Measures were taken to frame a common template to acquire the feedback of - Stakeholders feedback - Parents Feedback - Employers` Feedback –Alumni feedback.
4. To increase the Number of PhD holders.	This initiative has increased the number of Ph.D holders in the Institution in the Academic year 2018-19.

14. Whether the AQAR was placed before statutory body? Yes

Name of the Statutory body : Governing body Date of meeting(s): August 12, 2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to Assess the functioning?

Yes/No: Yes

Date: 05.10.2018

16. Whether institutional data submitted to AISHE: Yes

Year: 2018-19

Date of Submission: 21-12-2018

17. Does the Institution have Management Information System?

If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words)

Yes, Management Information System has been used in practice to store student data such as personal data, Fee, Exam records and library details. Student's attendance will be marked in software system by the respective subject teachers after every class hour. At End of every month, attendance report will be generated and the students who have below 75% attendance called for counseling by the respective HOD for corrective measure. Continuous Internal Assessment Test marks will be stored in MIS and further students performance will be analyzed.

It also helps track of faculty data such as attendance, and performance. But, more importantly, an MIS reduces the workload on teachers by providing quick access to data on any student or a group of students which can be drilled-down, filtered, and arranged accordingly within a few clicks.

It also helps to view fee category wise student data, admission status for all class, cast category wise statistical report, admission fee summary report, library status details etc. Apart from this it let you know exact status of admitted and vacant seats of any class. Details of fee collected, class wise, and fee category wise analysis.

Part-B

CRITERION I – CURRICULAR ASPECTS			
1.1 Curriculum Design and Development			
1.1.1 Programmes for which syllabus revision was carried out during the Academic year			
Name of programme	Programme Code	Dates of revision	
UG	UMS,UCCA,UCM,UCS,UPH,UVC,UEN,UTA,UHM,UCAUBT,UMA,UMB, UIT,UPE,UCH	18.08.2018	
PG	PMS,PCM,PCS,PPH,PEN,PTA,PBT, PMA,PMB, PCH,PSW	18.08.2018	
M.Phil	MMS,MCS,MPH,MCH,MTA,MBT,MPEN,MMB	18.08.2018	
1.1.2 Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year			
Programme with Code	Date of Introduction	Course with Code	Date of Introduction
Social work & PSW	18/08/2018	Counselling-Theory & Practice (18PSW1EC1:1) NGO and Project Management (18PSW2EC2:1) Psychiatric Social Work (18PSW3CC11A)	18/08/2018
Management Studies & UMS,PMS,MPMS	-	1.Quantitative Aptitude and Logical Reasoning-18UMS5SBE2 2.Soft skill development-18USSD 3.Entrepreneurial Development-18UMS6CC13 4.Enterprise Resource Planning-18PMS3CC15 5.Managerial Skills-18PMS3SBE1 6. Entrepreneurial Development-18PMS4CC18 7.Teaching & Learning Skills-18MPMS1CC3	09/07/2016
Commerce & B.COM-CA M.COM	18.08.2018	Customer Relationship Management -(18UCC4SBE1) Entrepreneurial Development- (18UCC5CC10) Entrepreneurial Development- (18PCM3CC11) Industrial & corporate laws-(18PCM1CC4)	18.08.2018
Biotechnology & UBT,PBT	18.08.2018	Mushroom Technology-18UBT4SBE1 Vermi composting Technology-18UBT5SBE2 Medical Lab Technology-18UBT5SBE3 Human anatomy and physiology-18UMB3NME1 Microbial diseases and its control-18UMB4NME2 Human anatomy and physiology-18PBT2EC1:2 Pharmaceutical Biotechnology-18PBT2EC2:2 Herbal medicine and Biotechnology for Entrepreneurs-18PBT4EC5:1	18.08.2018
Microbiology & UMB	18.08.2018	Mushroom and Vermitechnology (18UBT3NME1) Quality Control and Hygiene Practices (18UBT4NME2) Entrepreneurship in Microbiology (18UMB5SBE2) Soft Skill Development (18USSD)	18.08.2018
Computer Science & UCS,UIT, PCS, PIT	18.08.2018	Page maker (18UCS4SBE1) Web designing (18UCS5MBE1:3) Corel Draw (18UCS5SBE2) Dream Weaver (18UCS5SBE2) Soft Skill Development (USSD) Design Thinking (18PCS2EC2:1) Python Programming(18PCS4CC10) IT Marketing (18UMS4AC6) J2EE Technologies (18PIT2CC6) Internet of Things (18PIT3CC8)	18.08.2018

English & PEN	09.07.2016	English Literature for Competitive examinations (18PEN4EC4)	09.07.2016	
1.2 Academic Flexibility				
1.2.1 New programmes/courses introduced during the Academic year				
Programme/Course	Date of introduction			
B.Sc Botany & B.Sc Zoology	27.06.2018			
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.				
2016-17				
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	
Already adopted (mention the year)				
1.3 Curriculum Enrichment				
1.3.1 Value-added courses imparting transferable and life skills offered during the year				
Value added courses	Date of introduction	Number of students enrolled		
Value Education, Soft Skill Development, Gender Studies	2016	2018-19—1 st year students-812 2018-19—3 rd year students-506 2018-19—3 rd year students-511		
1.3.2 Field Projects / Internships under taken during the year				
Project/Programme Title	No. of students enrolled for Field Projects / Internships			
Social Work	10			
Management Studies	52			
1.4 Feedback System				
1.4.1 Whether structured feedback received from all the stakeholders.				
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	No	Yes	Yes
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)				
<p>The college maintains an IQAC as a quality consistence and quality enhancement measure. IQAC collects the feedback physically from stockholders viz. Students, Parents and Teachers on Curriculum. Student's feedback is filled by both UG and PG Students. Feedback is received on varied aspects of the college including location, office, canteen, laboratory, library, administration and academics. Feedback is also collected from the parents during Parent Teacher Meetings (PTMs) that are organized by each and every department of the college. Suggestions and comments given by the guardians are also taken into account for future development. The different areas where improvements are required are discussed in respective committees/departments. The proposals given by the different committees and departments are discussed in Governing Body of the college for necessary action. Strengths of the college are also taken into consideration for further up gradation.</p>				
CRITERION II -TEACHING-LEARNING AND EVALUATION				
2.1 Student Enrolment and Profile				
2.1. 1 Demand Ratio during the year				
Name of the Programme	Number of seats available	Number of applications received	Students Enrolled	
MSW-PG	35	02	02	
CHEM-UG	105	55	30	

CHEM-PG	40	60	30
CHEM-M.Phil	10	25	10
HM-UG	40	18	18
TAMIL- UG	50	21	16
TAMIL-PG	40	11	7
TAMIL-M.Phil	20	13	8
ENG-UG	50	60	46
ENG-PG	35	20	11
VIS COM-UG	40	18	18
PHY-UG	80	40	37
PHY-PG	40	40	35
PHY-M.Phil	13	13	13
PHY-Ph.D	4	Nil	04
COMM-UG	100	38	38
COMM- (CA)	50	33	33
COMM- PG	30	18	18
COMM- M.Phil	19	19	19
COMM- Ph.D	4	4	4
MANAGEMENT –UG	80	54	54
MANAGEMENT –PG	90	60	59
MANAGEMENT - M.Phil	07	08	07
MANAGEMENT - Ph.D	07	04	03
MATHS-UG	160	60	53
MATHS-PG	75	24	24
MATHS-M.Phil	7	7	7
MICRO-UG	70	52	34
MICRO-PG	37	20	13
CS-UG	80	75	64
CS-PG	60	14	06
CS-M.Phil	31	38	29
IT-UG	40	38	31
IT-PG	40	-	-
CA-UG	88	88	84
BT-UG	40	40	37
BT-PG	25	14	14
BT-M.Phil	06	02	02
BT-Ph.d	08	-	-
BOT-UG	40	10	09
ZOO-UG	40	10	07
Phy.Edu –UG	40	34	34

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018-19	693	225	-	-	120

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of teachers on roll	Number of teachers using	ICT tools and resources	Number of ICT enabled	Number of smart	E-resources and techniques used
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	ICT (LMS, e-Resources)	available	classrooms	classrooms	
120	120	LCD Projector, Internet and Wifi devices, Smart boards	16	1	Different websites, Infilnet books and journals, e-books, e-journals

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes. The college has since last several years practised a system of mentoring called the Tutor-ward system, whereby a tutor was provided to every ward to look after his/her academic and psychological wellbeing and also monitors class attendance and performance. The same system has now been restructured and named Mentor system. Under the Mentor system, the full-time teachers of the college have been engaged as mentors of each class. Students of each class in the college are having a full-time teacher as their mentor. At the beginning of the academic session, the class-wise names of the mentors are displayed on the college website. The mentors are responsible for academic progress and psychological wellbeing of their mentees. They are also entrusted with the task of monitoring the attendance and academic progress of the students. They also provide primary psychological counselling to those who need them and refer them for more professional counselling, if required. The mentors maintain the biographic details of each individual mentee including educational background and socio-economic status. They also maintain record of their class attendance, class-performance and academic progress. The mentors use both formal and informal means of mentoring. The mentor system, apart from its formal part, also exists as a robust informal mechanism to boost inclusiveness, gender sensitivity and social responsibility of students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
918	120	1:8

2.4 Teacher Profile and Quality

2.4.1 Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
120	111	09	09	43

2.4.2 Honours and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018-19	Dr.J.A.A.Jerald, State Level	HOD(Commerce)	“KALVI BHARATHI” Award by International Lions Club.
	Dr.K.Maruthadurai, State Level	Assistant Professor	Life time Achiever Award
	R. Anuradha, State Level	Assistant Professor	DKRF AWARDS-2018
	Ms.B.Chitradevi ,State Level	Assistant Professor	Best Women Faculty Award by DK International Research Foundation

2.5 Evaluation Process and Reforms

2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
UG	U	Odd Sem/2018-19	Sem. End 03-12.2018	12-12-2018 (9 Days)
PG	P	Odd Sem/2018-19		
UG	U	Even Sem/2018-19	Year End 10.05.2019	21-05-2019-(11 Days)
PG	P	Even Sem/2018-19		
M.Phil (FT)	M	Odd Sem/2018-19	Sem. End.28.02.2019	06.03.2019 – (6 Days)

2.5.2 Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

**Do not include re-evaluation/ re-totalling*

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
-	-	-

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.roevercollege.ac.in/aqar/pgmout.pdf>

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final Semester /year examination	Pass Percentage
PG	Master of Social Work	05	05	100%
UG	Chemistry	51	45	80.35
PG		16	13	81.25
M.Phil		10	10	100
UG	Hotel Management	50	50	100
UG	Tamil	16	15	93.75
PG		4	4	100
M.Phil		12	12	100
UG	English	44	34	77.27
PG		21	21	100
UG	Visual Communication	7	6	85.71
UG	Physics	41	37	90.24
PG		21	21	100
M.Phil		13	13	100
B.Com	Commerce	46	30	65%

B.Com(CA)		38	33	87%
M.Com		26	22	85%
M.Phil		19	19	100%
Ph.D		2	2	100%
UG	Management Studies	42	40	95%
PG		51	48	94%
M.Phil		03	03	100%
UG	Mathematics	96	62	64.58%
PG		27	27	100%
M.Phil		17	17	100
UG	Microbiology	20	18	90
PG		11	11	100
UG	Computer Science	43	40	93
UG	Information Technology	7	6	85.17
PG	Computer Science	3	3	100
M.Phil		18	18	100
UG	Computer Application	38	35	92
PG		1	1	100
UG	Biotechnology	17	14	82
PG		09	08	89
UG	Physical Education	9	9	100

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as web link)

Not Done

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Promotion of Research and Facilities

3.1.1 The institution provides seed money to its teachers for research,

Yes..... No. if yes give details

Name of the teacher getting seed money	The amount of seed money	Year of receiving grant	Duration of the grant
-	-	-	-

3.1.2 Teachers awarded National/International fellowship for advanced studies/ research during the year

	Name of the teacher awarded the fellowship	Name of the Award	Date of Award	Awarding Agency
National	-	-	-	-
International	-	-	-	-

3.2 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the year
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Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored Projects	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students Research Projects	-	-	-	-
International Projects	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.2.2 Number of ongoing research projects per teacher funded by government and non-government agencies during the years

NIL

3.3 Innovation Ecosystem

3.3.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)
-	-	-

3.3.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
-	-	-	-	-

3.3.3 No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by
-	-	-

Name of the Start-up	Nature of Start-up	Date of commencement
-	-	-

3.4 Research Publications and Awards

3.4.1 Ph. Ds awarded during the year

Name of the Department	No. of Ph. Ds Awarded
Tamil	1
Physics	1
Commerce	3
MBA	1
Computer Application	1
Physical Education	1
Zoology	1

3.4.2 Research Publications in the Journals notified on UGC website during the year

	Department	No. of Publication	Average Impact Factor
National	Tamil	05	3.083
	Management Studies	02	5.374

	Chemistry	01	1.5			
International	Social Work	01	5.7631			
	English	13	-			
	Commerce	03	5.5			
	Management Studies	09	5.229			
	Mathematics	08	5.4324			
	Chemistry	06	1.7			
	Computer Science	03	11.19			
	Biotechnology	02	-			
3.4.3 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year						
Department		No. of publication				
Management Studies		02				
3.4.4 Patents published/awarded during the year						
Patent Details	Patent status Published/ Filled	Patent Number	Date of Award			
-	-	-	-			
3.4.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
Photoelectrocatalytic degradation of endocrine disrupting chemical from aqueous solution using ZnO nanocatalyst	Dr. M. Govindaraj	Journal of Optoelectronics and Biomedical Materials	2018	1	Thanthai Hans Roever College	0
Synthesis, Spectral Characterization, Antimicrobial and Theoretical Calculation of Some 4-	Dr. P. Ramanathan	Mod Chem. Appl	2019	5	Thanthai Hans Roever College	5

(tosylamino) benzohydrazide Derivatives						
Adsorptive Removal Of Ferrous Ion By Activated BorassusFlabellifer Bark Nano Carbon – Kinetic And Thermodynamic Studies	Dr.N.Muruganantham	International Journal of Scientific Research in Biological Sciences	2019	2	Thanthai Hans Roever College	2
Synthesis, Spectral Characterization And Pharmacological Significance of Fe(III) Complex With Schiff Base and Thiocyanate ION as Ligands	Dr.N.Muruganantham	International Journal of Pharmacy and Biological Sciences	2019	3	Thanthai Hans Roever College	3
Biosynthesis and characterization of Silver nanoparticles by using Lablab purpureus	Dr.N.Muruganantham	International Journal of Current Advanced Research	2019	2	Thanthai Hans Roever College	2

flower extracts and its Anti-microbial activities						
Removal kinetics and thermodynamics of copper ion by activated Borassusflabellifer bark nano carbon	Dr.N.Muruganantham	International Journal of Pharmacy and Biological Sciences	2018	3	Thanthai Hans Roever College	3
Synthesis and Characterization of silver nanoparticles using Lablab purpureus flowers (Purple colour) and its anti-microbial activities	Dr.N.Muruganantham	International Journal of Scientific Research in Biological Sciences	2018	3	Thanthai Hans Roever College	3
<i>cis</i> -Bromido-(<i>n</i> -butylamine- <i>Kn</i>)bis-(ethene-1,2-diamine- κ^2N,N')cobalt (III) dibromide	Dr.S.Manimaran	IUcr-Data	2018	1	Yes	17
<i>cis</i> -	Dr.S.Manimaran	IUcr-Data	2018	1	Yes	1

Bromidobis(ethylene-1,2-di-amine)(meth-ylamine)-cobalt(III) dibromide						
3.4.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
Photoelectrocatalytic degradation of endocrine disrupting chemical from aqueous solution using ZnO nanocatalyst	Dr.M.Govind araj	Journal of Optoelectronics and Biomedical Materials	2018	4	1	Thanthai Hans Roever College
Synthesis, Spectral Characterization, Antimicrobial and Theoretical Calculation of Some 4-(tosylamino) benzohydrazide Derivatives	Dr. P. Ramanathan	Mod Chem. Appl	2019	5	5	Thanthai Hans Roever College
Adsorptive Removal Of Ferrous Ion By Activated BorassusFlab	Dr.N.Muruganatham	International Journal of Scientific Research in Biological Sciences	2019	5	2	Thanthai Hans Roever College

ellifer Bark Nano Carbon – Kinetic And Thermodyna mic Studies						
Synthesis, Spectral Characterizat ion And Pharmacologi cal Significance of Fe(III) Complex With Schiff Base and Thiocyanate ION as Ligands	Dr.N.Muruga nantham	International Journal of Pharmacy and Biological Sciences	2019	5	3	Thanthai Hans Roever College
Biosynthesis and characterizati on of Silver nanoparticles by using Lablab purpureus flower extracts and its Anti- microbial activities	Dr.N.Muruga nantham	International Journal of Current Advanced Research	2019	5	2	Thanthai Hans Roever College
Removal kinetics and thermodynam ics of copper	Dr.N.Muruga nantham	International Journal of Pharmacy and Biological Sciences	2018	5	3	Thanthai Hans Roever College

ion by activated Borassus flabellifer bark nano carbon						
Synthesis and Characterization of silver nanoparticles using Lablab purpureus flowers (Purple colour) and its anti-microbial activities	Dr.N.Muruganatham	International Journal of Scientific Research in Biological Sciences	2018	5	3	Thanthai Hans Roever College
Random Block Selection Approach Based Reversible Diagonal Encoding Scheme for Data Hiding using Color Values	Ms.B.Chitradevi	Journal of Web Engineering (SCIE)	2018	11	31	Yes

3.4.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. Of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	16	21	6	7
Presented papers	22	2	-	-
Resource Persons	-	-	-	8

3.5 Consultancy

3.5.1 Revenue generated from Consultancy during the year

Name of the Consultan	Name of Consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)

t(s) departme nt				
-	-	-	-	-
3.5.2 Revenue generated from Corporate Training by the institution during the year				
Name of the Consultant(s) & Department	Title of the Programme	Agency seeking training	Revenue generated (amount in rupees)	Number of trainees
-	-	-	-	-
3.6 Extension Activities				
3.6.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year				
Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated in such activities	Number of students participated in such activities	
YOGA DAY	NSS	5	100	
CLEANLINESS AWARENESS TRAINING		5	250	
INTER COLLEGE COMPETITION (STATE LEVEL)		1	04	
RURAL AREA CULTURAL & SPORTS EVENTS		4	30	
BLOOD DONATION CAMP		5	85	
1 st YEAR NSS INAUGURATION		5	250	
SWACHH BHARATH RALLY, ELAMBALUR		2	200	
VOTER'S NAME LIST AWARENESS PROGRAMME		5	150	
SWACHH BHARATH RALLY		3	150	

ONE STUDENT ONE TREE		3	100
ONE STUDENT ONE TREE		2	60
WALK ON INTERVIEW FOR NATIONAL YOUTH PARLIAMENT SELCTION		2	78
VOTER'S DAY AWARENESS PROGRAMME		3	150
VOTER'S DAY AWARENESS RALLY		2	200
INTERNATION AL YOGA DAY	NCC	1	15
INDEPENDENC E DAY		1	15
ARMED FORCES FLAG DAY		1	15
BALLOON SHOW – INDIAN AIR FORCE		1	15
REPUBLIC DAY		1	15

3.6.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
NSS	State RD Parade	Govt.of India	01

3.6.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers co-ordinated such activities	Number of students participated in such activities

RRC	HIV/AIDS Community Center Ammapalayam	HIV/ AIDS Awareness Programme	04	200
NSS	Collectorate, Perambalur	Swachh Bharat Rally	04	200
NCC	THRC,Peramba lur	Swach Bharath (Clean India)	01	15

3.7 Collaborations

3.7.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of Activity	Participant	Source of financial support	Duration
-	-	-	-

3.7.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	Participant
Project	-	Vallalar Motors, Perambalur	1 Month	2
Internship	Block placement	M.S.Chellamuthu Trust, Madurai	01.03.2019-25.03.2019	2
		Naveen Hospital, Coimbatore	01.03.2019-25.03.2019	1
		PSSS , Perambalur	01.03.2019-25.03.2019	1
		Holy Cross Hospital, Perambalur	01.03.2019-25.03.2019	1

3.7.3 MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
PSSS (Perambalur Social Service Society), Perambalur	19/09/2018	Observational visit; Field Work and Block placement; Summer vacation placement	08/01
Ashva Motors Sri Periyandavar & Co Agencies	19/02/2019 19/02/2019	Plant training And Placement	05

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation		Budget utilized for infrastructure development				
27,82,761		27,82,761				
4.1.2 Details of augmentation in infrastructure facilities during the year						
Facilities		Existing		Newly added		
Campus area		14.7689 Acres		-		
Class rooms		79		-		
Laboratories		10		-		
Seminar Halls		2		-		
Classrooms with LCD facilities		16		-		
Classrooms with Wi-Fi/ LAN		16		-		
Seminar halls with ICT facilities		2		-		
Video Centre		1		-		
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		-		-		
Value of the equipment purchased during the year (Rs. in Lakhs)		6,25,547		8,11,048		
Others						
4.2 Library as a Learning Resource						
4.2.1 Library is automated {Integrated Library Management System (ILMS)}						
Name of the ILMS software		Nature of automation (fully or partially)		Version		Year of automation
NIRMALS		Partially		Oracle 11g		2005
4.2.1 Library Services:						
		Existing		Newly added		Total
		No.	Value	No.	Value	No. Value Value
Text Books		26806	5755646	65	28,367	26871 5784013
Reference Books		1285	962158	39	3090	1324 965248
e-Books		3160409	5750	3,00,000	5750	3460409 11500
Journals		245	1015254	58	236042	303 1251296
e-Journals		13628	70800	6000	66198	19628 136998
Digital Database		-	-	-	-	-
CD & Video		560	-	-	-	-
Library automation		-	-	-	-	-
Weeding (Hard & Soft)		-	-	-	-	-
Others (specify)		-	-	-	-	-
4.2.2 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc						
Name of the teacher	Name of the module			Platform on which module is developed		Date of launching e – content
-	-			-		-

4.3 IT Infrastructure									
4.3.1 Technology Upgradation (overall)									
	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Department	Available band width	Others
Existing	242	05	8MBPS	-	-	08	16	8 MBPS	-
Added	38	-	24MBPS	-	-	-	-	24	-
Total	280	05	32MBPS	-	-	08	16	32 MBPS	-
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
32 MBPS									
4.3.3 Facility for e-content									
Name of the e-content development facility					Provide the link of the videos and media centre and recording facility				
-					-				
4.4 Maintenance of Campus Infrastructure									
4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year									
Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities						
16,00,000	15,37,518	12,00,000	12,45,243						
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)									
<p>All procedures and policies for maintaining and utilizing physical, academic and support facilities are shared through student handbook. Student handbook is a comprehensive material handed over to students in their first year. It covers all rules of hostel, discipline and academic conduct. At the end of each academic year, a yearly review of property and audit is done. Any such areas which require repairing, refurbishment or renovation are then maintained accordingly.</p>									
CRITERION V - STUDENT SUPPORT AND PROGRESSION									
5.1 Student Support									
5.1.1 Scholarships and Financial Support									
	Name /Title of the scheme	Number of students	Amount in Rupees						
Financial support from institution	Management Concession	210	718915						
Financial support from other sources									
a) National	Petralthan Pillaya	1	21,200 (Annual Fees)						
b) International	-	-	-						

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,					
Name of the capability enhancement scheme		Date of implementation	Number of students enrolled	Agencies involved	
Bridge courses		09.07.2018-16.07.2018	600	THRC(Autonomous),Perambalur	
Yoga		21.06.2018	100	THRC(Autonomous),Perambalur& Manavalla kalai mandram.	
Personal Counselling and Mentoring		-	4	THRC(Autonomous),Perambalur	
Language lab		18.07.2018 - 03.08.2018	191	THRC(Autonomous), Perambalur	
5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by activities	Number of students who have passed in the competitive exam	Number of students placed
2018-19	Career Counselling centre	-	170	-	157
5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year					
Total grievances received		No. of grievances redressed	Average number of days for grievance redressal		
-		-	-		
5.2 Student Progression					
5.2.1 Details of campus placement during the year					
On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed		
IDBI, Coimbatore	100	25	25		
TRANZINDA LTD, Chennai	150	100			
AAGNA GLOBAL SOLUTIONS LTD, Chennai	85	32			
5.2.2 Student progression to higher education in percentage during the year 2018-19					
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2018-19	7	B.Sc	Chemistry	THRC	M.Sc

2018-19	3	B.Sc	Chemistry	THRCE	B.Ed
2018-19	1	B.Sc	Chemistry	Christen College of Education	B.Ed
2018-19	1	B.Sc	Chemistry	St. Joseph College	M.Phil.
2018-19	6	B.Sc	Tamil	THRC	M.A
2018-19	3	B.Sc	English	THRC	M.A
2018-19	15	B.Sc	Commerce	THRC	M.Com & MBA
2018-19	15	BBA	Management studies	THRC	MBA
2018-19	01	BBA	Management studies	Bishop Heber College, Trichy.	MBA
2018-19	01	BBA	Management studies	Hindustan College, Coimbatore	MBA
2018-19	01	MBA	Management studies	THRC	M.Phil
2018-19	10	B.Sc	Microbiology	THRC	M.Sc
2018-19	2	B.Sc	Microbiology	Bharathidasan University, Trichy	M.Sc
2018-19	1	B.Sc	Microbiology	Vels University, Chennai	M.Sc Immunology and Microbiology
2018-19	1	B.Sc	Microbiology	BDUC, Perambalur	M.Sc
2018-19	2	M.Sc	Microbiology	SCAS, Perambalur	M.Phil
2018-19	2	B.Sc	Computer Science	THRC	MSc & MBA
2018-19	23	B.C.A	Computer Applications	Roever Engineering College	M.C.A
2018-19	6	B.Sc	Biotechnology	THRC	M.Sc
2018-19	1	B.Sc	Biotechnology	KSR College	M.Sc
2018-19	1	M.Sc	Biotechnology	THRC	M.Phil.

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/qualifying	Registration number/roll number for the exam
NET	-	-
SET	-	-
SLET	-	-
GATE	-	-
GMAT	-	-
CAT	-	-
GRE	-	-
TOFEL	-	-
Civil Services	-	-
State Government Services	-	-

Any Other						
5.2.4 Sports and cultural activities / competitions organised at the institution level during the year						
Activity		Level			Participants	
-		-			-	
5.3 Student Participation and Activities						
5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)						
Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2018-19	1 st Prize in Mime	National	-	1	-	K.Keerthivasan
5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)						
<p>Students' Union of the college works for the benefit of the students throughout the year and pursues several activities within and outside the college campus. The 'National Service Scheme' - NSS is an integral part of every under graduate institution. It aims to inculcate the larger goal of servicing the nation among the students. The NSS unit has been regularly conducting various activities like Blood Donation, street plays, rallies and tree Plantation. There is a significant role and representation of students in various statutory committees of the college such as Cultural forum, NSS and NCC.</p>						
5.3 Alumni Engagement						
5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):						
<p>Yes. The purpose of an association is to foster a spirit of loyalty and to promote the general welfare of our organization. Alumni associations exist to support the parent organization's goals, and to strengthen the ties between alumni, the community, and the parent organization. Maintaining the updated and current information of all Alumni. To encourage, foster and promote close relations among the alumni themselves.</p> <p>To provide a forum for the Alumni for exchange of ideas on academic, cultural and social issues of the day by organizing and coordinating reunion activities of the Alumni. Besides the formal Alumni, we also have informal alumni gatherings. The college receives legal and consultancy help from alumni members.</p>						
5.3.2 No. of registered Alumni : 500						
5.3.3 Alumni contribution during the year (in Rupees) : -						
5.3.4 Meetings/activities organized by Alumni Association : 2						
CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT						
6.1 Institutional Vision and Leadership						
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)						
<p>Formation of different statutory sub committees comprising representatives from all stakeholders of the college for coordinating important administrative activities of the college. Formation of different sub committees under the supervision of IQAC comprising representative of all stakeholders of the college for coordinating important academic activities of the college.</p> <p>Institute has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards decentralized governance system.</p>						

<p>1. Principal level The Governing Body delegates all the academic and operational decisions based on policy to the various monitoring committees headed by the Principal in order to fulfil the vision and mission of the institute.</p> <p>2. Faculty level Faculty members are given representation in various committees/cells and allowed to conduct various programs to showcase their abilities. They are encouraged to develop leadership skills by being in charge of various academic, co curricular and extracurricular activities. They are given authority to conduct seminars/workshops/conferences/conferences/FDP.</p> <p>3. Student level Students are empowered to play an active role as coordinator of co curricular and extracurricular activities social service group coordinator.</p>

<p>6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial:</p>
<p>Yes, Management Information System has been used in practice to store student data such as personal data, Fee, Exam records and library details. Student's attendance will be marked in software system by the respective subject teachers after every class hour. At End of every month, attendance report will be generated and the students who have below 75% attendance called for counseling by the respective HOD for corrective measure. Continuous Internal Assessment Test marks will be stored in MIS and further students performance will be analyzed.</p> <p>It also helps track of faculty data such as attendance, and performance. But, more importantly, an MIS reduces the workload on teachers by providing quick access to data on any student or a group of students which can be drilled-down, filtered, and arranged accordingly within a few clicks.</p> <p>It also helps to view fee category wise student data, admission status for all class, cast category wise statistical report, admission fee summary report, Library status details etc. Apart from this it let you know exact status of admitted and vacant seas of any class. Details of fee collected, class wise, cast category wise, and Fee category wise analysis.</p>

<p>6.2 Strategy Development and Deployment</p>
<p>6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):</p>
<p>❖ Curriculum Development The curriculum is strengthened through workshops and brainstorming sessions on developing research embedded syllabi to make students globally mobile and socially useful. Industrial experts and Subject experts are consulted and feedback from the various stakeholders has been yet another measure employed for quality sustenance and enhancement leading to effective development of the curricula. Student needs are kept in mind to design job oriented, new generation courses in addition to traditional programmes. The encouragement given to faculty members to take up projects, publish research works organise and participate in programmes to keep abreast of emerging frontiers of knowledge and the timely deputation of faculty to attend such programmes and courses has greatly impacted the quality of the faculty and their contribution towards curriculum development.</p>
<p>❖ Teaching and Learning The College organises orientation programmes for the freshers at the institution and department level. Mentoring, tutoring, counselling, remedial classes, and sponsorships are provided to students from disadvantaged sections, those who are differently-abled and those with special needs. Special programmes are arranged to cater to the needs of advanced learners. The IQAC conducts a student appraisal of teachers, and takes a parent feedback to evaluate the teaching learning process at the institutional level and suggest measures for improvement.</p>
<p>❖ Examination and Evaluation The IQAC monitored and periodically evaluated the activities of the Examination Cell to ensure the continuous and comprehensive evaluation of students and the timely conduct examinations. The exam schedule and evaluation details are given in the College Handbook issued to the students and faculty members at the</p>

beginning of the academic year. Examination marks were scrutinised and displayed to assess learning outcome and identify areas and strategies for improvement. A Malpractice Prevention Cell functions effectively. To ensure a fool proof examination system, various committees were constituted such as Exam Squad, Invigilation Committee and Result Publication Committee.

❖ **Research and Development**

The faculty members were encouraged to engage in activities that promote research and development and strengthen consultancy services. In its efforts to train, motivate and reward faculty, the institution encourages members to attend courses/conferences/workshops/seminars/training programmes, etc, and to be research – oriented. The IQAC gives directions and monitors the activities of research committee to improve the quality of Research initiatives in the institution.

❖ **Library, ICT and Physical Infrastructure / Instrumentation**

The IQAC monitors the regular updating of library resources. The new comers, both staff and students were given an orientation on effective use of library resources. Feedback was taken from students and staff and suggestions were put forward to improve library services. Ramps were constructed and classrooms renovated. All departments were checked to ensure that there was adequate software and computational facilities to meet the needs of a growing institution. Necessary equipment was bought and installed.

❖ **Human Resource Management**

Orientation programmes were given to newly inducted staff. Training and development programmes were conducted for the up-gradation of skills and abilities of the non-teaching and ministerial staff, to motivate them and equip them for enhanced performance. In its efforts to train, motivate and reward faculty, the institution encouraged members to attend courses/conferences/workshops/seminars/training programmes, etc, and to be research-oriented.

❖ **Industry Interaction / Collaboration**

Industry experts/representatives are invited to be members of all the Boards of Studies, of the Governing Council, Academic Council and the IQAC. Their guidance is sought and their inputs and suggestions are welcomed and often implemented. Such interaction serves to enhance job opportunities and facilitate the introduction of programmes with industry collaboration. Seminars, workshops and talks with experts from industry as resource persons are organised by the departments. In addition some departments employ guest faculty from industry and conduct guest lectures by industry experts. The Entrepreneurship Development Club is instrumental in motivating and developing entrepreneurship skills in the students.

❖ **Admission of Students**

The admission procedure is planned and executed by the Admission Committee in keeping with the rules and regulations for autonomous institutions as stipulated by the UGC, Bharathidasan University and the Government of Tamil Nadu, as outlined in the handbook and prospectus of the college.

6.2.2 : Implementation of e-governance in areas of operations:

❖ **Planning and Development**

1. Attendance software has been in use for monitoring students’ attendance. After every class hour the concerned course teacher will be marking the absentees in the software system.
2. The Class teacher marks leave, OD and also the continuous internal assessment marks in the software system.
3. It helps the class teacher to keep track of his/her batch of students’ attendance, CIA performance etc. Proper counseling is given for poor performers.

❖ **Administration**

1. A software package called “easy” has been used for preparation of yearly budget with all required details.
2. Preparation of monthly salary statement for teaching and Non-teaching staff has been done using software system.
3. Helping the students to apply for various scholarships under different schemes.
4. Preparation of Semester Planner which includes all activities such as invited talks, seminars, conferences etc.

<p>❖ Finance and Accounts</p> <ol style="list-style-type: none"> Day to day transactions, vouchers and bills are done through easy software system. Reports are generated using the software system. 					
<p>❖ Student Admission and Support</p> <p>During the admission time, complete details of students are stored in the software. Further, reports in different forms are generated when there is a need arise.</p>					
<p>❖ Examination</p> <p>Thanthai Hans Roever College (Autonomous) has successfully implemented the Examination Management System Software purchased from M/s. Roven Software Solutions (P) Ltd., Sivakasi to manage the operation of the office of the Controller of Examinations. The following computerised operations using the above software are given below:-</p> <ol style="list-style-type: none"> Profile of the students Generation of Examination applications Exam. Hall Tickets having printed their photo, no. of papers the candidate to appear for the examinations with time schedule. Generation of foil cards Process of marks tabulation Preparation of results with galley Release of results through the College Web Site: www.roeverresults.in Setting questions and payment of remuneration by preparing claim bills Preparation of remuneration/TA claim bills for external examiners attending Central Valuation. Generation of Result Analysis and other reports to be submitted to the College. <p>Besides the above operations, Mark Sheet Printing, Sending the required particulars in the university prescribed format for issue of Provisional Certificates by the affiliating Bharathidasan University, etc are also carried out using the above software. All circulars from the office of the Controller of Examinations to the Heads of Dept. are being sent through on-line only.</p>					
<p>6.3 Faculty Empowerment Strategies</p>					
<p>6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year</p>					
Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support	
2019	Dr.K.A.Jeyanthi & Dr. Mahalakshmi	Challenges and changes in the Evaluation Systems	Thanthai Hans Roever College,Perambalur.	1000	
<p>6.3.2 Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year</p>					
Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
	Stress Management & Life balance	Stress Management & Life balance	28-8-18 & 29-8-18	100	10
	Emotional		13-12-19	96	8

2018-19	Intelligence & Interpersonal Skills				
	One day Orientation Programme on CBCS		04-06-18	95	-
6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year					
Title of the professional development programme		Number of teachers who attended		Date and Duration (from – to)	
-		-		-	
6.3.4 Faculty and Staff recruitment (no. for permanent recruitment):					
Teaching			Non-teaching		
Permanent	Fulltime	Permanent	Fulltime		
120	120	15	15		
6.3.5 Welfare schemes for					
Teaching	1. The management reimburses the expenditure of faculty who publish papers in conferences/FDP and seminars outside the College. 2. Employees Provident Fund with contributory PF by Management				
Non teaching	1.Refreshments during working hours for administrative staff-non-teaching 2.Loan facilities				
Students	Free transport facility, Fee concession for cultural and sports achiever				
6.4 Financial Management and Resource Mobilization					
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each) The institution has online financial data connected to the Head office of the St. John sangam, Trust. Hence every income and expenditure has an internal check and internal audit everyday. Then periodical internal auditors do internal audit verifying the related receipts, vouchers, ledger postings etc. and the external audit is also done by auditors by an authorized chartered Accountants. The system of maintaining accounts except petty cash is done by bank transactions thus ensures internal check and balance of accounts.					
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)					
Name of the non government funding agencies/ individuals		Funds/ Grants received in Rs.		Purpose	
-		-		-	
6.4.2 Total corpus fund generated -					
6.5 Internal Quality Assurance System					
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?					
Audit Type	External			Internal	
	Yes/No	Agency	Yes/No	Authority	
Academic	Yes	Faculty from other college experts	Yes	IQAC	
Administrative	Yes	Finance officer- Roever Institutions.	Yes	Auditor	
6.5.2 Activities and support from the Parent – Teacher Association (at least three)					

<p>The PTA also aims at enhancing the interaction among the various stakeholders. Providing valuable suggestion for development of the institution Pointing out the weaknesses of the college & related Departments and suggesting rectification. Communicating views which the students feel shy to communicate directly to the teachers about the college and the department.</p>				
6.5.3 Development programmes for support staff (at least three)				
1.Computer Training 2.Yoga training & stress management 3.Soft skill training				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
1. Various batches of alumni have been contacted for strengthening the alumni contribution. 2. Up gradation of present syllabus to suit the need of employability through board of studies is sought for. 3. Planning is underway to adopt nearby villages to enhance water conservation, social upliftment etc.				
6.5.5				
a. Submission of Data for AISHE portal : Yes				
b. Participation in NIRF : Yes				
c. ISO Certification : No				
d. NBA or any other quality audit : No				
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from----- to-----)	Number of participants
2018-19	Overcoming Job Burnout	23.08.2018	1 Day	110
	Innovative Teaching Methods in Education	03.01.2019	1 Day	114

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities****7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)**

Title of the programme	Period (from-to)	Participants	
		Female	Male
Women's Rights and Access to Criminal Justice System	18-09-2018	200	-
International Women's Day	08-03-2019	250	-

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the College met by the renewable energy sources

Workshop on Vermicomposting for all staff and students.

Labeling of trees in the campus with their botanical names

Encourage planting of trees Celebration of Environment Day.

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	-	-
Provision for lift	-	-
Ramp/ Rails	Yes	5
Braille Software/facilities	-	-
Rest Rooms	-	-
Scribes for examination	Yes	4
Special skill development for differently abled students	-	-
Any other similar facility	-	-

7.1.4 Inclusion and Situatedness**Enlist most important initiatives taken to address locational advantages and disadvantages during the year**

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
-	-	-	-	-	-	-

7.1.5 Human Values and Professional Ethics**Code of conduct (handbooks) for various stakeholders**

Title	Date of Publication	Follow up (maximum 100 words each)
Academic Diary 2018-19 for all students	1 st week of the Academic Session	A code of conduct for students is illustrated in the Academic Diary.

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-----to-----)	Number of participants
Celebration of Independence Day	15.08.2018	NCC Cadets ,NCC Officer, faculties and students
Celebration of Republic Day	26.01.2019	NCC Cadets ,NCC Officer, faculties and students

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Installation of ample number of Power Saving LED lights in Campus
2. Planting of plants & trees (both perennial & seasonal) inside the campus
3. Rain water tanks are constructed for harvesting rain water to prevent soil erosion and meet the water requirements partially.

4. Electronic goods are put to optimum use; the minor repairs are set right by the staff and the Laboratory assistants; and the major repairs, by the professional technicians, and are reused.

5. The creation of an eco-friendly atmosphere is a remarkable mission of the Eco Club. Giving training in Nature-Conservation and Eco development, giving awareness about de-forestation and global warming, preparing vermin compost pits, planting saplings, visiting the natural eco systems like local water bodies.

7.2 Best Practices

Describe at least two institutional best practices

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.roevercollege.ac.in/aqar/bp.pdf>

BEST PRACTICE: 1

1. Title of the Practice: **MENTORING PROGRAMME**

2. Objective: **The objective of Mentoring is:**

- ✓ To achieve the vision of the institution viz., to develop all round personality of the students on progressive lines.
- ✓ To provide a continuous learning process for both the mentor and the mentee.
- ✓ To establish the mentor as a role model and to support the mentee for personal and academic development.

3. The context:

The nature of students' background i.e. catering to different socio-cultural and economic diversity necessitates mentoring being opted as one of the best practices by the institution. The absence of institutionalized system of having proper system of mentoring, guidance and counseling in the region along with the obvious fact that most of the students are from remote areas and first generation learners makes it imperative on the part of the institution to provide mentoring i.e. guidance for all-round development of the students on academic as well as aesthetic lines. Moreover, it is aimed to align with the institutional mission and vision statement aiming to develop students on progressive lines i.e. to imbibe in the students a rational positive outlook towards life thereby making them responsible citizens.

4. The Practice:

Mentoring session is conducted on a regular basis. The session is compulsory for every student to attend without fail. The mentoring parameters are based on four aspects i.e. academic, attendance, career and general. The mentors are provided with details of mentee's performances in terms of academic (weekly test, class test, and mid-term and end-semester exam) and attendance records. The mentor also keeps track of the mentee's personal development such as co-curricular activities, discipline and career related issues. The practice of the mentoring system is evaluated by the Principal, Vice-Principal so as to ensure quality and efficiency in practice. The grievances of the mentees are taken up by the mentor and if necessary it is forwarded to the Principal for necessary remedial actions.

5. Evidence of Success: Improvement in mentees discipline, interaction and communication skills, Improvement in students' attendance, Establishment of a vibrant relationship between teachers and students which has provided a congenial atmosphere in the class room as well as in the campus.

6. Problems encountered and resources required: The diversity in students' background and upbringing i.e. lack in the art of effective articulation, introversion, indifferent attitude etc. Inadequacy in general guidance, career and professional related materials. This is due to the financial constraints faced by the management because the institution is dependent on grants.

Best Practices: 2

1. **Title of the Practice:** Preparing and using framework for Academic and Administrative Audit (AAA)

2.Goal: To systematically compile and objectively assess individual and departmental Inputs aimed towards institutional improvement and quality sustenance.

3. The Context

Upgrading academic and administrative processes is a continuous endeavor for the institution. The changing education scenario mandates:

- Self and external evaluation and sustenance initiatives for maintaining Quality
- Stimulating academic environment for promotion of quality in teaching, earning and research
- Inculcating accountability in staff members for assuring quality of their teaching, research and services. Through brainstorming in IQAC meetings, it was felt that AAA will help us to understand the present status of various institutional processes and identify the gaps. This will guide and direct us to take necessary steps /start new initiatives. It was found that we lacked standardized formats for periodic assessment of academic and administrative units. The sub-committees of IQAC made the formats for both, academic and administrative audit to ascertain the presence and adequacy of quality assurance procedures, their applicability and effectiveness in guaranteeing quality of inputs and processes. And effectiveness in guaranteeing quality of inputs and processes.

4. The Practice

a.Preparation of performa:

Terms of reference given to the sub-committee to prepare a standardized format were:

- Define the focus areas in academic and administrative processes
- Identify the procedures used by departments in each of these areas. A detailed Performa of 15 pages was prepared which included department profile, students profile, workload, research details and teaching and evaluation processes. Information regarding Teaching Process included the following:

- Teachers' orientation to handle curriculum
- Planning of curriculum transaction
- Efforts made to develop and improve their academic / professional competency
- Academic calendar for internal and external exam schedule and co-curricular activity
- Teaching methods/ICT/teaching aids used
- Mechanisms used to keep pace with recent developments
- Student feedback evaluation system

Details of evaluation process included the following:

- Methods adopted by teachers
- Objectivity/Effectiveness of evaluation system
- Mechanism adopted to communicate progress of students to parents, addressing evaluation related grievances
- Analysis of student's results

The Performa also has provision for assessment of teachers by vice principal, principal and management as applicable for qualification, punctuality, regularity, accountability etc.

Proforma for Administrative departments includes information related to different sections handling admissions, examinations, stores, maintenance, accounts, salary, appointments, promotions, administration, and scholarships. Library and laboratories audit Proforma included details of timings, various facilities / services provided and administration, etc.

b. Finalizing the criteria for analysis

Data Collection Staff members were informed about the need for the audit and the Proforma to be used for the same. They were expected to submit the duly filled in Proforma to respective heads of the departments within stipulated time period.

Evaluation

Internal audit team consisting of three senior faculty members evaluated the departments on the basis of inputs given. The team made appropriate recommendations for continuous improvement of the processes and procedures used for quality assurance and enhancement. External audit will be done in the near future.

5. Evidence of Success:

Data compilation for the audit brought in systematic documentation by the staff members. The objective and realistic recommendations were well accepted by both academic and administrative staff and there is eagerness to comply with the same. This endeavor which started with skepticism concluded with the staff feeling satisfied and ready to accept the evaluation positively.

6. Problems Encountered and Resources Required:

There was initial resistance from staff as they felt that the exercise was futile and time-consuming. The Proforma was lengthy and took longer time for data collection and compilation.

To address those problems the dates for submission were extended.

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust
Provide the weblink of the institution in not more than 500 words

<http://www.roevercollege.ac.in/aqar/id.pdf>

Institutional Distinctiveness:

The college aims at creating a hatching ground for the students to develop their hobbies and achieve success in life. The two centres are steps towards facilitating the students with the required knowledge, experience and exposure to pursue their dreams with gainful employment. With the skills gained, the student becomes more determined and confident in facing the future.

The College as a higher education institution is committed in imparting quality education to empower the youth/students and strive to foster integral development of the students by enabling them to be intellectually alert, emotionally balanced, morally sound, socially committed, culturally enriched and spiritually oriented. Institution has all ICT facilities like LCD projectors, Computers, Smart boards, Laptops, Internet which is used in the teaching learning processes. The participation of students in the classroom discussion also throws light on their learning abilities. Internal assessment tests are conducted through which student's performance is evaluated. The college has well qualified staff, good infrastructural facilities, well equipped laboratories, computer labs, library, e-library, and co-curricular/extracurricular facilities. The institution is committed to provide an ambience of creativity, innovation and good learning experiences. Co-curricular, extra-curricular and sports activities and competitions are organized regularly to nurture the talents of the students in addition to the academics.

Priority

1. The distinctive area of the institute is "Socio economic upliftment of rural youth through quality education".
2. Around 70% - 80 % students enrolled in the college belong to economically and socially backward section of the society. The students come from nearby villages in the catchment area of 50 k.m.

3. The students have been benefited from the quality education provided by the college and attained the top positions in academic, social, political, cultural, sports, etc. provinces.
4. The academic programmes and career oriented courses offered by the college have been proved beneficial in mounting placement of the students in different fields.
5. 30 buses are operated by the Management at free of cost for the safe transport of rural students
6. Daily prayer through public addressing system is carried out to develop coherent and ethical standards in students.

8. Future Plans of action for next academic year (500 words)

1. To encourage the faculty for obtaining funding projects.
2. To conduct seminars, symposium and conferences in all the disciplines at International level
3. Exploration of opportunities for collaborative research with leading institutions/organizations
4. Coaching classes for competitive examinations
5. To strengthen the e-governance facilities
6. Effective involvement of Alumni in various College Activities
7. Plagiarism check for Project & Assignment submissions

Name. Dr.K.A.Jeyanthi (29.08.2019)



Signature of the Coordinator, IQAC

Name. Dr.C.Vijayakumar (29.08.2019)



Signature of the Chairperson, IQAC
