



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	THANTHAI HANS ROEVER COLLEGE
Name of the head of the Institution	Dr .A. SALEEM BATCHA
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04328-277132
Mobile no.	9750970156
Registered Email	office@roevercollege.ac.in
Alternate Email	principal@roevercollege.ac.in
Address	Elambalur, Perambalur - 621 220.
City/Town	PERAMBALUR
State/UT	Tamil Nadu
Pincode	621220
<b>2. Institutional Status</b>	

Autonomous Status (Provide date of Conformant of Autonomous Status)	09-Mar-2016
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Dr.K.A.Jeyanthi
Phone no/Alternate Phone no.	04328277132
Mobile no.	9994223240
Registered Email	iqac.thrc@gmail.com
Alternate Email	jeyanthi.ka@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://roevercollege.ac.in/wp-content/uploads/2020/10/aqar2018.pdf">https://roevercollege.ac.in/wp-content/uploads/2020/10/aqar2018.pdf</a>
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### 4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website:  
Weblink :

<https://roevercollege.ac.in/wp-content/uploads/2020/10/2019-2020.pdf>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	B++	2.79	2018	02-Nov-2018	01-Nov-2023

### 6. Date of Establishment of IQAC

01-Jun-2012

### 7. Internal Quality Assurance System

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
External Academic Audit	27-Aug-2020 2	120

Participation in AISHE	25-Jan-2020 5	15
Feedback from students	31-Jan-2020 10	1200
Timely submission of AQAR to NAAC	08-Nov-2019 10	15
Regular meeting of IQAC is arranged.	12-Dec-2019 1	16
Regular meeting of IQAC is arranged.	12-Jun-2019 1	17
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**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
THRC	NA	UGC	2020 0	0
<a href="#">View File</a>				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

2

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**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.

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

Plan of Action	Achievements/Outcomes
Encourage the students to participate Extracurricular activities like Sports & Cultural	Many of our students received medals from state level competition in Sports & Cultural
Encourage NSS/ NCC officers & units to get Award	Bharathidasan University gave one Best NSS officer Award to our College
Online Mode Collection of Feedback from students	students responses are good
To increase the Number of PhD holders.	This initiative has increased the number of Ph.D holders in the Institution in the Academic year 2019-20.
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.
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Governing Body	24-Sep-2020

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

Yes

Date of Visit

05-Oct-2018

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2020

Date of Submission

25-Jan-2020

**17. Does the Institution have Management Information System ?**

Yes

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	Programme Specialization	Date of Revision
BA	UBA	ENGLISH	19/08/2019
<a href="#">View File</a>			

1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BBA	BUSINESS ADMINISTRATION	10/06/2019	18UMS6CC13	10/06/2019
<a href="#">View File</a>				

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	BOTANY	03/06/2019
<a href="#">View File</a>		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	ENGLISH	10/06/2019

### 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	10/06/2019	775
<a href="#">View File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSW	SOCIAL WORK	4
<a href="#">View File</a>		

### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

Feedback Obtained
<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. 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	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	CHEMISTRY	80	71	71
<a href="#">View File</a>				

## 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 fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	775	188	Nil	Nil	110

## 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 (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
110	110	100	16	1	100

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

### 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
963	110	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
110	94	16	16	45

### 2.4.2 – Honours and recognition 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
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2020	Ms.B.Chitradevi	Assistant Professor	Best Senior Faculty Award by DK International Research Foundation
<a href="#">View File</a>			

## 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
BA	UBA	NOV-2019	23/11/2019	09/12/2019
<a href="#">View File</a>				

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

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
Nil	Nil	0

## 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)

<a href="https://roevercollege.ac.in/wp-content/uploads/2020/11/1.Student-Performance-and-Learning-Outcomes.pdf">https://roevercollege.ac.in/wp-content/uploads/2020/11/1.Student-Performance-and-Learning-Outcomes.pdf</a>
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2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
PSW	MSW	SOCIAL WORK	2	2	100
<a href="#">View File</a>					

## 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 weblink)

<a href="https://docs.google.com/forms/d/e/1FAIpQLSeK82hgDI-LaZWWullAqH6DaXPDCzWUgCDm88z9H0bfckK0vw/viewform">https://docs.google.com/forms/d/e/1FAIpQLSeK82hgDI-LaZWWullAqH6DaXPDCzWUgCDm88z9H0bfckK0vw/viewform</a>
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## 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

No
No file uploaded.

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



Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
National	NA	NA	23/03/2020	NA
<a href="#">View File</a>				

### 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
Minor Projects	0	UGC	0	0
<a href="#">View File</a>				

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

0
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### 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
NA	NA	24/03/2020
<a href="#">View File</a>		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	01/04/2020	NA
<a href="#">View File</a>				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	UGC	NA	NA	25/03/2020
<a href="#">View File</a>					

### 3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
CHEMISTRY	1
COMMERCE	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	TAMIL	5	3
<a href="#">View File</a>			

3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference

Proceedings per Teacher during the year

Department	Number of Publication
Management Studies	2
<a href="#">View File</a>	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
NA	Filed	0	16/03/2020
<a href="#">View File</a>			

3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Efficient Antimicrobial Activities of Microwave-Assisted Synthesis of Benzisoxazole Derivatives	P. Ramanathan	Oriental Journal of Chemistry	2020	2	Thanthai Hans Roever College	Nil
<a href="#">View File</a>						

3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Synthesis, Spectral Characterization and Biological Evaluation of Cr(III) Complex with Mixed N,N and O-donor Ligands	N. Muruganatham	Int. J. Pharm. Investigation	2019	5	Nil	Thanthai Hans Roever College
<a href="#">View File</a>						

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

Number of Faculty	International	National	State	Local
Attended/Semi	178	365	110	15

nars/Workshops				
Presented papers	3	2	5	5
Resource persons	Nil	Nil	Nil	3
<a href="#">View File</a>				

### 3.5 – Consultancy

#### 3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
NA	NA	NA	0
<a href="#">View File</a>			

#### 3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
NA	NA	NA	0	0
<a href="#">View File</a>				

### 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 participated in such activities	Number of students participated in such activities
Yoga Day	NSS	5	100
<a href="#">View File</a>			

#### 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	Number of students Benefited
NA	NA	NA	Nil
<a href="#">View File</a>			

#### 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 participated in such activities	Number of students participated in such activities
Swachh Bharat Rally	NSS	RALLY	4	200
<a href="#">View File</a>				

### 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
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NA	0	0	0
<a href="#">View File</a>			

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	Duration To	Participant
Internship	Block Placement	Naveen Hospital, Coimbatore PSSS, Perambalur	01/03/2020	21/03/2020	02
<a href="#">View File</a>					

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/Activities	Number of students/teachers participated under MoUs
NA	25/03/2020	NA	Nil
<a href="#">View File</a>			

## 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
1627500	1627005

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Others	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing

Campus Area	Existing
<a href="#">View File</a>	

#### 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
Nirmal	Partially	Oracle11g	2015

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	26871	5784013	4	1170	26875
Reference Books	1324	965248	57	9678	1381	974926
e-Books	3460409	11500	164300	5900	3624709	17400
Journals	303	1251296	58	235425	361	1486721
e-Journals	19628	136998	6000	67522	25628	204520
Digital Database	Nill	Nill	Nill	Nill	Nill	Nill
CD & Video	560	Nill	Nill	Nill	560	Nill
Library Automation	Nill	Nill	Nill	Nill	Nill	Nill
Weeding (hard & soft)	Nill	Nill	Nill	Nill	Nill	Nill
Others(s pecify)	Nill	Nill	Nill	Nill	Nill	Nill

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##### 4.2.3 – 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
NA	NA	NA	24/03/2020

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#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existin	280	5	32	0	0	8	16	32	0

g									
Added	0	0	0	0	0	0	0	0	0
Total	280	5	32	0	0	8	16	32	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

32 MBPS/ GBPS

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
0	<a href="#">0</a>

#### 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
330253	684878	612000	611874

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)

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.

<https://roevercollege.ac.in/wp-content/uploads/2020/11/Procedures-and-Policies.pdf>

#### 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	8	63500
Financial Support from Other Sources			
a) National	Petralthan Pillaya	1	21200
b) International	0	Nil	0
<a href="#">View File</a>			

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	24/06/2019	803	THRC

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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 for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Career Counselling centre	Nil	120	Nil	66

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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	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

## 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	Name of organizations visited	Number of students participated	Number of students placed
Sri Marg Human Resource Ltd.	100	38	NA	50	25

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	12	BSc	Chemistry	THRC	MSc

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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	Number of students selected/ qualifying
NET	Nil

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports	Institution	250

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### 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	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NA	National	Nil	Nil	NA	NA
<a href="#">View File</a>						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

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.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

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 organizations 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. 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.

5.4.2 – No. of registered Alumni:

600

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – 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)

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.



Institute has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards decentralized governance system. 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. 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. 3. Student level Students are empowered to play an active role as coordinator of co curricular and extracurricular activities social service group coordinator.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	? 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.
Teaching and Learning	? 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.

Examination and Evaluation

? 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 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

? 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

? 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

? 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 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

? 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:

E-governance area	Details
Planning and Development	<p>? 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</p>

class teacher to keep track of his/her batch of students' attendance, CIA performance etc. Proper counseling is given for poor performers.

Administration

? 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.

Finance and Accounts

? Finance and Accounts 1. Day to day transactions, vouchers and bills are done through easy software system. 2. Reports are generated using the software system.

Student Admission and Support

? Student Admission and Support 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.

Examination

? Examination 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:- 1. Profile of the students 2. Generation of Examination applications 3. Exam. Hall Tickets having printed their photo, no. of papers the candidate to appear for the examinations with time schedule. 4. Generation of foil cards 5. Process of marks tabulation 6. Preparation of results with galley 7. Release of results through the College Web Site: [www.roeverresults.in](http://www.roeverresults.in) 8. Setting questions and payment of remuneration by preparing claim bills 9. Preparation of remuneration/TA claim bills for external examiners attending Central Valuation. 10. Generation of Result Analysis and other reports to be submitted to the College. 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.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

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
2020	NA	NA	0	Nil
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	ICT to ICT	YOGA	03/03/2020	03/03/2020	100	10
<a href="#">View File</a>						

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	From Date	To date	Duration
FDP	50	01/04/2020	01/06/2020	2
<a href="#">View File</a>				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
110	110	15	15

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. The management reimburses the expenditure of faculty who publish papers in	1.Refreshments during working hours for administrative staff-non-teaching 2.Loan	Free transport facility, Fee concession for cultural and sports achiever

conferences/FDP and seminars outside the College. 2. Employees Provident Fund with contributory PF by Management

facilities

#### 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/ Grnats received in Rs.	Purpose
NA	0	NA
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

0

#### 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)

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.

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 – Internal Quality Assurance System Details

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 IQAC	Duration From	Duration To	Number of participants
2020	FDP -ICT to ICT	03/03/2020	03/03/2020	03/03/2020	100
<a href="#">View File</a>					

## 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	Period To	Number of Participants	
			Female	Male
International Womens Day	06/03/2020	06/03/2020	250	Nil

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

Percentage of power requirement of the University met by the renewable energy sources
1. Percentage of power requirement of the College met by the renewable energy sources 2. Workshop on Vermicomposting for all staff and students. 3. Labeling of trees in the campus with their botanical names 4. Encourage planting of trees Celebration of Environment Day.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	5
Rest Rooms	Yes	5

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	1	06/06/2019	1	Environmental Awareness	Global Warming	60
<a href="#">View File</a>							

#### 7.1.5 – Human Values and Professional Ethics



Title	Date of publication	Follow up(max 100 words)
Academic Diary 2018-19 for all students	22/06/2020	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	Duration To	Number of participants
Celebration of Independence Day	15/08/2019	15/08/2019	50
<a href="#">View File</a>			

#### 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

#### 7.2.1 – Describe at least two institutional best practices

**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, learning 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 Performa 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 Performa to be used for the same. They were expected to submit the duly filled in Performa 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 Performa was lengthy and took longer time for data collection and compilation. To address those problems the dates for submission were extended.

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

<https://roevercollege.ac.in/wp-content/uploads/2020/11/2.Best-Practices.pdf>

### 7.3 – Institutional Distinctiveness

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

**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.

Provide the weblink of the institution

<https://roevercollege.ac.in/wp-content/uploads/2020/11/3.Institutional-Distinctiveness.pdf>

### 8.Future Plans of Actions for Next Academic Year

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