

## **-IQAC REPORT, FOR THE ACADEMIC YEAR 2010-11**

### **TO BE SUBMITTED TO NAAC**

#### **1. Activities reflecting the goals and objectives of the Institution:**

The institution aims at providing higher education to the poor rural students in and around Cheyyar. It aims at developing the all round personality of the individual and providing guidance and support in fetching a decent job. Its goal is to cherish the quality of its products, to make them employable and to uplift their standard of living.

- New courses, which could provide employment opportunities, have been introduced at nominal cost.
- Buses have been plied to all the areas to facilitate transportation at nominal fares.
- Government scholarships have been arranged for the students who are financially weak.
- The Management offers a scholarship to the poor and meritorious students to the tune of Sixty Thousand rupees every year from the endowment of Sai Ram Trust.
- Best performers in academic activities are promptly rewarded.
- Best performers in sports have been supplied the required training and essential nutrition. .

#### **2. New academic Programmes initiated (UG AND PG):**

We have started B.A. English course, MCA course and one additional section of BCA. The fourth batches of the aforesaid courses are running successfully. Likewise we have a plan to start M.A. (English) and M.Sc., (Mathematics) Courses, by next academic year.

#### **3. Innovations in Curricular Designed Transaction:**

The University has introduced (CBCS) Choice Based Credit System. It includes (CIA) Continuous Internal Assessment. The Internal Assessment is done based on the tests the students take, the assignments they submit and the papers they present. The attendance of the students is also taken into account in the Continuous Internal Assessment.

#### **4. Inter-disciplinary programmes started:**

According to the curriculum developed by the university and based on the cumulative interest of the students, the students can study two papers at the second and third semesters (one paper) which belong to other disciplines. This sort of inter-disciplinary

programme has been termed as Non-Major Elective. In addition to that, students are facilitated to Study Skill Based Subjects Based on the nature of their major subjects.

#### **5. Examination Reforms Implemented:**

The University has introduced the Choice Based Credit System (CBCS) which includes Continuous Internal Assessment (CIA). The minimum score for a pass in Theory paper is 30 out of 75 in the External examinations and 10 out of 25 in the Internal Assessment. The university follows single valuation for the UG courses, and double valuation for the PG courses. The students can apply for revaluation of answer scripts if they fail in one paper per semester. They are permitted to apply for revaluation of answer scripts if they failed in two papers at the last semester. The university has introduced one supplementary exam if the students have one arrear paper that belongs to any semester.

#### **6. Candidates Qualified with NET/SLET/GATE etc.**

Seven of our staff members have been qualified with SLET and NET.

#### **7. Initiative towards Faculty Development Programme:**

Communications, pertaining to Faculty Development Programmes, Refresher courses and Orientation programmes, have been circulated among staff. The applications of the interested candidates have been recommended for the programmes. The Staff members are encouraged to participate in National and International Seminars and to publish research articles. The leave availed for such purposes are considered as 'On Duty'. The management is generous enough to permit staff to do Regular Doctoral Degrees on FIP.

- On 04.01.2011, Prof. S. Uvarajan, Mr. Arulanandam, Mr. K. Vijayaranjini, Ms. A. Thamizhselvi, Professors of the Department of Biochemistry, participated in the International Conference on **Gene Therapy and Phototherapy in Modern Medicine** organized by the Adhiparasakthi College of Arts and Science, Kalavai.
- On 12.01.2011, Prof. S. Uvarajan, Prof. M. Arulandham, and Prof. G. Gopinath, along with 30 students of Biochemistry, participated in the **International Raise Congress**, held at Arunai Engineering College, Thiruvannamalai.
- On 11.02.2011 and 12.02.2011, Prof. S. Uvarajan, Head, Department of Biochemistry presented a paper on **The Effect of Datura Metal in Neurotoxicity** in the National seminar organized by the University of Madras.

- On 17.02.2011, an **Industrial Visit** by the students of Biochemistry, headed by Prof.S.Uvarajan, Head, Department of Biochemistry, and Prof.S.Arulanandam, was made to **Ramachandra Innovis** to learn the latest technology and equipments used in modern medicine.
- On 17.02.2011, Mrs.J.Ezhilarasi and A.meenakshi, Assistant professors of Commerce, presented papers in the State Level Seminar, on **Recent Trends in Capital Market**, organized by Sri Kanchi Krishna College of Arts and Science.
- On 02.02.2011 and 03.02.2011, Prof. S. Uvarajan, Vice-Principal, and Prof. M. Thukkaraman participated in the **Nation Level Workshop on Teaching and Learning** conducted by Adhiparasakthi College of Arts and Science, Kalavai.
- Mr. D. Thirumugan, Head, Department of Microbiology, along with the students of I M.Sc, Microbiology, attended a State Level Symposium on **Current Scenario of Drug De-Addiction and HIV/AIDS Prevention Challenges and Strategies**,.
- Mr. P. Maheskumar Asst. Professor attended a State Level Symposium on **Molecular Diagnosis of Communicable Diseases** held at APCAS.
- Mr. P. Maheskumar Asst. Prof. of Microbiology attended the **International Raise Rural Congress Program** held at Arunai Engineering College, Thiruvannamalai.
- On 04.02.2011, Prof.S.Uvarajan, Head of the Department of Biochemistry inaugurated the State Level Symposium on Life Sciences organized by the Department of Biochemistry and Bioinformatics in Auxillium college.
- On 04.12.2010, Ms. Kosalai Attended the State Level Workshop on **Autonomy and Quality Management in Higher Education** conducted by D.K.M College for Women, Vellore.
- On 21.10.2010, Ms. K. Priyadharshini and Ms. E. Anusuya, Assistant Professors attended a one-day Orientation Programme on **Soft Skills** organized by Thiruvalluvar University, Vellore.
- On 20.01.2011, Mrs. J. Ezhilarasi, HOD, Dept. of Commerce presented a paper on **Direct Tax Code -2011 and Its Impact** at the National Conference conducted by the Economics Department of Arignar Anna Arts College, Cheyyar.

- On 16.03.2011, Prof.J.Ezhilarasi, Head, Dept. of Commerce, presented a paper entitled **Online Shopping** in the International Conference organized by the University of Madras.
- From 03 to 08.01.2011, Prof. S. Senthil, Head, Department of Mathematics attended a 7 Days **Mathematics Teacher Training Programme** organized by the National Board of Higher Mathematics, Mumbai at Thiagarajar College of Engineering, Madurai.

#### 8. Total Number of Seminars / Workshops conducted:

Seminars and workshops have been conducted Department wise. Resource persons are invited to give special lectures. Students are encouraged to present papers on their area of interest.

- On 11.02.2011, the Department of Mathematics organized a one day **National Level Seminar** on **Different Perspectives of Mathematics**. Dr. S. Srinivasan, Assistant Professor of Mathematics, Bharathidhasan University, Trichy and Prof. P. Rajendran, Retd. Principal of Muthurangam Government Arts College, Vellore were invited as resource persons.
- On 22.10.2010, the Department of Mathematics organized a Special Workshop on enhancing the **Mathematical Skills** of students and Mr. K. Kumar the Retired Head Master was invited as Chief Guest. He gave a lecture on **Mathematical Magic**.
- On 17.09.2010, a one-day seminar was organized by the Department of Biochemistry. Dr.A.J.Vanishree, Professor, Department of Biochemistry, University of Madras gave a lecture on 'Neurophysiology and its role in Human race'.
- On 09.10.2011, the Literary Association of the Tamil Department organized a one-day Tamil Literary Association Function. The renowned speaker and scholar in Tamil Literature, Mr. Ellappan was invited as Resource person.

#### 9. Research Projects a) Newly implemented: b) completed:

M.Sc., level Research Projects for Biochemistry has been done every year.

#### 10. Patents generated, if any:

No

**11. New Collaborative Research Programmes:**

No

**12. Research Grants received from various agencies:**

No

**13. Details of Research Scholars:**

12 staff members of various Departments have registered for Ph.D. and are in their pursuit of research.

Mr.S.Uvarajan, M.Sc., M.Phil., PGDBI	Department of Bio-Chemistry
Mr.M.Arulanandham	Department of Bio-Chemistry
Mr.Thukkaram	Department of Bio-Chemistry
Ms.Vijayarajani, M.Sc., M.Phil.,	Department of Bio-Chemistry
Mrs.J.Ezhilarasi, M.Com., M.Phil	Department of Commerce
Mr.Srinivasan, M.C.S., M.Phil	Department of Commerce
Mr.G.Vivekanandan, M.A., M.Phil	Department of English
Mr.V.Parthasarathy	Department of commerce
Mr.Sahadevan	Department of English
Mr.T.Sanmughasundaram	Department of Tamil
Mr.Govardhanan	Department of Tamil
Mr.Pacchaippan	Department of Tamil

**14. Citation index of Faculty Members and Impact Factors:**

No

**15. Honors /Awards to the faculty:**

No

**16. Internal Resources generated:**

An amount of Rupees Two Lakhs has been generated as Internal Resource for the purpose of Research.

**17. Details of Departments getting SAP, COSIST (ASSIST) DIST. FIST etc. Assistance/  
Recognition:**

No

#### 18. Community services:

We have voluntary organizations like NSS, Citizen Consumer Club, Red Ribbon Club, and Youth Red Cross. They do all kinds of community services to the people at the neighboring villages. Our college has two NSS units. Mr. M. Arulandam, Lecturer in Biochemistry and Mr. S. Senthil, the Head of the Department of Mathematics are the Programme Officers. There are **Two Hundred** Volunteers in both the units. In addition to that, the departments too take efforts in serving the community.

- On 22.06.2010, an awareness programme was conducted for the rural students in continuation of the Scientific Awareness Programmes conducted last year, with the grants received from the **Tamilnadu State Council for Science & Technology** during which Dr. Durairaj, Asst. Prof. of Zoology Arignar Anna Arts College, Cheyyar, Prof. S. Uvarajan, Head, Department of Biochemistry and Dr. O. Sivapriya Head, Department of Microbiology gave lectures on the choice of science courses available in colleges and universities,. More than 250 students participated in the programme.
- On 07.07.2010 and 08.07.2010, the Department of Biochemistry, a two-day medical camp at our college campus was organized for the people of the nearby villages. Blood group identification was also done. More than 450 villagers got benefited. In this connection, Prof.S.Uvarajan, Head, Department gave a profound lecture to create awareness about Diabetes.
- On 30.02.2010 and 02.08.2010, the Department of Biochemistry organized a Blood Group identification Camp. More than 400 students were benefited.
- In the **State Level Youth Carnival** held at Nehru Stadium, Chennai, One Lakh and Thousand Volunteers participated from various colleges. Hundred of our students participated on behalf of our college, accompanied by our staff members Prof. M.Arulannandam, Prof. S. Senthil and Prof. K. Srinivasan.
- On 11.01.2011 and 12.01.2011, a 10-Hour Model Orientation Programme was conducted. Mr. Rajendran, the RRC District Manager, Thiruvannamalai District, was invited as Chief Guest.

- On 20.07.2010, RRC Programme Officer M. Arulandam participated in the RRC Orientation Programme **To Make the Youth Celebrate Life with HIV** at the District Collector's Office, Thiruvannamalai.
- On 27.08.2010, **Communal Harmony Rally** was convened. Mr E. Adikesava, Member Rotary Club, Cheyyar was invited as Chief Guest.
- In the event of the NSS Day Celebration on 24.09.2010, a Blood Donation Camp was organized on 23.09.2010 Jointly with Rotary Club, Cheyyar. Our Volunteers donated 100 units of blood.
- Our NSS Volunteers Mr. Jagadeesan of I BCA and MR. B. Umarsherif of I B.Com., attended Two Days' NSS Orientation Programme held at Sankara College, Kanchipuram.
- K.R. Selvam, NSS Volunteers of II BCA, participated in Republic Day Parade held at Rajiv Gandhi Adventure Camp at Uttrakasi. Uttranjal State.
- An NSS Special-Camp was organized at Rantham Village for Seven days between 14.12.2010 and 20.12.2010, one hundred NSS volunteers and two programme Officers Mr. M. Arulanandam and Mr. S. Senthil Staff members, assisted by Mr. K. Srinivasan, Mr. Parthiban, and Ms. E. Anusuya participated in the camp.
- Mr. M. Arulanandam, NSS Programme Officer attended a one-day Orientation Programme for NSS Programme Officers on **Gandhian Thought** at RGNIYD Sriperumbadur.
- Our College has **Citizen Consumer Club** with 200 student volunteers from various Departments. Mr. K. Srinivasan, is the Programme Coordinator.
- On 23.12.2010, National Consumer Day was conducted at Rantham Village, Mr. Venkatesan, District Coordinator was the Chief Guest and he delivered a speech on Consumer Rights, adulteration of foods, etc., Mr. K. Srinivasan, asst. Prof. Coordinator of Citizen Consumer Club organized this meeting.
- On 21.01.2011, Citizen Consumer Club meeting was organized at the Seminar hall. Mr. M. Venkatesan, District Coordinator participated and Spoke about the Consumer Awareness regarding fake advertisement, consumer rights, duties and their responsibilities, unfair trade practices etc.,

#### **19. Teachers and Officers newly recruited:**

Ten teaching staff and five non-teaching staff have been newly recruited.

**20. Teaching: Non-teaching Staff Ratio:**

Teaching: 66

Non-teaching:27

Ratio: 66:27

**21. Improvement in the Library Services:**

Library Automation Software has been installed. Five systems in the library have been provided with BSNL Broadband internet connection. Language Software, CD Roms, Dictionaries and Encyclopedias have been installed in it for the use of students.

**22. New Books/ Journals subscribed and their Cost:**

Library subscribes all kinds of journals and magazines to supply the needs of the students and staff of all discipline. Researchers' and Readers' choice of journals and magazines are taken into account and the same are subscribed. The library has been added with 800 new books this year. A separate Library has been maintained for the MCA Department as per the AICTE norms.

List of / Journals that have been subscribed:

Journals/ Magazine	Subscription	Cost
Competition Success Review	2yrs	Rs.430
India Today	1yr	Rs.780
Frontline	1yr	Rs.260
Sports Star	1yr	Rs.208
Yoga the Science	1yr	Rs.600
Advanced Biotech	2yrs	Rs.900
The Economic Challenger	1yr	Rs.500
International journal of Chemical Sciences	1yr	Rs.1200
Indian journal of Bio-chemistry and Bio-physics	1yr	Rs.1150
Medicinal and Aromatic Plants Abstract	1yr	Rs.2250
Business World	1yr	Rs.312
Proceedings in Mathematical Sciences	2yrs	Rs.500
Journal of Genetics	2yrs	Rs.250



Journal of Biosciences	5yrs	Rs.800
Indian Journal of Traditional Knowledge	1yr	Rs.450
Wisdom	3yrs	Rs.330
Time	1yr	2346
Dataquest	3yrs	Rs.720
Kalkandu	1yr	Rs.300
Muttaram	1yr	Rs.156
Sutru Choolal Patriya Kalvi	1yr	-
Tamilarasu	1yr	-
Readers Shelf	1yr	-
National Geographic	1yr	Rs.2375
Scientific American India	2yrs	Rs.1800
Ananta Vikatan	1yr	Rs.550
Kumutam	1yr	Rs.550
Indian Journal of Finance	1yr	Rs600
Indian Journal of Marketing	1yr	Rs.900
Southern Economist	1yr	Rs.600
Employment News	1yr	Rs.350
Asian journal of Microbiology, Biotechnology and Environmental Sciences	1yr	Rs.1600

List of additional New Journals/ Magazines subscribed during 2010-11

Journals/ Magazine	Subscription Period
Down to earth (monthly)	1yr
Kisan World (monthly)	1yr
Abhiyan (Quarterly)	1yr
Journal of Science Education (Resonance)	1yr
An International Journal Of Scientific Transactions In Environment And Technovation (quarterly)	1yr

Current science (Bimonthly)	1yr
Vaikarai	1yr
National testing service-India	1yr
Tamilnadu Nugarvor Kavasam	1yr

In addition to the above, ten National and International Journals are being subscribed.

- ACM/SIGMOBILE: Trans on Mobile computation
- ACM/KDD: Trans on Knowledge and Data Engineering
- ACM/SIGMM: Trans on Multimedia Systems
- Computer Science Education
- Journal of computer sciences, System Engineering and Information Technology
- Journal of Advanced computer Engineering
- Journal of Computer Science and Knowledge Engineering
- Journal of Computer Science Software Technology
- Journal of computer sciences and systems analysis
- Journal of Scientific Computing
- Journal of Neural Networks and Applications
- Journal of Cybernetic and Systems
- Journal of Neural Computing Systems
- Journal of computer science and Information Technology

**23. Courses in which student assessment of Teachers is introduced and the actions taken on students' Feedback:**

Though the Student assessment of teachers, technically, has not been introduced yet, the system is prevailing in our college. Students' feedback is obtained orally as well as in writing, and the same is investigated. Our college has formed a committee to counsel the staff in case of any complaints. Counselors are there in every department to redress the grievances of the students. There is tutorial system to supply the needs of the learners.

**24. Unit cost of Education:****UG Courses and their Unit Cost**

Name of the Degree	Annual Fees
B.A., English Literature	Rs.8,000
B.Com	Rs.8,000
B.Com (Corporate Secretary ship)	Rs.8,000
B.B.A	Rs.9,000
B.Sc (Biochemistry)	Rs.12,000
B.Sc (Microbiology)	Rs.12,000
B.Sc (Mathematics)	Rs.8,000
B.Sc (Computer Science)	Rs.17,000
B.C.A	Rs.17,000

**PG Courses and their Unit Cost**

Name of the Degree	Annual Fees
M.C.A	Rs.25,000
M.Com	Rs.10,000
M.Sc (Information Technology)	Rs.25,000
M.Sc (Computer Science)	Rs.20,000
M.Sc (Bio-chemistry)	Rs.20,000
M.Sc (Bio-Informatics)	Rs.20,000
M.Sc (Microbiology)	Rs.20,000

**25. Computerization of administration and the process and examinations results, issue of certificates.**

All aspects of administration of the college and its constituent Departments have been computerized. In addition to the publication of the results in its website, the university sends results through results sheets to the college. Our institution has an institutional website.

**26. Increase in the infrastructural facilities:**

New equipments have been purchased. The infrastructure of the laboratories has been developed by the addition of new equipments. As the courses and the strength of students are on the increase annually, a new building has been constructed at the cost of Rs.64 Lakhs. The class rooms are furnished with glass-boards and new sets of furniture. New computer Systems with advanced configuration have been purchased to replace old systems.

**27. Technology up gradation :**

Audio visual aids to assist teaching-learning have been purchased.

**28. Computer and Internet access and Training to teachers and students :**

All then laboratory of the departments have been facilitated with 24 hours Internet connection for the access of staff and students. Students' access to internet has been monitored to prevent misuse. Staff and students who do not have exposure to computer and internet have been identified and imparted computer knowledge.

**29. Financial aid to students:**

Scholarships have been arranged for students every year.

Rs. 9, 96,250 has been obtained as Peasants Welfare Scholarship for 496 students.

Rs. 6, 17,179 has been obtained for 209 SC students.

Rs.60, 000 of Sairam Trust scholarship has been equally distributed to 60 meritorious and poor students.

**30. Support from the Alumni Association and its activities:**

The Alumni Meet has been organized twice this academic year, on 12.10.10 and 14.02.2011. They came forward to help and guide their friends who are jobless and who are in the pursuit of higher studies. The alumni who have occupied executive positions in corporate sectors have made visits to classes of their discipline to impress the current students with the availability of scope for their courses.

**31. Support from the Parent-Teachers Association and its activities:**

Parent Teachers Association was held on 04.10.2010 and 20.12.2008. Their complaints, grievances, ideas and suggestions have been duly recorded and taken into account. The

Parent Teachers Association sponsors the Celebration of Literary Day. They give ten Cash Awards, Rs.1000 each, to ten meritorious students.

### **32. Health Services:**

Dr.E.Pari, M.B.B.S., a general physician visits the college premises every week and offers medical advice to students.

### **33. Performance in Sports Activities:**

- Our College cross-country, Cricket, Football, Ball Badminton, Hand Ball, Table Tennis and Boxing teams participated in the Thiruvalluvar University and various other tournaments.
- Our college Table-tennis Team got the second place in the Cuddalore Division Tournament, and second place in the Thiruvalluvar University Inter-divisional Tournament. Mr. R. Mohan of II BCA and Mr. M. Somanathan of II B.sc., Maths were selected for the Thiruvalluvar University Table-Tennis Team, which participated in the All India Inter University Tournament.
- Our College Cricket team got the second place in the Cuddalore Division Tournament. Six players were selected for the Inter divisional Tournament. Mr. G. Ragupathi of II B.Sc., Maths was selected for the Thiruvalluvar University Cricket Team, which participated in the south Zone Inter University Tournament.
- Our College Ball Badminton team got the second place in the Cuddalore Division Tournament. Six players were selected for the Inter Divisional Tournament. Mr.M. Pugazendhi of III BCA and Mr. P. Balaji of I MCA were selected for Thiruvalluvar University Ball Badminton Team that Participated in the All India Inter University Tournament.
- Our College athlete Mr. S. Ramesh of III BCA got the sixth place in the Cross Country Inter Divisional Tournament. He was also selected for the all India Inter University Tournament.
- Our College student Mr. R. Prabhakaran of III BCA got the first place in the State Level Karate Championship (Kempo Karate) first place in the open Karate championship and third place I the Monsuriyin Kung fu knock-out tournament.
- Our College Athlete Mr. B. Saravanan of I BA English got the first place in Discus throw at the Tournament organized by Thiruvannamalai District RRC.

- Our College Foot Ball Team participated in the Inter Collegiate Tournament. Five players were selected for Inter Divisional Tournament, which secured the second place. Mr. R. Saravanan of II BBA was selected for Thiruvalluvar University Football Team, Which participated in south Zone Inter University tournament. Indo-American Football club participated in the Thiruvannamalai District League Matches.
- Our College Handball team participated in the Inter Collegiate Tournaments. Three of our players were selected for the Inter Divisional Tournament and they obtained the Second Place in the Tournament.
- Our College Organized the Thiruvalluvar University Inter Divisional Football Men Tournaments, Women Tournaments, and Cuddalore Division Cricket Tournament this year.
- In the recent Chennai Marathon held on 13.02.2011, organized by sports authority of Tamilnadu, Our Students Ms. Srimathi of I BCA secured 12<sup>th</sup> place and won a cash award of Rupees Seven Hundred.
- The Intramural Competition was organized between 20 and 27<sup>th</sup> of January, for which our college men students are divided into four houses as **Bharathi, Elango, Kambar** and **Valluvar** and women students are divided into two houses as **Kurinji** and **Mullai**. Men-staff were divided into two teams and a cricket tournament was conducted.
- Our College possesses adequate space and facility to conduct **Outdoor Games** like Foot Ball, Volley Ball, Cricket, Handball, Ball Badminton, Kho-kho, Kabaddi and Athletics and **Indoor Games** like Chess, Carom, Table Tennis and Badminton.
- Our college admits sportsmen under sports and shows concession in tuition fees, gives sports scholarship to the students meritorious in sports.
- Mr.Jagannathan, the Physical Director served as convener for the Thiruvalluvar University Cuddalore Division Women tournaments.

#### **34. Incentives to Outstanding Sports persons:**

A concession of 40 percent in tuition fees is given to sports students. The sports persons who reside at hostels are exempted from paying boarding fees. Nutritious food is given to all sportspersons of our college.

#### **35. Students Achievements and Awards:**

Three of our students have secured ranks at the university level.

### **36. Activities of Guidance and Counseling Cell:**

The Guidance and Counseling Cell of our college has been functioning effectively. They monitor the activities of students within the campus, and while they travel in college busses. Students of first, second and third year are met separately and they are given appropriate advice as soon as the college reopens every year. Girl-students have been met at various occasions and they are informed about the code of conduct and dressing. Any mark of lack of discipline on their part is enquired promptly and disciplinary measures have been taken.

As it is a rustic area, there are chances of prolonged absentees. Guidance and Counseling Cell takes much responsibility to avoid their discontinuation of their courses. The poor students are rightly advised, encouraged and are given financial assistance too by providing a concession in tuition fees.

### **37. Placement services provided to students:**

The institution has been maintaining linkages with a few companies and industries. Campus interviews have been arranged for our out-going students. The students are given adequate training in taking Aptitude Tests, interviews etc. Our students have been permitted to attend off-campus interviews.

### **38. Development programmes for Non-teaching staff:**

Typewriting and Computer Training have been given to the non teaching staff. Meditation and yoga courses have been organized for them. Interested candidates have been taught to drive light vehicles.

### **39. Best practices of the Institution:**

- The students have the choice to choose their major and allied subjects.
- Flexibility of time frame to complete the programme and to change subject specializations.
- The curriculum is revised once in five years.
- Project work is compulsory for all the PG courses.
- The college adheres to the reservation policy.
- Admission of candidates is based on merits of the qualifying examination.

- Students' performances are assessed through weekly, monthly, unit and model tests.
- Guidance is given to students and parents to choose courses.
- Weak students and dullards are identified and special coaching is given.
- In addition to the Traditional methods of teaching, audiovisual aids are used.
- Progress reports are sent to parents periodically.
- Transport facility is offered even to the most remote areas.
- Courses are conducted to enhance employability and interpersonal skills.
- Students and teachers engage themselves in extension activities through voluntary organizations like NSS, YRC, CCC, RRC etc.
- Financial assistance to the poor candidates is given.
- Assertive on quality in teaching and learning.
- Staff members are recruited through rigorous interviews.
- Courses on yoga and meditation are offered to students every year.
- Free typewriting and computer literacy is given.
- The atmosphere and staff are learners friendly.

#### **40. Linkages developed with National/ International, Academic/ Research bodies:**

Our institution takes constructive efforts to develop linkages with the afore-mentioned research bodies.

#### **41. Any other relevant information:**

The college has been spending much on the infrastructure by constructing new buildings for the upcoming new courses, and supplies adequate furniture, and essential teaching aids. Teaching and non teaching staff have been recruited every year to keep pace with the increasing number of students. As the strength has neared one thousand and five hundred, new buses have been bought to facilitate students' transportation. The institution is making efforts to obtain Research Grants and to develop liaison with Research Bodies and Industries to enhance the standard of our institution.