

The Annual Quality Assurance Report (AQAR) of the IQAC 2016-17

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

1. Details of the Institution

1.1 Name of the Institution	VIVEKANANDA COLLEGE
1.2 Address Line 1	Tiruvedakam West
Address Line 2	Vadipatti Taluk
City/Town	Madurai District
State	Tamil Nadu
Pin Code	625234
Institution e-mail address	principal@vivekanandacollege.org
Contact Nos.	04543 -258234, 258334
Name of the Head of the Institution:	Dr.S.RAJA
Tel. No. with STD Code:	04543 -258234, 258334
Mobile:	9942083523

Name of the IQAC Co-ordinator:

Sri V.PARTHASARATHY

Mobile:

9942387711

IQAC e-mail address:

vciqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) :

TNCOGN 10190

1.4 NAAC Executive Committee No. & Date:

*(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)*

EC(SC)/09/A&A/2.3 dated 14-09-2015

1.5 Website address:

www.vivekanandacollege.org

Web-link of the AQAR:

<http://www.vivekanandacollege.org/iqac-annual-report.html>

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	85.25%	2002	2007
2	2 nd Cycle	A	3.57	2010	2015
3	3 rd Cycle	A	3.59	2015	2020
4	4 th Cycle	--	--	--	--

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

18/07/2003

1.8 AQAR for the year (*for example 2010-11*)

2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

i. Nil (Latest Assessment and Accreditation by NAAC on 14-09-2015)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

Madurai Kamaraj University, Madurai

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	Autonomy by UGC		
University with Potential for Excellence	<input type="checkbox"/>	UGC-CPE	<input checked="" type="checkbox"/>
DST Star Scheme	<input type="checkbox"/>	UGC-CE	<input type="checkbox"/>
UGC-Special Assistance Programme	<input type="checkbox"/>	DST-FIST	<input type="checkbox"/>
UGC-Innovative PG programmes	<input type="checkbox"/>	Any other (<i>Specify</i>)	<input type="checkbox"/>
UGC-COP Programmes	<input type="text" value="2"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="12"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="2"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="2"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="--"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="3"/>
2.9 Total No. of members	<input type="text" value="23"/>

2.10 No. of IQAC meetings held

9

2.11 No. of meetings with various stakeholders:

No. 9

Faculty 9

Non-Teaching Staff 9

Students 9

Alumni 9

Others 9

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

NIL

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. 6 International National State Institution Level 6

(ii) Themes

Faculty Development Programme
Corneal Blindness Awareness Programme

2.14 Significant Activities and contributions made by IQAC

- Orientation programme to I year Students and their Parents
- Faculty Development Programmes
- Orientation Programme for Newly Appointed Teaching Staff Members
- Student Development Programmes
- Examination Reforms
- Insisting the ICT enabled Teaching with Interactive Whiteboard Software
- Recommendations to the Governing body and Planning and Evaluation Committee
- Encouragement on research activities.
- Strengthening of Career Guidance and Placement Cell
- Implementation of Student Personality Development Programme (SPDP) in each the Department
- More avenues for students to engage in Community Services and Extension Activities
- Seminars, Conferences, Special Discourses and Invited Talks arranged.
- Orientation to Staff and Students regarding NAAC Accreditation

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

S.N	Plan of Action
1	Orientation for I year Students
2	Parents Meeting for I year students
3	Department wise Extension Activities
4	Alumni Association Meeting
5	Parents Teachers Association Meeting
6	Boards of Studies meeting
7	Feedback
8	Signing of MoU
9	IQAC Meetings
10	Faculty Development Programme (FDP)
11	Student Development Programme (SDP)
12	Consultancy Services
13	Submission of AQAR

* Attach the Academic Calendar of the year as Annexure. – **Attached – Annexure-I**

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The AQAR -2016-17 of the college was placed in the Staff Council Meetings held on 15th September 2017. The AQAR -2016-17 was approved by the Staff Council and resolved to submit the same to the NAAC as early as possible.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D.	3	--	3	--
M.Phil	2			
PG	4	--	2	--
UG	10	--	2	--
PG Diploma	--	--	--	--
Advanced Diploma	--	1	1	1
Diploma	--	1	1	1
Certificate	41	6	45	47
Others	--	--	--	2 (UGC-COP)
Total	60	8	54	51

Interdisciplinary				
Innovative				

- 1.2 (i) Flexibility of the Curriculum: CBCS -Core/Elective option / Open options - CBCS Pattern
 (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	63
Trimester	--
Annual	2

- 1.3 Feedback from stakeholders* Alumni Parents Employers Students
 (On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure - Attached – Annexure-II*

- 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Yes. The Board of Studies meeting for revision and updation of syllabi was conducted on a common day for all the Departments. The suggestions given by the experts of the committee were incorporated after getting the approval in the Academic Council.

- 1.5 Any new Department/Centre introduced during the year. If yes, give details.

No.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
50	29	19	--	2

2.2 No. of permanent faculty with Ph.D.

34

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
9	9	--	--	--	--	--	--	9	9

2.4 No. of Guest and Visiting faculty and Temporary faculty

23

40

1

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	36	--
Presented papers	4	26	--
Resource Persons	--	3	9

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Learner Centered teaching techniques like Team Teaching, Symposia, Workshops, Powerpoint Presentations, Peer Team Student Tutor (PTST), English Language Lab, Interactive White Board software, Smart Class rooms with audio visual aids, video conferencing, interaction and on the job training make the learning process effective.

2.7 Total No. of actual teaching days during this academic year -2016-17

182 (91 + 91)

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Double Valuation, Photocopy of the answer sheets,
Central Valuation
Mark Statement with Six Security features

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

72	32	40
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2.10 Average percentage of attendance of students

97.4

2.11 Course/Programmewise distribution of pass percentage : April -2017

SL. No.	Degree	No. of Students Appeared	No. of Students Passed	CLASS				% of Pass
				D	I	II	III	
1	B.A Economics	13	12	-	1	4	7	92.31
2	B.A. History	16	15	3	1	6	5	93.75
3	B.Com.	48	47	3	19	17	8	97.92
4	B.Com.(CA)	33	29	3	10	12	4	87.87
5	B.Sc. Mathematics	32	30	-	9	11	10	93.75
6	B.Sc. Physics	37	37	4	16	13	3	100
7	B.Sc. Chemistry	35	35	5	20	7	3	100
8	B.Sc. Botany	26	21	1	11	5	4	80.76
9	B.Sc. Zoology	18	9	1	4	4	-	50.00
10	B.Sc. Comp. Science	20	20	1	4	10	5	100
11	M.Sc. Zoology	1	1	-	-	-	-	100
12	M.Sc. Chemistry	1	1	-	1	-	-	100
13	M.Com.	8	8	-	8	-	-	100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- ❖ To prepare the academic plan for the year
- ❖ To conduct faculty development programmes
- ❖ To conduct student development programmes
- ❖ To conduct national and international conferences
- ❖ To promote interdepartmental activities
- ❖ To update the college website
- ❖ To make reforms in evaluation system
- ❖ To introduce central valuation, photocopy system
- ❖ To use electronic gadgets for teaching and learning
- ❖ To pursue Ph.D programmes
- ❖ To publish papers in peer reviewed journals
- ❖ To attend conferences
- ❖ To go for academic audit
- ❖ To get feedback from students and alumni
- ❖ To publish a quarterly IQAC news letter

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	8
Faculty exchange programme	
Staff training conducted by the university	1
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	2
Others (Faculty Development Programme- within the college)	72

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	22	11	6	19
Technical Staff	2	1	2	--

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- ❖ To motivate staff to pursue Ph.D programmes
- ❖ To apply for minor and major research projects from funding agencies
- ❖ To present papers in national and international seminars and conferences
- ❖ To pursue post doctoral programmes (PDF)
- ❖ To organize national and international seminars
- ❖ To honour the people for their achievements in Research
- ❖ To visit centres of higher learning

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	1	1	1
Outlay in Rs. Lakhs	--	--	18	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	1	3	21
Outlay in Rs. Lakhs	--	3	5.4	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	13	13	--
Non-Peer Review Journals	--	2	--
e-Journals	--	--	--
Conference proceedings	--	5	--

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3 years	UGC, DST-SERB	1774980	1774980
Minor Projects	2 years	UGC	540000	540000
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects <i>(other than compulsory by the University)</i>	--	--	--	--
Any other(Specify)	--	--	--	--
Total			2314980	2314980

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	1 (Guest Lecture)	5	2	--	11
Sponsoring agencies	Management	Management	Management		Management UGC-Autonomy Grant

3.12 No. of faculty served as experts, chairpersons or resource persons

16

3.13 No. of collaborations

International

2

National

2

Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency

2314980

From Management of University/College

959500

Total

3274480

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

8

24

3.19 No. of Ph.D. awarded by faculty from the Institution

1

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

SRF

Project Fellows

2

Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level
 National level State level
 International level

3.24 No. of Awards won in NCC:

University level
 National level State level
 International level

3.25 No. of Extension activities organized

University forum College forum
 NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Village Adoption Programme (VAP)

A unique feature of the college is VAP. The college has adopted six villages in and around Sholavandan and runs eight centres and a selected group of sixty motivated and trained students go to the respective adopted village every Friday. They used to take tuition cum cultural classes for rural children for two hours. What is learnt at Gurukulam is being transferred to the village children. Nearly 500 to 600 children are benefited under this scheme.

Year	No of Classes Conducted	No of College Students Participated	No of Staff Members Participated	No. of Students Benefitted
2016 - 2017	17	46	8	281

Appar Swamigal Uzhavara Kzhu

Appar Swamigal Uzhavara Kzhu was started in the academic year 2014-15 for cleaning the nearby temples. A team of 50 students visit a temple on a Sunday and take up cleaning works. The students attend in rotation.

S.NO	DATE	PLACE	No. of VOLUNTEERS
1.	19.06.2016	Ponperumal Malai, Vadipatti	50
2.	26.06.2016	Ponperumal Malai, Vadipatti	50
3.	24.07.2016	Ponperumal Malai, Vadipatti	56
4.	20.08.2016	Ponperumal Malai, Vadipatti	72
5.	28.08.2016	Ponperumal Malai, Vadipatti	55
6.	04.09.2016	Edaganathar Temple, Tiruvedakam	55
7.	18.09.2016	College Grounds	50
8.	25.09.2016	Ponperumal Malai, Vadipatti	55
9.	02.10.2016	Ponperumal Malai, Vadipatti	55
10.	25.12.2016	Janagai mariyamman Temple, Sholavandan	50
11.	08.01.2017	College Campus, Networking and Developing Centre for Service Organisation Annual Programme	70
12.	29.01.2017	Ponperumal Malai, Vadipatti	47
13.	05.02.2017	Ponperumal Malai, Vadipatti	50

Blood Donation

Students donate blood for Cardio thoracic surgery, Heart Operation, Heart Valve Operation, Chronic renal failure, By pass grafting surgery, accident victims and leg fracture surgery, for which the college has been recognized with awards. The yearwise blood donation details are as follows:

Year	No. of Donors
2016-17	64

Physical Education-Yoga and Gymnastics for School Students

As part of the extension programme of the Department of Physical Education, all the students of the college give training on yoga including Suriyanamaskar, Pranayama, Body Loosening Exercises and Asanas to the students of schools in their villages during the mid-semester holidays and Semester Holidays.

The college gymnasts give training in gymnastics to the students of Vivekananda Matriculation Higher Secondary School, Pannaikadu, Vivekananda Matriculation Higher Secondary School, Sholavandan and Narendra Middle School, Tiruvedakam West.

Awareness Rally

Five units of NSS, NCC, YRC, RRC and Narendra Band Music of the College jointly organize rallies to create awareness on various social issues among the people in the society regularly. 13 rallies have been organized for the past four years in association with the Block Development Office (BDO), Vadipatti Taluk.

Sl.No.	Date	Rally name
1	27-06-2016	International Day of Drug Abuse and Illicit Trafficking Awareness Rally
2	27-06-2016	Tobacco Awareness Rally
3	27-06-2016	Anti Drug Abuse Awareness Rally
4	25-10-2016	AIDS and Dengue Awareness rally

Crowd Management

NSS volunteers and NCC cadets of the college help in crowd management during functions and festivals.

Students' Culture Camp

Every year, the college conducts Students' Culture Camp during summer. It is for the age group of 11 to 15 years. The camp activities include physical exercises, yogasanas, meditation, value education, language skills in Tamil and English, games, visit to historically and spiritually important places in and around Madurai city. The number of students benefitted are as follows:

Year	2016-17
No. of Students Participated	68

Swachh Bharat Abhiyan (Clean Indian Mission):

This scheme is implemented through NCC Cadets and NSS volunteers to clean the streets, roads and infrastructure in the nearby villages. Villagers appreciate as this is action oriented.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	40 acres	---	---	40 acres
Class rooms	45	---	---	45
Laboratories	9	---	---	9
Seminar Halls	4	---	---	4
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Computerisation in Administrative activities

- The college main office has been automated.
- The college Gurukula office has been automated.
- Each and every bit of work related to the Sessional and Summative examinations is computerized and kept confidential. The details:-
 - Allotment of the register numbers for all the students as per the codes
 - Preparation of hall tickets
 - Display of time table
 - Printing the question papers
 - Preparation of the semester and final mark statements
 - Announcement of results
 - Mark Sheet and Degree Certificate

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	62970	8858955	705	254299	63675	9113254
Reference Books						
e-Books	-	-	150	Donated	150	Donated
Journals	108	76976	6	2880	114	79856
e-Journals	User access e-Journals through INFLIBNET N-LIST Programme					
Digital Database	User access Digital Database through INFLIBNET N-LIST Programme					
CD & Video	61	18693	--	--	61	18693
Others (specify)	--	--	--	--	--	--

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	243	3	13	2	3	5	13	--
Added	5	--	--	--	--	3	--	--
Total	248	3	13	2	3	8	13	--

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Internet - This facility is available in the library as well as in Common Internet Lab. which is used by staff and students whenever they are free. However, most of the teachers do have internet facilities at home which help them prepare teaching materials

All the Departments have been provided with **internet** connection through **NMEICT Scheme**. Ministry of Human Resource Development, Govt. of India has granted these internet connections for the institution in which 75 % of the expenditure of installation and maintenance is borne by MHRD itself. This helps the students and staff to have more accessibility to internet.

Audio-Visual Aids -Tape-recorders, OHPs, Slide projectors, LCDs, Televisions, DVD player are put to maximum use.

Computer aided teaching packages

As each department is provided with a computer, it is helpful for the course teachers to prepare teaching materials. All departments purchase subject CDs and utilize them in the teaching process.

Smart Class rooms have been established in the Dept. of Chemistry, Zoology and Commerce where all ICT facilities are available for enhancing Teaching Learning process. Two common Smart class rooms were created.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1.2
ii) Campus Infrastructure and facilities	39.5
iii) Equipments	1.3
iv) Others	4.0
Total :	46.0

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Anti ragging, Grievance Redressal, Counselling, Peer Team Student Tutor (PTST), Usage of Electronic Gadgets, Internet facilities, Government Scholarships, Management Scholarships, Educational Loans arranged to the needy students.

5.2 Efforts made by the institution for tracking the progression

Remedial Measures, Repeat Exams, Counselling to weak students, Internal Marks sent to the parents.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1042	26	9	--

(b) No. of students outside the state

1

(c) No. of international students

Men	No	%	Women	No	%
	1077	100		---	---

Last Year (2015-16)						This Year (2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
15	223	1	737	1	976	10	155	2	905	2	1077

Demand ratio 1:0.7

Dropout % : 8%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

1. Naren IAS Academy
2. GK Classes –every Saturday – for all the students
3. Each Department offers a paper for Competitive Exams as a Skill Based Paper

No. of students beneficiaries

1077

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- Acharyas (Teachers) are residing with the students in the campus and counselling in all spheres (monetary issues, health issues, behavioural aspects, community living, character building and physical aspects etc..) are given regularly. This is the basic edifice of Gurukula system
- The Placement Cell organized three Career Guidance Programmes

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2	66	37	2

5.8 Details of gender sensitization programmes

Students are given counselling to respect the women and children in the society. They are sensitized to respect women.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	4	47423
Financial support from government	1067	2971132
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students (Village Adoption Programme)

5.13 Major grievances of students (if any) redressed:

The Students Grievance Redressal Committee Meeting is conducted on the first Wednesday of every month. The UG and PG students attend the meeting cloakroom wise regularly. The grievance of the students both in hostel and academic side is rectified immediately. Four meetings were conducted on 06.07.2016, 24.8.2016, 07.09.2016, & 04.01.2017 during the academic year 2016-17.

S.N	Grievances Received	Actions Taken
1	Additional Bath room facility	A new bathing facility was created between Ganapathi and Siva building
2	Uninterrupted electricity	All the buildings were equipped with UPS/inverter for power supply 4 new generators with 50, 35, 35 and 15 KVA were installed
3	Hospital	A new Health Care Centre was constructed with 20 beds
4	Photocopying facilities	A new student amenities centre was created for photocopying
5	Communication/phone facilities	15 Coin phones were installed
6	Blackboards	Green boards were provided
7	Plug points for laptop charging	All the class rooms of the Departments were provided with Plug points for laptop charging
8	Internet browsing	Separate internet lab was created for internet browsing

Apart from these, minor grievances are received and redressed periodically.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION AND MISSION

Our Vision: To raise an army of neo-graduates steeped in the hoary culture of the Motherland and dedicated to serving her as potential leaders in the manifold spheres of national effort.

Our Mission: A harmonious enrichment of physical, emotional and intellectual facets of a student's personality to bring out his inherent **Perfection.**

6.2 Does the Institution has a management Information System

Yes.

- Administration procedures including finance.
- Student admission, student records, evaluation and examination procedures, research

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Revision of curriculum
- Conducting Board of Studies and Academic Council meetings –every year
- Skill Development Programmes
- Value Added Courses
- Extra-curricular activities
- Spoken English courses and classes
- Enriching the syllabi by including futuristic need
- Need based reformatations

6.3.2 Teaching and Learning

- Learner Centric Teaching, Task Based Language Teaching (TBLT)
- Smart class, ICT enabled teaching
- Power point presentations
- Internet
- Peer Team Student Tutoring Programme (PTST)
- Group discussion
- Video conferencing
- Conducting quiz / exhibitions / viva voce examinations.
- Seminars
- Remedial Coaching
- Teaching aids such as charts and models / field trips / hands on training programmes.

6.3.3 Examination and Evaluation

- Under the new CBCS system sponsored by the Government of Tamil Nadu credits are given along with the marks for examination.
- We have three internal assessment tests as Sessional examination for each semester.
- The questions for the internal assessment cover objective, short answer, paragraph and essay type questions
- Out of 100 marks for each paper 25 marks are allotted for sessional and 75 for summative examination.
- Out of 25 marks (Sessional), 20 marks are allotted for written examination and 5 for assignment to UG students and 15 marks are allotted for written examination, 5 marks for assignment and 5 marks for seminar to PG students. The best two out of three Sessional tests are evaluated for the final sessional mark to be added along with the summative examination marks.
- Summative examinations are conducted at the end of the each semester and results are published within three weeks from the last date of the examination. Results are published on-line in our website.
- The marks of the sessional examination are sent to the parents at the end of every sessional examination.
- In the Parents Meeting, the academic progress of the wards is discussed in the respective department and remedial measures taken.
- Evaluation of the sessional examination is done in the department.
- Grades are awarded as per the methods adopted by calculating the credits and marks obtained in the summative examination

6.3.4 Research and Development

- Separate Coordinator for Research Activities
- The Science Instrumentation and Research Centre has raised the Research Standard.
- Our teacher's national and international linkage in research has become vast.
- Teachers are encouraged to apply for Minor and Major Research Projects
- Encouraging students and staff to present papers in seminars
- For the publication of each article in the international journal, Rs.500 is offered by the management.
- Registration Fee is borne by the management when the teachers present papers in seminars
- During the Academic year 2016-17, **One** Major Research Project and **21** Minor Research Project were applied; **Three** Minor & **One** Major Research Projects were received.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library books are added every year
- Library is working from 8.00 a.m. to 8.00 p.m. from Monday to Friday (from 8.00 a.m. to 6.00 p.m. in all Saturdays and from 8.00 a.m. 12.00 noon in all Sundays and Holidays)
- Self Study Scheme offered by the Library
- Online journals subscribed
- Smart class rooms with Interactive White Board software
- Separate well equipped Science Instrumentation Centre
- Students using their laptops for the preparation of their project works

6.3.6 Human Resource Management

- Faculty Development Programmes for both Staff and Students
- Staff encouraged to be as resource persons / selection /interview committee members
- Soft Skill Development for students
- On & off campus interview
- Personality Development for students
- Orientation/Refresher courses

6.3.7 Faculty and Staff recruitment

- Well qualified and committed faculty and staff are recruited as per the UGC norms and the Directions of Directorate of Collegiate Education, Tamil Nadu State Government.
- 100% transparency and pure merit is followed during the appointments

6.3.8 Industry Interaction / Collaboration

- Our college has the collaboration with IGNOU
- Collaboration with Dhan Foundation
- Collaboration with MADITTISIA, BSNL, Royal Society of Chemistry, Indian Academy of Science, Royal Entomological Society of London
- Department of Economics sent the students for on the job training in Industries
- Department of Commerce sent the students for the Auditor training at various Chartered Accountants
- Our college library has the collaboration with Indian Academic Library Association (IALA), Tamil Nadu Chapter
- Department of Physical Education has the collaboration with Madurai District Chess Association
- Industry College Cell (ICC) is functioning

6.3.9 Admission of Students

- a) Application form for various courses is accompanied with a prospectus furnishing the details about the various courses offered by the College and the salient features of our Gurukulam. It orients the students regarding the courses they can choose, rules and regulations of the institution and the routine of the Gurukulam in both Tamil and English.
- b) Advertisement is given in the Tamil and English dailies about the courses offered, the admission process and the fees structure.
 - Tamil Nadu State Government norms are followed
 - Due representation is given to OC/BC/MBC/SC/ST
 - The wards of ex-servicemen are admitted
 - Due weightage is given to sportsmen
 - Students who pass in the supplementary exam at +2 level are also given admission.
 - Students with single parent are taken care of during admission.
 - The recommendation of alumni and present senior students are taken into consideration.
 - We always accommodate the socially and economically disadvantaged communities like BC/MBC/SC/ST.
 - We have a long meeting with the candidate and his parent in which the Gurukula system is completely explained. A questionnaire is given to the candidate so that he understands the training he will receive in the Gurukulam and then the admission is made.
 - Three seats in UG and two seats in PG are reserved for the students who have special certificates in games and sports.
 - SC/ST Candidates can get one application form free of cost on production of Community Certificate.
 - No tuition fee for all aided courses as per the direction of Tamil Nadu State Government.

6.4 Welfare schemes for

Teaching	PF, Gratuity, Health Insurance, Staff Welfare Association
Non teaching	Health Insurance, PF
Students	Merit cum means – scholarship, freeship, library loan book, Earn While Learn Scheme, Students Group Insurance

6.5 Total corpus fund generated

Rs. 9 Lakhs

6.6 Whether annual financial audit has been done

Yes

No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Dean	--	--
Administrative	--	Government	Yes	SRKA*

*SRKT-Sri Ramakrishna Ashram, Tiruvedakam West – our Management

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

No

For PG Programmes

Yes

No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Internal question setting and valuation for Non-major Electives, Skill Based and Part – IV papers
- Transparency in evaluation
- Publication of results as quick as possible
- The University nominated experts for the Awards Committee

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

- Our college is affiliated with Madurai Kamaraj University.
- The university gives full autonomy in question setting, evaluation and curricular reforms. University helps us to get the funding from government agencies for the implementation of various programmes.
- University periodically deputed experts for Board of studies, Governing Body, Academic Council and Awards Committee meeting to monitor the quality.

6.11 Activities and support from the Alumni Association

- ❖ Alumni contribution to infrastructure development
- ❖ Alumni contribution to get appointment and jobs
- ❖ Alumni contributing to update knowledge by video conferencing
- ❖ Endowment medals created for rank holders

6.12 Activities and support from the Parent – Teachers Association

- ❖ Yearly parent-teachers meeting during the month of December
- ❖ Students performance and their achievements were appraised
- ❖ Feedback for further development is obtained
- ❖ The parents had a lively and useful interaction with the Principal, Swamiji and respective Gurukula Coordinators during the Parents meeting.

6.13 Development programmes for support staff

- Personality Development Programmes
- Computer Awareness Programmes
- Orientation Programmes

6.14 Initiatives taken by the institution to make the campus eco-friendly

- ❖ Tree planting
- ❖ Plastic free campus and maintaining cleanliness in class rooms
- ❖ Modern toilets
- ❖ Dust bins are placed wherever necessary
- ❖ Maintenance of gardens
- ❖ Garbage collection
- ❖ Solar energy harvesting
- ❖ Conducting Green Audit

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- ❖ Providing more electronic gadgets for laptop charge by the students
- ❖ Peer Team Student Tutors (PTST)
- ❖ Feedback on Syllabus from existing students
- ❖ Inter-collegiate meets –organised and sent the students to participate
- ❖ All class rooms provided with green board
- ❖ Interactive White Board Software installed

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

S.N	Plan of Action	Action Taken Report -2016-17								
1	Orientation for I year Students	Orientation for I year students was conducted on 15 th June 2016. Students readily accustomed to new environment								
2	Parents Meeting for I year students	Parents are explained the rules and other activities of the college in the meeting held on 15 th June 2016								
3	Department wise Extension Activities	<table border="1"> <thead> <tr> <th>Department</th> <th>Extension Activity</th> </tr> </thead> <tbody> <tr> <td>Mathematics</td> <td>Vedic Mathematics</td> </tr> <tr> <td>Physical Education</td> <td>Yoga for School students</td> </tr> <tr> <td>Botany</td> <td>Preparation and Distribution of <i>Nilavembu Kudineer</i>-Medicine for prevention of Dengue fever</td> </tr> </tbody> </table>	Department	Extension Activity	Mathematics	Vedic Mathematics	Physical Education	Yoga for School students	Botany	Preparation and Distribution of <i>Nilavembu Kudineer</i> -Medicine for prevention of Dengue fever
Department	Extension Activity									
Mathematics	Vedic Mathematics									
Physical Education	Yoga for School students									
Botany	Preparation and Distribution of <i>Nilavembu Kudineer</i> -Medicine for prevention of Dengue fever									
4	Alumni Association Meeting	The annual meeting of the Alumni Association was held on 24 th September 2016 which was attended by 152 alumni. They shared their nostalgic moments and assured to contribute liberally for all sided growth of our college.								
5	Parents Teachers Association Meeting	Parents Teachers Association Meeting was conducted for the I year students on 15 th June 2016.								
6	Boards of Studies meeting	Boards of Studies meeting was conducted on 6 th January 2017. The experts of each department gave valuable suggestions to improve the curriculum.								
7	Feedback	Feedback was collected from the Students, Alumni, and Parents								
9	IQAC Meetings	A series of nine meetings were conducted								
10	Faculty Development Programme (FDP)	<ul style="list-style-type: none"> ➤ Four Faculty Development Programmes were organised on 13th September 2016, 19th October 2016, 9th January 2017 and 28th February 2017. ➤ Faculty Development Programmes on Subjects were organised from 20th February to 10th March 2017. 								
11	Student Development Programme (SDP)	IQAC organised Student Development Programme between 20 th February and 10 th March 2017. The Departments conduct weekly student development programmes to enrich the knowledge through their Associations.								
12	Consultancy Services	Dr.S.Raja, IQAC Coordinator, extended NAAC consultancy to Swami Vivekananda Yoga Anusandhana Samsthanam (S-VYASA) Yoga University, Kempegowda Nagar, Bangalore -560019 for three days from 12-2-2017 to 14-2-2017. Department of Zoology offers consultancy on Fish Culture, Mushroom Culture, Vermiculture and generated revenue Rs.31729.								

	Department of Botany offers consultancy on Herbal Garden, Organic Farming and generated revenue Rs.12872. Department of Physical Education offers Yoga and generated revenue Rs.35000.
--	---

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- | |
|--|
| <ul style="list-style-type: none"> ❖ Curriculum with Cultural Values ❖ Curriculum Enhancement Through Academic Audit |
|--|

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- | |
|--|
| <ul style="list-style-type: none"> ❖ Planting of more number of trees in and around the campus ❖ Sericulture ❖ Vermicomposting ❖ Garbage collection ❖ Environmental studies ❖ Rain water harvesting ❖ Organic farming ❖ Production of animals ❖ Awareness Rally organised |
|--|

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Our Strength

Gurukulam

- Revival of the Ancient Gurukula System since 1971
- **Life-training** and Character Building Education
- Discipline is the fruit of the Gurukula pattern
- Values of simplicity and austerity resulting in simple living and high thinking

Curriculum

- Lead College in the Consortium of Institutions
- Support of the Alumni in enrolment, resource mobilization, motivation for higher education, and placement

- Value Education part of the Curriculum
- Group Discussion Forum and English Communicative Skills
- Well-equipped English Language Lab

Our Weaknesses

- Student strength cannot go more than 1000
- Initial reluctance on the part of the students to get into the Gurukula groove
- Poverty of students preventing them from paying their mess fees
- Students with poor communicative skills at the initial stage
- Left over students in the academic stream as the input but made on par in due course

Our Opportunities

- Students recruited in defence and police forces due to physical culture imparted here
- Promotion of the Indian Culture
- All round Personality Development
- Blood Donation especially for Open Heart Surgery
- Recasting students with inadequate value system into desirable character
- NSS Special camps during summer vacation
- NCC Republic Parade Representation every year
- Village Adoption Programme and Donation of van by the State Bank of India, Chennai Circle
- Earn while you learn
- Self Study Scheme and Library Services
- Science Exhibition for the Rural Masses once in two years
- Library and Laboratory on wheels for the rural students
- Each student realizes his potential
- Development of life skills

Our Threats

- Water scarcity
- Frequent power cut
- Self-financing teachers may leave the institution any time

8. Plans of Institution for Next Year 2017-18


❖ The college has planned to

- Introduce the PG courses M.Sc. Botany and M.Sc. Physis from the Academic Year 2017-18
- Introduce the certificate course and diploma course in Indian Heritage and Culture
- Upgrade the existing laboratories
- Create the new smart classrooms
- Introduce the RFID technology in the Library
- Utilise the grants received under UGC-CPE Scheme as per the action plan



Name: Sri V. Parthasarathy

Signature of the Coordinator, IQAC



Name: Dr. S. Raja

Signature of the Chairperson, IQAC

Principal
VIVEKANANDA COLLEGE
Tiruvadakam West-625234
Madurai District



Date: 30-09-2017

Academic Calendar of IQAC

The IQAC meets First Thursday in every Month.

Month	Activity
June	<ul style="list-style-type: none"> • Staff Meeting for the Academic Year -2016-17 to discuss curriculum and timetable • Orientation to the I year Students and their Parents about the Gurukula pattern of college
July	<ul style="list-style-type: none"> • Faculty Development Programme • Encourage the faculty to apply MRP • Orientation to faculty
August	<ul style="list-style-type: none"> • Faculty Development Programme • Collection of data /events for the IQAC Newsletter
September	<ul style="list-style-type: none"> • Faculty Development Programme • Demonstration of smart class • Meeting with Alumni • Getting feedback from alumni
October	<ul style="list-style-type: none"> • Faculty Development Programme
November	<ul style="list-style-type: none"> • Consolidation of the odd semester activities • Collection of data /events for the IQAC Newsletter
December	<ul style="list-style-type: none"> • Parents teachers Meeting • Getting feedback from parents • Analysis of Results of odd semester examinations
January	<ul style="list-style-type: none"> • Collection of feedback from the students on curriculum • Review of Board of Studies Meeting
February	<ul style="list-style-type: none"> • IQAC Meeting • Collection of data /events for the Annual Report • Submission of Proposal for College with Potential for Excellence (CPE) to UGC, New Delhi.
March	<ul style="list-style-type: none"> • Faculty Development Programme • Consolidation of feedback received from alumni, parents and students • Collection of data events during even semester for the Newsletter.
April	<ul style="list-style-type: none"> • Reminders to the staff during Governing Body and Staff Council meeting on submission of data for the AQAR and review of the annual plan • Receiving data on the activities of the all the departments and clubs and committees. • Collection of data /events for the IQAC Newsletter • Conduct of Internal Audit • Preparation of AQAR 2016-17 • Preparation of the annual plan for 2017-2018

Analysis of feedback from the stakeholders

Sl.No	Criterion	Feed back	Score	Graph								
1	Criterion I: Curricular Aspects	Parents	10.25	<p>Curricular Aspects</p> <table border="1"> <thead> <tr> <th>Stakeholder</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>Parents</td> <td>10.25</td> </tr> <tr> <td>Alumni</td> <td>12.01</td> </tr> <tr> <td>Students</td> <td>11.34</td> </tr> </tbody> </table>	Stakeholder	Score	Parents	10.25	Alumni	12.01	Students	11.34
		Stakeholder	Score									
		Parents	10.25									
Alumni	12.01											
Students	11.34											
Alumni	12.01											
Students	11.34											
II	Criterion II: Teaching-Learning and Evaluation	Parents	10.70	<p>Teaching-Learning and Evaluation</p> <table border="1"> <thead> <tr> <th>Stakeholder</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>Parents</td> <td>10.70</td> </tr> <tr> <td>Alumni</td> <td>11.93</td> </tr> <tr> <td>Students</td> <td>11.53</td> </tr> </tbody> </table>	Stakeholder	Score	Parents	10.70	Alumni	11.93	Students	11.53
		Stakeholder	Score									
		Parents	10.70									
Alumni	11.93											
Students	11.53											
Alumni	11.93											
Students	11.53											
III	Criterion III: Research, Consultancy and Extension	Parents	10.55	<p>Research, Consultancy and Extension</p> <table border="1"> <thead> <tr> <th>Stakeholder</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>Parents</td> <td>10.55</td> </tr> <tr> <td>Alumni</td> <td>12.21</td> </tr> <tr> <td>Students</td> <td>11.60</td> </tr> </tbody> </table>	Stakeholder	Score	Parents	10.55	Alumni	12.21	Students	11.60
		Stakeholder	Score									
		Parents	10.55									
Alumni	12.21											
Students	11.60											
Alumni	12.21											
Students	11.60											
IV	Criterion IV: Infrastructure and Learning Resources	Parents	10.71	<p>Infrastructure and Learning Resources</p> <table border="1"> <thead> <tr> <th>Stakeholder</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>Parents</td> <td>10.71</td> </tr> <tr> <td>Alumni</td> <td>10.96</td> </tr> <tr> <td>Students</td> <td>11.32</td> </tr> </tbody> </table>	Stakeholder	Score	Parents	10.71	Alumni	10.96	Students	11.32
		Stakeholder	Score									
		Parents	10.71									
Alumni	10.96											
Students	11.32											
Alumni	10.96											
Students	11.32											

V	Criterion V: Student Support and Progression	Parents	10.53	<p>Student Support and Progression</p> <table border="1"> <thead> <tr> <th>Group</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>Parents</td> <td>10.53</td> </tr> <tr> <td>Alumni</td> <td>11.55</td> </tr> <tr> <td>Students</td> <td>11.99</td> </tr> </tbody> </table>	Group	Score	Parents	10.53	Alumni	11.55	Students	11.99
		Group	Score									
		Parents	10.53									
Alumni	11.55											
Students	11.99											
Alumni	11.55											
Students	11.99											
VI	Criterion VI: Governance, Leadership and Management	Parents	10.99	<p>Governance, Leadership and Management</p> <table border="1"> <thead> <tr> <th>Group</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>Parents</td> <td>10.99</td> </tr> <tr> <td>Alumni</td> <td>11.66</td> </tr> <tr> <td>Students</td> <td>11.05</td> </tr> </tbody> </table>	Group	Score	Parents	10.99	Alumni	11.66	Students	11.05
		Group	Score									
		Parents	10.99									
Alumni	11.66											
Students	11.05											
Alumni	11.66											
Students	11.05											
VII	Criterion VII: Innovation and Best Practices	Parents	10.47	<p>Innovations and Best Practices</p> <table border="1"> <thead> <tr> <th>Group</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>Parents</td> <td>10.47</td> </tr> <tr> <td>Alumni</td> <td>11.66</td> </tr> <tr> <td>Students</td> <td>11.57</td> </tr> </tbody> </table>	Group	Score	Parents	10.47	Alumni	11.66	Students	11.57
		Group	Score									
		Parents	10.47									
Alumni	11.66											
Students	11.57											
Alumni	11.66											
Students	11.57											
	All Criteria	Parents	14.56	<p>All Criteria</p> <table border="1"> <thead> <tr> <th>Group</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>Parents</td> <td>14.56</td> </tr> <tr> <td>Alumni</td> <td>13.98</td> </tr> <tr> <td>Students</td> <td>12.71</td> </tr> </tbody> </table>	Group	Score	Parents	14.56	Alumni	13.98	Students	12.71
		Group	Score									
		Parents	14.56									
Alumni	13.98											
Students	12.71											
Alumni	13.98											
Students	12.71											

BEST PRACTICES**Best Practice-I****Title**

Village Adoption Programme for Community Engagement

Objectives

- To inculcate the values among the village students
- To cultivate the spirit of education with values among the village students
- To develop the inner good values already in the village students
- To improve the literacy rate of the village students

The Context

Education with values is a key to harmonious development. There was a felt need to initiate value education in the society as a whole through a small community development. There was an urgent need for making some efforts towards uplifting the value education among the village students in the society. These students needed to be provided by the formal education with values.

Strategy

Village Adoption Programme is a literacy programme with value education where the selected students are instructed into the concepts, need and importance of teaching value education in nearby villages of the college.

The college has adopted six villages.

The Village Adoption Programme is functioning in eight centers of the six villages.

50 trained students are engaged in the VAP

The students visit the centers every Friday

The students conduct the tuition classes in the evening between 5.00 pm and 8.00 pm.

The students take attendance of the village students

Practice

The programme starts with the opening prayer

The programme consists of (i) Spiritual Story, (ii) Quiz, (iii) Yoga, (iv) Patriotic story & Patriotic song, (v) Clarification of Subject doubts, (vi) Games, (vii) Proverbs, (viii) Riddles, (ix) English Words, synonyms, antonyms, (x) Devotional song, (xi) Tamil Nadu History, (xii) Good habits & values, (xiii) Tirukkural, (xiv) Drama, (xv) Essay writing and (xvi) cultural competitions.

Evidence of Success

The programme has made a difference in the lives of village students. Today, the benefitted students from the Village Adoption Programme become good students in their respective schools. The students participated and won the prizes in the competitions held at their schools. The studies of the students have also improved due the impact of this programme. The improvements also reflect the feelings of the college students who are involved in this programme. In short, this programme proved a rewarding strategy to help the village students to improve their studies with values.

Problems Encountered and Resources Required

- (i) Due to various reasons attendance of the village students for this programme is not regular
- (ii) This programme is not supported by fund

Fund may be allocated for each adopted village in order to motivate the village students have to attend the classes regularly. So that study materials can be supplied to the students.

Best Practice-II

Title

Self Study Scheme (SSS) for Students' Self Development

Objectives

To improve the knowledge of the students

To inculcate reading habit among the students

To develop the students themselves and enhance their specialist knowledge and proficiency.

The Context

Today we are living in the knowledge era. All the competitive examinations are conducted to test the variety of knowledge of the candidates. The reading habits and the indepth knowledge in the subjects are having the declining trend in the modern world. Mere bookish knowledge is not enough to get jobs at present for a student. So apart from the subjects, the students should develop themselves with proficiency in many subjects and general intelligence. In order to compete this the college has introduced a **Self Study Scheme (SSS)** for all the students.

Strategy

Under **Self Study Scheme**, a student is provided with an opportunity once in two weeks to visit the library during night study hour between 6.30 p.m. and 8.00 p.m. A student has to browse minimum 25 books in a year from various disciplines and collect important quotations

from them after the thorough reading. He has to submit an assignment for about 5 pages in a discipline of his choice among the browsed books. The scheme is monitored by the Librarian and Resident Acharyas.

Practice

The students visit the library during night study hour between 6.30 p.m. and 8.00 p.m

The students are provided with the Student Self Study Evaluative Record (SSSER) in which they write the name of the book, author's name, content of the book and abstract of the book that they read. At the end of the year, every student should submit an assignment consisting of (i) 20 Books Name with Author's name, Publisher's Name and Year – for 10 marks, (ii) 20 quotations with the name of the personalities who given that quotations from the books he read under self study scheme –for 10 marks and (iii) summary for one page about one topic which he read under self study scheme –for 5 marks. The college has allotted credit to this Self Study Scheme in the curriculum.

Evidence of Success

This improves the general knowledge of the students. After implementation of this scheme, the number of participants in the co-curricular competitions such as essay writing, quiz, elocution, verse writing and debate has increased. The number of students passed in the competitive examinations conducted by the Government and other agencies has also increased. Particularly the reading habit of the students has improved due to this scheme.

Problems Encountered and Resources Required

- (i) Time management is difficult to provide the opportunity to visit the library to the students
- (ii) Due to insufficient labour evaluation process may be late and takes more time

Therefore, additional manpower is required and financial support is necessary for effective implementation of this Self Study Scheme (SSS).
