



NAAC
NATIONAL ASSESSMENT AND
ACCREDITATION COUNCIL

INSTRUCTIONS

This questionnaire is designed to make a survey of the basic processes related to quality management efforts in your institution. The survey consists of five sections.

1. General Profile
2. IQAC (Internal Quality Assurance Cell) activities
3. Academic and Research Outputs
4. Student Mentoring and Support System
5. Governance and Innovation

The activities of the institution in the above five sections or in other relevant areas are being surveyed to create a quality profile for the year in relation to institutional vision and goals. The survey results would enable the institution and IQAC to create a quality index profile, which would be a self learning exercise. Apart from the responses to the online survey, in case the NAAC requests for any further evidence, the information may be sent by hard copy. This would enable NAAC to make a diagnostic survey of national higher education scenario and the feedback will be provided to each participating institution. No judgement or categorization on institutional quality is intended.

IMPORTANT

In order to enable institutions to have a preview of the questionnaire, the PDF version is available on the NAAC website.

When answering this questionnaire, please ensure that no question is omitted in order to have a holistic analysis.

This survey does not allow you to have access to the filled-up form, i.e., once the 'done' button is clicked, the information will automatically reach NAAC.

In case you wish to retain printouts of the filled-up questionnaire, please take a printout of each completed page before proceeding further.

1. Kindly provide the details of the institution

Name of Institution:	Arul Anandar College,
Year of Establishment of the Institution:	1970
Address Line 1:	Arul Anandar College
Address Line 2:	Karumathur
City/Town:	Madurai
State:	Tamilnadu
Postal Code:	625 514
Email Address:	principal_aac@yahoo.com

2.NAAC Accreditation/ Reaccreditation Details

Year of Accreditation/ Reaccreditation:	2001 / 2008
Current Grade:	A' Grade
CGPA:	3.52

3. Institutional Status - Autonomous

4. Contact Person Details

Name of Head of Institution:	Dr. Fr. Xavier Vedam S.J.,
Contact Phone:	04549-287208/9444761101
Email:	frxavierv@yahoo.com/vedamvx@gmail.com
Website URL:	aactni.edu.in
Name of IQAC Co-ordinator	Dr. S. Vanathu Antoni
Email:	vanathuantoni@gmail.com

SECTION I

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

5. Number of academic programmes existing (Enter a number; 0 for nil)

Undergraduate (BA/B.Sc./B.Com etc.)	14
Post Graduate (MA/M.Sc./M.Com etc.)	6
Research Programmes (M.Phil/P.hD)	3
Certificate Programmes	6
Professional Programmes (B. Tech/M.Tech/B.Ed/M.Ed/Medicine/Pharmacy/Paramedical/Nursing etc)	1
Other value added programmes 3 FC/BC/WS,PGDCA	4
Any other programme offered (Specify) 5	6

6. Details on Programme Development (Enter a number; 0 for nil)

New programmes added during the year	2
New programmes designed	1
Programmes under revision	1
Interdepartmental collaborative programmes	4
Inter institutional collaborative programmes	2
Number of review committee recommendations implemented (Total)	1
Number of NAAC peer team recommendations implemented	8
Number of UGC/any other expert committee recommendations implemented	1
Number of review committee recommendation under implementation	1
Number of NAAC peer team recommendations under implementation	1
Number of UGC/ any other expert committee recommendations under implementation	1

7. Faculty Details (Enter a number; 0 for nil)

Total faculty strength required as per norms for all programmes	138
Total faculty on rolls	122
Faculty added during the year	60
Faculty positions vacant	16
Faculty left during the year	8
Total number of visiting faculty	2
Total number of guest faculty	2

8. Qualification of Faculty

PhD and Above	42
MPhil	57
Masters	20
Any other (Specify)	3

9. Faculty qualification improvement

PhD awarded to existing faculty	2
MPhil awarded to existing faculty	0
Any other degree awarded to existing faculty	5

10. Administrative Staff Details (Enter a number; 0 for nil)

Administrative staff (total sanctioned)	44
Administrative staff (Actual strength)	30
Added during the year of reporting	0
Left during the year	4
Number of posts vacant	14

11. Technical Support Staff Details (Enter a number; 0 for nil)

Technical Support Staff (Total sanctioned strength)	9
Technical Support Staff (Actual strength)	9
Added during the year	0
Left during the year	0
Number of posts vacant	0

SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC.

It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

12. Establishment details

DD MM YYYY 14. 06. .2004
Year of establishment of IQAC

 / /

13. Composition of IQAC (Enter a number; 0 for nil)

Number of IQAC members	<input type="text" value="18"/>
Number of Alumni in IQAC	<input type="text" value="1"/>
Number of Students in IQAC	<input type="text" value="2"/>
Number of Faculty in IQAC	<input type="text" value="6"/>
Number of Administrative Staff in IQAC	<input type="text" value="1"/>
Number of Technical Staff in IQAC	<input type="text" value="1"/>
Number of Management Representatives	<input type="text" value="1"/>
Number of External experts in IQAC	<input type="text" value="2"/>
Number of any other stakeholder and community representatives	<input type="text" value="2"/>

14. IQAC Meetings

Number of IQAC meetings held during the year

15. Whether Calendar of activities of IQAC formulated for the academic year

16. IQAC Plans for Development (Enter a number; 0 for nil)

Number of academic programmes proposed	1
Number of value added programmes proposed	1
Number of skill oriented programmes proposed	30
Number of faculty competency and development programmes proposed	3
Number of other staff development programmes proposed	1
Number of student Mentoring programmes proposed	4
Number of co-curricular activities proposed	25
Number of inter departmental cooperative schemes proposed	5
Number of community extension programmes proposed	55
Any other programmes proposed (Specify)	4 (Solar, Bio Gas, Bakery, Dairy)

17. IQAC Plans for development & Implementation (Enter a number; 0 for nil)

Number of academic programmes implemented	1.B.Sc., Food Science & Technology
Number of value added programmes implemented	1.Bridge Course
Number of skill oriented programmes implemented	30
Number of faculty competency and development programmes implemented	3
Number of other staff development programmes implemented	1
Number of student mentoring programmes implemented	4
Number of co-curricular activities implemented	25
Number of inter departmental cooperative programs implemented	5
Number of community extension programmes implemented	55
Any other programmes suggested that are implemented (Specify)	2 (Bio gas, Solar plant)

18. IQAC Seminars and Conferences (Enter a number; 0 for nil)

Number of seminars/
conferences/ workshops
organized by IQAC within
the institution

Number of participants
from the institution

Number of participants from
outside

Number of external experts
invited

Number of external
conferences/seminars/
workshops on institutional
quality attended

Number of events
conducted with IQACs of
other institutions as
collaborative programmes

19. Did IQAC receive any funding from UGC during the year ?

Yes

No

20. If the response to Qn. 18 is Yes, please provide the amount received from UGC -

(Input 0 - if NA/NIL-) Any other source including internal financial support from the
management (Specify amount)

Amount Received from
UGC

Amount Received from any
other source including the
college management

21. Any significant contribution made by IQAC on quality enhancement during current
year (Please provide details in bullet format)

SECTION III

In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

22. Academic Programmes

Number of new academic programmes developed or designed by faculty	3
Number of faculty members involved in curriculum restructuring/revision/syllabus development	135
Number of programmes in which evaluation process reformation taken up and implemented	1
Number of active teaching days during the current academic year	180
Average percentage of attendance of students	85%
Percentage of classes engaged by guest faculty and temporary teachers	1 Hindi 2. French
Number of self financed programmes offered	11, 2- Arts, 7-Science, 1-computer, 1- M.Phil
Number of aided programmes offered	11, Arts – 5, Science - 6
Number of programmes discontinued during the year	0

23. Whether any systematic student feedback mechanism is in place ?

24. Feedback Details (If answer to Question 20 is Yes)

Percentage of courses where student feedback is taken	100%
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25. Is feedback for improvement provided to the faculty?

26. Faculty Research, Projects, and Publication details for the year

Number of major research projects undertaken during the year	2 (ACPR)
Number of minor research projects undertaken during the year	2 (ACPR)
Number of major ongoing projects	4
Number of minor ongoing projects	2
Number of major projects completed	5
Number of minor projects completed	3
Number of major project proposals submitted for external funding	10
Number of minor project proposals submitted for external funding	2
Number of research publications in peer reviewed journals	10
Number of research publications in international peer reviewed journals	8
Number of research publications in national peer reviewed journals	2
Number of research papers accepted for publication in international peer reviewed journals	14
Number of research papers accepted for publication in national peer reviewed journals	6
Average of impact factor of publications reported	Range from 2.307 to 4.587
Number of books published	6
Number of edited books published	2
Number of books (single authored) published	4
Number of books (coauthored) published	-- 2
Numbers of conferences attended by faculty	98
Number of international conferences attended	24
Number of national conferences attended	74
Number of papers presented in conferences	24
Number of papers	14

presented in international conferences	
Number of papers presented in national conferences	10
Number of conferences organized by the institution	36
Number of faculty acted as experts resource persons	23
Number of faculty acted as experts resource persons - international	0
Number of faculty acted as experts resource persons- national	23
Number of collaborations with international institutions	2
Number of collaborations with national institutions	3
Number of linkages created during the year	2
Total budget for research for current year as a percentage of total institution budget	5% $22,24,674/4,16,03,276 = 5\%$
Amount of external research funding received in the year	22,24,675/-
Number of patents received in the year	0
Number of patents applied for in the year	1
Number of research awards/ recognitions received by faculty and research fellows of the institute in the year	1
Number of PhDs awarded during the year	2
Percentage of faculty members invited as external experts/resource persons/reviewers/referees or any other significant research activities	(43) 30%

SECTION IV

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

27. Student Details and Support Mechanisms

The total intake of students for various courses (Sanctioned)	842
Actual enrollment during the year	791
Student dropout percentage during the year	6%
Success percentage in the final examination across the courses	UG – 77.41% PG. 60.65%
Number of academic distinctions in the final examination and percentage	UG 62 (11.35%) PG 07 (11.47%)
Number of students who got admitted to institutions of national importance	1
Number of students admitted to institutions abroad	1 Mr. Neal Thomas
Number of students qualified in UGC NET/ SET	1 (MS. Saira Banu – Economics)
Number of students qualified GATE/ CAT/ other examination (Specify)	0

28. Does student support mechanism exist for coaching for competitive examinations?

Yes

29. Student participation, if response is yes to Qn. 27

Number of students participated 85

30. Does student counselling and guidance service exist ?

YES

31. Student participation, if answer to Qn. 29 is yes

Number of students participated 299

32. Career Guidance

Number of career guidance programmes organized 1 Intensive Coaching & Competitive Exams

Percentage of students participated in career guidance programmes 20%

33. Is there provision for campus placement?

34. If yes to Qn. 32

Number of students participated in campus selection programmes

Number of students selected for placement during the year

35. Does gender sensitization program exist ?

36. If Answer is Yes to Qn 34

Number of programmes organized

37. Student activities

Number of students participated in external cultural events	38
Number of prizes won by students in external cultural events	35
Number of cultural events conducted by the institute for the students	3
Number of students participated in international sports and games events	0
Number of students participated in national level sports and games events	0
Number of students participated in state level sports and games events	36
Number of students participated in university level sports and games events	8
Number of prizes won by students in international sports and games events	0
Number of prizes won by students in national level sports and games events	9 (NCC)y
Number of prizes won by students in state level sports and games events	36
Number of prizes won by students in university level sports and games events	36
Number of sports and games events conducted by the institute for the students	34

38. Composition of students

Percentage of Scheduled Caste	24%
Percentage of Scheduled Tribe	1%
Percentage of other backward communities	74%
Percentage of women students	22%
Percentage of physically challenged	0%
Percentage of rural students	82%
Percentage of urban students	18%

39. Scholarships and Financial Support

Number of students availing financial support from the institution

Amount disbursed as financial support from the institution

Number of students awarded scholarship from the institution

Number of students received notable national/international achievements/recognition

40. Student initiatives

Number of community upliftment programmes initiated by students

Number of literary programmes initiated by students

Number of social action initiatives based on science / environment initiated by students

Number of student research initiatives

SECTION V

This section surveys the Governance and Innovation at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focussed.

41. Whether perspective plan for overall developmental activities is created ?

yes

No

42. If the answer for Qn. 40 is Yes, is the plan implemented and monitored ?

yes

NO

43. Whether benchmarking is created for institutional quality management efforts ?

yes

No

44. If the answer to Question 42 is Yes, please list the benchmarking in various areas of development in bullet format -

Zero failures,

Vitality and 100% Research Literacy for the faculty

Extension and its social relevance

Gender sensitivity and women empowerment

Mentoring and Student counseling

Creation of self disciplined student community

Career guidance and placement training

Infrastructural expansion

De centralized governance

Dissemination of scientific temper

Institutional advocacy for social transformation

45. Is a Management Information System (MIS) in place ?

yes

No

46. If answer to question 44 is Yes, please provide details of MIS applied to

1. Administrative procedures including finance - Office + Treasurer Office (Planning, Budgeting, Accounting, Auditing)
2. Student admission - Data Entry, Admission Process, Student Profile
3. Student records - Office / attendance, scholarships, Endowments, Curricular & Co curricular Activities
4. Evaluation and examination procedures – Controller’s office (Examination Schedule, Question Papers, Evaluation, Revaluation, Results

Issue of Mark Sheets and certificates)

5. Research administration – Project cell / Dean’s office (Preparation of Project proposals, submission, Review and follow up,

Submission of Accounts with Utilization certificates

6. Others - Record & Documentation (IQAC Documents, Evaluation feed back reports, Staff Development Programmes)

(enter the respective details corresponding to the serial numbers)



47. Existence of learning resource management

	Yes	No
e-database in library	<input type="radio"/>	<input type="radio"/>
ICT and smartclass room	<input type="radio"/>	<input type="radio"/>
e-learning sources (e-Books, e-Journals)	<input type="radio"/>	<input type="radio"/>
Production of teaching modules	<input type="radio"/>	<input type="radio"/>
Interactive learning facilities	<input type="radio"/>	<input type="radio"/>

48. Internal resource mobilization : Kindly provide the amount contributed

Research	INR 5,200/-
Consultancy and training	--
Student contribution	--
Alumni contribution	INR 52,000/-
Wellwishers	--

49. Infrastructure and welfare spending: Please specify the amount

Amount spent for infrastructure development	INR. 76,87,058/-
Amount spent for student welfare	INR 1,05,062/-
Amount spent for staff welfare	INR 35,380/-

50. Is delegation of authority practiced

Yes

No

51. Does grievance redressal cell exist ?

	Yes	No
Faculty	<input type="radio"/>	<input type="radio"/>
Students	<input type="radio"/>	<input type="radio"/>
Staff	<input type="radio"/>	<input type="radio"/>

52. Grievances received from faculty and resolved (Enter a number; 0 for nil)

Number of grievances received	1
Number of grievances resolved	1

53. Number of grievances received from students and resolved (Enter a number; 0 for nil)

Number of grievances received	3
Number of grievances resolved	3

54. Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)

Number of grievances received

Number of grievances resolved

55. Has the institution conducted any SWOT analysis during the year

Yes

No

56. The SWOT analysis was done by internal or by external agency

Internal

External

57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)

58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)

59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)

60. Kindly provide two identified challenges/threats from SWOT analysis (in bullet format)

61. Identify any significant progress made by the institution towards acheiving the goals and objectives during the year (list below in bullet format)

62. How do you perceive the role of NAAC in the quality development of your institution (Suggestions in bullet format to be given below)

CONCLUDING REMARKS

This exercise is intended to make a self analysis of the quality development of the institution during the year. The perspective plan and implementation for every year is to be documented and analysed to get a cumulative index for the period of accreditation and reaccreditation. Any substantial changes / initiative in this direction is to be separately listed. The best practices in various areas can be listed

as a separate annexure. The data will be used to create a quality profile based on the total score index arrived at and this would help to map the institutions' strengths and areas of improvement.

NAAC will provide feedback and a quality profile based on analysis of your inputs if you desire so.

Thank you for your participation.

57.

- The campus has become completely IT enabled with free internet access for staff and students
- There is a very high level of staff commitment to accompany the learners
- The college has revitalized a very strong community engagement

58.

- The Location of the college does not favor start of new courses
- Inter institutional tie up is Insufficient.
- The academic calibre of the students at intake levels is very low.

59.

- Opportunity for Skill and entrepreneurship development
- Developing centres of excellence

60.

- Making all the students pass with good grade
- Making placement a regular feature
- Strengthening of infrastructure
- Revamping extension activities
- Student activities initiatives

62.

- Proactive Catalyst towards quality
- Persistent partner for institutional excellence
- Perennial guide for quality enhancement.
- Punctilious assessor of best practices.
- Pleasant dispenser of recognition .

21. Any significant contribution made by IQAC on quality enhancement during current year (please provide details in bullet format)

- Re-structuring of CBCS Syllabus was carried out.
- Concentration on Academic Audit, Academic Calendar, Question Bank
- Intensive English course throughout the odd semester for I year UG students
- Remedial classes to achieve zero failure results and wipe out arrears
- Inter departmental collaboration with neighbouring colleges
- Increased focus on Research Project and Consultancy
- Senior faculty to be mentors and guides for the juniors and the new staff members and inspire motivate and encourage them to make more research output and publications.
- Revitalization of Extension – To make our college socially relevant
- Intensive Training for placement for second and third year students
- Industrial visits and tie-ups with manufacturers
- Training in soft skills
- Intensified Student counseling
- Alumnae were involved in the organization and tournaments and sponsorship of sports persons and activities.
- Creation of endowment scholarships and Lectures through Alumnae.
- Establishing - Human Waste Bio gas plant from Sulabh Internationall
- Establishment of Centre for Youth Development and Career Guidance- Coaching for civil services.

Annexure on

Best Practices in Arul Anandar College

1. Intensified coaching in English is conducted during the whole first semester for the first year undergraduates with one credit.
2. Remedial classes are organized to ensure zero failure and to increase the percentage of first classes and distinctions. The average and below average students are being brought on board along with the above average and bright students.
3. Preparation of power point units and creation of interactive classes along with the use of learning resources like the library and internet in an IT enabled campus makes learning interesting.
4. Special attention is paid to mentor care and student counseling in the context of gender relationships. Through constant mentoring and vigilant monitoring, the college nurtures the students to blossom into holistic persons.
5. The second year and the third year students are identified and encouraged to register and undergo placement training.
6. Industrial visits and tie-ups with manufacturers are arranged to expose the students during the semester vacation develop their entrepreneurship skills.
7. Training in soft and communication skills is given greater attention and career guidance and preparation for service tests has become a focused area.
8. Formation of regional alumnae chapters is done for creation of more endowments and scholarships with their support. The alumnae revisit the college to relive their memories and contribute their mite to sponsor and promote academic, cultural and sports activities
9. Teachers are motivated to become inspirational role models and are involved in the student progression to higher levels of excellence, enhancement and employability.
10. The college is on its path to achieve 100% research literacy. SPARKS, our institutional research journal is to be the forum for the publication of the research findings
11. Hundred percent participation of the parents in the department wise year wise Parents-Teachers meetings is ensured
12. Comprehensive oral examination at the end of every academic year and transparency of answer sheets to I year students have been introduced.
13. Coaching classes for entry into IAS / IPS' in collaboration with Manithaneyam IAS Academy, Chennai, are conducted in our campus.
14. Regular conduct of refresher and need based staff development programmes for the staff members is undertaken..
15. International students visit our campus for a month long study programme.
16. Teacher assessment by the students is carried out once in three years.
17. A comprehensive extension programme with the following components
VETEX (Veterinary Extension), RADAR (Rural Action, Development and Research), ARISE (Arul Anandar Initiative for Social Education) and CCRG (Computer Course for Rural Girls) has revitalized the college community engagement.
18. Maintenance of Clean and Green, smoke free and plastic free campus with a
Bio-Gas Plant from Human Waste in the hostel.
19. The formation of the inmates has been given special focus in academics, cultural and sports activities.
20. Administration is decentralized to ensure greater participation and better governance.
21. The campus develops into a vibrant institutional gender equity abode.
22. Weekly student centric Speech Park for enhancing communication skills in English and Tamil and Annual interdepartmental Theatre fest in English and Tamil for theatrical skills along with campus fest for fine arts makes happy living on the campus.
23. Solar 4 wind power to light up class rooms in a run up to 100% solar power campus.
24. Departmental Faculty Seminars serve as forum for the staff to present research outputs.
25. Departmental Research Scholars' Forum is another effort at creating a vibrant research ambience.
26. Special coaching classes for the SC/ST students become an empowerment tool.
27. Liberal financial assistance by the management for the needy students reduces the dropout rate.
28. Electronic voting for Student elections and leadership training for the elected student secretaries and representatives bestows character values on the students.