

Marudhar Kesari Jain College for Women, Vaniyambadi



Meeting Minutes 2009 - 2010

14.06.2009

I. Call to order

Ms. V. Senbagapriya, Head, Department of Commerce called to order the regular meeting of the NAAC - IQAC at 11.30am on 14.06.2009 in the General Library.

II. Roll call

Dr. D. Karunakaran, Principal conducted a roll call. The following persons were present:

- a) IQAC members
- b) Management members

III. Approval of minutes from last meeting

- a) Ms. V. Senbagapriya read the minutes from the last meeting held on
- b) Ms. V. Senbagapriya chalked out the year plan for the year 2009-10

IV. Open issues

- a) Selection of IQAC Committee for 2009-10
- b) Framing new Action Plan for 2009-10

V. Resolved Issues

- a) New IQAC members were selecte
- b) The following Action Plan was chalked out
 1. To offer employment oriented course and skill-based courses to the students by inviting some eminent persons from outside institutions.
 2. Motivating students to participate/ present papers in seminar, symposium and workshops
 3. Making students participate in associate activities and extension activities and training them in life skills

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4. Research activities will be further enhances. More collaborative works will be undertaken.
5. Setting up of Career Guidance Cell in a separate room with a Computer and Net Facility
6. To reinforce the bond between tutor and the students, Tutor Ward System is to be introduced
7. Spoken English Course for students to improve their communication skills through Language Lab
8. To provide Internet Facilities to all the Staff members of the College.

All the relevant steps to implement the above plans are to be taken.

VI. New business

Various committees were framed in for the implementation of the above plans.

VII. Adjournment

Ms. V. Senbagapriya adjourned the meeting at 12.30pm.

Minutes submitted by : Ms. V. Senbagapriya

Minutes approved by : Dr. D. Karunakaran

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Composition of members

As on 13.06.2008

1. Chairperson : Dr. D. Karunakaran
2. Administrative Officer: Ms. B. Shakthimala
3. Coordinator : Ms. V. Senbagapriya
4. Team members :
 - i. Ms. S. Bharathi
 - ii. Ms. K. Augusta Meriba
 - iii. Ms. B.M. Shanthi
 - iv. Ms. V. Kavitha
 - v. Ms. S. Palavi
 - vi. Ms. Y. Jeelani
5. Members from management
 - i. Sri C. Lickmichand Jain, Secretary
 - ii. Sri D. Uthamchand Jain, Joint Secretary
6. Nominee from the local society
 - i. Dr. Ambika, GH, Vaniyambadi

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Exit Meeting

24.03.2010

I. Call to order

Ms. V. Senbagapriya, Head, Department of Commerce called to order the exit meeting of the NAAC - IQAC at 01.00pm on 24.03.2009 in Seminar Hall.

II. Roll call

Dr. D. Karunakaran, Principal conducted a roll call. The following persons were present:

- a) Management members
- b) IQAC members

III. Approval of minutes from last meeting

Ms. V. Senbagapriya read the minutes from the last meeting. The minutes were approved as read.

IV. Issues on Discussion

- a) Submission of IQAC report for the year 2009-10.
- b) Results on Action Plan

V. Minutes

- a) Submission of IQAC report for the year 2009-10.

Ms. V. Senbagapriya, coordinator submitted the IQAC report to the Principal

- b) All the relevant steps for implementation of the discussed plans were taken and which is reflected in the output submitted.

VI. Adjournment

Ms. V. Senbagapriya adjourned the meeting at 01.30pm.

Minutes submitted by : Ms. V. Senbagapriya

Minutes approved by : Dr. D. Karunakaran

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The Annual Quality Assurance Report (AQAR) of the IQAC

Name of the Institution: **Marudhar Kesari Jain College for Women, Vaniyambadi**

Year: **2009 – 2010**

Part A

The Plan of the 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

1. To offer employment oriented course and skill-based courses to the students by inviting some eminent persons from outside institutions.
2. Motivating students to participate/ present papers in seminar, symposium and workshops
3. Making students participate in associate activities and extension activities and training them in life skills
4. Research activities will be further enhances. More collaborative works will be undertaken.
5. Setting up of Career Guidance Cell in a separate room with a Computer and Net Facility
6. To reinforce the bond between tutor and the students, Tutor Ward System is to be introduced
7. Spoken English Course for students to improve their communication skills through Language Lab
8. To provide Internet Facilities to all the Staff members of the College.

All the relevant steps to implement the above plans were taken and which is reflected in the output submitted below

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Part B

1. Activities reflecting the goals and objectives of the institution

- The goals and objectives of the institution is to create and sustain a community to learning in which students acquire knowledge and eager to apply it professionally with due consideration on ethical and economical issues.
- To achieve these goals & objective and Training in skill based courses were given to enable the students to pursue the degrees

Our Mission

The Trust invoked, inter alia, the following twin as part of their mission in the field of higher education for rural women.

- To develop a premier center of excellence for women emancipation and empowerment.
- To establish an educational institution to impart formal education blended with quality, innovation and social relevance.

Our Vision

- To ensure the achievement of the above said mission, the college invoked the following vision to pursue;
- To offer skill and value-based higher education and generate worthy human capital out of the rural population.
- To offer opportunities to identify the latent talents in the students and teachers and help them self-actualize their potentials.
- To upgrade the quality of life of the rural and semi-urban women in and around Vaniyambadi, thereby contributing to the development of the socio-economic status of women.

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ACTIVITIES OF THE STUDENTS

THE COLLEGE UNION

- All the students shall be the member of the College Union. The objective and aim of the union is to promote the students activities and to develop a sense of loyalty, self-expression, responsibility and self-discipline.
- The Principal shall be the “Ex-Officio” of the Union. The student chairman shall preside over the ordinary meetings of the Union. The Governing body shall be kept informed of all the activities of the College Union.
- For the development of intellectual and physical capabilities The functions like Independence Day, Republic Day, Mahaveer Jayanthi, Sports Day and College Day during the academic year are celebrated in consultation with and under the guidance of the secretary.

THE NATIONAL SERVICE SCHEME

- Education through services is the dimension the NSS imparts to the student community. The NSS aims to draw students close to social realities and emphasizes on social projects with weaker sections of the society
- Our college has two units of National Service Scheme with two programme officers and with 200 volunteers. The activities of N.S.S have two spheres i.e., regular and special camp activities.

PHYSICAL EDUCATION

- Physical Education is an integral part of the college curriculum.
- Every student must undergo the course of physical training prescribed by the college or be a member of N.S.S.
- The students’ attendance and progress certificate will not be complete without 75% attendance in the physical education classes or N.S.S activities.
- Yoga classes are conducted for the students’ general improvements.

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PARA-ACADEMIC ACTIVITIES

To inculcate concern and respect for living organism, to build genuine human relationship and to encourage good reading and creativity in students Karuna Club, Blood Donors' Club, Readers' Club, Humour Club, Rotaract Club and Fine Arts Club are functioning in addition to the College Union regular activities

BUS-FACILITIES

Eleven buses are operated on all working days from Tirupattur, Vaniyambadi, Ambur, Alangayam, Natrampalli, Velakkalnatham, Pernambut, Madhanur (near Gudiyatham) and Gudiyatham with regular boarding stages on the way to college. The bus fare will be collected from each student yearly on the stipulated date.

HOSTEL

Separate hostel accommodation with all amenities is provided. Healthy Vegetarian food is served to the hostel inmates.

CANTEEN

A canteen is functioning to cater to the needs of the staff and students.

CAREER GUIDANCE & PLACEMENT CELL

Organize pre-placement training on Soft Skills, Campus Recruitments, Industrial Visits and projects for students.

PROJECT WORK & INDUSTRIAL TRAINING

The students of Business Administration, Computer Science and Computer Applications take up project work in different companies outside the campus under the guidance of the faculty members to gain adequate knowledge. Commerce & Management students go for Industrial Training & Bank Training to equip themselves in their verticals.

ADD ON AND LIFE SKILL DEVELOPMENT COURSES

To enrich oneself for the better placement and employable opportunities adds on course are organized along with regular stream of studies, for better Personality Development, Development Of Professional Skills, Communication Skills, Effective Public Speaking, Interview Techniques,

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Time Management, Problem Solving, Leadership in Action, Human Relations and Decision Making.

MCA students are given training in advanced technical courses and Commerce students are provided with Tally Course.

ALUMNI ASSOCIATION

The Alumni Association of the College consists of all the former student graduates who have enrolled themselves as Annual Members. The Association collects Post Cards from the Alumni Students for intimating them with the job opportunities available in near by Companies and Institutions. A small subscription is payable by the students along with the convocation fees for this association.

CULTURAL ACTIVITIES

Students are encouraged to participate in discussion, debates and cultural competitions held in the College and at inter-collegiate level.

EXTRA CURRICULAR ACTIVITIES

At the beginning of the academic year various student organizations are formed. Each student is required to join at least one group of the organization that suits her subject of study and attitude. Each group will be mentored by a competent advisor from the teaching staff. The student organizations are:

- a) English Literary & Debating Association
- b) Science Club
- c) Humour Club
- d) Alumni Association
- e) Dramatics
- f) Classical & Folk Dance Club
- g) Reading Club
- h) Social Service League
- i) Karuna Club
- j) Blood Donors' Club
- k) Readers' club
- l) Fine Arts Club

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- m) The College Union
- n) Eco Awareness Club
- o) Rotaract Club
- p) Philatelic club

YRC & RRC

Through Youth Red Cross and Red Ribbon Club, the college carries out many welfare activities and social works. Students are given training in developing their professional as well as academic skills through organizing seminars and guest lectures on health as well as social related projects.

HEALTH CHECK UPS

Every student has to undergo a medical check up during the first term of the academic year. A physical examination form for each student filled in by the physician is filed in the college office after the parent or guardian has signed it. Students can consult the college doctor outside the prescribed hours by previous appointment and payment of a fee, if interested.

EXAMINATIONS AND PERIODIC TESTS

- Mid Semester and Model examinations are conducted and progress cards are given to the parents during the Parent Teachers' Meet
- Based on the performance of the students in these examinations, the Principal decides on the eligibility of the student to appear for the University Examinations. The decision of the Principal is final.
- A student who fares very badly in these examinations or has insufficient attendance will not be permitted to write the University Examinations
- Class internal assessment marks will be allotted based on the performance of the students in the Mid Semester and Model examinations

UNIVERSITY EXAMINATIONS

A Student will be eligible to appear for the University examinations, if,

- She has put in the requisite 75% attendance

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- Her conduct and progress in studies during the year have been satisfactory and she has paid all the fees and arrears of fines and has obtained a “No Dues” clearance from the respective Head of Departments.

GRIEVANCE CELL

Establishes a support between the students and the staff and it strives for elimination of unfair atmosphere, a suggestion box is kept for this purpose.

IDENTITY CARD

Laminated Identity Card is issued to the students soon after admission for the full period of study subject to production on demand at any time. The students must bring their respective Identity Card every day.

2. New Academic programmes initiated (UG & PG)

- We have given proposal for
 - UG Courses : B.Com CA, B.Sc Nutrition and Dietetics
 - PG Courses : M.A English

3. Innovations in curriculum design and transactions

- The Institution follows the syllabus prescribed by the Thiruvalluvar University
- Credit Based Choice System is implemented

The college gives in value addition courses to all the students

- English : Communication Skills
- Mathematics : Basic Mathematics
- Computer Science : Microsoft Office
- Computer Application : Dot NET
- Biochemistry : Diploma in Medical lab Techniques
- Commerce : Tally
- Business Administration : Management Skills
- Interior Design & Décor : Handicrafts and Nutrition

4. Interdisciplinary Programmes started

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Necessary academic main and allied subjects are handled by the inter departments.

- English, Tamil, Urdu and Hindi languages are handled by the respective department for all the departments
- Department of Mathematics is handling allied subjects for B.Sc Computer Science, BCA and MCA
- Department of Computer Science is handling allied subjects for B.Sc Mathematics, BBA and B.Sc Interior Design and Décor
- Department of Commerce is handling allied subjects for BBA, BCA and MCA

5. Examination reforms implemented

For the academic year 2009- 2010 First year and second year of UG and PG come under CBCS Semester Pattern prescribed by the University

6. Number of candidates qualified Net/SLET

4 Staff members

7. Initiative towards faculty development programmes

- On 20.07.2009 Dr.thavamani Principal, Ethiraj College, Chennai and on 10.10.2009, Dr. T.Srikala Prasad MD., Chennai gave a lecture on “Faculty Development programme” for the faculty members. This programme was useful to all the faculty members.

8. Total number of seminar and workshops conducted / attended, Inter-college & state level & National level Seminars organized in our college

DEPARTMENT OF ENGLISH:

- On 10.02.10 Mr. V. Narayana Moorthy Editor the New Indian Express delivered a speech on Role of a Journalist. Dept. of English and Readers Club conducted a meeting on 12.02.10 Dr. S. Purusothaman Prof of English spoke on ‘Importance of Reading Habits’.

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- On 17.02.10 & 18.02.10 Inter Department Competition Literary Fest was conducted by Ms. Vasuki Asokan Prof. of English. On 13.02.2010 Dr. V. Anbarasi Prof of English spoke on Communication Skills.

DEPARTMENT OF TAMIL:

- The Tamil Mandram was inaugurated on 28.08.09 by Thamizh Nenjam Chennai. Conducted various Competitions. Students participated in various Competitions held in MGR College, Oosur , Sacred Heart College, Tirupattur, Abdul Hakeem College and won many prizes.

PG DEPARTMENT OF MATHEMATICS:

- On 07.10.09 Dr.V. Thangaraj Prof of Maths Ramanujam Institute of Maths Chennai, Controller of Exam University of Madras Inaugurated and spoke Maths & its Application. On 21.01.10 Dept conducted Jain Inter Collegiate Mats Quiz.
- On 23.02.10 special meeting was conducted Mr. R. Srinivasan Prof of Maths Islamiah Collge, Vaniyambadi spoke on ‘Fuzzy Mathematics and its Approach’.

DEPARTMENT OF PHYSICS:

- On 30.09.09 special meeting was organized Dr. R. Murugesan IIT Chennai spoke on ‘Bio Fuel the Energy for Future’.

PG DEPARTMENT OF BIO CHEMISTRY:

- On 23.02.2010 Dr. P. Goutham, Professor of Biotechnology Anna University spoke on “Action of Protease and Hydrolyses from Plant Extracts on Microbial Activity”.

DEPARTMENT OF BIO TECHNOLOGY:

- On 12.12.09 Mr. R. Jesu Jeya Sudan, Sai Bio Research Institute Chennai spoke on “Innovation and Career Prospectus in Bio Informatics”.

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- On 12.02.10 Dr. Sudhandira Doss VIT, Vellore, delivered a Lecture on Ecology for the Common Man.

DEPARTMENT OF INTERIOR DESIGN AND DÉCOR:

- On 11.01.2010 conducted an Exhibition Cum Sale on Textile and Handicrafts.
- On 23.01.2010-conducted workshop Ms. Jayanthi fashion Designer Ms. Bhagyasri classical dancer were the Resource Person.

PG DEPARTMENT OF COMPUTER SCIENCE AND COMPUTER APPLICATION:

- On 29.10.2009, conducted Seminar on “Latest Trends in Information Technology and Multimedia”. Mr. K. Meganathan, Mahabarath Project, NDTV was the Chief Guest.
- On 20.02.2010, Ms. G. Hema Priya Senior Consultant Javaher infotech Chennai spoke on ‘Oracle Fusion Technology’.
- On 22.02.10, Rev Fr Saul Nicholas, Bosco Institute of Technology Yelagiri Hills spoke on ‘Facing the IT world’.
- On 20.03.10 National Level Seminar on Web Services was conducted. Dr. Alabort Rebara St. Joseph College Tiruchi. Mr. P.Senthil Senior Software Engineer Mr. C. Senthil Kumar Associate Test Manager Torry Harris Business Solution Bangalore were the Resource Persons.

DEPARTMENT OF COMMERCE:

- On 22.09.09 Seminar on Workshop Learning to think Big and High Mr. U. Gopalan Javhas Consultancy Chennai was the Resource Person. State Level Seminar on Business and Society Environmental issues Dr. G. Ravi Annamalai Univeristy Dr. S. N. Sukumar Vivekananda College Chennai Dr. C. Annadurai VIT vellore where the Resource Persons. Students participated various competitions and won many prizes.

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DEPARTMENT OF BBA:

- On 22.09.09 special meeting Mr. V. Gopalan Managing Director Jawhar Consultancy Chennai spoke on India today.

DEPARTMENT OF PED:

- The students have performed well in sports also Winner in the Inter Collegiate Foot Ball and Runner up in Hockey, Basket Ball, Ball Badminton, and Shuttle. 15 students were selected as university players in Football, Hockey, Basket Ball, Ball Badminton, and Shuttle to represent the University.

COLLEGE UNION:

- The college union was inaugurated on 20.07.09. Dr. Thavamani, Principal, Ethiraj College for Women was the Chief Guest.
- On 18.12.09, a soft skill training workshop was conducted Dr. Madhavi Rani M.A. Ph.D., Senior Prof. Raj Business School. A special meeting on career guidance was conducted Ms. Sonia Rani Jain Pilot Indian Airlines spoke to the students.
- On 29.01.10 an Inter Collegiate Cultural meet ART SMART 2010 was conducted Mr. D. Siva Karthikayan TV Artist, Chennai was the Chief Guest.

NSS:

- The NSS unit for the year 2009 – 2010 was inaugurated by Ms. K. Amernal Bibji. District Organizer of YRC DKM College Vellore. A special Blood Donation camp was organized with the coordination of Taramani Voluntary health service Chennai and Retract club of Vaniyambadi.
- Ms. P. Vanmathi, III B.A. English Literature participated in the Republic Day Parade held in New Delhi representing the Tamil Nadu NSS. This is

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third consecutive year our students participating in the Republic Day Parade.

- A special meeting was conducted on 10.10.09. Dr. T. Srikala Prasad spoke on 'Women and Health'.
- Special Camp was conducted from 10.02.10 to 16.02.10 at Chinnakallupalli village. Free general health camp, dental camp and eye camp were conducted for the public. Free dental camp was conducted for our students with the coordination of Thangam Dental Hospital, Tirupattur.
- A special meeting was conducted and Ms. Sonia Rani Jain Pilot Indian Airlines spoke to the students on Career Guidance. On 18.12.09 workshop was conducted Dr. Madhavi Rani M.A. Ph.D., Senior Prof. Raj Business School Chennai spoke on student empowerment.

YRC:

- YRC conducted an awareness program on road safety measures. Mr.G.Arunachalam RTO, Vaniyambadi spoke on Traffic Rules and Regulation.
- Special meeting was conducted on 20.02.10 Mr. S. Athisay Ruban RRC District Manager Vellore spoke on "Celebrating Life".

KARUNA CLUB:

- On 12.10.09 conducted a Sseminar and Quiz program on Human Education & Vegetarianism. Shri. Dulichand Jain, President, Karuna International, Shri. M.C. Appandai Raj, Educational Officer, Karuna International, Chennai, spoke on Values of Vegetarianism.

ECO CLUB:

- On 12.02.10-conducted competition Dr. Sudharsann Das VIT Vellore gave a speech on Ecology for a common man.

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PLACEMENT AND ALUMNI ASSOCIATION:

- Placement cell and career guidance conducted various seminars and workshops “Fly High in your Career” spoken English Soft Skills and career guidance programmes.
- 15 of our students placed in various companies.
- Consumer Club by campus recruitment. Ms.Anulekha Rath III B.Sc. Computer Science and Ms. Pavithra III B.C.A was placed in CTS.

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CONSUMER CLUB:

- On 14.09.09 Mr. R. P. Ramesh Kumar Secretary Palar Consumer Protection Association delivered lecture on consumer duties and consumer awareness. Students participated in consumer awareness and consumer rights.

FINE ARTS AND CULTURALS:

- Inter Department fine arts competition was conducted from 18.09.09 to 01.10.09.
- Inter Department culture valediction was conducted on 22.01.10. Mrs. Bhagyasri, Classical Dancer, Chennai, was the Chief Guest.

9. Research related projects

10 M.Phil Research Projects carried out

10. Patents generated

Nil

11. New collaborative research programmes:

Nil

12. Research grants received from various agencies:

Nil

13. Details of research scholars:

a) Faculty

Completed PhD – Nil

Registered for PhD – 7

Completed M.Phil – 10

b) Students – Nil

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14. Citation index of faculty members and impact factor:

Nil

15. Honors / Awards to the faculty:

Nil

16. Internal resources generated:

Internal resources were generated by conducting various value added courses by various departments.

- Computer Application : Dot Net Course
- Hostel Students : TALLY

17. Details of departments getting SAP, COSIST (ASSIST) / DST, FIST, etc. assistance / recognition:

Nil

18. Community services:

In addition to department wise programmes community services are undertaken by

- NSS
- RRC
- Youth Red Cross
- Karuna Club
- Placement Cell

YRC:

DATE	EVENT	RESOURCES PERSONS	TOPIC
10.08.2009	YRC Inauguration	Ms. K. Ameenal Bib, M. Sc, M.Phil, M. Ed., District Organizer of YRC. DKM College for women Vellore	General Awareness
10.08.2009	Blood Donation Camp.	Student Donated Blood	

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1.10.2009	Special Meeting.	T. Srikala Prasad, MBBS, DGO, M.D, M.CH.	Women and Health.
07.01.2010	Awareness Program.	Mr. G. Arunachalam RTO Vaniyambadi	Road Safety Awareness.
20.02.2010	Special Meeting.	Mr. Athisaya Ruban RRC District Manager Vellore	Celebrating Life.
30.03.2010	Essay Writing Competition.	YRC Team	Women's day Celebration.

NSS:

July 2009

Date	Programme
06-07-2009	NSS Programme officers gave a lecture on the "Importance of NSS" to the students for the selection of NSS volunteers.
08-07-2009	Enrollment list and Bio data forms were given to the NSS volunteers
15-07-2009	Receipt of filled in Enrollment list and Bio-data forms from the students.
20-07-2009	NSS volunteers helped in Union Inauguration.
24-07-2009	NSS volunteers helped in Freshers & Friendship Day Celebration.
27-07-2009	NSS Advisory Committee Meeting was conducted. The selected committee members are:

Principal : Dr.D.Karunakaran M.Sc.,M.Phil.,Ph.D.,

Programme Officers :

1. **Ms.M.Padma M.Sc.,M.Phil.,M.C.A.,**
Lecturer, Department of Computer Science.
2. **Ms.K.Chrisolite Jeba M.Sc.,M.Phil.,B.Ed.,**
Lecturer, Department of Mathematics.

Three members from Teaching Staff :

1. **Mrs. S.Celine M.Sc.,M.Phil.,**
Head, Department of Computer Science

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2. **Ms.V.Shenbapriya M.Com.,M.Phil.,**
Head, Department of Commerce
3. **Mrs.K.Amudha M.A.,M.Phil.,Cert in Folk.,**
Lecturer, Department of Tamil

NSS Secretary : Ms.Priyadharshini – II B.Sc Mathematics

- 28-07-2009 The Advisory committee members discussed about the Regular activities for the academic year 2009-2010
- 28-07-2009 Minutes Note and Attendance register are maintained by every month for the regular activities.
- 30-07-2009 NSS first unit cleaned the campus.

August 2009

- 05-08-2009 Second unit cleaned the campus.
- 10-08-2009 The NSS units for this academic year 2009-2010 was inaugurated by Mrs. K. Ameenal Bibi, District Organizer of YRC, DKM college for Women, Vellore. She gave a lecture about the role of NSS volunteers and their contribution to the society.
- 10-08-2009 A Blood Donation Camp was conducted by Doctors and team from Chennai - Tharamani Voluntary Health service and Members from Rotract Club of Vaniyambadi.
- 12-08-2009 First unit cleaned the campus.
- 27-08-2009 Visit of chinnakallupalli for taking general survey. Survey includes Male/Female population, Education details, No.of schools, Basic facilities etc.
- 28-08-2009 NSS Volunteers helped in Tamil Mandram Inauguration.

September 2009

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- 11-09-2009 NSS students helped in Special meeting organized by the college Union.
- 11-09-2009 Our college students Ms.P.Vanmathi – III B.A English and Divya – III B.Com have been selected for the selection of NSS Preparade camp at University Level organized by Thiruvalluvar University, Vellore.
- 12-09-2009 NSS volunteers helped in Parents-Teachers Meet.

October 2009

- 04-10-2009 Ms.P.Vanmathi – III B.A English attended a 10 days Training Program in Bangalore for Republic Day parade. And she is selected for participating in parade at New Delhi.
- 05-10-2009 NSS Programme officer Ms.M.Padma M.Sc.,M.Phil.,M.C.A., Lecturer in Computer Science attended a 10 days(05.10.2009 to 14.10.2009) General Orientation course conducted by Madras School of Social Work at Egmore- Chennai.
- 10-10-2009 A special meeting “Women and Health” program was organized by the Chief Guest Dr.T.Srikala Prasad MBBS.,DGO.,MD.,M.Ch. She gave a presentation to all the students.
- 15-10-2009 NSS volunteers helped in Deepavali Celebration.
- 20-10-2009 NSS unit I cleaned the campus.
- 22-10-2009 NSS unit II cleaned the campus.

November 2009

- 19-11-2009 Communal Harmony Pledge was taken.
- 27-12-2009 Flags were distributed to the students and the funds were collected.

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December 2009

- 05-12-2009 Discussion about the selection of special camp at Nekkundi village
- 08-12-2009 Visiting Nekkundi village for conducting special camp.
- 10-12-2009 NSS Programme Officers Ms.K.Chrisolite Jeba and Ms.M.Padma gave a lecture about “The Role of NSS Volunteers in Special Camp”
- 19-12-2009 Mr. R.P.Ramesh Kumar, Secretary, Palar Consumer Protection Association, Vadakarai gave a lecture about “Consumer Awareness and Consumer Rights” to the NSS volunteers.
- 22-12-2009 NSS Unit I cleaned the campus.
- 23-12-2009 NSS Unit II cleaned the campus.
- 24-12-2009 NSS Unit I and Unit II cleaned the campus.
- 30-12-2009 Ms.P.Vanmathi – III B.A English participated in Republic Day Parade at New Delhi.

January 2010

- 04-01-2010 Unit I NSS students involved in Campus cleaning.
- 06-01-2010 Unit II NSS students involved in Campus cleaning.
- 07-01-2010 NSS units organize a special Program “Salai Pathukappu Vara Vizha” by Mr.Vincent Paul, Mr.G.Arunachalam - RTO, Mr. Muthuselvan, Mr. Senthil Kumar, Mr.Basha, Mr.G.Arunachalam gave tips about the Road Safety to the NSS students. Mr. Senthilkumar, Mr.Muthuselvan and Mr.Basha gave a lecture about the rules and regulations of Road Safety to the NSS students.
- 08-01-2010 Unit II NSS students involved in Campus cleaning.
- 09-01-2010 Unit I NSS students involved in Campus cleaning.
- 12-01-2010 NSS Students helped in Sports Day Celebration.
- 20-01-2010 A Free Dental Camp was conducted by a group of 15 Dentists and one general Doctor and 12 Nurses from Thangamma

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Dental Hospital and Nursing College. General Checkup, Blood Pressure, Hemoglobin Test and Dental checkup were taken.

PLACEMENT CELL CAREER GUIDANCE:

Date	Event	Resource person
28.09.2008 29.09.2008 & 30.09.2008	Off – Campus Recruitment Drive Alumni Students (2007 batch) attended Rural Job Mela at Vellore	IT concerns
05.12.2008	Campus Interview for BBA Students by Soft Career Guru Technologies, Chennai	<p style="text-align: center;">Mr. Raj Ganesh, Director Soft Career Guru Technologies, Chennai</p> <p style="text-align: center;">Mr.Lm.V.Ramamurthy, Program Manager Soft Career Guru Technologies, Chennai</p>
01.12.2008	2008 batch BCA and B.Sc Computer Science students attended Off – Campus Recruitment Drive	Wipro Technologies, Chennai

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14.02.2009	Alumni meet	Ms.I.Angeline Nirmala, Head, Department of English
30.06.2009	Career Guidance Seminar on 'Enhance your Employability in Accounts and Financial Industry' for Final Year B.Com, BCA & MCA students	Mr.E.Satis David Managing Director, Genesis House of Accountants, Chennai
11.09.2009	Seminar on 'Fly High in your Career'	Ms.Soniya Rani Jain Pilot, Indian Airlines
19.09.2009	Spoken English Seminar	Mr.Rajendiran Mr.Mohandas MIIT, Chennai
02.10.2009	Off – Campus Recruitment Drive for MCA Alumni Students 2008 & 2009 batches at Sacred Heart College, Tirupattur	American Mega Trends India Pvt Ltd.,

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20.10.2009	Off – Campus Recruitment Drive for MCA Students	Net Magnus Pvt Ltd., Chennai
14.11.2009	Off – Campus Recruitment Drive for MCA Students	Raj Solutions Ltd Chennai
18.11.2009	Off-Campus Drive for 2008, 2009 Alumni Students	TCS BPO
21.11.2009	Job mela for Alumni MCA students	Silicon India Team
19.11.2009	Off-Campus Drive for 2008, 2009 Alumni Students	Cognizant Technology HR Team
15.12.2009	Career Guidance Seminar on 'Innovations and Career prospects in Bio- Informatics'	Mr.Jesu Jeya Sudan Head-Training Dept, SBRI, Chennai
18.12.2009	Student Empowerment Workshop	Dr.Madhavi Rani Mr.T.V.Murthy Rai Foundation Chennai

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22.12.2009	Off – Campus Recruitment Drive for present students and Alumni students	Nokia HR team
09.01.2010	‘Study Skills & Career Guidance’ program for HSC students	HSC Teachers from near by schools to coach the students
07.02.2010	Off – Campus Recruitment Drive for 2008 batch Alumni students	Cognizant Technology HR Team

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KARUNA CLUB:

Date	Event	Resource person
03.10.2008	Seminar on 'Personality Development through Ahimsa and Karuna'	Shri. A.R.Shanthilal Nahar , Vice president, Karuna International, Chennai
08.11.2008 & 22.11.2008	Visited Karunai Illam. Donated Rs.10000 to that orphanage and celebrated Diwali there.	Karuna Club student members
12.10.2009	Seminar & Quiz program on 'Humane Education' & 'Vegetarianism'	Shri. Dulichand Jain President, Karuna International Prof. B.Ramanathan Coordinator, Karuna International Shri.M.C.Appandai Raj Educational Officer, Karuna International, Chennai

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19. No. of teachers and officers newly recruited:

- Thirty Lecturers were appointed in the following departments
 - Six Lecturers in Department of English
 - Two Lecturers in Department of Physics
 - Two Lecturers in Department of Mathematics
 - Two Lecturers in Department of Business Administration
 - Four Lecturers in Department of Computer Science
 - Six Lecturers in Department of Computer application
 - Four Lecturers in Department of Bio-technology
 - Three Lecturers in Department of Commerce.
 - One Lecturer in Department of Nutrition and Dietetics
 - Three Physical Directresses
 - Four Programmers
 - Seven Non-teaching staffswere appointed in the academic year.

20. Teaching and Non-Teaching ratio:

The teaching and non teaching ratio 55:13

21. Improvement in the Library Services:

- a) Library is furnished with new furniture, racks and new books are purchased.
- b) Tutorial Compact Discs were purchased for MCA students
- c) Library information system implemented with networking

22. Number of New book / journals subscribed and their values:

Number of new books added in Library:

- a) Books : 2000
Amount : Rs. 6, 08, 000
- b) Journals : 18 (International and National)
: 2 Online Journals

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23. Number of courses for which student's assessment of teachers is introduced and action taken on the student feed back:

For all the UG and PG courses feed back from the students were collected by using 10 parameters. The performance appraisal of the staff is evaluated by using the above feedback parameter. The parameter in which the score is more than 60% is identified an area which needs improvement. The teachers are shown these reports and are advised to improve their performance; this is monitored by the principal. We have 10 UG courses and 5 PG courses

24. Unit cost of education:

Including salary component: Rs. 18427

Excluding salary component: Rs. 16291

25. Computerization of administration and the process of admission and examination results issue of certificates:

- Office Administration is fully computerized
- Students' information system implemented
- Library information system implemented with networking

26. Increase in the infrastructure facilities:

- Rs. 2,81,000 spent towards purchase of laboratory equipments
- 52 computers with advanced configuration were installed during the academic year 2009-10
- Rs. 23,87,856 spent for computer lab
- Furniture worth Rs. 4,67,300 was purchased
- New Building Cost Rs71,54,848

27. Technology upgradation:

- New Computer lab with 52 computer system installed and 5 printers (2 laser printers and 3 Dot matrix Printers)

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28. Computer and Internet access and training to teachers and students:

- ❑ A separate internet lab with broad band facility is maintained
- ❑ Dot Net course is conducted to the MCA students
- ❑ Computer knowledge is imparted to all students and teachers

29. Financial Aid to student:

- ❑ Rs.5,16,500 of Farmer's Relief fund is provided to 227 students
- ❑ Rs.24,250 of Minority Relief Fund is distributed to 5 students
- ❑ Rs.1,253,110 of Adhidravida Fund is distributed to 61 students
- ❑ Rs.1,59,000 of Beedi Workers Fund is distributed to 53 students

30. Activities and support from Alumni Association:

Date	Event	Resource person
28.09.2008 29.09.2008 & 30.09.2008	Off – Campus Recruitment Drive Alumni Students (2007 batch) attended Rural Job Mela at Vellore	IT concerns
05.12.2008	Campus Interview for BBA Students by Soft Career Guru Technologies, Chennai	Mr. Raj Ganesh, Director Soft Career Guru Technologies, Chennai Mr.Lm.V.Ramamurthy, Program Manager Soft Career Guru Technologies, Chennai

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01.12.2008	2008 batch BCA and B.Sc Computer Science students attended Off – Campus Recruitment Drive	Wipro Technologies, Chennai
14.02.2009	Alumni meet	Ms.I.Angeline Nirmala, Head, Department of English
02.10.2009	Off – Campus Recruitment Drive for MCA Alumni Students 2008 & 2009 batches at Sacred Heart College, Tirupattur	American Mega Trends India Pvt Ltd.,
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22.12.2009	Off – Campus Recruitment Drive for present students and Alumni students	Nokia HR team

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07.02.2010	Off – Campus Recruitment Drive for 2008 batch Alumni students	Cognizant Technology HR Team
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31. Activities and support from the Parents – Teachers:

Parents are in constant touch with the teachers. On 12.09.2009 parents – teachers meeting was conducted to discuss about the improvement of the performance of the students.

32. Health service:

The institution made use of the service of Dr. Ambika, Government Hospital, Vaniyambadi in case of necessity.

33. Performance in Sports Activities

▪ University Players:

Hockey

- A.Shobana of B.Sc Computer Science
- J.Saradha Devi of B.C.A

Football

- D.Sudhasini of B.Com
- K.Suruthi of B.C.A
- M.Metha of B.B.A

34. Incentives to outstanding sports persons:

- In addition to awarding of certificates, cups and medals for the winners, university players in sports activities, the management hires trainers from outside to train the students in various fields
- Inter collegiate and interhouse competitions and friendly matches are conducted to prepare students perform confidently outside the college
- Extra nourishment is given to the students during the training period.

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35. Students achievement and awards:

- Refer college day report ***** Annexure

36. Activities of guidance and counseling unit:

- Full time placement Cell is functioning in the college with faculty members as coordinators. Career guidance training and campus interview are conducted
- On 15.12.2009, a Career Guidance Seminar on 'Innovations and Career prospects in Bio-Informatics' was conducted. The resource person was **Mr.Jesu Jeya Sudan**, Head-Training Dept, SBRI, Chennai
- On 18.12.2009 a Student Empowerment Workshop was conducted. **Dr.Madhavi Rani, Mr.T.V.Murthy**, Rai Foundation were the Chief Guest

37. Placement services provided to students:

Date	Event	Resource person
28.09.2008 29.09.2008 & 30.09.2008	Off – Campus Recruitment Drive Alumni Students (2007 batch) attended Rural Job Mela at Vellore	IT concerns
05.12.2008	Campus Interview for BBA Students by Soft Career Guru Technologies, Chennai	Mr. Raj Ganesh, Director Soft Career Guru Technologies, Chennai Mr.Lm.V.Ramamurthy, Program Manager Soft Career Guru Technologies, Chennai

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07.02.2010	Off – Campus Recruitment Drive for 2008 batch Alumni students	Cognizant Technology HR Team
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38. Development Programme for the non-teaching:

Summer Courses

- Communication skills classes were conducted
- Software training course was also conducted

39. Any other relevant information the institution wishes to add:

- Adequate computing infrastructure in terms of PCS, LAN, Internet etc for use by faculty and students.
- Code of conduct for students and faculty members including professional ethics and social responsibilities.
- Involvement of students in faculty recruitment process by way of judging communication abilities of potential faculty members in a lecture delivered at the time of recruitment.
- Feedback on the performance and faculty member from students.
- Placement of final year students in reputed multi-national companies for final year students
- Use of water harvesting and renewable resources in order to sensitize the students about the benefits.
- Use of educational aids such as LCD and overhead Projector.
- Periodical seminar by senior faculty member and outside experts.
- Faculty development training programme conducted by the commerce department
- Compiling past examination questions and making them available to the students
- Compiling the frequently asked questions in the examination.
- Periodical visit to Industrial units.
- Tutor Ward System was introduced

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- New Class rooms were built

40. Linkage development with National/ International, Academic/ research bodies

Nil

41. Any other relevant information

Nil

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Part C

Future Plan

- To strengthen Alumni Association
- To strengthen the Research Activities

Name & Signature of the
Coordinator, IQAC

Name & Signature of the
Chairperson, IQAC

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Annual Report

DEPARTMENT OF ENGLISH:

- On 10.02.10 Mr. V. Narayana Moorthy Editor the New Indian Express delivered a speech on Role of a Journalist. Dept. of English and Readers Club conducted a meeting on 12.02.10 Dr. S. Purusothaman Prof of English spoke on 'Importance of Reading Habits'.
- On 17.02.10 & 18.02.10 Inter Department Competition Literary Fest was conducted by Ms. Vasuki Asokan Prof. of English. On 13.02.2010 Dr. V. Anbarasi Prof of English spoke on Communication Skills.

DEPARTMENT OF TAMIL:

- The Tamil Mandram was inaugurated on 28.08.09 by Thamizh Nenjam Chennai. Conducted various Competitions. Students participated in various Competitions held in MGR College, Oosur, Sacred Heart College, Tirupattur, Abdul Hakeem College and won many prizes.

PG DEPARTMENT OF MATHEMATICS:

- On 07.10.09 Dr.V. Thangaraj Prof of Maths Ramanujam Institute of Maths Chennai, Controller of Exam University of Madras Inaugurated and spoke Maths & its Application. On 21.01.10 Dept conducted Jain Inter Collegiate Mats Quiz.
- On 23.02.10 special meeting was conducted Mr. R. Srinivasan Prof of Maths Islamiah Collge, Vaniyambadi spoke on 'Fuzzy Mathematics and its Approach'.

DEPARTMENT OF PHYSICS:

- On 30.09.09 special meeting was organized Dr. R. Murugesan IIT Chennai spoke on 'Bio Fuel the Energy for Future'.

PG DEPARTMENT OF BIO CHEMISTRY:

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- On 23.02.2010 Dr. P. Goutham, Professor of Biotechnology Anna University spoke on “Action of Protease and Hydrolyses from Plant Extracts on Microbial Activity”.

DEPARTMENT OF BIO TECHNOLOGY:

- On 12.12.09 Mr. R. Jesu Jeya Sudan, Sai Bio Research Institute Chennai spoke on “Innovation and Career Prospectus in Bio Informatics”.
- On 12.02.10 Dr. Sudhandira Doss VIT, Vellore, delivered a Lecture on Ecology for the Common Man.

DEPARTMENT OF INTERIOR DESIGN AND DÉCOR:

- On 11.01.2010 conducted an Exhibition Cum Sale on Textile and Handicrafts.
- On 23.01.2010-conducted workshop Ms. Jayanthi fashion Designer Ms. Bhagyasri classical dancer were the Resource Person.

PG DEPARTMENT OF COMPUTER SCIENCE AND COMPUTER APPLICATION:

- On 29.10.2009, conducted Seminar on “Latest Trends in Information Technology and Multimedia”. Mr. K. Meganathan, Mahabarath Project, NDTV was the Chief Guest.
- On 20.02.2010, Ms. G. Hema Priya Senior Consultant Javaher infotech Chennai spoke on ‘Oracle Fusion Technology’.
- On 22.02.10, Rev Fr Saul Nicholas, Bosco Institute of Technology Yelagiri Hills spoke on ‘Facing the IT world’.
- On 20.03.10 National Level Seminar on Web Services was conducted. Dr. Alabort Rebara St. Joseph College Tiruchi. Mr. P.Senthil Senior Software Engineer Mr. C. Senthil Kumar Associate Test Manager Torry Harris Business Solution Bangalore were the Resource Persons.

DEPARTMENT OF COMMERCE:

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- On 22.09.09 Seminar on Workshop Learning to think Big and High Mr. U. Gopalan Javhas Consultancy Chennai was the Resource Person. State Level Seminar on Business and Society Environmental issues Dr. G. Ravi Annamalai Univeristy Dr. S. N. Sukumar Vivekananda College Chennai Dr. C. Annadurai VIT vellore where the Resource Persons. Students participated various competitions and won many prizes.

DEPARTMENT OF BBA:

- On 22.09.09 special meeting Mr. V. Gopalan Managing Director Jawhar Consultancy Chennai spoke on India today.

DEPARTMENT OF PED:

- The students have performed well in sports also Winner in the Inter Collegiate Foot Ball and Runner up in Hockey, Basket Ball, Ball Badminton, and Shuttle. 15 students were selected as university players in Football, Hockey, Basket Ball, Ball Badminton, and Shuttle to represent the University.

COLLEGE UNION:

- The college union was inaugurated on 20.07.09. Dr. Thavamani, Principal, Ethiraj College for Women was the Chief Guest.
- On 18.12.09, a soft skill training workshop was conducted Dr. Madhavi Rani M.A. Ph.D., Senior Prof. Raj Business School. A special meeting on career guidance was conducted Ms. Sonia Rani Jain Pilot Indian Airlines spoke to the students.
- On 29.01.10 an Inter Collegiate Cultural meet ART SMART 2010 was conducted Mr. D. Siva Karthikayan TV Artist, Chennai was the Chief Guest.

NSS:

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- The NSS unit for the year 2009 – 2010 was inaugurated by Ms. K. Amernal Bibji. District Organizer of YRC DKM College Vellore. A special Blood Donation camp was organized with the coordination of Taramani Voluntary health service Chennai and Rotract club of Vaniyambadi.
- Ms. P. Vanmathi, III B.A. English Literature participated in the Republic Day Parade held in New Delhi representing the Tamil Nadu NSS. This is third consecutive year our students participating in the Republic Day Parade.
- A special meeting was conducted on 10.10.09. Dr. T. Srikala Prased spoke on 'Women and Health'.
- Special Camp was conducted from 10.02.10 to 16.02.10 at Chinnakallupalli village. Free general health camp, dental camp and eye camp were conducted for the public. Free dental camp was conducted for our students with the coordination of Thangam Dental Hospital, Tirupattur.
- A special meeting was conducted and Ms. Sonia Rani Jain Pilot Indian Airlines spoke to the students on Career Guidance. On 18.12.09 workshop was conducted Dr. Madhavi Rani M.A. Ph.D., Senior Prof. Raj Business School Chennai spoke on student empowerment.

YRC:

- YRC conducted an awareness program on road safety measures. Mr.G.Arunachalam RTO, Vaniyambadi spoke on Traffic Rules and Regulation.
- Special meeting was conducted on 20.02.10 Mr. S. Athisay Ruban RRC District Manager Vellore spoke on "Celebrating Life".

KARUNA CLUB:

- On 12.10.09 conducted a Sseminar and Quiz program on Human Education & Vegetarianism. Shri. Dulichand Jain, President, Karuna

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International, Shri. M.C. Appandai Raj, Educational Officer, Karuna International, Chennai, spoke on Values of Vegetarianism.

ECO CLUB:

- On 12.02.10-conducted competition Dr. Sudharsann Das VIT Vellore gave a speech on Ecology for a common man.

PLACEMENT AND ALUMNI ASSOCIATION:

- Placement cell and career guidance conducted various seminars and workshops “Fly High in your Career” spoken English Soft Skills and career guidance programmes.
- 15 of our students placed in various companies.
- Consumer Club by campus recruitment. Ms.Anulekha Rath III B.Sc. Computer Science and Ms. Pavithra III B.C.A was placed in CTS.

CONSUMER CLUB:

- On 14.09.09 Mr. R. P. Ramesh Kumar Secretary Palar Consumer Protection Association delivered lecture on consumer duties and consumer awareness. Students participated in consumer awareness and consumer rights.

FINE ARTS AND CULTURALS:

- Inter Department fine arts competition was conducted from 18.09.09 to 01.10.09.
- Inter Department culture valediction was conducted on 22.01.10. Mrs. Bhagyasri, Classical Dancer, Chennai, was the Chief Guest.