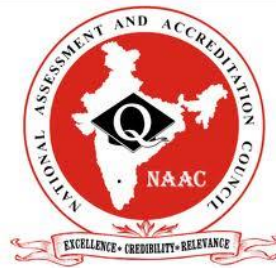


# Annual Quality Assurance Report

## 2007 - 2008

Submitted to



National Assessment and Accreditation Council,  
Bangalore -560072.



**CARDAMOM PLANTERS' ASSOCIATION COLLEGE,**

**Accredited with B<sup>++</sup> grade by NAAC**

**Pankajam Nagar, Bodinayakanur**

<b>Sl. No.</b>	<b>CONTENTS</b>	<b>Page No.</b>
1.	<b><u>Part – A</u></b>	
	1. Details of the Institution	3
	2. IQAC Composition and Activities	7
2.	<b><u>Part – B</u></b>	
	Criterion - I : Curricular Aspects	9
	Criterion - II : Teaching, Learning and Evaluation	10
	Criterion - III : Research, Consultancy and Extension	13
	Criterion - IV : Infrastructure and Learning Resources	17
	Criterion - V : Student Support and Progression	19
	Criterion - VI : Governance, Leadership and Management	22
	Criterion - VII : Innovations and Best Practices	27
3.	<b><u>Annexure</u></b>	
	i – Academic Calendar	29
	ii – Feedback from Stakeholders	30

# The Annual Quality Assurance Report (AQAR) of the IQAC

## Part – A

### I. Details of the Institution

1.1 Name of the Institution	Cardamom Planters' Association College
1.2 Address Line 1	Pankajam Nagar
Address Line 2	Bodinayakanur
City/Town	Bodinayakanur
State	Tamil Nadu
Pin Code	625 513
Institution e-mail address	cpacollege2010@gmail.com
Contact Nos.	04546-280209, 280793
Name of the Head of the Institution:	Dr. P. Ramamoorthy
Tel. No. with STD Code:	04546-280209
Mobile:	9965509187
Name of the IQAC Co-ordinator:	R. Jeyabalan
Mobile:	9952597562
IQAC E-mail address:	sivaku.cpac@gmail.com

1.3 NAAC Track ID \_\_\_\_\_

1.4 Website address:

www.cpacollege.org

Web-link of the AQAR:

<http://www.cpacollege.org/AQAR>  
CPACOLLEGE 2007-2008.pdf

### 1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B++	80.85 %	2006	Five Year
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC: DD/MM/YYYY

01/07/2007

1.7 AQAR for the year:

2007-2008

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC.

- i. **AQAR 2007 – 2008 submitted on 2<sup>nd</sup> May 2014**

### 1.9 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  GC 2(f)  UGC 12B

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

### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

- Gandhian Thought
- Non affiliated enrichment Certificate Courses

### 1.11 Name of the Affiliating University (*for the Colleges*)

Madurai Kamaraj University

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

Autonomy by State/Central Govt. / University	---		
University with Potential for Excellence	---	UGC-CPE	---
DST Star Scheme	---	UGC-CE	---
UGC-Special Assistance Programme	---	DST-FIST	---
UGC-Innovative PG programmes	---	Any other (Specify)	ICSSR – Educational Reforms UGC – Women’s Hostel
UGC-COP Programmes	√		

## 2. IQAC Composition and Activities

2.1 No. of Teachers	8
2.2 No. of Administrative/Technical staff	1
2.3 No. of students	2
2.4 No. of Management representatives	3
2.5 No. of Alumni	2
2.6 No. of any other stakeholder and community representatives	2
2.7 No. of Employers/ Industrialists	1
2.8 No. of other External Experts	--
2.9 Total No. of members	19
2.10 No. of IQAC meetings held	3

2.11 No. of meetings with various stakeholders:	No.	3	Faculty	2
	Non-Teaching Staff	1	Students	1
	Alumni	1	Others	1

2.12 Has IQAC received any funding from UGC during the year?	Yes	No
If yes, mention the amount	<input type="text"/>	<input checked="" type="checkbox"/>

2.13 Seminars and Conferences (only quality related)

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

Total Nos.	1	International	<input type="text"/>	National	<input type="text"/>	State	<input type="text"/>	Institution Level	1
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(ii) Themes

Sustainability of Quality Education

2.14 Significant Activities and contributions made by IQAC

- Date Documentation and maintenance
- Bridge intensive course to the freshers (First year students)
- Consistency in the academic performance
- Formulation of plans for academic and non academic activities
- Teaching quality improvement
- Organization of seminars, invited lectures and inter collegiate workshops etc..
- Short-term Computer Courses
- Strengthened CWED - Centre for Women Welfare and Entrepreneurship Development





## Part – B

### Criterion – I

#### I. 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
PhD	1	--	--	--
PG	3	--	1	--
UG	10	--	3	--
PG Diploma	1	--	1	--
Advanced Diploma	--	--	--	--
Diploma	2	--	2	--
Certificate	1	--	--	--
Others	1	--	1	--
<b>Total</b>	<b>19</b>	--	<b>8</b>	--
Interdisciplinary		--	--	11
Innovative		--	--	11

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	13
Trimester	---
Annual	5

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-ii*

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

Our College is affiliated to Madurai Kamaraj University and bound to follow the University Syllabus designed by respective board of studies.

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

NIL

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Lecturer	Sr. Sc. Lecturer	Sel. Gr. Lecturer	Reader
	47	5	2	17	18

2.2 No. of permanent faculty with Ph.D. 21

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
	0	5								

2.4 No. of Guest and Visiting faculty and Temporary faculty 1 2 23

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	2	12	---
Presented papers	2	10	---
Resource Persons	---	---	6

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

- The institution has introduced a new method of teaching using power point to support the existing teaching method (blackboard).
- Unique teaching methodology” Two way teachings method is adopted”.
- Providing subject materials are done through electronic media.
- Our college offers non- affiliated enrichment courses to enhance the technical skill and it is made compulsory for all UG students.

2.7 Total No. of actual teaching days during this academic year 180

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

- Centralised Common Internal Assessment (CIA) Tests.
- Improvement Examination.
- Unannounced quiz.

2.9 No. of faculty members involved in curriculum

Re-Structuring/revision/syllabus development

as member of Board of Study/Faculty/Curriculum Development workshop

15

15

15

2.10 Average percentage of attendance of students

80 %

2.11 Course/Programme wise distribution of pass percentage:

Aided(UG):

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.History	32	1	4	11	3	56.25
B.A. English	30	--	1	--	21	73.33
B.B.E.	30	1	4	12	9	83.33
B.Sc. Maths	36	8	27	2	---	80.55
B.Sc. Chemistry	32	4	13	3	---	50
B.Sc. Comp.Sci	30	12	16	7	---	76.66
B.Com.	56	6	21	18	6	80.35

Aided(PG):

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
M.Sc. Maths	19	1	10	--	--	57.89
M.Com.	16	5	9	--	--	87.5

Un-Aided(UG):

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc. Electronics & Communication.	9	--	1	5	--	66.66
B.C.A.	23	3	9	2	---	60.86
B.Com. C.A.	34	--	3	7	6	47.05

Un-Aided(PG):

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
M.Sc. CS & IT	4	1	2	--	--	75

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

- Periodical review meetings were conducted
- The outcome of proposals was recorded for improving the system of the quality education.
- It is planned to prepare the academic calendar.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	0
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	3
Others	12

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	27	3	0	14
Technical Staff	4	1	0	4

## Criterion – III

### 3. Research, Consultancy and Extension

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

- IQAC meets regularly to discuss various plans to promote research work.
- Faculty members are motivated to improve their academic excellence..
- Faculty members are encouraged to undertake major and minor research projects, organize seminars, workshops and conferences etc.
- Staff members are encouraged to publish research papers in journals / conferences of National and International importance.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	1	0	1
Outlay in Rs. Lakhs	----	14.99	----	----

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	---	---	----	---

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	8	1	0
Non-Peer Review Journals	0	0	0
e-Journals	---	---	---
Conference proceedings	2	10	---

#### 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	2	DRDO	14.99	---
Minor Projects	1	UGC	0.38	--
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			14.99	

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)

- |                              |
|------------------------------|
| 1. ICSSR - Education Reforms |
| 2. UGC - JRF                 |

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	1	1	1		1
Sponsoring agencies	ICSSR	UGC			UGC

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

3.13 No. of collaborations International  National  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  From Management of University/College   
 Total

3.16 No. of patents received this year

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

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
2	1	1	---	---	---	---

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students who Participated in NSS events:

University level  State level   
 National level  International level

3.22 No. of students who participated in NCC events:

University level  State level   
 National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
 National level  International level

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text" value="2"/>
National level	<input type="text" value="1"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="1"/>	College forum	<input type="text" value="1"/>		
NCC	<input type="text" value="2"/>	NSS	<input type="text" value="11"/>	Any other	<input type="text" value="3"/>

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

- Faculty members actively participated in NSS, NCC, YRC, RRC, etc.
- Blood donation camp, HIV-AIDS awareness camp, Voters awareness camp were conducted
- Community development programs were conducted through CWED and Aluminates.
- Consumer awareness programme was conducted.



## 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	41.5 acres	---	Donated	41.5 acres
Class rooms	37	---	UGC & Management	37
Laboratories	7	---	UGC & Management	7
Seminar Halls	1	1	Management	2
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	---	4	UGC	4
Value of the equipment purchased during the year (Rs. in Lakhs)	---	4.50		4.50

#### 4.2 Computerization of administration and library

<ul style="list-style-type: none"> <li>• A complete review of books and stocks was taken. In future the college council will take care of computerizing the issue of books and searching process,</li> <li>• Semi Computerized administration is there.</li> <li>• Resource sharing network / consortium (INFLIBNET).</li> <li>• Computer, Printer and Internet are provided to every department and hostel.</li> </ul>
---

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1053	59481	8	2362	1061	61843
Reference Books	17524	1437777	268	52316	17792	1490093
e-Books	---	---	---	---	---	---
Journals	6	2100	---	---	6	2100
e-Journals	---	---	---	---	---	---
Digital Database	----	---	---	---	---	---
CD & Video	12	---	6	---	18	---
Others (specify)	---	---	---	---	---	---

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	110	3	2	---	---	1	2	---
Added	10	---	1	---	---	1	1	1
Total	120	3	3	---	---	2	3	1

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

- Proposed to provide a system with printer to each department.
- College Conference hall College are provided with Computer, internet, audio-visual-aids and computer assisted packages to facilitate teaching and learning.
- To train the faculty, guest lecture for ICT was organized.

#### 4.6 Amount spent on maintenance in lakhs:

i) ICT	3.5
ii) Campus Infrastructure and facilities	9
iii) Equipments	6
iv) Others	22.1
<b>Total:</b>	40.6

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Students mentoring system is introduced. Progress report for students for each semester is maintained.
- Council decided to send students to participate other college seminars/ workshops/ Conference.
- Provides information through Notices / Circular.
- Various student support services are made available at the institution.
- Students member of IQAC are encouraged to come out with their views and suggestions for the enhancement of quality of the institution.
- Student class representatives meeting arranged with principal, as convener were organized to redress their grievances.

#### 5.2 Efforts made by the institution for tracking the progression

- Monitors and ensures the achievements of students through learning out come, test results and pass percentage.
- A core committee is formed to monitor the improvement of student activity.
- Regular meeting and regular observations are performed.

#### 5.2 Monitors and ensures achievements

- 1) Through learning outcome test, Result and Pass percentage
- 2) Regular review and remedial measures meetings, Regular observation.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
985	86	2	22

(b) No. of students outside the state

---

(c) No. of international students

---

	No	%		No	%
Men	549	50.14	Women	546	49.86

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1	199	---	844	9	1053	1	209	---	879	6	1095

Demand ratio 0.43      Dropout 5.9%

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

- Career Guidance Cell – 4.30 - 5.30 Aptitude test on every Mondays.
- Entry for services – 4.30 - 4.50 – class and discuss.  
(Monday, Wednesday, Thursday)
- A separate coaching centre has been established for, TNPSC, UPSC, Civil services prelim / main and other competitive exam.
- NET / SET – Coaching Centre.
- Remedial Coaching Class Centre
- Communicative English enrichment courses.

No. of students beneficiaries

300

#### 5.5 No. of students qualified in these examinations

NET	<input type="text" value="---"/>	SET/SLET	<input type="text" value="---"/>	GATE	<input type="text" value="---"/>	CAT	<input type="text" value="---"/>
IAS/IPS etc	<input type="text" value="---"/>	State PSC	<input type="text" value="50"/>	UPSC	<input type="text" value="---"/>	Others	<input type="text" value="25"/>

#### 5.6 Details of student counselling and career guidance

- Career Guidance and Counselling Cell is actively engaged in these college.
- To facilitate the needs of the students and bridging education gap from school to higher education, an intensive five day bridge course is conducted for all the freshers at the entry level. (Exit level to evaluates their Merits)
- Students Counselling is done – through personal meeting – Grievances and motivation for better performers.
- To improve the Communication skill in English the college regularly conducts remedial English classes.
- Career Guidance and placement cell provides guidance and counselling to the students for higher education and employment.

No. of students benefited

150

#### 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
1	60	4	---

#### 5.8. Details of gender sensitization programmes

- Women welfare Association is working effectively for gender sensitization.
- Expert counsellors are invited to conduct programmes for women staff and lady students.

## 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

	<b>Number of students</b>	<b>Amount</b>
Financial support from institution	9	2514
Financial support from government	951	1297221
Financial support from other sources (Spices Board)	13	8700
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

5.13 Major grievances of students (if any) redressed: Cycle Stand Constructed

## Criterion – VI

### 6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

**Vision:** Our College Purports to provide education of a quality which will make our students academically competent, intellectually self reliant, ethically considerate and socially humane—in short a generation of fully rounded personalities.

**Mission:** Our College aims to equip our students who are hailing from economically under privileged sections of society to compete on an equal footing with city students and ensure that our students' economic insufficiency is no longer an impediment and that their future remains rosier and sunnier than ever.

**Objectives:**

- Caters to the educationally backward
- Ministers to Women empowerment
- Brings out Students' latent talents
- Brightens up career avenues
- Shapes up a new generation
- Strives for total excellence.

6.2 Does the Institution has a management Information System: Yes

Student admission  
Student attendance  
Examination procedure

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

6.3.1 Curriculum Development

- Curriculum development is done by university only.
- Our faculty is involved in curriculum designing development work on par with University level.
- MKU Affiliated - curriculum designing by Madurai Kamaraj University Board of Studies.

### 6.3.2 Teaching and Learning

- Our college has adequate number of qualified and competent teachers to handle all the courses.
- Making avenues for creativity and temper among the learners through various academic activities.
- Remedial coaching classes are arranged for academically weak students for better performance in exams.
- Learning / Writing Exam.

### 6.3.3 Examination and Evaluation

- Internal examination and evaluation – students were evaluated through continuous Internal Assessment. Assignment, Quiz, Seminar.
- External examination and evaluation – Semester examination is conducted by M.K. University.

### 6.3.4 Research and Development

- The college has research committee to facilitate, monitor and encourage research activities. It meets regularly to discuss various plans to promote research and motivate the faculty for academic advancements.
- The faculty members are informed about the various fellowships available and they are encouraged to apply for the same.
- Commerce department staff members are encouraged to do active research

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Adequate infrastructure facilities on par with urban institutions.
- ICT facilities are available.
- Our Library contains of **18553** books, **4** journals and **14** periodicals.
- Library deploys various books to provide access to everyone.
- Spacious, multipurpose hall having multimedia/ICT facility with areas 6000 sq. feet is available for various activities of the college.
- Physical education department has all outdoor facilities
- College campus is provided with redundant power supply.

### 6.3.6 Human Resource Management

- The college has sincere, dedicated and committed faculty, staff and visionary management.
- The college has adequate number of quality and competent teachers and more than 70% are doctorates.
- Staff members have access to computer facility that are available in the departments.

### 6.3.7 Faculty and Staff recruitment

- Staff recruitment election is done by state government based on the proposals submitted from the college with due follow-up.

### 6.3.8 Industry Interaction / Collaboration

- The college has collaboration with, TDISTIA, Renuga mills, CPA and many other industries, where the students undertake industrial visit and field work.
- M.Sc CS&IT students have to undergo six months project in industry / institute.
- Students of B.Com computer application have to undergo field work in corporate / industry in semester holidays.

### 6.3.9 Admission of Students

- By merit according to H.Sc Marks of TamilNadu State Board Exam.
- Admission of students in aided courses is based on Merit and it is transparent;
- Efforts are made to ensure 90% of the students are admitted by merit only.
- Adheres to the government norms in the admission process.



6.4 Welfare schemes for

Teaching	All Government Schemes
Non teaching	All Government Schemes
Students	Scholarship Student Aid fund Remedial Coaching Career guidance Entry in Services Non affiliated enrichment courses Other schemes implemented by the Government

6.5 Total corpus fund generated

35.6

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	No		No	
Administrative	Yes	RJD, Madurai Region. Government of TamilNadu	Yes	

6.8. Does the University/ Autonomous College declare 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?

Not applicable

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

- University is more flexible to give autonomy to colleges regarding curriculum design and Examination through approved Academic council.

6.11 Activities and support from the Alumni Association

- The Intercom facility with phone network is installed by Alumni.
- Alumni Association supports students opting for higher studies and employment.
- Alumni Meet were conducted for suggestions and feed back.

6.12 Activities and support from the Parent – Teacher Association

- The Parent – Teacher Association is functioning effectively to monitor the students Progress.
- Parents meet organized annually to know their feelings and get their suggestions for the development of the students.
- Parent Association donates prizes for Proficiency.

6.13 Development programmes for supporting staff

- Office Management courses are taught .
- The college offers part time PGDCA / DGT / CGT Courses to the supporting staff.
- College encourages the supporting staff to register themselves to continue higher education.
- The college conducts staff developmental programmes by inviting resource persons from outside.

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

- More trees are planted in the campus to make the campus green.
- Campus is being watched continuously and observed for its greenery and cleanliness.
- Proper garbage disposal is done.

## 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.

- Student mentoring system with data card.
- Non affiliated Enrichment courses, coaching classes are conducted for competitive exam.
- Career oriented courses like Accounting for small enterprises, etc...
- Alumni Association offers support for various programmes.
- Cardo Comp – Talent Promotion Avenue for students.

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

- IQAC paved the way for improving the all round development of the college, the plan of action decided upon at the beginning of the year in the meetings has created a positive impact on the teaching – process of higher education.

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

- Herbal Garden has been created.
- Teaching with power point aid for limited courses is introduced.
- Non affiliated enrichment courses.
- Bridge courses.
- Co-Curriculum activities.
- Student participation in Quality enhancement.
- Cardo – Comp.

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

7.4 Contribution to environmental awareness / protection

- New trees are planted for environmental up gradation.
- Eco-green campus / Ecology are maintained.
- Hazardous work management.
- Environment and its protection awareness camp organized in near by villages.

7.5 Whether environmental audit was conducted?

Yes

No

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

- We conducted an IQ test for teachers and students.

SWOT:

Strength:

- The college has sincere, dedicated and committed faculty, staff and Visionary Management.
- Very good academic environment.
- Conducts various extension and awareness program.
- Promotes research climate.

Weakness:

- Locational disadvantages and rural background.
- Students (many) living below poverty line.

Opportunities:

- Having enough infrastructural facilities to become autonomous institution.
- To do more research work and publication.
- To offer consultancy services.
- Linkages with International institution.

Threats / Challenges:

Competition from neighbouring colleges.

**8. Plans of institution for next year**

1. To apply for career oriented programme grant from UGC.
2. To encourage the staff of various departments to apply for financial support for both minor and major research projects from UGC / CSIR / DST / ICSSR / TNSCST
3. To strengthen the placement cell to place more outgoing students and get admission in reputed institutes through entrance test.
4. To encourage the faculty needs, to conduct interdisciplinary lectures and seminars.

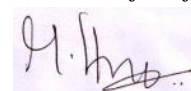
Name Dr. S.Sivakumar



*Signature of the Coordinator, IQAC*

Associate Professor and Head  
Department of Computer Science  
C.P.A.College, Bodinayakanur

Name Dr. M.Rajarajan



*Signature of the Chairperson, IQAC*

PRINCIPAL  
C.P.A.COLLEGE  
BODINAYAKANUR

## Annexure – i

### ACADEMIC CALENDER FOR THE YEAR 2007-2008

<b>ACADEMIC EVENTS</b>	<b>DATE</b>
College Re-opens for the odd semester	13/6/2007
Orientation Programme to the Freshers	25/6/2007
Commencement of First cycle test	30/7/2007
College Committee Meeting	2/7/2007
Administrative Block Opening Ceremony	10/7/2007
Screening Test – Co curricular activities	27/7/2007
NSS Camp	11/8/2007
Independence Day Function	15/8/2007
Farewell to Retiring staff	31/8/2007
Sports Day	14/9/2007
Commencement of second cycle test	24/9/2007
CWED (Entrepreneurship Development Programme)	11/10/2007
Saraswathi Pooja Celebration	20/10/2007
College Re-opens for the even semester	6/12/2007
Sports Day Celebration	11/1/2008
Republic Day Function	26/1/2008
Commencement of First cycle test	4/2/2008
Commencement of second cycle test	24/3/2008
34 <sup>th</sup> Annual Day Celebration	28/3/2008
Cardo Comp Programme	7/4/2008 to 8/4/2008
College Day	10/3/2008
Convocation	10/4/2008

## **Annexure – ii**

### **Feedback from Stakeholders**

The college has customary and approachable practice to gain feedback from student, staff, parents and alumni through various associations, committees, clubs and centres.

- Feedback through questionnaire from the students and alumni.
- Suggestion from staff through meetings.
- Feedback from parents through periodical meetings.
- The staff, students, alumni, employee, industrialists as members of IQAC/ NAAC/ Committees.
- Suggestions from employers through periodic meetings.

The college obtains feedback from the students at the entry point (bridge course) and at the exit point (graduation day/ Farewell day). Feedback obtained from parents, alumni, well-wishers through email also comments are obtained from the office bearers of the general body meeting of the college. It is obtained from the community through NSS, YRC, BDC, RCC and CWED at various community services programmes organized.

Recommendations, suggestion and opinions, ideas from experts, resource persons, VIP's and academic peers who attend respective meeting are also obtained.

The feedback ideas obtained from various sources is placed in the college committee council and department council carefully viewed and incorporated. These practices are made regularly.