

Annual Quality Assurance Report

2009 - 2010

Submitted to



National Assessment and Accreditation Council,
Bangalore -560072.



CARDAMOM PLANTERS' ASSOCIATION COLLEGE,

Accredited with B⁺⁺ grade by NAAC

Pankajam Nagar, Bodinayakanur

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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. M. Rajarajan

Tel. No. with STD Code:

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Name of the IQAC Co-ordinator:

Dr. R. Mohanasundaram

Mobile:

9894837846

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 2009_2010.doc

1.5 Accreditation Details

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

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

01/07/2007

1.7 AQAR for the year:

2009 - 2010

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 **2nd May 2014**
- ii. AQAR **2008 – 2009** submitted on **2nd May 2014**
- iii. AQAR **2009 – 2010** submitted on **2nd 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
- Carrier Oriented Programme

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 (<i>Specify</i>)	UGC - IMF , Merged Scheme.
UGC-COP Programmes	√		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="9"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="3"/>
2.5 No. of Alumni	<input type="text" value="2"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="2"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="0"/>
2.9 Total No. of members	<input type="text" value="20"/>
2.10 No. of IQAC meetings held	<input type="text" value="4"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="4"/> Faculty <input type="text" value="2"/>
Non-Teaching Staff/ Students	<input type="text" value="1"/> Alumni <input type="text" value="1"/> Others <input type="text"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, mention the amount	<input type="text"/> <input type="checkbox"/> <input type="checkbox" value="✓"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text" value="1"/> International <input type="text"/> National <input type="text"/> State <input type="text"/> Institution Level <input type="text" value="1"/>
(ii) Themes	<input type="text" value="Quality aspect of evaluation system"/>

2.14 Significant Activities and contributions made by IQAC

- Date documentation.
- Faculty development programme.
- Bridge course to the freshers (First year students)
- Consistency in the academic performance
- Formulation of plans for academic and non academic activities.
- Promoting research culture
- Organization of National, International seminars and conferences.
- Work in progress on modern sports facility including indoor stadium.
- More avenues for students to engage community services.
- Empowering women staff and students with life skills through CWED.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
To apply for Career oriented programme grant to UGC.	UGC has sanctioned Career oriented programme for Chemistry to start Certificate/Diploma/PG diploma in Industrial Chemistry.
To establish department library facility for PG department Chemistry.	Chemistry department (PG) library was established.
To conduct short term course on “Research methodology in social science”.	ICSSR sponsored “Research methodology in social science” short term course organized by Dr. P. Prinedhanaraj.
To tap funds from UGC through the following schemes Merged scheme, Instrument maintenance facility and College development under XI th plan.	UGC has sanctioned Rs79, 86,000 for Merged scheme, Rs.5,50,000 to instrument maintenance facility and Rs.1, 23,840 to College development.
To construct a new building for Commerce department at an estimated cost of Rs.70,00,000/-.	Management has contributed Rs.70 lakhs to construct Commerce block, the work is initiated.
To provide computer with printer to all the UG and PG departments.	Computer system are installed with work table and chair on all the UG and PG departments.

* Academic Calendar of the year was attached in Annexure-i

2.16 Whether the AQAR was placed in statutory body

Yes No

Management Syndicate

Any other body

Provide the details of the action taken

- 1) The recommendations and suggestions received from IQAC are placed in the meetings of College council and College Committee for discussion and then in the college governing body meeting for its implementation.
- 2) Further Planning was done to avoid the weaknesses found in the IQAC Plans
- 3) An Active Research work will be promoted in the departments of Chemistry, Commerce and Mathematics.

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	----	--	1
Others (M.Phil.)	1	--	1	--
Total	19	--	8	--
Interdisciplinary	Non affiliated Enrichment Certificate Course	--	--	11
Innovative	Skill Based Subject	--	--	36

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	17
Tri-semester	---
Annual	7

1.3 Feedback from stakeholders* (On all aspects)

Alumni	<input checked="" type="checkbox"/>	Parents	<input checked="" type="checkbox"/>	Employers	<input checked="" type="checkbox"/>	Students	<input checked="" type="checkbox"/>	
Mode of feedback :	Online	<input type="checkbox"/>	Manual	<input checked="" type="checkbox"/>	Co-operating schools (for PEI)	<input type="checkbox"/>	Meeting	<input checked="" type="checkbox"/>

**Refer 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	Asst. Professors	Associate Professors	Professors	Others
50	12	38	-	-

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	27
---	---	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	10	---
Presented papers	---	10	---
Resource Persons	---	---	11

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

- Our college offers Bridge Course for the Entry level Students to meet the higher Education.
- Unique teaching methodology” Two way teachings method” is adopted.
- Implementing, E-assignment and 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 2nd and 3rd year.
- Faculty and students are encouraged to use latest technology viz., LCD, Internet etc.

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)
- Improvement Examination.
- Unannounced quiz.
- Multiple choice questions.
- Field work

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

13	13	13
----	----	----

2.10 Average percentage of attendance of students

85 %

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	23	--	--	1	7	34.78
B.A. English	32	--	--	2	12	43.75
B.B.E.	38	--	--	4	9	34.21
B.Sc. Maths	32	1	8	1	--	31.25
B.Sc. Chemistry	23	2	7	--	--	25.55
B.Sc. Comp.Sci	28	2	14	5	--	75
B.Com.	55	1	8	13	5	49.09

Aided(PG):

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
M.Sc. Maths	13	2	7	1	--	76.92
M.Com.	18	3	12	--	--	83.33

Un-Aided(UG):

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc. Electronics & Communication.	6	--	1	3	--	66.66
B.C.A.	38	--	12	11	--	60.52
B.Com. C.A.	28	--	2	11	1	50

Un-Aided(PG):

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
M.Sc. CS & IT	8	--	7	--	--	87.5

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

- A Quality Control Team has been appointed check the new teaching and learning methods introduced in this academic year.
- Periodical review meetings were conducted for assesment.
- The outcomes of proposals are recorded for improving the system of the quality education.
- It is planned to prepare the academic calendar.
- Takes stake holders feed back, and adopts.

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	3
Faculty exchange programme	---
Staff training conducted by the university	---
Staff training conducted by other institutions	---
Summer / Winter schools, Workshops, etc.	3
Others	15

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	26	4	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

- Conducted one day seminar for promoting research and initiate research projects in the respective field.
- IQAC meets regularly to discuss various plans to promote research work.
- Faculty members are motivated to improve their academic Excellency.
- Faculty members are encouraged to undertake major and minor research projects, organize seminars, workshops and conferences etc.
- Staff members are encouraged for the publication of research work in journals / conferences.
- Students and staff members are informed about project fellowships / internships and they are encouraged to apply for the same.
- Faculty are encouraged to avail FIP to do Ph.D.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	1	1	0
Outlay in Rs. Lakhs			714839	

3.3 Details regarding minor projects

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	3	3	0
Non-Peer Review Journals			
e-Journals			
Conference proceedings	2	16	

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	2008-2010	ICSSR	356900	356900
Minor Projects	2009-2011	UGC	714839	714839
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			1071739	1071739

3.7 No. of books published i) With ISBN No.

Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.9 For colleges

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE

Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		1			3
Sponsoring agencies		DRDO. UGC, CSIR, TNSCST			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 : (Rs. in lakhs)

From Funding agency	10.7	From Management of University/College	0.30
Total	11.01		

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	
International	Applied	0
	Granted	
Commercialised	Applied	0
	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
	1	1				

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

4

16

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

2

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

JRF --- SRF --- Project Fellows 1 Any other ---

3.21 No. of students Participated in NSS events:

University level --- State level ---

National level --- International level ---

3.22 No. of students participated in NCC events:

University level 20 State level 5

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

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

- The college encouraged the faculty and students to take up social and extension activities.
- Faculty members actively participated in NSS, NCC, YRC, RRC, etc.
- Blood donation camp, HIV-AIDS awareness camp, Voter awareness camp were conducted.
- Community developments programmed were conducted through CWED.
- Consumer awareness programme was conducted.
- Promoting culture.
- Sensitizing students to environmental issues.

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	0	Donated	41.5 acres
Class rooms	37	0	Management	37
Laboratories	7	0	UGC & Management	8
Seminar Halls	1	1	Institution	2
No. of important equipments purchased (\geq 1-0 lakhs) 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

- A complete review of books and stocks were taken. In future the college council will take care of computerizing the issue of books and the searching process,
- Partially automated administration and Library.
- Resource sharing network / consortium (INFLIBNET).

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1080	65718	1	475	1081	66193
Reference Books	18081	1575273	431	79940	18512	1655213
e-Books						
Journals	6	2100	1	500	7	2600
e-Journals						
Digital Database						
CD & Video	32		9		41	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	130	3	2	---	---	1	2	---
Added	10	----	1	---	---	1	1	1
Total	140	3	3	---	---	2	3	1

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

- Provided a system with printer to every department with internet facility.
- The faculty members and students of the college are provided with Computer, internet, audio-visual-aids and computer assisted packages to facilitate teaching.
- Office automation short term workshop organized to equip administrative staff.

4.6 Amount spent on maintenance in lakhs:

i) ICT	0.6
ii) Campus Infrastructure and facilities	70
iii) Equipments	4.4
iv) Others	25.9
Total:	100.9

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Progress report for the students is maintained.
- Grievance redress cell is working for students support.
- Provides information through Notices / Circular/Letter correspondence.
- Various student support services are available at the institution and other levels.
- Students member of IQAC are encouraged to come out with their views and suggestions for the enhancement of quality of the institution.
- Student class representative meet with principal, academic, non academic staff were organized to collect their views and suggestions.

5.2 Efforts made by the institution for tracking the progression

- Monitors and ensures the achievement of students through learning out comes, Test results and Pass Percentage.
- A core committee is formed to check the improvement of student activity and the awards obtained by students.
- Regular meetings and regular observations are performed.

5.2 Monitors and ensures achievements

1) Through learning outcome test, Result and Pass percentage

2) Regular meetings, Regular observation.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1074	81	2	7

(b) No. of students outside the state

0

(c) No. of international students

0

Men	No	%	Women	No	%
	552	47.42		612	52.58

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3	237	--	884	7	1131	4	231	2	921	6	1164

Demand ratio : 0.47 Dropout 5.1%

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

- Career Guidance Cell – Every 4.30-5.30 Test
- Entry for services – Watching 4.30-4.50 (M, W, TH)
- 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

520

5.5 No. of students qualified in these examinations

NET	2	SET/SLET	1	GATE		CAT	
IAS/IPS etc		State PSC	3	UPSC	10	Others	4

5.6 Details of student counselling and career guidance

- Career Guidance and Counselling Cell are 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. (and Exit level to evaluates their merits)
- Students Counselling is done – through personal meeting – Grievances redressed 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

200

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
3	120	28	---

5.8. Details of gender sensitization programmes

- Women welfare is working effectively for gender sensitization.
- Women’s are binned to take a lead road.
- Awareness classes are organised to the girl 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

	Number of students	Amount
Financial support from institution		
Financial support from government	958	1443837
Financial support from other sources (Spices Board)	50	28950
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:

1. Girls waiting room added.
2. Canteen facility.

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.
- Recommendations and suggestions are proposed.

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.
- Use of ICT
- Teachers study materials are shared with students (PPT/PDF Slides)

6.3.3 Examination and Evaluation

- Internal examination and evaluation – students were evaluated through continuous Internal Assessment (etc). 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 the 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.
- Faculty are encouraged with OD facility to attend conference/workshops/seminars.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Adequate infrastructure facilities on par with urban.
- ICT facilities are available.
- Our Library consists of **19161** books, **6** journals and **14** periodicals.
- Library deploys various books to provide access.
- 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 through high value generation.
- Innovative chemical lab instruments installed to promote research on par with national institutes.
- New books and journals are added.

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 the computer and internal facility that are available in the departments.
- Workshops and training programmes are arranged for the faculty to enrich their knowledge.
(In handling the computers effectively)

6.3.7 Faculty and Staff recruitment

- Faculty vacancies raised on the basis of student's strength and due to enrichment and as per the workload norms prescribed by the TN government.
- The qualifications for teachers of various courses are prescribed by the UGC.
- The vacancies are filled up by following the roster system as prescribed by DCE.
- Selection is done by a seven member selection committee
Recruitment committee is headed by college president.
- Done by Recruitment Board
- Roster system followed.

6.3.8 Industry Interaction / Collaboration

- The college has collaboration with, TDSTIA, Eastern condiments, Eureka forbes and many other industries.
- M.Sc CS&IT student has to undergo six months project in industry / institute.
- Students of B.Com computer applications 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;
- Effects are made to ensure 90% of the students are admitted by merit only. (from first list to final list)
- Adheres to the government norms (DCE notification) 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

129.33

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes		Yes	
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

- Alumni Association supports students opting for higher studies and employment.
- Alumni were conducted for suggestions and feed back regarding innovative teaching learning, higher education and placement etc...
- Guest lecturer are conducted through alumni.

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 bi annually to know their feelings and get their suggestions for the development of the students.
- PTA Sponsors prizes for Proficiency and sports.

6.13 Development programmes for supporting staff

- Communication skill and computer literacy. 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.

- Non affiliated Enrichment courses E-Assignments, coaching classes are conducted for competitive exam.
- Alumni Association offers support for various programmes.
- Cardo Comp – Talent Promotion Avenue for students.
- COP – Industrial Chemistry started.
- Tutorial System.

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 improve 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*)

- Course hand our and use of Power point presentation.
- 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

- Coconut trees are planted.
- Ecology are maintained.
- Tree Plantation (New).
- Hazardous work management.
- NSS activities are based on environmental awarenesses.

7.5 Whether environmental audit was conducted? Yes No

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

<ul style="list-style-type: none">• We conducted an IQ test for teachers and students. <p><u>SWOT:</u></p> <p><u>Students:</u></p> <ul style="list-style-type: none">• The college has sincere, dedicated and committed faculty, staff and Visionary Management.• Good academic environment.• Conducts various extension and awareness program.• Promotes research Culture. <p><u>Weakness:</u></p> <ul style="list-style-type: none">• Locational disadvantages and rural background.• Students living below poverty line. <p><u>Opportunities:</u></p> <ul style="list-style-type: none">• Having enough infrastructural facilities to become autonomous institution.• To achieve the college with potential for excellence states.• To do more research work and publication.• To offer consultancy services.• Linkages with International institution. <p><u>Threats / Challenges:</u></p> <p>Competition from neighbouring colleges. Free education within the context of increasing trends or e-learning.</p>

8. Plans of institution for next year

- | |
|---|
| <ol style="list-style-type: none">1. To introduce M.Sc. Chemistry under self-finance scheme, and introduce B.B.A and B.A English courses in Self-finance stream.2. To apply for Career oriented programme grant to UGC3. To tap funds from UGC XIth plan to the following scheme, PG grants to M.Com and M.Sc Maths, UG development assistance and an additional assistance.4. To encourage the staff members (aided) to apply for tapping major and minor research project grants.5. To construct a separate sports amenity centre with indoor auditorium |
|---|

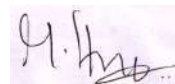
Name Dr. S.Sivakumar



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 2009-2010

ACADEMIC EVENTS	DATE
College Re-opens for the odd semester	17/6/2009
Screening Test for Centre for enter in services	21/07/2009
Orientation Programme to the Freshers	24/07/2009
Ball badminton Zonal Sports	30/07/2009 to 31/07/2009
Commencement of First cycle test	3/8/2009
AIDS Awareness Programme	11/08/2009
Sports Day	24/09/2009 to 25/09/2009
Saraswathi pooja celebration	27/09/2009
Commencement of second cycle test	29/9/2009
National Seminar (Chemistry)	30/09/2009
World Tourism Day Celebration	06/10/2009
World Tourist Day Programme	07/10/2009
Ganesh Temple Mandala pooja celebration	20/10/2009
Ganesh Temple pooja	23/10/2009
Submission of ODD Semester Foil Cords (Internal)	25/11/2009
College Re-opens for the even semester	7/12/2007
Alumni Association Meeting	13/12/2009
NSS Girls Camp	24/12/2009 to 30/12/2009
Pongal Celebration (Thai Pongal Sangamam)	13/01/2010
Republic Day Function	26/01/2010
NSS Boys Camp	22/01/2010 to 28/01/2010
Commencement of First cycle test	1/2/2010
Women's Day Celebration	08/03/2010
Commencement of second cycle test	15/3/2010
Chemistry Block opening ceremony	15/03/2010
Cardo Camp Function	23/03/2010
Consumer Protection Council Function	24/03/2010
College Day	25/03/2010
College Website (www.cpacollege.org)	25/03/2010
Red Ribbon Express Train AIDS Awareness programme	18/03/2010
Blood Donation Camp	24/03/2010
28 th Graduation Day	17/04/2010
Submission of EVEN Semester Foil Cords (Internal)	29/04/2010

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.