



HOLY CROSS HOME SCIENCE COLLEGE

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)
52, NEW COLONY,
THOOTHUKUDI

RE-ACCREDITATION (CYCLE-II)

SELF STUDY REPORT JANUARY - 2016



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Preface

“Education is the most powerful weapon which you can use to change the world”

Empowered by the self emptying love of God and inspired by our Mother Foundress Claudine Echernier to educate the youth, our sisters dreamed of starting an institution to envision a just and harmonious society where, all people live life in its fullness thus nurturing persons to be well integrated who in turn become agents of societal change. The goal is to form persons of character, conscience, compassion, commitment and competence who having enabled to face the challenges of life in the changing scenario and evolve as dynamic transcendent leaders of tomorrow. Holy Cross Home Science College, Thoothukudi, established in 1975, is administered by the society of the Sisters of the Cross of Chavanod, Madurai Province. The college is affiliated to Manonmaniam Sundaranar University, Tirunelveli. It was accredited with ‘B’ grade by NAAC in 2009.

The dimension and quality of education keep on changing with time. While imparting quality education at an affordable cost, the institution focuses on blending human values and ethics with global competence in the contemporary universal scenario. Our college caters to the higher educational needs of the first generation graduates who hail from socially and economically marginalized communities. Educational intervention through our college has made significant social impacts on the young girls.

This temple of learning is now gearing up for the second cycle of accreditation by the prestigious NAAC – Bangalore. The college has grown by leaps and bounds over the past 40 years and molded hundreds of young rural woman into enlightened and empowered women as potential agents of social transformation. Cherishing the 40 years of the past invincible record and owing it

all to the contributions made by the dedicated and committed staff who endeared to celebrate the reason for its existence, the college feels proud to see its progress in the past.

The exercise of preparing for NAAC visit, going for the re accreditation is seen as an opportunity for the entire college community to recall all that has gone in the period between 2009 – 2014, to rededicate ourselves to the mission of offering quality higher education to the young women of Thoothukudi. we are pleased to submit the Self Study Report in the prescribed format as per NAAC's guidelines. This report is the outcome of the efforts of staff and supportive staff who work together to achieve success.

Congratulations and God's blessings to all.

Principal

EXECUTIVE SUMMARY

Long before the need to educate women was recognized as an indispensable and immediate need, the Sisters of the Cross Province of Madurai envisaged the prospects for empowered women in an emerging nation like India and set out to educate them.

In 1966 Thoothukudi was a fledgling town once known for its pearls. It was a fishing town with a small port and a few medium sized industries. In this town in 1966 was started Holy Cross Home Science Academy.

The college was affiliated to Madurai Kamaraj University in 1975 and recognized by the University Grants Commission in 1985. Later with the creation of Manonmaniam Sundaranar University, Tirunelveli, the college's affiliation was shifted to Manonmaniam Sundaranar University in 1990.

Gradually, as women began to leave the constraints of domestic shackles to claim their places in all the spheres of society, Holy Cross Home Science College once again decided to equip its constituency (women) with the necessary skills. So courses like M. Sc. Dietetics and Food Management in 2003, B. Com. with Computer Application and B. Sc. Fashion Designing and Apparel Making in 2006 and B. Sc. Computer Science in 2007 were started. Besides more infrastructure facilities were added to the college. B.A English Literature and MBA were introduced under Satellite Programme of Manonmaniam Sundaranar University in 2010 and 2012 respectively. Regular B.A English was introduced in 2013 and two new courses B.Com & M.Com were started in the academic year 2014-2015.

The institution is self financed. Yet it is aware of the economic status of the people, its location and the prejudices that impede the education of women. Therefore the institution remains exclusively for women. Though it was started as Home Science College later it was converted into multi disciplinary postgraduate college due to demands from parents, locality and the needs of the young girls.

The target groups of the college are

- Women 100%
- Socially marginalized (SC) 60%
- Rural 75 %
- Economically backward 80%

The commitment of the Congregation and the institution is demonstrated through the following:

- Nominal fees
- Institutional scholarships
- No donations
- No discrimination in admissions and
- No discrimination in appointments.

The college has proved to be a safe and conducive place for learning because it is 'drugs free and ragging free', with round the clock security and high compound walls. Added to these, the principal and the hostel warden reside within the campus and good medical care is available close to the college.

Though the college has a curriculum designed by the university, the college conducts Add on courses to supplement inadequacies and to improve employability skills. Spoken English Classes, Bridge Courses and Remedial are a part of the semester schedule to help the learners who are from the disadvantaged sections. As the institution is aware of the growing importance of technology in higher education in employment and in every day communication, a basic computer literary programme is conducted at the entry level for all students. Orientation Programme is organized periodically for teachers to enable them to use ICT in teaching. A well equipped centralized computer lab has been established to meet these needs. The student - computer ratio is 16:1. Internet facilities are available to students. Separate computers with internet facility is also available in the library and browsing lab at free of cost.

As all the courses offered are predominantly skills based, adequate provisions are made to provide in service training, industrial visits and

entrepreneur counseling. The career guidance counseling and model interview have been of immense use. Consequently our students receive immediate employment after their studies.

The institution is aware of the challenges posed by emerging needs of the society and the indispensability of staying ahead and efficient. Therefore student's feedback and self appraisals are obtained regularly on the teaching process, curriculum and administration. Based on the feedback and the self appraisal various orientation programmes for the staff are conducted. The staff are encouraged to organize/ attend seminars and workshops in our college and other institutions. Teachers are also insisted upon to use ICT in their classes – OHP, LCD and other audio, video equipments.

The library holds a very important place in our teaching – learning process. Library is automated with library management software. There are 4652 volumes and 3724 titles. We subscribe 11 journals, 11 magazines and 3 daily news papers. The library advisory committee helps the librarian to improve the use of the library.

As we are aware of the possibility of a spiritual and moral vacuum in the drive for material success and its effects on personal and family lives and social welfare, we conduct value education courses through moral science classes. The college has counseling cell that attends to personal problems and offers suggestions. The mentor ward system enlighten the students and provide opportunities to get guidance and counseling from the staff.

Our institution has committed itself to the well being of the marginalized that we are unable to serve directly. So we reach out to them through our extension programmes. The programmes of our NSS, YRC and RRC focus on women and youth. We conduct medical camps and offer diet counseling for pregnant women, lactating mothers and malnourished children freely and we offer free diet counseling for the public especially to our school parents.

The management as a demonstration of its pledge in action has placed a significant part of its resources for this institution and so it is imperative that the resources are put to optimum use. The resources are used to train self help

groups, conduct evening and summer courses for housewives and school children. The income generated from these programmes is redirected to the institute for its infrastructural development. As the fees received from the students would be inadequate to meet the overall expenses of the institution and provide for future developments, the management contributes generously. Therefore the college has not been weak in infrastructure or in acquiring the latest equipments for teaching and learning.

These achievements have emboldened us – we continue to change; we grow; we remain relevant. Our resolve to serve the marginalized and our desire to contribute to nation building, remain as firm as it was when our founders first set their foot here. In fact our determination has grown stronger.

Therefore we are sure that we have greater days ahead of us. Our benchmarks are higher than what they were; our goal posts have shifted. But our core values remain the same. We will never compromise on quality, for quality can never be an accident; it requires a will to produce it. And we have the will and we will succeed in future with the assurance from NAAC and our well wishers.

CURRICULAR ASPECTS

The noble vision of the institution is imparting quality education to all the students. The main aim is to promote academic excellence, inculcate social awareness, foster harmonious, cordial and tripartite relationship among the management, faculty, students and other stakeholders. The institution is committed to enhance the quality of education and to equip students with life-skills in order to face the global challenges in the present scenario. The institution is endowing the stakeholders for better service towards the society.

Most of our students are from rural background and they are first generation learners. In line with the vision and mission, the college empowers the students to attain over all development in their livelihood and life. To achieve these objectives, the well drafted strategy of the institution was published through the prospectus, pamphlets, application forms, televised through TV channels and college website.

The institution develops programme of action both short and long term for the effective implementation of the curriculum and inculcation of values, It follows the university designed curriculum provided by the Manomaniam Sundaranar University, Tirunelveli. The curriculum delivery is achieved through lectures and power point presentations by staff and students. The implementation of the curriculum and the academic plan is monitored by the Head of the Departments. The faculty members are encouraged to participate in various Workshops, Seminars and Conferences both in and outside the institution. The college constantly keeps in touch with affiliated university, and faculties from various colleges are being invited for discussions, workshops and for professional interactions with staff and students which facilitates knowledge transfer. Two staff members of our college are the chair persons of Board of Studies of Food Science and Nutrition (UG and PG) and Costume Design and Fashion (UG & PG Diploma) in Manonmaniam Sundaranar University, Tirunelveli. Our faculty members are involved in curricular developments of Madurai Kamaraj University and other Autonomous Colleges. They are also involved in question paper setting and evaluation of theory and practical examinations in our University and other institution. Eight staff members assist evaluating the university examinations.

Study materials are being updated from time-to-time. Latest edition of the syllabi for all subjects are kept in the library, college office and also in the departments for students' reference. The college inculcates holistic learning among the students. The teaching – learning process is evaluated regularly through the multi faceted feedback from the students and alumni. The feedback from the stakeholders are also collected and taken as benchmark for further improvement.

The norms issued by Manonmaniam Sundaranar University, Tirunelveli for CBCS were used for restructuring the syllabi. The impact of the curricula on the students, alumni and the parents, recorded in the feedback is considered during revision of the syllabi in few departments. The registration of views and opinion of the resource persons of seminars / conferences / workshops from state and national organizations and bodies on advanced trends and development in

subject are also taken into consideration while framing the syllabi at the university level by the members of Board of Studies.

For under graduate courses, Part I and II are prescribed to gain proficiency in the languages. Part III has core, allied and skilled based elective papers. Part IV includes 'Environment Studies', 'Value Based Education', Personality Development and Non Major Elective Courses for promoting skills in students. Part V is on Extension Activities for UG students to implant social and civic values.

TEACHING, LEARNING AND EVALUATION

Absolute transparency and systematic mechanism are adopted in the admission process that is elaborately presented in the prospectus, handbook and the college website. Since it is a minority institution preference is given to economically and socially backward rural students, first generation learners, the differently abled and outstanding sports persons. Profiles of the students are maintained in the college office and departments after admission.

The institution initiates innovative methods of teaching, learning and evaluation system to make learning a process of growth. The institution envisages a shift from teacher centric learning to student centric learning. However, there is always scope for improvement in teaching and learning as success is only a journey and not a destination. The college aspires to create a society which respects human dignity. It is a real challenge to educate the new learners specially the first generation learners who are unable to cope with the new learning system and environment. Keeping this in mind, all the Departments conduct need based remedial classes to help slow achievers. In addition to the common orientation program, special programmes are organized by all the Departments.

The institution organizes orientation program for the freshers every year. Bridge Course inducts the freshers into the college atmosphere, familiarizes them with the vision, mission, goals, objectives, rules, regulations of the college,

manners and etiquette to be observed in the college and averts their fear of English since majority of the students are from Tamil Medium schools. Special coaching in 'Spoken English' by subject experts from the Department English and outside is given. The Department of English takes special efforts to help the freshers to gain confidence and achieve a smooth transition from Tamil medium at the school level to English medium at the college level. ICT facility is extensively used for Teaching, Learning and Evaluation. The faculty members are constantly being recharged through training programs both inside and outside the college. The library and laboratories are well equipped to facilitate the Teaching and Learning process.

Individual and department level master plan is prepared to schedule their teaching and evaluation in accordance with the academic calendar. The student centric methods followed in teaching and learning process ensure interactive, participative and experiential learning in academic, co-curricular and extra-curricular activities.

The personal attention and psychological guidance of the mentors smooth away the academic and personal problems of their wards and direct them towards progress. The modern trends in the course content provide room for innovative technology based teaching. Participation and presentation of papers in seminars / conferences / workshops enhance the competence of the teachers and the UG and PG students.

Taking students to the field visits add strength to the training components of the students. Teaching learning process include different components such as Seminars, Assignments, Group discussion, Quiz, Role Play. Students are motivated to take seminars using PPT. The institution takes lot of efforts to provide quality education to the student community. ICT enabled teaching and learning has been a regular practice supplementing the traditional lecture delivery.

The management tries to follow the eligibility norms of the University for the appointment of competent teachers. The orientation programmes for the new appointees and faculty development programmes for all teachers are conducted by the management for academic empowerment.

The evaluation of the departments and the institution elaborated in the format prepared by the college is given to the students, the details of which are provided by Heads of the Department and the Principal.

The informal class test and unit test (3 internals) enables the teachers to identify the advanced and the slow learners. Advanced learners are encouraged to take up extra reading/ other studies/power point presentation. Some of them volunteer to help the slow learners. The slow learners are given remedial coaching. The course teachers pay special attention to their mentors through coaching and peer learning. The conducts of unit test and semester examinations are given in the academic calendar.

After the publication of results by the university, semester marks are shown to parents. The students are assessed and encouraged to secure university ranks. The grievances of the low achievers are attended and resolved by the Heads of the Department and Grievance Redressal Cell by recommending them for reevaluation / reappearance of examination. The university rank holders are awarded during the college day celebration.

The curriculum development, teaching methodology, evaluation process and the feedback from the students, parents, stakeholders are instrumental in bringing out the necessary changes in the practices of the college for further improvement.

PROMOTION OF RESEARCH

Promotion of research is one of the parameters for quality enhancement. IQAC and Research Committee take the quality initiative to encourage the staff to avail the facilities and resources possible. Research Committee was established in 2012 which consists of Principal and Heads of the Department of the college. The research committee sensitizes the faculty of the essentials of research, encourages the staff members by enlisting the funding agencies for financial assistance for minor / major research projects.

The research committee motivates the staff to participate in seminars / conferences / workshops at National / International levels to be conducted at the

college and other institutions, recommends eligible faculty members to pursue Ph.D. and identifies eligible faculty members for guide ship. The management encourages research among faculty by giving Seed money to the staff who has registered and initiated the research project; permits study leave with pay for pursuing research/ thesis writing. The study leave with payment was granted to the research scholars specially Mrs.S.M.D. Mathuravalli for 2 months (July and September-2013) and Sr.M.S.Rubha for 3 months (July to September-2015), Department of Food Science and Nutrition.

The management encourages staff to render their services as member of expert committees, assessment and accreditation agency, resource persons, consultants to different institutions/ canters/ firms etc.

Dr.Sr.Rosalie Joseph the retired principal (2011-2015) served as member coordinator of NACC peer team to visit two colleges namely The National Degree College (Autonomous) Bangalore, from 17th to 29th December 2011 and St.Agnes College (Autonomous) Mangalore, from 2nd to 4th February 2012 and Raja Bahadur Venkata Rama Reddy Women's College (Autonomous) Narayanaguda, Hyderabad from 4th to 6th October 2012 and also MVS Government College, Mahabubnager, Telengana, as member of expert committee for the grant of fresh Autonomous status to the college, in Nov.2014.

The academic achievements of the staff are noteworthy. The faculty strength is 30, of which 3 are Ph.D holders and 4 faculty members are in the process of completing their research programme. There are three ongoing minor research projects. Four staff members are recognized as research supervisors. Some of the faculties have presented research papers in International and National seminars. Four faculty members have published articles in National and International referred / journals, and in seminar proceedings.

Dr.Sr.Rosalie Joseph, the retired principal and secretary of our college was guiding 3 research scholars. Two of them were awarded Ph.D in 2013 & 2014 respectively. The third Scholar awaits her Viva voce examination.

The students are socially sensitized and made aware of their responsibilities through community service programmes organized by NSS, YRC,

RRC and Outreach programmes. They place the students and the staff amidst the community to participate in social welfare activities planned and organized by the college in the villages. The objectives of the programmes are achieved through systematic procedure – survey to identify the needs, plan based on the needs, implementation by involving the public in the programme, periodic evaluation of the programme followed by its review and modification for better results. In order to create an aptitude and interest for research, the UG (III years) and PG students are encouraged to take up research project related to their subjects, recent development and social happenings.

Linkage with industries, institutions, social service organizations are formed for providing hands on experience / on job training for student projects and carrying out social welfare programmes to the community.

INFRASTRUCTURE AND LEARNING RESOURCES

The Institute located in a residential area makes it easily accessible and safe for students. The Institution has a clear cut policy to provide adequate physical and academic support resources that facilitate teaching, learning and research, co-curricular and extra-curricular activities. The college has about 22 clean and spacious class rooms with proper seating, lighting and ventilation, an open and closed auditorium with a seating capacity of 300-500 members, equipped with modern audio visual instruments, two meeting halls, language lab, administrative office, staff rooms, and sufficient number of washrooms. Differently abled students are given special care. Special toilets were constructed in care of the differently abled members. The college campus wears an enhanced look with a newly constructed class rooms for Commerce Department in Xavier's Block.

The Institution always strives towards the optimum usage of its infrastructure facilities by its internal and external stakeholders. The college organizes its structure for regular classes, semester examinations, department activities, academic functions, etc. to its full extent. Besides the regular programme, the campus is utilized for conducting an institutional certificate course on Dress Designing and embroidery, week-end coaching classes by T.I.M.E. Institute and

training programme organized by the District Collectorate, Thoothukudi for Self-Help Group (SHG) women and make use of our physical as well as human resources. It was also the centre for Public examinations like TNPSC, conducted by the Government and thus ensures the maximum utilization of the resources at the college.

The college has a library with more than 4652 books and 22 journals and Magazines and has the facility of INFLIBNET for accessing e-resources which enriches the learning and research experiences of the students, scholars and the faculty. The library committee plays a vital role in planning and executing the activities of the library, purchase of books / journals / CDs and cassette. The oral and written feedback of the students and the staff has helped in making the library user friendly. Well-equipped laboratories for Food Science and Nutrition and Fashion designing, highly configured computer lab with necessary hardware and software resources and a browsing lab with 15 broad band connected computers, extension of Internet facility to the departments, computerized administrative office and library are in pace with the current trend in Higher Education. The availability of computers, printers, scanner, photocopier and LCD projectors help the students and faculty members adapt themselves to the ICT enabled teaching and learning process. Constant service and maintenance of the IT facilities are given by a dedicated team of technical personnel.

A hostel with a capacity of nearly 100 boarders is really a home away from home. The Hostel caters to the integral formation of the inmates supervised by the Principal as Chief Warden, and the Deputy Warden. Rooms are spacious, provided with necessary furniture, lights and fan. Hostel is supported with study halls, dining hall, and necessary recreational facilities provide comfortable residency to students from remote areas. Security is ensured through the installation of CCTV cameras, watch dog and a security staff. The hostel provides safe drinking water facility through installation of aqua-guard in the hostel. Healthy cooking infrastructure facility is made available in the hostel. Provision of internet facility in the campus, additional toilet facilities, public address system and uninterrupted power supply, ICT enabled classrooms, LCD Projector are

some of the physical facilities added to the campus during the current assessment period. The campus also houses canteen facility, playgrounds, security room, parking facility. Adequate budgetary provision has ensured the proper maintenance of infrastructure and academic support facilities.

STUDENT SUPPORT AND PROGRESSION

A caring and compassionate campus for joyful learning and happy living has captured the imagination of the management and the faculty. As most of the students of our college belong to the economically weaker section of the society, every effort is taken to improve self-esteem and self confidence in them. The vision and mission of the college is displayed in front of the principal's office. The institution also publishes the vision and mission in the hand book every year along with the facilities and other relevant information of the institution. Student welfare measures and scholarships for the deserving students have received continuous attention of the management.

The institution helps the economically weaker and minority students to get government scholarships. Fee structure is affordable and 5% of the students are given full and half concession for semester examinations and mess fee for hostellers belonging to the weaker sections and sports students of our college. Fee payment is permitted on installment basis for the needy students. The slow achievers are identified and given remedial coaching. Question Bank maintained at the college level help students to prepare themselves for examinations. Academic counseling is also given whenever necessary. Faculty members maintain student academic profile and monitor student's progress. The students are highly motivated to go for higher studies and employment placements. Students bring laurels to the institution by scoring university rank every academic year.

The placement cell organizes various activities to enhance the employability skills of the students. The cell coordinates programmes on entrepreneurship. The students are given sessions on communication skill, interview techniques, personality attributes and numerical skills. The placement

cell also encourages and sends the final year students for off-campus placement opportunities. The cell helps to improve the personality of the student so that they can meet the global challenges.

The students are encouraged to participate in various competitions. The clubs and committees functioning in the institution help students in co-curricular and extracurricular activities which leads to the all round development of students. They aim at promoting creativity of students. Fine Arts Competitions are organized every year to identify and to develop their talents, promote team spirit and to develop healthy competitive spirit among students. The dissatisfaction, grievances and requests of the stakeholders are addressed by the Grievance Redressal Cell. The Anti Ragging Cell publicizes its stand against it in the Campus to curb ragging. Being a Women's College, sexual harassment is unheard of within the campus. The trained Counsellors help the stakeholders to handle such problems experienced outside the campus.

Alumni Association conducts an Annual meet which is scheduled in the second Saturday of August. Alumni members are invited to share their experiences. Alumni Association has a web site and E.mail ID on its own. The college has defined mechanism for obtaining feedback from outgoing students, Alumni and PTA on the curricular, co-curricular and extracurricular activities and on the administrative functioning of the institution. Feedbacks obtained are analyzed and follow up activities are planned and implemented to raise the institution to the expectations of its stakeholders. The Old Student Associations in the departments maintain a good rapport with the students to keep track of students' progression into higher studies / employment.

The Institution publishes a college magazine every year. The creative skills of the students are brought together in the magazine. Students are motivated to present and publish their articles in college magazine and research papers in reputed journals and proceedings of conferences / seminars. In addition to academic excellence, students have bagged a large number of prizes in extra and co-curricular activities. The faculty members are involved and engaged in number of activities apart from teaching - learning both at individual and institutional

levels. The institution makes all efforts to create social, ethical, environmental and health awareness among students to make them responsible citizens.

Involving the students in the outreach programs inculcates in them a spirit of social service and team work. Regular use of Language lab and spoken English classes help students to improve their communicative skills. Add-on courses, Soft-skills training and programmes on Career Guidance enhance entrepreneurship and employability skills in students. Career Guidance Cell and Placement Cell are functioning in the College campus to enhance career opportunity by offering career and placement information's. All the departments arrange educational tours and field trips and visits to industries to enhance their learning experience.

The College has a Students Union consisting of elected student members which promotes, coordinates and organizes activities targeting the holistic development of the students. The student council extends its support in resolving student's grievances, implementing healthy practices and introducing innovative teaching learning techniques. Student representatives are involved in various academic and administrative committees which help in enhancing leadership skills. Students are made aware of the importance of higher education through mentoring sessions, parent – teacher meet, department meetings to reduce dropout rate, ensure their successful completion and pass in the programmes. Special efforts are taken by the college to analyze the reasons for the dropout rate owing to transfer to professional colleges, ill health, financial constraints, migration of parents and marriage. The quality circle composed of student representatives from each class along with the student council, supports and promotes the implementation of student related programme and offers constructive suggestion for quality enhancement.

GOVERNANCE, LEADERSHIP AND MANAGEMENT

The Governing Body is the highest decision making authority with the President, Mother Superior of the house, Secretary and Principal, Management Representative, Staff Representative, University Representative and Office

Superintendent. It plays a leading role in the governance and management of the institution, ensuring transparency in the functioning of the College. The College has an efficient co-ordination/internal management system under the leadership of the Principal for designing and implementing its policies/and plans effectively, through committees, constituted by the General Body, of teaching and non-teaching staff and students. All the stakeholders-students, parents, local community, government /non-government, bodies help in the planning process to promote a friendly atmosphere in the campus. Team work is the best practice of the institution and the success for participatory quality movement in the institution. The leaders monitor the activities and the stakeholders evaluate them through feedback. The identified merits are recognized and applauded and the short falls are addressed and remedied through Grievance Redressal Cell to make a prospective future development plan.

The institution works on the participative and democratic principle of management and frames all its plans in consultation with the Governing Body, IQAC, Staff Council and other committees. Open discussions during meetings with the head of the institution and interaction with faculty, the management develop dynamism and leadership quality. Thus, empowerment through total decentralization of the administrative system promotes co-operation, sharing of knowledge and innovations. Management tries to recruit eligible faculties adhering to Government norms and their competence is upgraded through faculty development programmes conducted by IQAC within the college and outside. In order to enable the teaching and non teaching staff to be successful of their duties, the professional development programmes, administrative, technical and communication skills are arranged.

The development and growth is monitored by the management, regarding extension of building, providing additional facilities, introduction of new courses, inclusion of new faculty, employing visiting faculty and guest lecturers. The College arranges confidential evaluation of the teachers and the overall institutional performance by the students, which is perused by the Principal, who takes necessary actions/initiatives for further improvement of the facilities offered

by the institution. Funds are allocated/grants are applied for as per UGC schemes for the development projects of the institution. Income and expenditure are closely monitored by the office superintendent in consultation with the Principal. Management Committee plays a vital role in making judicious expenditure of funds, maintaining proper procedure of purchase etc. The college adopts transparency in financial affairs and makes internal and external audit of the accounts regularly. IQAC takes the initiative with the internal and external members to enhance and maintain quality as per the Quality Policy in all the endeavours of the college.

Knowing the economic background of students, the management has made the fee structure low and affordable, offers scholarship, instituted endowments, encourage and appreciate the high achievers with endowment prizes. Skill based courses are offered for self employment.

INNOVATIONS AND BEST PRACTICES

INNOVATIONS

- New courses have been introduced during the period of 2010-2014
- Online students feed back
- Office automation initiated
- Village adoption – regular visits
- Quality Circle Cell
- Skill based courses
- Developed a Volley ball team and university players.

The College strives hard to enhance the quality of education offered to students. A host of academic and administrative mechanisms function in the college to make it a Centre of Excellence. Making the campus Eco-friendly, much emphasis is laid on green initiatives and energy conservation. ICT enabled classrooms and internet facility are available in the campus. The college has established 2 Computer Labs and an English Language Lab. Students are trained to shut down the systems and printers when they are not in use. Energy and water consumption in the college and hostel is closely monitored by the residential helpers. Teachers are oriented and trained in the latest advancement. Students are

free to meet their Faculty Advisor, Principal or any other staff with regard to academic and nonacademic grievances.

BEST PRACTICES

The College offers both opportunities and self-reliance so that the students not only find employment but also become entrepreneurs creating employment opportunities. Preparation of power point slides and arrangement of interactive classes along with the use of learning resources like the library, internet, ICT enabled classroom makes learning joyous and interesting. Teachers are motivated to become inspirational role models and are involved in the student progression to higher levels of excellence, enhancement and employability. Maintenance of clean and green campus makes a fair case for environmental awareness. Administration is decentralized to ensure greater participation and better governance. The Mentor-Ward System which is functioning successfully in the college and they are also given counseling by counselor.

The teachers are committed to make the students responsible and professionally skilled citizens. Remedial coaching is given to boost their academic endeavor. Special care is taken to remove disparities based on caste and religion and bring them to the main stream of formal education by providing scholarships and fee concessions. Thrust is given to value based and holistic education.

- Reports regarding end semester examinations are entrusted to the parents once in a semester.
- Coaching / Remedial classes to the slow learners.
- Supplementary Examination for outgoing students.
- Mentoring System to monitor and guide the students individually
- Morning Prayer through public address system
- Yoga classes for concentration
- Smart class facility in commerce department to enhance ICT learning
- Feedback from the stakeholders
- Free diet consultancy services for diseases.

- Inside and outside activities are noted down in daily record of the entire event in the departments.
- Students Assembly every Monday organized by departments.
- Honouring the outstanding performers during the College Annual Day.
- Orientation to 1st years and their parents.
- Democratic election of students every year.
- Ragging free campus
- Welcoming the fresher's department wise by seniors
- Blood donation camp is organized in every year and getting the award.
- Opportunity is given to every student to undergo six skilled based / add on courses to become an entrepreneur.
- Celebration of Fine Arts to display their talents become self confident, get rid of stage fear etc.
- Extension activity to give awareness to the students about the society
- Student participation in academic competition by other colleges.
- Celebration of common festivals to foster national integration
- May I help you programme by YRC.
- NSS Program is organized in the adopted village and creating awareness to construct toilets in their houses and hygienic usage of toilets.
- Educational tour & industrial/field visits are welcome breaks from academic pursuits and it forms a part of the curriculum of the college.

Profile of the College

1. Profile of the Affiliated College

Name : Holy Cross Home Science College
 Address : 52, New Colony
 City : Pin : 628 003 State : Tamil Nadu
 Website : www.hchsc.com

2. For Communication

Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Dr.Sr.Mary Hilda	O : 0461-2328295 R : 0461-2321557	09486011639	0461-2328294	maryhida65 @rediffmail.com
Vice Principal	Mrs.C.Sathyalakshmi	O : 0461 – 2328295	9442759144		sathyalakshmi murugan@gmail.com
Steering Committee Coordinator	Mrs.R.Waheetha	O : 0461-2328295	9994545160		waheepriuce@gmail.com

3. Status of the Institution

Affiliated College

✓

Constituent College

Any Other (specify)

4. Type of Institution

a. By Gender

For Men	<input type="checkbox"/>
For Women	<input checked="" type="checkbox"/>
Co-education	<input type="checkbox"/>

b. By Shift

Regular	<input checked="" type="checkbox"/>
Day	<input type="checkbox"/>
Evening	<input type="checkbox"/>

5. It is a recognized minority institution?

Yes	<input checked="" type="checkbox"/>
No	<input type="checkbox"/>

If yes specify the minority status (Religious / linguistic / any other) and provide documentary evidence.

6. Sources of funding

Government	<input type="checkbox"/>
Grant – in – aid	<input type="checkbox"/>
Self – financing	<input checked="" type="checkbox"/>
Any other	<input type="checkbox"/>

7. a. Date of establishment of the college : 05/02/1975

b. University to which the college is affiliated / or which governs the college

(If it is a constituent college)

Manonmaniam Sundaranar University, Tirunelveli.

c. Details of UGC recognition :

Under Section	Date, Month & Year
2(f)	14.08.1986
12 (B)	14.08.1986

(Enclosed the Certificate of recognition u/s 2(f) and 12(B) of the UGC Act)

d. Details of recognition / approval by statutory / regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI, etc.) - Nil

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes

No

If yes, has the College applied for availing the autonomous status?

Yes

No

9. Is the college recognized

a. by UGC as a college with Potential for Excellence (CPE) - No

b. for its performance by any other governmental agency - No

10. Location of the campus and area in sq.mts.

Location	Urban
Campus area in sq.mts.	2.06 acres
Built up area in sq.mts.	4272.73sq.m

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an

agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium / seminar complex with infrastructural facilities- Yes

- **Sports facilities**

- play ground : Yes

- **Hostel**

- Girls' hostel

i. Number of hostels : 01

ii. Number of inmates : 87

iii. Facilities (mention available

facilities) : Inverter, R O – system, Computer with
Internet, Indoor & Out door Games,
CCT-Camera

- Residential facilities for teaching and

non-teaching staff (give numbers available : one room available for the
– cadrewise) teaching staff

- Cafeteria : Yes

- Health centre : No

- Facilities like banking, post office,
book shops : No

- Transport facilities to cater to the needs of
students and staff : No

- Biological waste disposal : Yes

- Generator or other facility for management / regulation of electricity and voltage : Yes
- Solid waste management facility : No
- Waste water management : No
- Rain water harvesting : Yes

12. Details of programmes offered by the college (Give data for current academic year 2014-15)

S. No	Program me Level	Name of the Programme Course	Duration	Entry Quali-fication	Medium of Instruction	Students Strength	
						Sanctioned	Admitted
1.	U.G	B.Sc. CS	3 years	HSC	English	32	32
2.	U.G	B.Sc. FSN	3 years	HSC	English	48	35
3.	U.G	B.Sc. FD	3 years	HSC	English	32	17
4.	U.G	B.Com CA	3 years	HSC	English	48	48
5.	U.G	B.Com	3 years	HSC	English	48	42
6.	U.G	B.A	3 years	HSC	English	50	50
7.	P.G	M.Sc.DFM	2 years	U.G	English	20	4
8.	P.G	M.Com	2 years	U.G	English	20	19
9.	Add-on Courses	Beautician Course, Dress Designing, Embroidery, Food Processing, Baking, Creative Art & Craft, Bharathanatyam, Jewel Making & Painting, Aari Works, Yoga, Flash, M.S. Word, Tally, Tally (Advanced), Communicative Skills, Hindi.					

13. Does the college offer self – financed Programmes?

Yes

No

If yes, how many? - All the courses are self financed

14. New programmes introduced in the college during the last five years if any?

Yes Number

15. List the departments : (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments	U.G	P.G	Research
Science	B.Sc. CS	✓	-	-
	B.Sc. FSN	✓	✓	-
	B.Sc. FD	✓	-	-
Arts	English	✓	-	-
Commerce	B.Com (CA)	✓	-	-
	B.Com	✓	✓	-

16. Number of Programmes offered under

annual system
semester system
trimester system

17. Number of Programmes with

Choice Based Credit System : 6
Inter / Multidisciplinary Approach : Nil
Any other (specify and provide details) : Nil

18. Does the college offer UG and / or PG programmes in Teacher Education?

No

19. Does the college offer UG or PG programme in Physical Education?

No

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty			Non-Teaching staff		Technical staff	
	Professor	Associate Professor	Assistant Professor	M	F	M	F
Sanctioned by the Management	-	05	23	02	06	-	03

21. Qualifications of the teaching staff

Highest Qualification	Associate Professor	Assistant Professor	Total
Permanent Teachers			
Ph.D	2	1	3
M.Phil	5	10	15
PG	1	8	9
Part Time Teachers			
Ph.D	-	-	-
M.Phil	-	2	2
PG	-	1	1

22. Number of Visiting Faculty / Guest Faculty engaged with the College - 2

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	Year - 1	Year - 2	Year - 3	Year - 4
	2011-2012	2012-2013	2013-2014	2014-2015

SC	55	80	110	122
ST	-	01	-	-
BC	117	158	198	274
MBC	41	67	80	112
Others	3	05	13	19

24. Details on students enrollment in the college during the current academic year 2014-2015

Type of students	UG	PG	M.Phil	Ph.D	Total
Students from the same state where the college is located	503	24	-	-	527
Total	503	24	-	-	527

25. Dropout rate in UG and PG (average of the last two batches)

Year	Percentage
2013-2014	1.99%
2014-2015	4.55%

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

- a) Including the salary component : 8083.74
- b) Excluding the salary component : 2564.12

27. Does the college offer any programme/s in distance education mode (DEP)?

No

28. Provide Teacher-student ratio for each of the programme / course offered?

S.No	Name of the Course	Teacher – Student Ratio
1.	B.Sc. Computer Science	23:1
2.	B.Sc. Food Science Nutrition	21:1
3.	B.Sc. Fashion Designing & Apparel Making	13:1
4.	B.Com with Computer Application	31:1
5.	B.Com	21:1
6.	B.A English Literature	30:1
7.	M.Sc. Dietetics and Food Management	2:1
8.	M.Com	2:1

29. Is the college applying for

Accreditation : Cycle – 2 ✓

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle – 1 : 15.06.2009 Accreditation Outcome / Result : ‘B’ Grade

31. Number of working days during the last academic year 2014-15 : 186 days

32. Number of teaching days during the last academic year 2014-15 : 180 days

33. Date of establishment of Internal Quality Assurance Cell (IQAC)

IQAC :

01/07/2008

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC

AQAR	(i)	26.07.2010
AQAR	(ii)	31.07.2011
AQAR	(iii)	26.09.2012
AQAR	(iv)	11.10.2013
AQAR	(v)	08.12.2014

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory) / descriptive information

Nil

CRITERION 1

CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1. State the vision and mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stake holders.

Vision Statement:

Empowered by the self emptying love of God and inspired by our Mother Foundress Claudine Echernier, we the Sisters of the Cross envision a just and harmonious society where all people live life in its fullness.

Mission Statement:

Our dedication is to nurture persons to be well integrated who in turn become agents of societal change. We form persons of character, conscience, compassion, commitment and competence who having enabled to face the challenges of life in the changing scenario are sensitive to the needs of the poor and the marginalized and evolve as dynamic transcendent leaders of tomorrow.

Objectives:

- ✓ To nurture values in our students to grow as integrated persons and to face life's challenges.
- ✓ To empower the youth to foster and promote work ethics and academic excellence.
- ✓ To give an all round formation to students in the light of Christian principles, inculcating spiritual and moral values.
- ✓ To give preferences to the weaker section of the society irrespective of caste and creed.
- ✓ To promote the development of staff as competent educator, effective trainers and inspiring guides enabling them to rise up to the expectation of the students and society.
- ✓ To inculcate social awareness and commitment among staff and students for the benefit of society around.

- ✓ To promote ecumenical spirit and interfaith dialogue among the staff and students of the college community.
- ✓ To provide skill development programme to promote self employment opportunities.

The Vision, Mission and objectives are communicated in the following ways:

a) Students:

1. The vision and mission statements are printed in the college handbook.
2. The statements are displayed on view in the departments and in the main notice board.
3. Vision, Mission and objectives are explained to the students in the value course (orientation) programme.
4. Displayed on the college website

b) Teaching and Non-Teaching staff:

Not only to the students, the vision and mission statements are also elucidated to the teaching and non-teaching staff when they are recruited so that they become sentients of the objectives of the institution.

c) Stake Holders:

1. These objectives are explained to the parents at the time of admission.
2. At the first PTA meeting of every academic year, the statements are explained to the parents.
3. A copy of the college hand book is given to the parents to make them aware of these objectives.
4. It is also printed in the prospectus.
5. Given in the college website

1.1.2. How does the institution develop action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

The institution plans and develops action plans for the effective implementation of the curriculum through which the objectives of the institution are achieved. All the departments prepare the action plan at the beginning of each academic year. Regular review and reporting is made in the general body meeting

of the faculty and measures are taken on activity which could not be implemented. The implementation of the curriculum and the academic plan is monitored by the Heads of each department. Reporting to IQAC at the end of the academic year makes the process very systematic. The curriculum delivery is achieved through lectures seminars, group discussion, problem solving, role play, quiz, OHP and power point presentation. III year and PG Students are encouraged to take seminars through power point presentation. Special attention is given to the weak students through remedial classes.

1.1.3. What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

The institution follows the university-designed curriculum provided by the Manonmaniam Sundaranar University, Tirunelveli. The college receives regular circulars, letters and e-mails from the university regarding changes and modifications in the curriculum. The principal informs the concerned Head of the Department and teachers about the changes and gives them copies of the same.

The faculty are asked to participate in various workshops and seminars organized in the college and in other colleges and universities. This helps the faculty to be familiarized with the emerging trends in teaching-learning and latest updates in the subject they teach, etc. This helps them to deliver the curriculum in a way students find it interesting. The faculty members are notified to place their needs for the purchase of books and journals related to their subjects. They make use of ICT facilities such as computer, internet, printer and scanner, etc. within the college premises. Free access to internet is provided in the departments. Open access system in the library is more beneficial to the teachers. Autonomy in adopting teaching methodology is allowed to faculty members.

1.1.4. Specify the initiatives taken up or contribution made for the institution for effective curriculum delivery and transaction on the curriculum provided by the affiliating University or other statutory agency.

The institution constantly keeps in touch with its affiliated university. Regular formal and informal meetings are conducted throughout the academic sessions to keep abreast with the latest trends in the various fields of study. Syllabus is evenly distributed for a semester and a record is maintained in the departments. Resource persons from various colleges and subject experts are invited for discussions, workshops and for professional interactions with the students. Moreover, faculty members participate in workshops, seminars and conferences at state, national and international levels.

Study materials are updated from time to time in touch with the changing syllabus and the students are updated with latest knowledge in their concerned fields of study and trained accordingly. Latest books and journals related to the subjects are procured and placed in the general library for reference by staff and students.

1.1.5. How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?

The institution motivates the departments to take the students on industrial visits and exposure programmes which relate to their subject as a part of the curriculum which helps the students to gain practical knowledge. One month internship training in the hospital is given to PG students. The various add-on courses offered by the college help the students to gain practical knowledge in addition to the academics. Experts from industries, research bodies and university are invited to interact with staff and students during Association Meetings, seminars and workshops.

1.1.6. What are the contributions of the institution and/or its staff members to the development of the curriculum by the University? (number of staff members / departments represented on the Boards of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.)

S.No.	Name	Board/Bodies	Department
1.	Rev. Dr.Sr. Mary	Chairperson, Board	Fashion Designing &

	Hilda	of Costume Design and Fashion	Apparel Making
2.	Mrs. C. Sathyalakshmi	Chairperson, Board of Food Science and Nutrition	Food Science and Nutrition
3.	Mrs. S.M.D. Maduravalli	Member	Food Science and Nutrition
4.	Sis. Ruba	Member	Food Science and Nutrition

The efficiency of the curriculum is evaluated by obtaining regular feedback from the students, alumni and parents.

Feedback is obtained from outgoing students on the curriculum and they are represented to the University during board of studies meeting and central valuation.

Changes have been recommended to the Board of Studies whenever necessary.

1.1.7. Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

No. As the college is affiliated to Manonmaniam Sundaranar University no autonomy is given to the college to design the curriculum. It follows the curriculum designed by the university.

1.1.8. How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

Workshops, seminars, group discussions, industrial visits, and exposure programmes help the students to promote the excellence. The strength and weakness of the students are analyzed and remedial measures are taken. The activities of the departments and extension activities provide concrete and valuable exposure for the students.

1.2 ACADEMIC FLEXIBILITY

1.2.1 Specifying the goals and objectives; give details of the certificate/diploma/ skill

Development courses etc., offered by the institution.

In order to empower the students and promote self employment opportunities skill development courses are offered by the institution to provide quality education. Opportunity is provided to the students to learn six courses during the term of three years. These courses are offered to enrich the skill of the students so that they will cope with the emerging trends in the competitive employment market.

The details of Skill Oriented Programme are as follows:

- a) Beautician course
- b) Dress Designing
- c) Embroidery
- d) Food Processing and preservation
- e) Baking
- f) Creative Art and Craft
- g) Bharathanatyam
- h) Jewel Making and Painting
- i) Aari Works
- j) Printing
- k) Yoga
- l) Photoshop
- m) M.S word
- n) Tally (Advanced)
- o) Communicative Skills
- p) Hindi
- q) Health and Fitness

To make the learning environment conducive, apart from the regular University syllabus, the college offers a Certificate Course on Dress Designing. Ethical values are emphasized and the students are trained to meet the increasing challenges arising in the modern world. The college also inculcates human values through extension programmes.

1.2.2 Does the institution offer programmes that facilitate twinning / dual degree? If 'yes', give details.

The college is not offering twinning / dual degree

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

The UG and PG courses are offered as per modules prepared by the Manonmaniam Sundaranar University, Tirunelveli.

The institution offers a few courses, chosen from the range of core / elective options offered by the university that ensure academic flexibility. Environmental Studies and Social Value Education are given to the first year undergraduates and Effective Communication, Soft Skills and Personality Development for the third UG students. These courses offered by the college help the students to develop their skill and enable academic mobility, progression for higher studies and there are better potential for employment, as these courses are highly valued courses. Non-Major Elective, Skill based Elective and Add-on Courses, offers academic flexibility.

The Skill- Based Electives and Non-Major Electives are

S. No.	Department	Optional	
		UG	PG
1.	Food Science and Nutrition	<u>Skill based Elective</u> Food Processing Fundamentals of Baking <u>Major Elective</u> Food Microbiology Food Service Management Hygiene and Sanitation <u>Non- Major Elective</u> Food Processing Dietetics- I Fundamentals of Baking Dietetics- II	<u>Major Elective</u> Food Quality control Food Package
2.	B.Sc. Computer Science	<u>Skill based Elective</u> Flash (Practical) Dream Weaver (Practical) <u>Major Elective</u> Embedded System Cloud Computing <u>Non- Major Elective</u> Introduction to Computers Basic Program Design	-
3.	B.Sc. Fashion Designing	<u>Skill based Elective</u> Embroidery and Surface working <u>Major Elective</u> Woven Fabric Structure Fashion Illustration	-

		<u>Non- Major Elective</u> Embroidery and Surface working Fibre to Fashion	
4.	B.A. English Literature	<u>Skill based Elective</u> Communicative Grammar and Usage Introduction to Phonetics and Spoken English Soft Skill <u>Major Elective</u> Women’s Writing Canadian Literature English Literature Teaching <u>Non- Major Elective</u> Business English	-
5.	B.Com with Computer Application	<u>Skill based Elective</u> Introduction to Internet and HTML Introduction to Database Management System <u>Non- Major Elective</u> Fundamentals of Computer Technology Internet Applications	-
6.	Commerce	<u>Skill based Elective</u> Business Communication Entrepreneurship Development	<u>Elective</u> Office Automation Human

		<u>Major Elective</u> Office Automation <u>Non- Major Elective</u> Introduction to Accountancy Financial Accounting	Resource Management
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1.2.4 Does the institution offer self-financed programmes? If ‘yes’, list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

Yes. All the programmes offered by the institution are self financed. Admission process is carried on as per the government norms and rules of the affiliating university. The curriculum is prescribed by the Manonmaniam Sundaranar University. Qualification, salary to teachers and fee structures are as per the norms of the University.

1.2.5 Does the College provide additional skill oriented programme, relevant to regional and global employment markets? If ‘yes’ provide details of such programme and the beneficiaries.

Yes. By forecasting the latest changes in the regional and global employment markets, the institution endeavours to arrange skill oriented activities. The objective of these courses is to improve the employability of the students in the job market.

The details of the programmes are;

- Baking
- Creative Art and Craft
- Tally(Advanced)
- Web Designing
- Flash

- Food Processing and Preservation
- Beautician Course
- Dress Designing
- Jewel making & Painting
- Aari Work
- Printing

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice? If ‘yes’, how does the institution take advantage of such provision for the benefit of students?

There is no provision for combining the conventional face to face and distance mode of education in the university to which college is affiliated.

1.3 CURRICULUM ENRICHMENT

1.3.1 Describe the efforts made by the institution to supplement the University’s Curriculum to ensure that the academic programme and Institution’s goals and objectives are integrated?

Efforts are taken by the institution to supplement the University curriculum with the goals and objectives of the institution. They are:

- ❖ The students are moulded in such a way so that they become responsible citizens through NSS and YRC and extension programme.
- ❖ Besides text books, students are advised to refer other books from the library, Department, internet facility, infolibnet facility and make use of research journals.
- ❖ A bridge course is organized every year at the beginning of the semester for the freshers to uphold the gap between school & college.
- ❖ Experts from reputed institutions are invited for guest lectures and workshops. These are arranged by various departments through their associations.
- ❖ Students are encouraged to participate in national / international seminars

and present papers.

- ❖ Students are encouraged paper presentation by students through power point especially III UG & PG.
- ❖ One month internship training in the hospital is given to PG students.
- ❖ The students are taken on industrial visits and educational tours in order to gain additional knowledge on their subjects.

1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?

The efforts taken by the institution are

- Self employment training programmes to students
- Spoken English classes for all students
- Computer Literacy programmes for all students
- Personality Development Programmes
- Internship Training Programmes for PG students
- Field/Industrial visits for UG and PG students.
- Encouraging participation of students in off-campus by giving Career Guidance, interview and counseling.
- Career guidance and entrepreneurship programmes are arranged for the students to cope with the needs of the dynamic employment market.
- Use of ICT in the teaching learning process.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum.

- Regular moral Classes to all students every Thursday in small groups.
- Moral and ethical value based books are added in the library
- A course on Environmental Studies for I UG students help to create awareness on green environment.

- Moreover, the NSS unit offers a platform to the students to create awareness regarding various social issues.
- Introduction of ICT oriented curricula helps the students to be competitive in the global market.
- The clubs and committees such as Women's cell, NSS, YRC, RRC, Human Rights cell, Eco club and consumer forum have an important role in creating awareness on the above said issues.

1.3.4. What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

- Regular moral classes once a week.
- Guidance and counseling by a professional counselor.
- Mentor-ward system.
- Orientation programmes on moral and ethical values.
- Yoga classes for students.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

A multi faceted feedback system is prevailing in the institution. Feedback is collected from outgoing students, alumnae, and faculty member from other Universities. Suggestions are made known to the University through the members of the board of studies. The institution has skill development courses to bridge the gap in the curriculum.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

The convener of the skill oriented courses monitors the programme and evaluates it immediately after the completion of the course. Students are awarded grades. Feedback is collected from students. Based on feedback future plans are made.

1.4 Feedback System

1.4.1 What are the contribution of the institution in the design and development of the curriculum prepared by the University?

Faculty members of our institution take part in preparing the curriculum blueprint framed by the university.

S. No	Name of faculty	Department	Position
1	Sr. Mary Hilda	Costume Design and Fashion	Chairman
2	C. Sathya Lakshmi	Food Science and Nutrition	Chairman
3	S.M.D. Madhuravalli	Food Science and Nutrition	Member
4	Sr. Rubha	Food Science and Nutrition	Member

Based on feedback on curriculum, suggestions are given to University for modification.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on curriculum? If “yes’, how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

Feedback is collected from students and stakeholders using feedback forms on curriculum. Suggestions given by the staff, students and other stakeholders are intimated to the university through the members of the board of studies.

1.4.3 How many new programmes/courses were introduced by the institution during the last seven years?

S.No	Courses	Year of Affiliation
1.	B.A. Eng	2010-2011
2.	B. Com	2014-2015
3.	M.Com	2014-2015

CRITERION – II

TEACHING-LEARNING AND EVALUATION

2.1 Student Enrollment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

The college ensures publicity through the following processes:

a. Prospectus: The prospectus contains necessary information about the institution, courses offered for admission, fees structure eligibility of the candidates and other salient features of the institution.

b. Institutional Website: www.hchsc.com contains the details of the vision, mission, objectives of the college, courses offered, infrastructural and other facilities, current events and forthcoming programmes and future plans. This website facilitates the college to gain publicity among the stake holders during the process of admission.

c. Advertisement in Regional/ National Newspapers: In the beginning of every academic year, the college publicizes an advertisement in local channels and newspapers.

d. Notice Board: Information about the courses offered in this institution is displayed on the notice board.

There is absolute transparency in the admission process. The college has an admission committee consisting of the principal, the vice-principal, management representatives and the head of the departments. The committee sorts the applications on the basis of marks obtained in the qualifying examination and allots seats as per government norms. Information about admission is displayed on the college notice board.

Selected candidates appear for an interview before the admission committee along with their parents. Scrutiny of original certificates and academic counseling are done during the interview. Finally the selected candidates are instructed to pay the prescribed fees. The admission process ensures social justice for all the sections of the society.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other various programmes of the Institution.

Admission is based on merit. A list is prepared (for UG and PG courses), adhering to government norms and procedure. The admission criteria adopted and the process of admission to different programmes are as follows:

- Bachelor of Commerce: Students for B.Com with Computer Application and B. Com degree course are admitted according to the university norms. Admissions are made after holding interviews of eligible candidates along with their parents/guardians.
- Bachelor of Arts (B.A.), Bachelor of Science (B.Sc.): Based on university norms those who seek admission are allotted seats in these courses.
- Master of Commerce and Master of Dietetics and Food Management: The criteria for admission to these courses is based on merit list and the seats are allotted according to the University norms.
- Professional course: The admission for MBA (2012-14) which is a satellite course was also based on the university norms. Job oriented professional courses are offered to students like B.Sc. Fashion Designing and Apparel Making and B.Sc. Computer Science.
- Admissions are given to eligible candidate after holding interviews based on university norms.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating University within the city/ district.

Course Minimum and Maximum marks for admission is provided in the table below.

S. No	Courses - UG Programme			Courses - PG Programme		
		Maximum	minimum		Maximum	Minimum
1.	B.Sc.(Food Science and Nutrition)	100	35	M.Sc (FSN)	100	50
2.	B.Sc. (Computer Science)	100	35	MBA	100	50
3.	B.Sc. (Fashion Designing)	100	35	M.Com	100	50
4.	B.Com with Computer Application	100	35			
5.	B.A (English Literature)	100	35			
6.	M.Sc.(Food Science and Nutrition)	100	35			

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If ‘yes’ what is the outcome of such an effort and how has it contributed to the improvement of the process?

Yes. The admission committee organizes an annual review meeting and analyzes the process according to which essential improvements are made. Measures are taken to admit more students from the weaker sections in the college. This produces better intake, better results and goodwill of the institution.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion?

The reservation policies of the government are strictly followed and measures are taken by the college to ensure inclusive policy in the admission process.

- **SC/ST:** As per Government norms, these students are assisted in getting fee concessions and scholarships.
- **Economically weaker sections:** By producing income certificate, students of this category have been admitted and given fee concession in accordance with Government policies. The college permits the students to pay the fees in two or three installments. This is done on verification of their family income.
- **Women:** The College plays an important role in the welfare of women. A Grievance Redressal Cell functions more effectively to redress the problems of the students. Ladies' Hostel extension is provided for the students, and women's empowerments are at the core of the institution policy.
- **Differently-abled:** The college admission committee has followed the guidelines for the admission of differently abled students. For the past few years, the college did not receive applications from differently abled students.
- **Minority Community:** Scholarships are provided for these students.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

UG Programmes	Academic year	No. of applications received	No. of students admitted
B.Sc. (CS)	2011-2012	35	19
	2012-2013	40	26
	2013-2014	50	31
	2014-2015	50	32
B.Sc. (FSN)	2011-2012	23	10
	2012-2013	30	15
	2013-2014	45	24
	2014-2015	45	38
B.Sc. (FD)	2011-2012	-	-
	2012-2013	-	-
	2013-2014	-	-
	2014-2015	30	17
B.A(Eng)	2011-2012	60	41
	2012-2013	75	50
	2013-2014	80	50
	2014-2015	87	50
B.Com (CA)	2011-2012	70	48
	2012-2013	75	48
	2013-2014	80	48
	2014-2015	75	48
B.Com (Gen)	2014-2015	69	42
	2015-2016	75	48

PG Programmes	Academic year	No. of applications received	No. of students admitted
M.Sc (DFM)	2011-2012	15	07
	2012-2013	15	09
	2013-2014	10	05
	2014-2015	10	04
M.B.A	2013-2014	20	09
M.Com	2014-2015	25	16

2.2. Catering to student diversity.

2.2.1. How does the institution cater to the needs of differently abled students and ensure difference to government policies in this regard?

The institution fosters an inclusive academic ambience and caters to the specific needs of the differently abled students keeping in mind the government regulations. But now the institution does not have any differently abled students. However, there is a policy towards attending to the learning needs of differently abled students and making special arrangements in terms of physical facilities, special books in the library, arranging separate tutorial classes counseling etc.

There is a reservation for the differently-abled students in the admission to all programmes.

2.2.2. Does the institution assess the students needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process. Yes,

The students for the UG courses are admitted based on the marks scored by the students in the higher secondary examination and admission for PG courses are made on the basis of marks in their UG courses.

Cut-off marks for the UG students - 35% and above

Cut-off marks for the PG students - 50% and above

At the entry level, to bridge the gap between School and College education a bridge course is conducted for the first year students in small batches. By conducting a pre-test on the first day of the programme, the students are

categorized as slow, medium and fast learners and they are divided into groups for the Bridge course.

2.2.3. What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/Add-on/Enrichment courses etc) to enable them to cope with the Programme of their choice?

Students from various social backgrounds are admitted and majority of them are first generation learners and are from rural backgrounds. The following measures have been taken to fill the knowledge gap of the enrolled students.

(i) The academic year begins with a one day orientation programme for the freshers with their parents. All the first year students are offered a special course in English to enrich their knowledge in the second language. The course is conducted for 10 days in which new innovative methods are used to make the class interesting. The study materials are given in advance to the students in order to make them grasp the lessons easily.

(ii) Special classes are conducted to improve the ability of the slow achievers. Once the students who require special assistance are identified, remedial coaching classes, after class hours are organized for such students to enable them to cope with the programme they had chosen. Regular class test and 3 internal tests per semester are conducted to help the students to learn the lesson and to prepare them for the semester examinations.

(iii) Add-on courses are conducted by our institution at department level weekly thrice. The add on courses are

S.No.	COURSES	S.No.	COURSES
1	Spoken English	11	Printing
2	Food Processing	12	Yoga
3	Beautician	13	Flash
4	Dress Designing	14	M.S.Word
5	Embroidery	15	Tally

6	Baking	16	Tally (advanced)
7	Creative Art and Craft	17	Communicative Skills
8	Bharathanatiam	18	Hindi
9	Jewel Making and Painting	19	Health and fitness
10	Aari work		

2.2.4 How does the College sensitize its staff and students on issues such as gender, inclusion, environment etc.?

- ❖ To meet the physical needs of the students, our college has given them rest room, toilets with uninterrupted water supply and napkin incinerator.
- ❖ Our college has organized various clubs such as NSS, YRC, Women's cell, Human Rights Cell, Nature Club, Consumer Club, LISA Club and Youth Welfare Committee. Seminars, meetings and rallies on current issues are organized at regular intervals. Legal advice is also given to the students by the experts.
- ❖ NSS, YRC and Women's cell also celebrate special days like Women's day, Human rights day, Republic and Independence Day.
- ❖ Ten students attended three days Residential Zonal level YRC services camp.(2011)
- ❖ Students of our college participated in the training camp organised by the Department of Youth Welfare on 8th September 2014 on "Rights of Women"
- ❖ For the overall development of students, the affiliating University offers mandatory courses on Environmental Studies, Social Value Education and Personality Development at the UG level.
- ❖ Nature Club volunteers are encouraged to plant trees in their houses and neighborhood. Tree plantation Programmes are arranged to create awareness on green India.
- ❖ Women's cell and anti- ragging committee function as per the rules of the government framed for this purpose.

- ❖ To learn and excel, the students are provided with good learning environment.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

- Advanced learners are found through their performance in periodical tests, interaction in the classroom and their participation in departmental activities.
- Advanced learners are motivated to secure university ranks
- They are encouraged to present papers and participate in seminars, inter collegiate competitions, university level competitions, talent expo. and encouraged to get awards.
- Students are encouraged to appear in the competitive examinations by referring books in the library and information from internet.
- They are given opportunities to prepare themselves for NET, SLET and other competitive examinations.
- Students are given opportunities through the placement cell to face interviews inside and outside the institution.
- Appreciation prizes are given to the students during college day for their hard achievements especially on proficiency, endowment prizes and for university rank holders.
- Students are given chances to act as quiz masters in the Quiz Club.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.

- The mentor ward system is followed in each department. The mentor records the academic performance including their biodata and attendance for the students entrusted to her. The mentor meets the students personally and counsels them on academic and personal matters.

- Remedial coaching is given at regular intervals for the slow learners
- Every Tuesday and Thursday, a counselor, Mrs. Saroja Jones meets the students personally and gives counseling for their future.
- Information about the academic performance of the students at risk of drop out is collected and the students are asked to continue their education through counseling.
- Reason for the drop outs are mostly related to marital prospects, getting employed and poverty.
- Free books, scholarships and financial assistance are provided.

2.3 Teaching Learning Process

2.3.1 How does the College plans and organize the learning and evaluation schedules?

(AC, teaching plan, evaluation blue print)

The Principal collects the action plan of each department for its activities during the academic year. The common programmes like Union Inauguration, Freshers' Day, Fine Arts, Christmas Day, Students' Day, Thanks giving Day, Lighting Ceremony, Orientation for students and Alumina meetings, scheduled by the HOD's, the details of the government holidays are designed in consultation with IQAC. The academic calendar also consists of the details regarding the schedule of internal examinations, seminars and other important events of the college including College Annual Day and Sports Day. The calendar also holds information about various committee and clubs for the academic year.

The staff/faculty workload is allotted before the commencement of the semester. Accordingly subjects are distributed to the faculty members by the HOD and the time table is designed to meet the teaching schedules. A teaching plan is designed by the faculty members on a weekly basis to cover the syllabus in a phased manner.

A Bridge Course is conducted for the freshers to enrich the knowledge in English and to speak fluently. The scheme of examination based on Choice Based Credit System (CBCS) and the pattern of question papers are made known

to the students. Continuous Internal Assessment is being carried out for every semester to evaluate the academic performance of the students.

Remedial Courses have been conducted to improve the performance and to help the slow learners. The University semester exams for theory papers are conducted at the end of each semester and the practical skill of the students are evaluated at the end of the academic year.

2.3.2 How does IQAC contribute to improve the teaching – learning process?

The IQAC motivates the teachers in implementing innovative practices in the teaching learning process. It encourages the use of ICT resources. IQAC organizes NAAC sponsored seminars to improve the teaching learning process. It encourages the faculty members to present and publish papers in peer reviewed journals and attend conferences and seminars organized by other institutions. Financial support is provided to the faculty for participating in such programmes. IQAC renders support in organizing seminars, workshops and training programmes. It monitors the execution of the curricular and co- curricular activities of the institution. Regular reporting by departments on the teaching learning process including use of ICT is insisted by the IQAC.

2.3.3 How is learning made more student – centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

Learning is made more student centric by using various resources available in the college like well-equipped laboratories, easily accessible library, computers, internet facility, LCD projector etc.

- **Interactive learning:** Students are motivated and learning is made at ease through teaching aids and ICT resources. Question and answer sessions, discussions on case studies make the students interactive. Faculty members are always approachable inside and outside the classrooms. Opportunities are given to students to organize association meetings.

Students also develop their interactive skills by actively participating in Extension programme like NSS, YRC, etc.

- **Collaborative learning:** Group discussions, Industrial visits, Group projects and Extension activities facilitate collaborative learning.
- **Independent learning:** Independent learning is encouraged through assignments and projects, practical works, seminars and Quiz. Students are encouraged to adopt the habit of referring books and journals in the libraries. Home assignments are given to the students which promote independent learning.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

- Participation in literary, cultural competitions, articles prepared for magazines, skills developed through add on courses develop creativity in students. Problem solving tasks are given in all subjects to encourage critical skills.
- Knowledge gained through paper presentation, inter-collegiate competition, attending seminars, and workshops, assignments and association activities nurture critical thinking among the students.
- The curriculum of PG courses includes academic project. Students are assigned either group or individual projects on the area of their interest which encourages both independent and collaborative learning.
- The laboratories in the institution help students to gain practical knowledge.
- Career Guidance and Personality Development programmes and skill based courses are organized to transform the students into life-long learners, innovators and as responsible citizens.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg.: Virtual laboratories, e-learning-resources from National Programme on Technology Enhanced

Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

Local Area Network of computers with internet connectivity and access to e-journals through INFLIBNET are available for the faculty members free of cost for effective teaching. Computer systems and LCD projector are used as teaching tools. 4652 books related to different subjects, 412 general books, 556 reference books and 22 journals and magazines are available in the library. Open access system encourages the faculty and students to make optimum use of their resources. Study materials are prepared and given to slow achievers to help them to improve their performance. Question bank is prepared and given to the students to improve academic performance.

2.3.6 How are the students and faculty exposed to advance level of knowledge and skills (blended learning, expert lecturers, seminars, workshops etc.) ?

Society now looks for graduates who not only have the basic technical knowledge that a degree course offers, but also those who can offer added value skills in their specialized areas. It is therefore essential for students to equip themselves with knowledge, skills and adequate industry exposure in order to be set apart from their peers. Industrial visits, internship training, in-plant training and field visits are organized for the students. Guest lectures by experts from various industries and other academic institutions make the students and faculty experts in the field of specialization.

Faculty members are motivated to attend the refresher courses and other training programmes organized by the college and other colleges and universities. The college provides opportunities to the students and faculty members to participate, present and publish papers in national and international conferences, seminars and workshops. All departments organize seminars/ workshops at regular intervals.

2.3.7 Detail (process and the number of students \ benefited) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advise) provided to students?

Mentor Ward System

A good mentor can make a world of difference to a student who has to deal with several challenges in life and academics. Under the mentoring system, faculty members offer students both academic and personal guidance. Mentors meet their wards thrice a semester and keep a record of their progress in the mentor ward book.

Career Guidance Cell

Choosing the right career is not easy in this age of multifarious opportunities. The Career Guidance Cell (CGC), offers career guidance and organizes training programmes. The Placement Cell facilitates the recruitment of students by motivating them to attend campus placement drives organized by other colleges and universities. Career oriented training programmes are organized for final year students. In the second half of the academic year, the Career Guidance Cell (CGC) focuses on organizing career guidance programmes and orientation for higher education to the outgoing students.

Counseling cell

The Counseling Cell meets the specific emotional and psychological needs of the students. A senior retired staff of our college has been appointed to give counseling for the students. Students who need counseling are identified and helped.

Grievance Redressal cell

The student's Grievance Redressal Cell is functioning and taking care of the student's grievances. The personal grievances of the students are redressed by faculty members of the Grievance Redressal Cell. Minor issues are settled informally on the spot. Grievance boxes are placed in easily approachable places inside the campus so that they could represent their grievances without fear or hesitation.

Anti Ragging Committee and Anti-Sexual Harrassment Committee

As per UGC regulations on curbing the menace of Ragging in Higher Educational Institutions 2009, all anti-ragging measures are in place in our institution. An anti-ragging committee was constituted which comprises of the following members, to monitor the anti-ragging activities in the institution.

Dr.Sr. Mary Hilda., Principal

Mrs.C.Sathyalakshmi, Vice Principal and the Heads of Departments

Discipline Committee

The discipline committee is vigilant in maintaining discipline among the students. When a case of violation of discipline is reported it is handled by the Discipline Committee and the principal with the help of discipline committee coordinator and Heads of the Department takes follow up measures.

Personality Development and Spiritual Formation

The Personality Development and Spiritual Formation Cell helps students from disadvantaged sections of society to become academically and socially competent individuals. Spiritual guidance is given through orientation programmes. Students gain self-confidence through workshops on personality development. Training sessions for students are conducted throughout the year. Renewal sessions are arranged for students to have a balanced spiritual thinking.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last seven years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

Teaching Methods adopted by the faculty

Traditional method of teaching is supported by the following :

- ICT enabled teaching
- Use of study materials from Internet
- Video Clippings
- Seminars
- Quiz

- Project work
- Group Discussion
- Assignment
- Episodic elements
- Peer group teaching
- Field / Industrial trip
- Debate

For slow achievers	For high achievers
Explaining in simple language	Helping in paper presentation
Repeated explanation with examples	Encouraging the publication of research articles
Group discussion	Guiding slow achievers
Peer Teaching	Participating in inter college competitions
Simplified Notes	Handling seminars
Open book tests	

Efforts taken by the Institution:

The institution provides facilities to faculty to adopt new and innovative approaches

- ✓ Computer laboratories.
- ✓ Internet facility with Broad band connection
- ✓ Each department is provided with a computer and a printer
- ✓ Seminar hall and one class room is equipped with a ceiling-mounted LCD projector
- ✓ Audio /Video recording facilities.
- ✓ Necessary computer software
- ✓ Inlibnet facilities

- ✓ Scanners and printers
- ✓ Well equipped library
- ✓ Other laboratories

Impact of Innovative practices on student learning:

- ✓ Development of soft skills
- ✓ Knowledge of modern technology
- ✓ Improvement in the critical and analytical skills
- ✓ Promotes self-confidence
- ✓ Overall development of the personality
- ✓ Promotes employability skills
- ✓ Enhances leadership skills

2.3.9 How are library resources used to augment the teaching – learning process?

The college has a fairly good collection of text and reference books, books for competitive examinations, journals and periodicals on different subjects to cater to the needs of both students and faculty members. Teachers guide the students in choosing books for references. A well equipped reading room provides a conducive reading environment to the students and teachers. Computers with broadband connection help in browsing and surfing through useful references and a printer-cum-copier has also been provided to take printouts of extracts when needed. The library and reading room remains open from 8.30a.m to 4 p.m on all working days. The faculty and students are encouraged to use e-books/e-resources through INFLIBNET services. The latest arrivals are exhibited prominently in the reading hall to motivate the students before being taken to the stock.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If “Yes” elaborate on the challenges encountered and the institutional approaches to overcome these.

A teaching plan is designed by the faculty members on a weekly basis to cover the syllabus in a phased manner and it is strictly adhered to. The institution ascertains that all courses are completed within the stipulated period of time.

However, in case of exigency, efforts are taken to compensate the classes by handling extra classes to complete the syllabus.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

The quality of teaching-learning process is monitored and evaluated through the performance of the students in the class tests, assignments, internal tests, model tests and university examination and with student feedback on teachers.

The faculty members meet regularly for self assessment and evaluation of progress and chalk out future activities of the department. While teachers are encouraged to follow an interactive and open mode of teaching, feedback on teacher performance is collected from students, positive concerns are appreciated and measures are initiated to rectify the negatives.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

The institution is very particular in having the required number of qualified and competent teachers.

The posts are advertised in newspapers. The applications are screened and the short listed, eligible candidates are informed to attend an interview. During the interview, the candidates are assessed through teaching demonstration and a written test. Questions are posed by subject experts and the selection committee. The selection committee comprises of the university nominee, subject experts, the secretary, the principal, the vice principal and the head of the department concerned. The candidates' performance is assessed by the committee members and the marks awarded are consolidated to select the most competent candidates. The college tries to adhere to the UGC guidelines on eligibility for recruitment and is always appointing qualified faculty.

Table 2.1 Details of Faculty Position

Highest Qualification	Professor	Associate Professor	Assistant Professor	Total
Permanent Teachers				
Ph.D	-	2	1	3
M.Phil	-	5	10	15
PG	-	1	8	9
Part Time Teachers				
Ph.D	-	-	-	-
M.Phil	-	-	2	2
PG	-	-	1	1

Completion of qualifying examination by faculty members

- ✓ Two faculty members are Ph.D. holders.
- ✓ One staff has submitted her Ph.D. thesis.
- ✓ 4 teachers are in the verge of completing their Ph.D. Degrees

2.4.2 How does the Institution cope with the growing demand / scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Bio technology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last six years.

The institution has been taking many steps to teach emerging areas especially IT. Faculty members are allowed to participate in national and international conferences, seminars, workshops, conferences and other training programmes organized by other institutions to improve the teacher quality in the emerging areas and they are encouraged to publish papers. The institution supports in arranging guest lectures by eminent resource person on present trends.

Every year one department organizes seminars (National or Inter National) related to new areas and recent development.

Student enrichment programmes with external experts

Department of Commerce with Computer Application

S.No	Date	Resource Person
1	17.08.2009	Mr.Sreejith ,Dersk officer(Career Awarness) Southern Regional Office, The Institute of Company Secretaries of India.
2	07.10.2010	Mr.Pradeep, Professor, Department of English V.O.C College,Thoothukudi & Fr.Rufus , Professor, Department of English,St.Xaviers College,Tirunelveli.
3	07.02.2011	Mr.P.Subramanian,Stock broker in LIC.
4	25.08.2011	Mr.K.Ponpandi Imbarasu CA branch,Tuticorin.
5	08.02.2012	Mr.David Rajkumar, Director of Zion Professional Academy,Tirunelveli.
6	07.08.2012	Mrs.Vahitha, The District Coordinator of Indian Institute of Banking and Finance.
7.	29.1.2013	Mr.A.Ramanathan,Ex-CGM,NABARD, Mumbai. & Mr.Sridhar, Team Leader,DHAN Foundation, Chennai
8	10.07.14	Auditor Manohar The Institute of Chartered Accountants of India.Tuticorin
9	04.09.14	Dr.S.Ramesh Kumar Associate Professor, Head,PG and research, Department of Commerce, V.O.C College,Tuticorin
10	17.07.2015	Mr.Reagon Jesuthas,, Director, Training and development, The People Management forum,Nagercoil.

Department of Computer Science

S.No	Date	Resource Person
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1.	17-2-2011	Mrs.Thangam ArulSeeli, APTECH Computers, Thoothukudi
2.	26-09-2011	Mrs.Maria Packiam, Asst.Prof,Dept.of CS , Bishop Caldwell College,Maravanmadam.
3.	7-01-2012	Mrs. Sakthi BharathiAsst. Prof, Dept of CSE Anna University Thoothukudi
4.	27-08-2012	Mrs.Sowmya Fernandaz,Asso.Prof, Dept oc CS APC Mahalakshmi College, Thoothukudi
5.	4-10-2013	Dr. V. Joseph RajHOD dept of CS Kamaraj College Thoothukudi
6.	4-10-2013	Dr. D. Noorul Mubarak, Asso. Prof, Dept of CS, Kerala University
7.	4-10-2013	Dr.D.S.Mahendran,Asso Prof, Dept of CS Adithanar College,Tiruchendure
8.	4-10-2013	Mrs. Anila MaryHOD, Dept of CS St. Mary's College,Thoothukudi
9.	4-10-2013	Dr.M.MathirajanDept of Management Indian Institute of Science, Bangalore
10.	23-01-2014	Mrs. Helen Jessie BalaHOD, Dept of CS Bishop Caldwell College,Maravanmadam
11.	15-12-2014 - 16-12-2014	Mr. Vijay HR, Glister SolutionChennai
12.	15-12-2014 & 16-12-2014	Mr.Tameeb SEO, Glister Solution, Chennai
13.	15-12-2014 & 16-12-2014	Mr. Prabahar Developer, Glister Solution, Chennai
14.	5-02-2015	Mrs.S.Jeya Selva Kumari, Asst. Prof Bishop Caldwell College,, Maravanmadam
15.	26-02-2015	Mrs. V. Shymala Susan , HOD, Dept of CS,

		APC Mahalakshmi College, Thoothukudi
16.	28-09-2015	Mrs. George Judty Mirobi Asst Prof, Dept of CS St. Xavier's College, Palayamkottai

Department of Fashion Designing

S.No	Date	Resource Person
1	28.02.2008	Mr.K.V.Kumar, NIFT, TEA, Tirupur.
2	12.09.2009	Mr.Joseph from SSI , tumericorin
3	17.12.2009	Mr.Srithar, senior faculty professor from Coimbatore.
4	15.02.2011	Mr,Senthil , Mag Instrument limited,Coimbatore
5	26.08.2011	Ms.Bharani and Mr,Senthil Kumar, Bannari Amman Institute of Technology in Sathyamangalam

Department of Food Science and Nutrition

S.no	Date	Topic	Resource Person
1	7.8.2009	Benefits of breast feeding	Dr. Jeyanthi senthil, Physician Govt. Hospital Thoothukdi
2	6.3.2010	Carrier opportunities in the field of Nutrition	Mr.P. Gopalakrishnan Food Technologist, Madurai
3	23.3.2011	Carrier guidance programme	Mrs. Magdalene Virgini, Associate Professor, Dept of Human Nutrition, Fatima college, Madurai
4	8.9.2011	Nutrition and Health	Dr. Vasekaran Director of YRC, Abirami Hospital, Thoothukudi

5	9.12.2011	Get smart with Omega	Mrs. Magdalene Virgini, Associate Professor, Dept of Human Nutrition, Fatima college, Madurai
6	9.12.2011	Obesity: A public health perspective	Dr. Kamal G.Nath, Professor Dept of Food Science and Nutrition, University of Agricultural Science Bangalore
7	4.2.2012	Managementdisciplinary approach in fulling in gaps in diabetes prevention	Dr. D. Selvaraj SRRR Hospital, Tuticorin
8	8.8.2012	Health starts with mom	Ms. A. Marithangam, Dietician and Consultant, R.R Hospital, Thoothukudi
9	15.10.2014	Traditional foods and Herbs	Mr. Kumar Nutritionist and Consultant
10	6.2. 2015	Cardio Care	Dr.S.Arulraj, MD, FRCP Chairman and Chief Physician Sundram Arulraj Hospital,Tuticorin
11	6.2. 2015	Excellence in Acute Cardiac Care	Dr. Mohboohu Subahani Cardiologist, Galaxy Hospital, Tirunelveli
12	6.2. 2015	Effective Dietary Modifications for Acute Cardiac Diseases	Dr. G. Hemalatha Ph.D., Professor, Dept of Food Science and Nutrition Home Science College & Research Institute Madurai

13	6.2. 2015	Role of Herbs in Combating Cardiac Arrest	Dr. J. Paul Mansingh Ph.D Professor, Dept of Rural Development & Agricultural Extension, Institute of Co- operative & Developmental Studies Ambo University, Ambo, Ethiopia.
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2.4.3 Providing details on staff development programmes during the last six years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) Seminar Organized by the Institution to empower and enable the use of various tools and technology to improve teaching – learning:

S.No.	Date	Name of the Seminar/Workshop organized	National/State Level	Organized by
1.	09.12.2011	Truth Behind Recent Consortium in Nutrition	National	Dept. of Fsn
2.	04.02.2012	Life Style Modification Towards Management of Diabetes	National	Penacea Health Education & Dept. of fsn
3.	30.03.2012 & 31.03.2012	Quality Enhance-ment in Teaching Learning Process	NAAC Sponsored National Seminar	IQAC
4.	29.01.2013	Microfinance	National level seminar	B.Com CA
5.	04.10.2013	Innovations in Computer Era	National	Department of Computer Science

6.	06.02.2015	Smart Diet for Cardiac Health 'CARIDAC CARE'	International	Dept. of FSN
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b) Participation / Presentation of research articles by Faculty members in

Staff Development Programmes conducted by other Institutions :

Date	Name of the Faculty	Details of the Programme	Participation / Presentation	Organized by
17.8.2009	Mrs.M.P.Gayathri	National Seminar on "Continuous Quality Management"	Participated	A.P.C. Mahalaxmi College for Women, Thoothukudi.
7.4.2010	Mrs.C.Sathyalakshmi & Mrs.R.Waheetha	National Seminar on "Enhancing Education in Higher Studies "	Presented a paper	IQAC,A.P.C. Mahalaxmi College for Women, Thoothukudi.
5.7.2014	Mrs.R.Ame Rayan & Mrs.V.Subha	One day Training programme "The Art of Students Mentoring"	Participated	Don Bosco College, Keelaeral.
31.01.2014	Mrs.Geraldine P.Rayen	National Seminar on " Quality Enhancement: Teaching, Learning and Evaluation"	Presented a paper	IQAC, St.Mary's College(Autonomous), Thoothukudi.
29.1.2015 & 30.01.20	Mrs.Ame Rayan and Mrs.Delecia	National Seminar on "Innovations in Student –	Participated	IQAC, St.Xavier's College(Autonomous), Palayamkottai.

15		Centered Teaching-Learning Process in 21 st Century”		
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c) Staff Orientation

DATE	THEME	RESOURCE PERSON
15 June 2009	“To Go Beyond and Look Beyond”	Mr. Balasubramanian, Trichy
16 June 2009	“Teacher Student Relationship”	Fr. John Selvam
5 December 2009	“Communication Skills”	Dr. Lethi, Dept. of zoology, Holy cross college, Trichy. Prof. Seastian, M.A.M.M.Phil., St. Xavier s’ College of Engineering
22 February 2010	“Spiritual Formation”	Br. Andrew Demonte, Prayer Group, Madurai
14 June 2010	“Leadership Qualities and Self-Esteem”	Fr. Andrews, Victor Generak and the Correspondent.
23 June 2010	“Holistic Personality”	Fr. Ruphus
13 June 2011	“Development of Youth in Positive Thinking”	Rev. Fr. Thomai Rajan & Dr. Rosary Youth Welfare Development, Director, M.S. University.
26 August 2012	“Challenges faced by today’s Youth”	Fr. Kumar Raja, Principal, St. Thomas College of Education.
26 February 2013	“Challenges Faced by the women in the society”	Fr. Antony Vincent

14 June 2013	“Spiritual Transformation”	Fr. Beschi, Youth Director,
15 June 2014	“Teaching and Learning Process”	Fr. X.D.Selvaraj, Viccor General, Thoothukudi
2 December 2014	‘Critical Pedagogy in today’s teaching learning contexts’	Rev. Sr.Rosalie, Principal, Holy Cross Home Science College, Thoothukudi.
February 2015	“Innovation techniques on Teaching”	Dr.Rosary, Director, Youth Welfare Department, M.S.University.
16 June 2015	“Learning and Realization”	Mr. Ganesh
26 August 2015	“Emerging Trends in teaching-learning Techniques”	Mr.Razool, English Department, V.O.C. College, Tuticorin.

d) Other Details:

- Our faculty as resource persons in workshops/ seminars/ conferences organized by external professional agencies: 3 Faculty members.
- Participated in external workshops/ seminars/ conferences organized by other institutions: 90%
- Presented papers in workshops/ seminars/ conferences conducted by other other institutions: 50%

2.4.4 What policies/ systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

The institution strives to promote professional development of the faculty by:

- Encouraging the faculty members to organize national, international seminars, conferences and workshops.
- Encouraging the teachers to do their research work by providing grant (seed money every year) and leave.

- Providing deputation to attend orientation / refresher courses, training programmes seminars, conference and workshops.
- Visit to research libraries.
- Motivating faculty to present and publish research articles.

2.4.5 Give the number of faculty who receive awards/ recognition at the state, national and international level for excellence in teaching during the last six years. Enunciate how the institutional culture and environment contributed to such performance/ achievement of the faculty.

- Sr.Mary Hilda, Associate Professor, Department of Fashion Designing and Apparel Making, passed SLET in the year 2006.
- Dr.Sr.Mary Hilda – received Best Paper Award at the National Level Seminar organized by Bishop Appasamy College, Coimbatore for the paper presentation on 22nd & 23rd February 2007.
- Mrs.Karolin, Assistant Professor, Department of Food Science and Nutrition was awarded 1st Prize for the Paper Presentation in the National Seminar on “Recent Trends in Food Processing” on 27.01.2011.
- Mrs. Madhuravalli, Associate Professor, Department of Food Science and Nutrition was awarded 3rd Prize for the Best Paper Presentation in the National Seminar on “Improving Adolescence Nutrition” on 28.09.2012.
- Mrs.M.P.Gayathri, Assistant Professor, Department of Food Science and Nutrition cleared SLET & NET and passed TNPSC - CDPO exam in the year 2012.
- Dr.Sr.Rosalie, Former Principal received the Best Educationist Award for her outstanding achievements in the field of Education on 22nd August, 2014 at New Delhi.
- Mrs.Karolin, Assistant Professor, Department of Food Science and Nutrition received the Best Achiever Award for conducting blood donation camp on 6th December, 2014 by Thoothukudi Government Hospital.

- Mrs. Josephin Renuka, Assistant Professor, Department of Tamil received the Best Motivator award on 9th January, 2015 by Tamil Illakiya Kalagam and also received a cash prize of Rs. 1000 for Aaivu Katturai conducted by the Venkataswamy Naidu College on 25th March, 2015 at the state level.
- Mrs. Madhuravalli, Associate Professor, Department of Food Science and Nutrition was awarded 3rd Prize for the Best Paper Presentation in the UGC sponsored National Seminar on 12th -13th -Aug-2015.
- Mrs. Roque Seaton, Assistant Professor, Department of English, passed SET in the year 2013

2.4.6 Has the institution introduced evaluation of teachers by the students and external peers? If Yes, how is the evaluation used for improving the quality of the teaching – learning process?

Yes. Evaluation of teachers by the students is carried out through the normal process of obtaining feedback from students periodically. The feedback is analysed by the principal and then conveyed to the teachers concerned for self-appraisal and corrective measures, if necessary. This process helps to monitor, evaluate and report on the quality of teaching methods and classroom management.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

- Vital instructions and the method of evaluation are made precise to the freshers on the day of orientation.
- Evaluation process is also specified in the handbook.
- In the departments orientation is given to freshers.
- Centralized internal examinations are conducted.
- Time table for the internal exams are displayed on the notice board one week prior to the commencement of the examination.
- Model examinations based on university pattern is conducted to familiarize the students with the university pattern.

- Model practical examinations are conducted based on university question pattern.
- Parents are informed regularly during the PTA meeting.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

- Supplementary exams have been introduced by the university with a view of helping the final year students to complete their course. Students with only one arrear either in major or language papers are eligible to appear for the supplementary exam.
- Special University examinations conducted for the benefit of sports students.
- Ruled answer booklets with OMR sheet are provided by the university for the semester exams.
- OMR sheets for filling internal marks.
- The question pattern for non-major subject is modified like the pattern of the core subjects.
- The external and internal ratio of marks for skilled based papers have been changed from 60:40 to 75:25
- The institution follows that evaluation process prescribed by the affiliating university.
- The components of continuous internal assessment are tests, quiz, assignments, group discussion and seminars.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

The reforms of the university are informed to the staff and students through circulars and are displayed in the notice board. Information regarding this is also passed on to the faculty during general body meetings, staff council and student council meetings.

2.5.4 Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

The formative assessment is adopted regularly by continuous internal assessment and model exams. 25% of marks are assigned for seminars, group discussions, assignments and tests. At the end of the semester, university examinations (end semester examinations) are conducted for 75% marks. Practical skills assessed by giving 40% internal marks and 60% external marks. Both the internal and external assessment help in evaluating the performance of students effectively. Progress reports of students show the changes on academic performance of individual students.

- The CIA system has improved the pass percentage
- The system has helped students to cover the syllabus in phases
- The CIA system offers scope for testing the various aspects envisaged by the curriculum.

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last seven years and weightages assigned for the overall development of students.(Weightage for behavioral aspects, independent learning, communication skills etc.)

The evaluated answer scripts are distributed to the students who can go through the evaluation and have their grievances, if any, addressed immediately. The institution follows transparency in the evaluation system. The evaluated answer scripts are kept for future reference. A separate register is maintained in all the departments for all the answer papers to record the internal marks. Internal marks before they are sent to the university are made known to the students. If there is any discrepancy in the internal evaluation, students can represent it to the teacher concerned. As per the university norms, for UG and PG students, out of the twenty-five marks allotted for internal, twenty marks are allotted for test and five for assignment. The Grievance Redressal Cell settles all problems related to evaluation if it could not be settled in the department.

2.5.6 What are the graduates' attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

Graduate attributes of our college are quality education, acquiring and developing skills and inculcating values. These attributes are ensured through the curriculum and Part IV courses such as Social Value Education, through activities of various clubs and through extension activities. The achievements of the students are appreciated and proficiency certificates and prizes are given to them by the college at the end of the course. Graduate attributes :

- * Indepth subject knowledge
- * Possessing and promoting all sorts of skills
- * Value based personality
- *Religious and communal tolerance

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and university level?

- The students have the facility to apply for revaluation (retotalling) if they are not satisfied with the marks obtained in the university examinations.
- Students can represent to the concerned staff if there is any discrepancy in the marks awarded in the internal tests.
- The Grievance Redress Cell also takes care of these matters.

2.6. Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these

Yes. The college has clearly stated learning outcomes.

Learning outcomes are specified in the university syllabus. It is also discussed among the staff in the department meetings and communicated to the students in the beginning of each semester. The institution ensures learning outcomes into reality by nurturing young girls into confident and globally competent persons.

- The expected specific outcomes are ensured by the Add-on-Courses

conducted by the institution.

- The extension activities serve to inculcate in our students personal and social values

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course / programme? Provide an analysis of the students results/achievements (programme / course wise for last seven years) and explain the differences if any and patterns of achievement across the programmes / courses offered.

The college monitors the performance of the student's education through continuous evaluation system. Marks obtained by them are communicated to the parents by post and at the PTA meeting. An evaluation is done after the publication of the semester results and remedial measures are carried thereon to improve the standard of the students. The results are as below:

S. No.	Departments	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
1.	B.Sc.(Food Science and Nutrition)	100%	100%	100%	100%	80%	100%
2.	B.Sc. (Computer Science)	100%	100%	100%	100%	88%	92%
3.	B.Sc. (Fashion Designing)	100%	100%	100%	100%	-	-
4.	B.Com with CA	92%	61.54%	97%	96%	87%	44%
5.	B.A English Literature	-	-	-	82%	74%	58%
6.	M.Sc.(Food	100%	100%	100%	100%	100%	100%

	Science and Nutrition)						
7.	B.Com	-	-	-	-	-	-
8.	M.Com	-	-	-	-	-	-

2.6.3. How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement structured to facilitate the achievement of the intended learning outcomes?

The structure of the evaluation process is elucidated to the freshers in their first orientation day. The internal and model exam dates are printed in the handbook and distributed to the students. Circulars are sent on time to students and they are displayed in the college notice board. The information is also given through teachers.

Separate registers are maintained by each department for the internal marks which in turn are submitted to the principal within a week. With a view of improving the performance of the slow learners remedial courses are conducted after the regular working hours. Students are encouraged to gain practical knowledge by motivating them to take part in exhibitions, inter departmental competitions, internship training and field visits.

2.6.4. What are the measures/initiatives taken up by the institution to enhance the social and relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc,) of the courses offered?

- Organizing seminars, counseling on curriculum and orientation on employability options for students are the regular features of the institution.
- The NSS unit constantly organizes programme to give social awareness.
- The practical-classes ensure the development of practical skills
- Project works ensure skill development in relevant subjects

- Institutional Skill Development Courses (Add on Courses) are offered to the students.
- Exposure of students to career opportunities ensure employability.
- Students are also benefitted through Internship training
- The PG students are encouraged to refer thesis, magazines, journals from the library and internet in order to develop an aptitude for research.
- Extension activities at the college level and activities of clubs and committees help students develop social concerns.
- The college magazine provides them a platform to give expression to their innovative and creative ideas.

2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

The institution collects data on student performance through internal Exam Class tests, assignments, practical sessions seminars and the end semester examinations. Students' performance is analyzed with the total marks and credits earned by students.

Learning outcomes of the students are analyzed in the department and communicated to the principal in the staff meeting. Based on the analysis, remedial coaching is given to slow learners. The mark statement and attendance are provided to the parents during PTA meeting. Academic counseling is given whenever necessary.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

The performance of the learners is assessed through the examination process. The learners are informed about their performance and instructed to improve on aspects of weakness found in their performance. The discussion in the department provides an opportunity to the teachers to device possible means to

enable students performance for further improvement. Total credits earned by each student shows the achievement of learning out come.

2.6.7 Does the institution and the individual teachers use assessment/evaluation outcomes as an indicator for evaluating student performance, achievements of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

Yes. Based on the assessment and evaluation done throughout the academic year, students are awarded proficiency prizes. Endowment prizes for outgoing student in all departments are also given at college day celebration and rank holders are honoured during college day celebration. Students are also supported financially on merit cum means basis.

The CIA is used as an indicator for indentifying slow learners and above average students. This identification helps to plan remedial classes for slow learners and more challenging tasks for above average students. The remedial classes discourage dropping out. The above average learners are motivated to go for higher studies and research.

CRITERION – III

RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research centers of the affiliating University or any other agency/organization?

No, the college does not have any recognized research centre

3.1.2. Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Yes. The college has a research committee to monitor and address the issues of research. IQAC and Research Committee take the quality initiative to encourage the staff to avail the facilities and resources possible. Research Committee was established in 2012 which consists of principal and HODs of the college. The research committee sensitizes the faculty of the essentials of research, encourages the staff members by enlisting the funding agencies for financial assistance for minor / major research projects.

The research committee motivate the staff to participate in seminars / conferences / workshops at National / International levels to be conducted at the college and other institutions, recommends eligible faculty members to pursue Ph.D. and identifies eligible faculty members for guideship. The seed money is given to the staff who had registered and initiated the research project. The study leave with payment was granted to the research scholars specially Mrs.S.M.D. Mathuravalli and Sr.M.S.Rubha Department of Food Science and Nutrition.

3.1.3. What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

Autonomy to the Principal Investigator: Full autonomy is given to the Principal Investigator by the institution to facilitate smooth progress and implementation of research schemes/projects.

Timely availability or release of resources: The Institution makes all necessary arrangements for timely availability or release of resources for smooth

progress and implementation of research projects.

Adequate infrastructure and human resources: The available infrastructure and human resources are utilized by the researchers. The college provides computer and internet facilities to all of the departments and required books and journals are purchased. The laboratories with their equipments are also used by researchers.

Time-off, reduced teaching load, special leave etc. to teachers: As the staff are appointed exact in number, it is not possible to reduce the workload of the faculty. However, the research faculty are granted study leave.

Support in terms of technology and information needs: The research faculty avail the internet and laboratory facilities based on the requirements of their research work in the institution.

Facilitate timely auditing and submission of Utilization Certificate to the funding authorities: The institution monitors and ensures timely auditing and submission of Utilization Certificate to the funding authorities.

3.1.4 What are the efforts made by the institution in developing scientific temper and Research culture and aptitude among students?

- Students are encouraged to participate in academic seminars.
- Industrial visits are arranged to widen their practical aptitude
- Group projects related to the curriculum are proposed by the faculty for the final year undergraduates.
- The college subscribes to various journals and INFLIBNET.
- P.G students are encouraged to present papers in State & National level seminars
- P.G students are encouraged to publish the projects in reviewed journals.
- P.G students have individual projects and they are guided by the faculty members.

Journals available in the library

- Data Quest – Twice in a month
- Social welfare – Monthly

- Crossian Resonance – Twice in a year
- Down to Earth – Twice in a month
- Scientific Transactions in Environment and Technovation – Quarterly
- Indian Literature – Bi-monthly Journal
- Journal of Social and Economic Development – Twice in year
- Indian Journal of Finance – Monthly
- The Indian Journal Nutrition and Dietetics – Quarterly
- The Indian Textile Journal
- The Franchising World

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc).

Details of faculty members pursuing Ph.D.,

S. No	Name	Department	Topic	Registered University
1	Mrs.S.M.D Mathuravalli	Food Science and Nutrition	Improving the Nutritional Status Through Nutrition Education of Saltpan Workers in Thoothukudi District	MSU, Tirunelveli
2	Sr.M.S. Rubha	Food Science and Nutrition	Impact of Nutrition Education among school going adolescent girls in Thoothukudi district.	MSU, Tirunelveli
3	Mrs.Angel Beulah Gracelin	Commerce	Problems Faced by Women Entrepreneur in Small Scale Industry in Chennai District	BharatHildasan University
4	Mrs. B. Angeline Priya	English Literature	Narrative Techniques and Paradigm shift in the major novels of Amitav Ghosh	MSU, Tirunelveli

Details of teaching faculty who are recognised to guide the Ph.D candidates

S.No.	Name	Field of Guide
1	Dr. Sr.Rosalie	Department of Botany

Details of teaching faculty who are recognised to guide the M.Phil candidates

S.No.	Name	Field of Guide
1	Dr. Sr. Mary Hilda	Department of Costume Design and Fashion
2	Mrs.C. Sathya lakshmi	Department of Food Science and Nutrition
3	Mrs.S.M.D Mathuravalli	Department of Food Science and Nutrition
4	Mrs.R. Waheetha	Department of Computer Science

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

The various departments have organised seminars/ workshops/ lectures in order to build research culture among the staff and students.

Department of Commerce with Computer Application

S.No	Date	Resource Person
1	17.08.2009	Mr.Sreejith ,Dersk officer(Career Awarness) Southern Regional Office, The Institute of Company Secretaries of India.

2	07.10.2010	Mr.Pradeep, Professor, Department of English V.O.C College,Thoothukudi & Fr.Rufus ,Professor, Department of English,St.Xaviers College,Tirunelveli.
3	07.02.2011	Mr.P.Subramanian,Stock broker in LIC.
4	25.08.2011	Mr.K.Ponpandi Imbarasu, CA branch,Tuticorin.
5	08.02.2012	Mr.David Rajkumar, Director of Zion Professional Academy,Tirunelveli.
6	07.08.2012	Mrs.Vahitha, The District Coordinator of Indian Institute of Banking and Finance.
7.	29.1.2013	Mr.A.Ramanathan,Ex-CGM,NABARD, Mumbai. & Mr.Sridhar, Team Leader,DHAN Foundation, Chennai
8	10.07.14	Auditor Manohar The Institute of Chartered Accountants of India.Tuticorin
9	04.09.14	Dr.S.Ramesh Kumar Associate Professor, Head,PG and research, Department of Commerce, V.O.C College,Tuticorin
10	17.07.2015	Mr.Reagon Jesuthas,, Director, Training and development, The People Management forum,Nagercoil.

Department of Computer Science

S.No	Date	Resource Person
1.	17-2-2011	Mrs.Thangam ArulSeeli, APTECH Computers, Thoothukudi
2.	26-09-2011	Mrs.Maria Packiam, Asst.Prof,Dept.of CS , Bishop Caldwell College,Maravanmadam.
3.	7-01-2012	Mrs. Sakthi BharathiAsst. Prof, Dept of CSE Anna University Thoothukudi
4.	27-08-2012	Mrs.Sowmya Fernandaz,Asso.Prof, Dept oc CS APC Mahalakshmi College, Thoothukudi
5.	4-10-2013	Dr. V. Joseph RajHOD dept of CS Kamaraj College Thoothukudi
6.	4-10-2013	Dr. D. Noorul Mubarak, Asso. Prof, Dept of CS, Kerala University
7.	4-10-2013	Dr.D.S.Mahendran,Asso Prof, Dept of CS Adithanar College,Tiruchendure
8.	4-10-2013	Mrs. Anila MaryHOD, Dept of CS St. Mary's College,Thoothukudi
9.	4-10-2013	Dr.M.MathirajanDept of Management Indian Institute of Science, Bangalore
10.	23-01-2014	Mrs. Helen Jessie BalaHOD, Dept of CS Bishop Caldwell College,Maravanmadam
11.	15-12-2014 & 16-12-2014	Mr. Vijay HR, Glister Solution, Chennai
12.	15-12-2014 & 16-12-2014	Mr.Tameeb SEO, Glister Solution, Chennai
13.	15-12-2014 & 16-12-2014	Mr. Prabahar Developer, Glister Solution, Chennai

14.	5-02-2015	Mrs.S.Jeya Selva Kumari, Asst. Prof Bishop Caldwell College,, Maravanmadam
15.	26-02-2015	Mrs. V. Shymala Susan , HOD, Dept of CS, APC Mahalakshmi College, Thoothukudi
16.	28-09-2015	Mrs. George Judty Mirobi Asst Prof, Dept of CS St. Xavier's College, Palayamkottai

Department of Fashion Designing

S.No	Date	Resource Person
1	28.02.2008	Mr.K.V.Kumar, NIFT, TEA, Tirupur.
2	12.09.2009	Mr.Joseph from SSI , tution
3	17.12.2009	Mr.Srithar, senior faculty professor from Coimbatore.
4	15.02.2011	Mr,Senthil , Mag Instrument limited,Coimbatore
5	26.08.2011	Ms.Bharani and Mr,Senthil Kumar, Bannari Amman Institute of Technology in Sathyamangalam

Department of Food Science and Nutrition

S.No	Date	Topic	Resource Person
1	7.8.2009	Benefits of breast feeding	Dr. Jeyanthi senthil, Physician Govt. Hospital Thoothukudi
2	6.3.2010	Carrier opportunities in the field of Nutrition	Mr.P. Gopalakrishnan Food Technologist, Madurai
3	23.3.2011	Carrier guidance programme	Mrs. Magdalene Virgini, Associate Professor, Dept of Human Nutrition, Fatima college, Madurai

4	8.9.2011	Nutrition and Health	Dr. Vasekaran Director of YRC, Chief Physician Abirami Hospital, Thoothukudi
5	9.12.2011	Get smart with Omega	Mrs. Magdalene Virgini, Associate Professor, Dept of Human Nutrition, Fatima college, Madurai
6	9.12.2011	Obesity: A public health perspective	Dr. Kamal G.Nath, Professor Dept of Food Science and Nutrition University of Agricultural Science Bangalore
7	4.2.2012	Managementdisciplinary approach in fulling in gaps in diabetes prevention	Dr. D. Selvaraj SRRA Hospital, Tuticorin
8	8.8.2012	Health starts with mom	Ms. A. Marithangam, Dietician and Consultant, R.R Hospital, Thoothukudi
9	15.10.2014	Traditional foods and Herbs	Mr. Kumar Nutritionist and Consultant
10	6.2. 2015	Cardio Care	Dr.S.Arulraj, MD, FRCP Chairman and Chief Physician Sundram Arulraj Hospital, Tuticorin
11	6.2. 2015	Excellence in Acute Cardiac Care	Dr. Mohboohu Subahani Cardiologist, Galaxy Hospital, Tirunelveli

12	6.2. 2015	Effective Dietary Modifications for Acute Cardiac Diseases	Dr. G. Hemalatha Ph.D., Professor, Dept of Food Science and Nutrition Home Science College & Research Institute Madurai
13	6.2. 2015	Role of Herbs in Combating Cardiac Arrest	Dr. J. Paul Mansingh Ph.DProfessor, Dept of Rural Development &Agricultural Extension, Institute of Co- operative & Developmental Studies Ambo University, Ambo, Ethiopia.

3.1.7 Provide details of prioritised research areas and the expertise available with the institution.

Provisioned research areas and the expertise available in the institution are as follows

S.No.	Department	Research thrust areas	Name of the Faculty
1	Food Science and Nutrition	Food Science, Nutrition, Dietetics, Health, Processing & Preservation, Ergonomics related health problems, food product development, Non-communicable diseases & its prevention	Mrs. C. Sathya lakshmi Mrs.S.M.D Mathuravalli Sr. M.S. Rubha Mrs.M.P.Gayathri Mrs. A. Karolin
2	Fashion Designing	Textiles and Clothing, Textile Chemistry, Technical Textiles, Clothing Construction, Home Furnishing	Dr. Sr. Mary Hilda Mrs.Joymary Mrs.Jasmine Adaikalarani

3	Computer Science	Web designing, Graphics & Multimedia, Operation research, Operating system, RDBMS, Animation	Mrs.R.Waheetha Mrs.Maria Merceline Vijila Mrs. X. Della Mrs.Nancy Thomas Mrs.Ame Rayen Mrs.Subha
4	Commerce	Management, Human Resources, Banking	Mrs. Angelin Beaulah, Mrs. Sanathana Kamala
5	Commerce with Computer Applications	Job satisfaction, Brand preference, Personnel Management, Banking & Insurance, Finance, Customer Satisfaction	Mrs. Geraldine P. Rayen, Mrs. Maria Delicia Helina
6	English Literature	Subaltern elements, concept of sin, Thematic study, Reconstruction of the myths, Feminism, Spiritual emptiness, National identity comparative study	Mrs. Roque Seaton, Mrs. Swarna Mahesh Mrs. Angeline Priya Mrs. Anto Freeda Mrs. Jomulekha Priyadharshini

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students.

The institution encourages the faculty and the students for organizing workshops, seminars, conferences and extension activities in which eminent researchers are invited to preside over the technical sessions.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

There is no provision for sabbatical leave in the present leave rules applicable in this institution. Study leave is provided.

S.No	Name of the Faculty	Department	Study Leave
1	S.M.D Mathuravalli	Food Science and Nutrition	July 2013, September 2013
2	Sr. M.S. Rubha	Food Science and Nutrition	July 2015 - September 2015

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

- The research findings on the impact of supplementation of oats biscuits in hypertensives in and around Thoothukudi district created awareness among the students of Food Science and Nutrition.
- Training on cultivation of mushrooms has been offered to the students of Food Science and Nutrition.
- Training on vermi composting is imparted to the interested students.
- Awareness programme on Food Health & Hygiene is provided to students of Food Science and Nutrition.
- P.G students are advised to take follow up actions after the submission of their projects
- Faculty members involved in research work are instructed to publish their research findings in various journals and take other follow up measures.

3.2. RESOURCE MOBILIZATION FOR RESEARCH

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

The institution does not have any specific research centre and so there is no provision of budget allotment for research. The individual researcher usually mobilizes her financial resources from the UGC. The institution provides necessary help whenever required.

3.2.2. Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

A seed money of Rs.5,000 per year is distributed to four (14.2%) faculty for carrying research.

3.2.3 What are the financial provisions made available to support student research projects by students?

There is no provision in the institution to provide financial help to support research projects by students.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavours and challenges faced in organizing interdisciplinary research.

The institution attempts interdisciplinary activities and research. The Teachers' Council organizes academic discussions among the faculties in which teachers speak on their subjects of interest and research related matters.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

The staff and students are allowed to utilize the internet free of cost. Non-major and career oriented courses are handled for students of other departments.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

No

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organisations. Provide details of ongoing and completed projects and grants received during the last four years.

The institution encourages the faculty to apply for minor and major research projects.

Details of on-going UGC minor research projects

S.no	Staff	Topic	Budget	Period
1	S.M.D Mathuravalli	Improving the Nutritional Status Through Nutrition Education of Saltpan Workers in Thoothukudi District	2,75,000/-	2014-2016
2	Sr. M.S. Rubha	Impact of peer group Nutrition Education among school going adolescent girls in Thoothukudi district, Tamil Nadu	1,75,000/-	2014-2016
3	Mrs. Angeline Beulah	Problems Faced by Women Entrepreneur in Small Scale Industry in Chennai District	60,000/-	2015-2016

3.3 INFRASTRUCTURE FOR RESEARCH

3.3.1 What are the research facilities available to the students and research scholars within the campus?

- Free internet access is provided in the browsing laboratory
- Computer with printers to all the departments
- Well equipped library
- Seminar hall
- Reprographic facility
- Scanner
- Well equipped laboratories

- ❖ Nutrition lab
- ❖ Biochemistry lab
- ❖ Family Resource Management lab
- ❖ Human Development lab (Nursery School)
- ❖ Textile Testing lab
- ❖ Sewing lab
- ❖ Language lab
- ❖ Computer lab

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

There is no such provision at present. It may be taken up at a later stage depending on available resources.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'yes', what are the instruments/ facilities created during the last four years.

The college has not received any grant from any industry for developing research facilities. The department of Food Science and Nutrition and Commerce have been granted research project grants from the UGC. Following instruments have been procured for minor research project during 2014-2015

Name of funding agency	Academic year	Name of the Faculty	Instruments procured	Quantity	Cost of the instruments (Rs)
UGC	2014-2015	Mrs. S.M.D. Mathuravalli	Heart Rate Monitor	1	24,000
			Digital Blood Pressure Monitor	1	3,500
			Clinical Thermometer-Digital	2	500
			Skin Fold Caliper	1	4,000

			Weighing Balance – Digital	1	2,500
			Haemoglobinometer	2	4,000
			Standardized cups & spoons	1	500
			Body Fat Analysis	1	8,500
			Height Measuring Scale	1	500
			Glucometer	1	9600
UGC	2014-2015	Sr. M.S. Rubha	Weighing Scale	1	900
			Skin Fold Caliper	1	4000
			Cups and Spoons	1	500
			Height Measuring Scale	1	500
			Body Fat Analysis	1	7800
			Microcontroller colorimeter with single filler fine matched	1	6090

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

The college does not offer any research oriented programme. The students and faculty are motivated to visit laboratories of other institutions during their research. The researchers and students are also allowed to visit the libraries of other colleges/universities to collect literature reviews for their research work.

3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?

The library is fully automated with large collection of books (4369) and journals and magazine (16). Students and faculty are allowed to use internet in the library free of cost. Inflibnet facility is available for staff and students. Journals such as Indian Journal of Nutrition & Dietetics, Indian Journal of Community Medicines and Indian Journal of Occupational & Environmental Medicines are available for research purpose. Reprographic facilities are also available. Library services are available for 8 hours per day on working days.

3.3.6 What are the collaborative research facilities developed / created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.

There are no collaborative research facilities or projects developed or created by the college.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

Original research contributing to product improvement: Nil

Research studies or surveys benefiting the community or improving the sources: Nil

Research inputs contributing to new initiatives and social development: Nil

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

No

3.4.3 Give details of publications by the faculty and students

- ❖ Bojaxy Rosy and Rosakutty P.J GC-MS Analysis of Methanol Wild Plant and Callus Extracts From Three Cissus Species, Family Vitaceae, Journal of Chemical and Pharmaceutical Research, 4(7), (ISSN:0975-7384),3420-3426, 2012.
- ❖ Leema Rose and Rosakutty P.J In Vitro Propagation of a rare and endemic plant Jatropha maheswarii Subr and nayar through leaf culture. International Journal of Theoretical and Experimental Biology, (ISSN 0972-9720), 9(1&2): 5-11, 2012.
- ❖ Anush A and Rosakutty P.J. Leaf architecture in selected Jasminum species from kanyakumari District. International Journal of Theoretical and experimental Biology, (ISSN 0972-9720), 10(3&4): 143-148, 2014.

Department of Commerce with Computer application

- ❖ Geraldine.P.Rayen Supply Chain of Salt in Thoothukudi, National Seminar on “Emerging Dimensions of Globalisation in the Indian Economy” organized by KSG College of Arts & Science, Coimbatore. (Proceedings), 2011
- ❖ Hameetha Study on Tax Incentive and Investment Behaviour of Individuals, National Seminar on “Emerging Dimensions of Globalisation in the Indian Economy” organized by KSG College of Arts & Science, Coimbatore. (Proceedings),2011
- ❖ Maria Delicia Helina Role of Bank in inclusive Growth of India Through FI, UGC sponsored National Seminar in collaboration with SBI-SXC branch on Financial Inclusion “Multi Level Interventions for Financial Inclusion: Imperatives for Human Development and Sustainable Growth” by St.Xavier’s College (Autonomous), Palayamkottai, Proceedings (2012), Pg. No : 176, ISBN : 978 – 81 – 909192-3-4.
- ❖ Geraldine.P.Rayen Micro credit on Appropriate Rural Development Intervention, National Seminar on Microfinance “MIFI 2013” organized by Holy Cross Home Science College, (Proceedings),2013
- ❖ Maria Delicia Helina Financial Inclusion in Rural India, National Seminar on Microfinance “MIFI 2013” organized by Holy Cross Home Science College, (Proceedings),2013
- ❖ Sesu Rani. A Role of Micro Financial institution, National Seminar on Microfinance “MIFI 2013” organized by Holy Cross Home Science College, (Proceedings),2013
- ❖ Lekshmi. G Micro Finance Effective Strategy, National Seminar on Microfinance “MIFI 2013” organized by Holy Cross Home Science College, (Proceedings),2013
- ❖ Della. X A Study on Content Based Face Retrieval System National Seminar on “Image Mining” organized by the Department of

Computer Studies, Sadakathullah Appa College, Tirunelveli. (Proceedings),2014

- ❖ Maria Delicia Helina Problems and Prospects of FDI in Indian Retail Sector, UGC Sponsored National Seminar “Retail Marketing in India Problems and Prospectus” by Urumu Dhanalakshmi College, Tiruchirapalli, Pg : 124, ISBN : 978-93-80394-50-3.
- ❖ Maria Delicia Helina and J.Angel Beulah Graceline Challenge and Opportunity in Green Marketing, UGC Sponsored International Seminar on “Green Management” by St.Joseph’s College (Autonomous), Thiruchirapalli (Journal of Exclusive Management Studies JEMS: Impact Factor 2.8, Journal Pg.No : 84, ISSN : 2320-866X, 2015.
- ❖ Ms.A.J.Excelce, Green human resource practice its awareness and implementation in the industries in Thoothukudi, UGC Sponsored International Seminar on “Green Management” by St.Joseph’s College (Autonomous), Thiruchirapalli (Journal of Exclusive Management Studies JEMS: Impact Factor 2.8, Journal Pg.No : 104, ISSN : 2320-866X, 2015.

Department of Fashion Designing and Apparel Making

- ❖ Dr.Sr.Mary Hilda and V.Subramaniam, “A Survey on the Construction of Country Boat Using Nonwoven Composite Made of Natural Fibres”, International Journal of Home Science, New Delhi Ref ; HS-1-3-25, 15th Nov 2015, ISSN : 2395 – 7476, ITHS 2015:1(3):XX-XX, pg. 15-17.
- ❖ Dr.Sr.Mary Hilda and V.Subramaniam, “Preparation of nonwoven fabrics using natural fibers by needle punching technology”, Asian Journal of Multi Disciplinary Research, Yadava Publication Private Ltd., on Sep.2015.

Department of Food Science and Nutrition

- ❖ Rubha M.S Formulation and Development of Fruit Ice Creams National Seminar on “Emerging Trends and Opportunities In Food

Processing” organized in M.O.P Vaisnava College, Chennai (Proceedings), 2010.

- ❖ Sathyalakshmi. C Best practices in Food Science and Nutrition, One day National seminar sponsored by TamilNadu State Council For Higher Education on “Enhancing Education in Higher Studies” by A.P.C. Mahalaxmi College for Women, Thoothukudi, (Proceedings),2010
- ❖ Sathyalakshmi. C Effect of supplementation of Gymnema Sylvostre Tea on the blood glucose level of NIDDM, UGC Sponsored “National Seminar On Prognosis Sector In Health Promote” at N.G.P arts and science college, Coimbatore, (Proceedings), 2011
- ❖ Karolin. A Preparation of Protein powder and Incorporation in Clear Rice Porridge UGC Sponsored National Seminar on “Prognosis Sector In Health Promote” at N.G.P arts and science college, Coimbatore, (Proceedings), 2011
- ❖ Sathyalakshmi. C Effect of Supplementation of Cassia Angustifolia in Controlling Obesity in Adolescent Girls UGC sponsored National Seminar on “Need To Assess The Nutritional Status Of Adolescent Girls For Futuristic Task” by Shankarlal Khandewal College, Akola, Maharastra, (Proceedings), 2011
- ❖ Rubha M.S Impact of Supplementation of Seaweed Incorporated Nutritional Mix on Undernourished School Going Children (13-14 yrs) UGC sponsored National Seminar on “Need To Assess The Nutritional Status Of Adolesent Girls For Futuristic Task” by Shankarlal Khandewal College, Akola, Maharastra, (Proceedings), 2011
- ❖ Gayathri M.P. Microbial Examination of Cuttlefish (cephalopods) and Evaluation of thr HACCP Plan in a Sea Food Processing Plant. National Seminar on “Recent Trends In Food Processing” Muslim Arts College, Tiruvithancode, Nagercoil. (Proceedings), 2011.

- ❖ Karolin. A Development of Incorporation of Crab (*Protunus gracilimonus*) Meat Powder in Ragi. National Seminar on “Recent Trends In Food Processing” Muslim Arts College, Tiruvithancode, Nagercoil. (Proceedings), 2011
- ❖ Sathyalakshmi. C Effect on Grape Juice on Blood Pressure of Hypertensive in Tirunelveli District, A National Seminar on “Improving Adolescence Nutrition” by Maharaja Co Education Arts & Science College, Erode. (Proceedings), 2012.
- ❖ Mathuravalli.S.M.D A study on efficacy of sweetened whey supplement upon athletic performance in adolescent school male athletes, A National Seminar on “Improving Adolescence Nutrition” by Maharaja Co Education Arts & Science College, Erode. (Proceedings), 2011
- ❖ Rubha M.S Prevalence of Obesity Among School Adolescent Girls 12-14 yrs in Thoothukudi District, UGC Sponsored National Seminar on “Traditional Foods – A Key To Comprehensive Health & Longevity ” at Morning Star College in Ernakulam Distict, Kerala. Proceedings 2014
- ❖ Ms.V.Angel Mary, Formulation and standardization of herbs incorporated chikkies to improve the CD4 Cells, UGC Sponsored National Seminar on “Traditional Foods – A Key To Comprehensive Health & Longevity ” at Morning Star College in Ernakulam Distict, Kerala. Proceedings 2014.
- ❖ Sathyalakshmi. C Effect of Supplementation of Fenugreek seed Powder and Blackberry Seed Powder for NIDDM International Seminar on “Diet & Diabeties” at Sarah Tucker College, Tirunelveli. (Proceedings), 2014
- ❖ Mathuravalli S.M.D Socio Economic Status of Saltpan Workers in Thoothukudi District. International Seminar on “Diet & Diabeties” at Sarah Tucker College, Tirunelveli. (Proceedings), 2014

- ❖ Angel Mary. V Effect of supplementation of *Gymnema Sylvostre* Tea on the blood glucose level of NIDDM, International Seminar on “Diet & Diabeties” at Sarah Tucker College, Tirunelveli. (Proceedings), 2014
- ❖ Karolin. A. A Study on the Nutritional Status of NIDDM Patients, International Seminar on “Diet & Diabeties” at Sarah Tucker College, Tirunelveli. (Proceedings), 2014.

Department of Computer Science

- ❖ Waheetha.R Best practices in College, One day National seminar sponsored by TamilNadu State Council For Higher Education on “Enhancing Education in Higher Studies” by A.P.C. Mahalaxmi College for Women, Thoothukudi, (Proceedings),2010
- ❖ Waheetha.R Voice Morphing Using The Generative Topographic Mapping, NAAC sponsored National Seminar on “Quality Enhancement in Teaching Learning Process” (proceedings), 2012
- ❖ Maria Merceline Vijila .J Bio Inspired Computing National Level Seminar on “Innovation in Computer Era” by Holy Cross Home Science College, Thoothukudi. (Proceedings), 2013
- ❖ Maria Merceline Vijila .J Facilitating Learning Experience Through ICT, NAAC sponsored National Seminar on “Quality Enhancement in Teaching Learning Process” (proceedings), 2012

Department of English

- ❖ Anto Freeda and Angeline Priya Gender Quality in Animal Farm, National Seminar on “Gender Issues” TBAK College Kelakarai. (Proceedings),2013
- ❖ Anto Freeda A Post Modern Reading of Namita Gokhale’s *Priya: An Incredible India* Seminar on Post Modern Literature, VHNSN College, Virudhunagar. (ISBN: 978-93-81723-20-3), 2014

- ❖ Anto Freeda Patriarchal Settings in the God of Small Things, Seminar on Redefining Feminism V.O.Chidambaram College, Thoothukudi (ISBN: 978-81-928385-0-2)
- ❖ Jomulekha Priyadharshini. Enslavement to Empowerment in Grish Karnard Naga Mandala, Seminar on Redefining Feminism V.O.Chidambaram College, Thoothukudi (ISBN: 978-81-928385-0-4)
- ❖ Angeline Priya. Quest for Identify in Bharathi Mukherjees, The Tiger's Daughter, Seminar on Redefining Feminism V.O.Chidambaram College, Thoothukudi (ISBN: 978-81-928385-0-9)

3.5 Consultancy

3.5.1. Give details of the systems and strategies for establishing institute-industry interface?

The institution has collaborated with the relevant industries to facilitate the betterment of the students.

Department of Food Science and Nutrition collaborates with industries and hospitals during field visits and internship training programmes which are of good use in their career.

Department of Commerce collaborates with the Chamber of Commerce which is useful for employment opportunities.

Department of Computer Science collaborates with software companies for the project work.

Department of Fashion Designing and Apparel Making collaborates with garment industries in the field of production and marketing and training programme specially for the project work which provide employment opportunities.

3.5.2. What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

Staff are encouraged to offer consultancy services. Consultancy services are published in hoardings, meetings (PTA, Alumni), PTA of nursery school, seminars, exhibitions and during common celebrations. Consultancy services are offered free of cost as a part of extension services.

3.5.3. How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The institution allows the faculty to extend their services to villages, schools, and hospitals through N.S.S, Y.R.C, extension activities and through all department activities.

The faculty is appreciated in the General Body meeting for their services which is a motivating factor for others. It is also included in the College Annual Magazine.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

Diet counseling is given to the community and to our college students by the Department of Food Science and Nutrition free of cost. Other services rendered by our institution are

Department of Food Science and Nutrition

Date	Place/Organizer	Theme	Beneficiaries
22.07.2009	T.M.S.S.S organized by MSME Development Institute, Govt. of India	Food Processing	Self-help women
09.08.2009	Boldenpuram, Thoothukudi	Significance of Breast feeding	Pregnant and lactating mothers
29.08.2009	Thalavaipuram sponsored by D.S.T., New Delhi	Diet Counselling	Village people

07.09.2009	Kumarasamy nagar, Thoothukudi	World Nutrition Day	People in Kumarasamy nagar
18.09.2009	Women entrepreneurship training programme organized by Spic Agricultural Services, Thoothukudi	Nutrition and Health	Women in SPIC
28.09.2009	Bharat Petroleum, SPICOT	Nutrition and Diseases	People working in that company
15.09.2009	Radio programme organized by Sivanthi Community Radio Tiruchendur in collaboration with Ministry of Women Health and Nutrition, New Delhi	Food and Health Care	People in Tiruchendur
01.12.2009	Radio programme organized by Sivanthi Community Radio Tiruchendur in collaboration with Ministry of Women Health and Nutrition, New Delhi	Nutrition for Pregnant Women	People in Tiruchendur
28.03.2010	Radio programme organized by Sivanthi Community Radio Tiruchendur in collaboration with Directorate of Science and Technology	Nutrition for Ulcer & Hypertension Patients	People in Tiruchendur

14.12.2010	Sivanthi Aditanar College of Education, Tiruchendur	Memory Foods	College Students
22.12.2010	CDPO Office, Thoothukudi	Macro & Micro Nutrients	Anganwadi Workers
23.01.2011	NSS camp, Kamaraj College Thoothukudi	Healthy Food Habits	College Students
27.02.2011	Sankar Clinic, Organized by Dr. Bose Diabetic foundation, Tirunelveli	Diabetes Expo 2011	Public from various parts of Tirunelveli
24.06.2011	SPIC, organized by SPIC Agro Industries	Health & Nutrition	Agricultural Workers
10.08.2011	Ceylon Colony, Thoothukudi organized by Dept. of Food Science and Nutrition	Importance of Breast Feeding	Pregnant and lactating mothers
22.10.2011	Ceylon Colony, Thoothukudi organized by Dept. of Food Science and Nutrition	Balanced diet and Health	People in Ceylon Colony
15.10.2011	Inigo Nagar, organized by Dept. of Food Science and Nutrition in association with TMSSS, Thoothukudi	Food Processing	Self-help women
22.08.2012	Organized by TMSSS, Thoothukudi in coordination with Dept. of Food Science and Nutrition	Food Processing	Physically challenged women
06.09.2012	Pottalkadu, Thoothukudi organized by Dept. of Food Science and Nutrition	Nutrition and Health	School students in Pottalkadu

08.11.2012- 12.12.2012	SPIC, Thoothukudi organized by SPIC	Nutrition and Health	Agricultural workers of Villupuram, Cuddalore, Trichy
29.12.2012	Citizenship Training Camp for students, organised by Annammal College of Education, Thoothukudi	Nutrition for Adolescent Girls	College students
06.10.2012	Organized by Dept. of Food Science and Nutrition	Food Processing	Salt pan workers
10.10.2013	Pottalkadu, Thoothukudi organized by Dept. of Food Science and Nutrition	Importance of child growth	Pregnant and lactating mothers
23.10.2013	Organized by Nutrition Club of A.P.C Mahalaxmi College for Women, Thoothukudi	Nutrition and Health	College Students
05.11.2013- 15.11.2013	Organized by Mini-Micro Small Scale Enterprises at Thoppur, Tiruchendur	Food Processing	Self-help women
26.11.2013- 30.11.2013	Organized by Mini-Micro Small Scale Enterprises, Nagercoil	Food Processing and Preparation of Masala Mix	Self-help women

20.08.2014	DEROSE, an NGO Thoothukudi	Food Processing and Preservation	Self-help women
16.10.2014	Organized by SRF college (Autonomous) Sivakasi	Sustainable food system for Food Security & Nutrition	College students

Department of Fashion Designing

Date	Place/Organizer	Theme	Beneficiaries
23.07.2009	Holy Cross Girls' Higher Secondary School, Thoothukudi	Fabric Painting workshop	School students
18.09.2010-19.09.2010	Puthiyamuthur	Machine Embroidery Training and Aarhi Embroidery training	Women in that area
August 2009 - March 2010	Inigo Nagar, Thoothukudi	Training Programme on Art & Craft, Embroidery, Art from Waste	Women in that area

Department of Commerce with Computer Application

Date	Place/Organizer	Theme	Beneficiaries
07.08.2009	Holy Cross Home Science College, Thoothukudi	ComPro 2009, (Inter school competition)	School students

Department of Computer Science

Date	Place/Organizer	Theme	Beneficiaries
29.08.2010	Schools in Thoothukudi organized by Dept. of Computer Science	To create awareness of computer	+2 computer science students

12.12.2012	Govt. union school Pottalkadu village, Thoothukudi	Hygiene and Sanitation	School students
04.10.2013	Govt. Union School Pottalkadu, Thoothukudi	Computer literacy	School students

28.01.2015	Govt. union school Pottalkadu village, Thoothukudi	Awareness of healthy habits of using toilets	School students
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Department of Commerce

Date	Place/Organizer	Theme	Beneficiaries
19.09.2014	Government School, Pottalkadu	Awareness of toilet use for a clean India	School students

- ❖ Diet counseling is given to the local community and to our college students by Department of Food Science and Nutrition free of cost.
- ❖ Free consultancy services on Nutrition and Dietetics has been offered to Women Self Help Groups (SHG) in Inigo nagar
- ❖ Free consultancy services on Nutrition and Dietetics has been offered to our school parents.

3.5.5. What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development

The remuneration received by the faculty for consultancy services are not shared by the institution in order to encourage them to continue their services.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 How does the institution promote institution-neighbourhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students

Institution promotes Institution Neighborhood Community network and student engagement through NSS, YRC and extension activities carried out by all the departments.

Activities of NSS and YRC

NSS (2009 – 2015)

- Annual camp – The NSS conducts a camp for 7 days in a village every year.
- NSS Orientation programme for the first year NSS volunteers.

- Team leaders selection programme is conducted regularly for the NSS volunteers.
- NSS Day celebration is organised for the NSS students.
- Ozone Day celebrations are organised for the school students, college students, and adopted village people.
- Blood donation camp is conducted ever year in the college campus
- Eye donation, small savings, health and hygiene and blood donation awareness programmes are conducted for the NSS students.
- On 27.6.2014, a rally was held to create awareness on "Drug Abuse and Illicit Trafficking", for the general public.
- On 1.7.2014 a rally was conducted in Tuticorin. This rally was organized by the principal Dr.Sr.Rosalie and NSS programme officer Mrs. Karolin. Mr. S. Sureshkumar, Inspector, South Police Station, Tuticorin flagged off the rally
- Income generating training programmes such as mushroom cultivation and horticultural development are organised at periodic intervals
- Ms.Abirami of II BA, NSS volunteer participated in the Republic Day Parade selection camp selection at Bangalore.(2013)
- Ms.Jeni Pavitha of II BA, NSS volunteer, attended the National Integration Camp in Karnataka University, Dharwad..(Feb,2015)
- Ms. Sindhu Berlin of II BA, NSS Volunteer participated in an Adventure Camp at Dharmasala in Himachala Pradesh.(Oct,2015)
- Mrs.Karolin, Programme Officer of NSS unit received the best achiever award from Tourist Minister Mr.Shanmuganathan for blood donation camp on 6.12.2014 organized by the Government of Tamil Nadu and Thoothukudi Government Hospital.

Youth Red Cross (2009 – 2015)

- Five day National Level YRC Training cum Study Camp
- Volunteers of YRC throughout the year take charge of "May I Help You" counter in the Thoothukudi Government Hospital.

- Free eye check up and first-aid training program were organised.
- Planting of saplings in the college premises.
- Our college was awarded with “Best Performance Award” from Thoothukudi Government Hospital and IRCS Thoothukudi on 6.4.2010
- Ten students attended three days Residential Zonal level YRC services camp.(2011)
- Blood Group Identification Camp was organised in the college on August 20th 2013.
- An awareness programme on organ donation was organised on 21st October, 2013
- A rally on “ Smoking and Drug awareness” was organised on 25th August, 2014
- Students of our college participated in the training camp organised by the Department of Youth Welfare on 8th September 2014 on “Rights of Women”
- An awareness programme on Health was organised in Pottalkadu on 21st January 2015.
- Our college YRC movement received “Best Performance Award” from Thoothukudi Government Hospital & IRCS Thoothukudi Branch for rendering services by our YRC students under the service “May I Help You” during the year 2014-2015 on 7.8.2015

3.6.2. What is the Institutional mechanism to track students’ involvement in various social movements / activities which promote citizenship roles?

The NSS, YRC, Women Cell, Students’ Union are the institutional mechanisms to motivate and ensure students’ involvement in various social movements. Student’s Day, seminars, exhibitions and competitions are organised with the full support of students which develop leadership qualities among them. Departments also take an active role in making students realize their social responsibilities.

3.6.3. How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

- Support from PTA
- Support from Alumni
- Support from local residents
- Co-operation from public for extension activities
- Full fledged admission

3.6.4. How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The institution organizes extension activities with the assistance of the IQAC and NSS programme officer. The activities to be executed at the adopted village are planned at the beginning of the year. Other extension activities and outreach programmes are planned by the department.

There is no budgetary allocation for extension activities. Departments meet the expenses of the activities from the resources generated by add on courses and by their own contribution.

A special camp is organized by NSS programme officer with the assistance of the principal and vice principal. Funds provided by the university for this camp is utilised for the camp. The deficit is mobilised from the public.

Special camp(10 days per year)

Period	Faculty incharge	Place	Budget
2009-2010	Mrs. X. Della and Sr. Rubha	Vallinayagapuram	15,000
2010-2011	Mrs. X. Della and Mrs. M.P. Gayathri	Inigo Nagar	22,500
2011-2012	Mrs. X. Della and Mrs. M.P. Gayathri	Vellapatti	22,500
2012-2013	Mrs. X. Della and Ms. A.Karolin	Vellapatti	22,500

2013-2014	Ms. A. Karolin and Mrs. B. Angeline Priya	Pottalkadu	22,500
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Impact: The extension activities bring out the talents and leadership qualities of the students. Participation in extension activities enable the students to develop a sense of cooperation, understanding and societal care. It also assists them to develop courage, confidence, competence and commitment to enter into the global market. Above all they realise their responsibilities to the society in its development process.

As an extension activity the students and staff of the department of English met the 82 family members of the village and made a survey. In our survey we found that inspite of the government providing the loan only 42 houses have the toilet. The department of B.Com with CA to create awareness on “Toilet usage” to the people of Pottalkadu through LCD insentation. Department of FD create awareness on sanitation and toilet usage to the school students at Pottalkadu through skit and songs. Department of CS again create awareness to full village people through rally, bit notice and poster. After Department of FSN conducted post survey on usage of toilet facility. 57 houses have toilet facilities from then only 32 houses hold utilize the facilities and 11 family got government loan and built the latrins. Ignoranace and negligence are the major problem in the village.

3.6.5. How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

The institution encourages the students to take part in NSS activities, special camps (NSS), training program and workshop (YRC) and to attend refresher course.

Best Volunteer Award are given to students for active participation in special camp and regular activities of NSS and YRC.

An orientation is given to students along with their parents at entry level about the importance of participation in extension activities.

It is mandatory that each students be involved in any one of the clubs or committees. Thus all the students get a chance to participate in extension activities.

3.6.6. Give details on social surveys, research or extension work (if any) undertaken by the College to ensure social justice and empower students from under-privileged and vulnerable sections of society?

The college organizes activities for vulnerable sections facing discrimination include women, scheduled castes, scheduled tribes, children, aged, disabled and people living with HIV & AIDS.

The college has organized some activities in this regard:

- An awareness programme on Global Threat of Climate Change was delivered by Principal Scientist, Central Marine Fisheries Research Institute (CMFRI), Thoothukudi to the students of the institution.
- To ensure social justice and enlighten the students about the vulnerable sections of the society. We organize visits during Christmas season, our staff and students visit to prison, old age home, leprosy and orphanage of our locality and participate actively in rendering their services to the under privileged.
- The Red Ribbon Club organized a programme on “Health & Hygiene” for anganwadi teachers and children.
- Awareness programme on human rights to adolescent girls and women.
- Free medical camp was organized for rural people.
- Nutrition Education and Health Awareness programme to children suffering from HIV/AIDS. Health drinks are provided to the children affected by AIDS.

3.6.7. Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students’ academic learning experience and specify the values and skills inculcated.

In addition to academic learning, students are encouraged to participate actively in the extension activities organized by the various departments of the college. The NSS activities provide diverse opportunities to students to develop their personality through community service. These activities help to inculcate their awareness on social responsibilities. Special lectures are arranged by the NSS to generate awareness among students regarding various social issues and challenges. Various community development programmes such as awareness campaigns on health and environment were organized by the NSS to develop social networking skills.

3.6.8. How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

The college and the local community share a very good rapport and are in constant touch with each other. Besides public representatives, expert doctors of hospitals, various departmental officials, NSS, YRC and NGOs help the college on various extra-curricular, extension and outreach activities. Some of the major initiatives undertaken by the college involving various communities are:

Date	Place/Organizer	Theme	Beneficiaries	Organized by
09.08.2009	Boldenpuram, Thoothukudi	Significance of Breast feeding	Pregnant and lactating mothers	Department of Food Science and Nutrition
07.09.2009	Kumarasamy nagar, Thoothukudi	World Nutrition Day	People in Kumarasamy nagar	Department of Food Science and Nutrition

18.09.2010- 19.09.2010	Puthiyamuthur	Machine Embroidery Training and Aarhi Embroidery training	Women in that area	Department of Fashion Designing
August 2009 - March 2010	Inigo Nagar, Thoothukudi	Training Programme on Art & Craft, Embroidery, Art from Waste	Women in that area	Department of Fashion Designing
10.08.2011	Ceylon Colony, Thoothukudi organized by Dept. of Food Science and Nutrition	Importance of Breast Feeding	Pregnant and lactating mothers	Department of Food Science and Nutrition
22.10.2011	Ceylon Colony, Thoothukudi organized by Dept. of Food Science and Nutrition	Balanced diet and Health	People in Ceylon Colony	Department of Food Science and Nutrition

15.10.2011	Inigo Nagar, organized by Dept. of Food Science and Nutrition in association with TMSSS, Thoothukudi	Food Processing	Self-help women	Department of Food Science and Nutrition
06.09.2012	Pottalkadu, Thoothukudi organized by Dept. of Food Science and Nutrition	Nutrition and Health	School students in Pottalkadu	Department of Food Science and Nutrition
12.12.2012	Govt. union school Pottalkadu village, Thoothukudi	Hygiene and Sanitation	School students	Department of Computer Science
04.10.2013	Govt. Union School Pottalkadu, Thoothukudi	Computer literacy	School students	Department of Computer Science
10.10.2013	Pottalkadu, Thoothukudi organized by Dept. of Food Science and Nutrition	Importance of child growth	Pregnant and lactating mothers	Department of Food Science and Nutrition

05.11.2013- 15.11.2013	Organized by Mini-Micro Small Scale Enterprises at Thoppur, Tiruchendur	Food Processing	Self-help women	Department of Food Science and Nutrition
26.11.2013- 30.11.2013	Organized by Mini-Micro Small Scale Enterprises, Nagercoil	Food Processing and Preparation of Masala Mix	Self-help women	Department of Food Science and Nutrition
19.09.2014	Government School, Pottalkadu	Awareness of toilet use for a clean India	School students	Department of Commerce
28.01.2015	Govt. union school Pottalkadu village, Thoothukudi	Awareness of healthy habits of using toilets	School students	Department of Computer Science

Every year, the NSS conducts a special camp for a week in a nearby village and organize Medical Camp, Blood Donation Camp, Environment Awareness Programme, etc. In association with the Thoothukudi Government Hospital, our college organizes a blood donation camp at the college premises. The institution also offers community services through Youth Red Cross. Students also visit old age homes and orphanages and offer them help. During the advent season, material help is provided by the members of the Youth Red Cross. A village at Pottalkadu is adopted by the institution and the students give awareness through exposure programmes.

As a part of Christmas celebration, four staff and fifteen student volunteers visited the prison for women in Palayamkottai. They interacted with the inmates, listened to their sorrows and hopes and shared snacks with them. Later the college purchased a sewing machine with the generous contribution of all and donated it to jail inmates on the Pongal day in January 2012.

3.6.9. Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

The NSS unit of the college has cordial relationship with other organizations/ hospitals/ institutions of the locality for working on extension activities. The departments also have linkages with other institutes and NGO's for extension activities.

3.6.10. Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

The college NSS unit has received Best NSS Programme Officer award for blood donation for the past three years. The volunteers have participated in the state as well as national level camps. Some volunteers have won prizes and received recognition certificates for their active participation.

The college was also awarded the Best Blood Donor Award from IRCS (Indian Red Cross Society) for donating blood.

Our college YRC movement received "Best Performance Award" from Thoothukudi Government Hospital & IRCS Thoothukudi Branch for rendering services by our YRC students Under the service "May I Help You" during the year 2014-2015 on 7.8.2015. Our college was awarded with "Best Performance Award" from Thoothukudi Government Hospital and IRCS Thoothukudi on 6.4.2010

3.7. COLLABORATION

3.7.1. How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

- Collaboration with hospitals by which internship training programme is carried out. Consequently, students are offered placements here.
- Visit to food processing units and industries enhance the students for employment opportunities
- Collaboration with the Chamber of Commerce helps the Commerce students to get placement and career guidance.
- Projects by PG students are carried out with the support of industries.
- The college infrastructure is used for conducting classes by Time institute and Suresh Academy for competitive exams.

3.7.2. Provide details on the MOUs/collaborative arrangements (if any) with institutions of national importance/other universities/industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

A collaboration with industries has been made for field visits. Our faculty serve as Members of Board of Studies in Manonmaniam Sundaranar University. Faculty members serve as question paper setters and member of scrutiny board in TNPSC. Faculty members went for evaluators in Gandhigram Rural Institute and various autonomous colleges. Our Faculty also serve as external examiner for M.Phil project at Mother Theresa women's University and Bharathiyar University. Our faculty pursue Ph.D programme in the research centres of other colleges.

Formal MoU was created by

- Department of Food Science and Nutrition with St. Ann's College of Nursing, Thoothukudi.
- Youth Red Cross with Abirami Hospital, Thoothukudi

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

Mr. Siva Prakasam, Institute of Baking Technology conducted a training programme which was beneficial to the students and self help groups.

Food Processing Institute, Madurai provides training to the students. Consumer Club supports the tree sapling programme in the college and the NSS volunteers do the same in the adopted villages.

Tamil Nadu Mercantile Bank assists the institution to start a computer center in the adopted village. This facility would enable the children of this village to cope with the recent trends.

3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the College during the last four years.

Scientists and industrialists from other institutions and the neighbourhood contribute to the success of the events held

Department of Computer Science

Date	Topic	Resource Person
04/10/ 2013	Innovation in Computer Era	Dr.V.Joseph Raj, Head, Dept of CS Kamaraj College, Thoothukudi Dr.D.Noorul Mubarak, Associate professor, Dept of CS, University of Kerala, Kerala Dr.D.S. Mahendran, Associate professor, Dept of CS, Aditanar College, Tiruchendur Mrs. Anila Mary, HOD, Dept of CS

		St. Marys's College, Thoothukudi Dr. M.Mathirajan, Associate professor, Dept of Management Studies Indian Institute of Science, Bangalore
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Department of Food Science and Nutrition

Date	Topic	Resource Persons
09/12/2011	National Seminar on "TRECOUNT 2011" Truth Behind Recent Consortium in Nutrition	1) P. Magdalin Virgini, Assitant Professor, Dept of Human Nutrition, Fatima College, Madurai 2) Dr. Kamal G.Nath, Professor, Dept of Food Science and Nutrition University of Agricultural Science Bangalore

04/02/2012	National seminar on Lifestyle Modification towards Management of Diabetes	1) C. Sathya Lakshmi, Professor, Dept of Food Science and Nutrition Holy Cross Home Science College, Thoothukudi 2) Dr. Rajini Tatia, School of Advanced Liberal Studies, Indore 3) Dr. D. Selvaraj SRRH Hospital, Tuticorin
06/02/2015	"Smart Diet for Cardiac Care" "Medical Therapy for cardiac Arrest" "Dietary	1) Dr.S.Arulraj, MD, FRCP Chairman and Chief Physician Sundram Arulraj Hospital, Tuticorin 2) Dr. Mohboohu Subahani Cardiologist, Galaxy Hospital, Tirunelveli 3) Dr. G. Hemalatha Ph.D.,

	management for cardio Care”	Professor, Dept of Food Science and Nutrition, Home Science College & Research Institute Madurai.
	“Herbal Medicine for Cardio Vascular Diseases”	4) Dr. J. Paul Mansingh Ph.D Professor, Dept of Rural Development & Agricultural Extension, Institute of Co-operative & Developmental Studies, Ambo University, Ambo, Ethiopia.

Department of Commerce with Computer Application

Date	Topic	Resource Person
29/01/2013	National Seminar on Microfinance “MIFI 2013”	1) Mr. A. Ramanathan Ex.Com, NABARD, Mumbai 2) Mr. G. Xavier Fernando Chartered Accountant, Thoothukudi 3) Mr. K. Sridhar Team leader, SHG Bank linge, Dhan Foundation Chennai. 4) Mrs. A.A Maria Celin, Dean of Arts, St. Mary’s College, Thoothukudi.

IQAC

30/03/2012 & 31/03/2012	NAAC sponsored National Seminar on “Quality Enhancement in Teaching Learning	1) Dr. R. James Daniel Former Principal, Scott Christian College, Nagercoil 2) Dr. Sonny Jose Associate Professor, Dept of Social
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	Process”	<p>work, Loyola College, Kerala</p> <p>3) Ilango, Former Vice principal Vivekananda College, Madurai</p> <p>3) Dr. A. Joycillin Shermila, Associate Professor, Annammal college of Education, Thoothukudi</p> <p>4) Dr. John De Btitto, Associate Professor, Dept of Botany St. Xavier’s College, Palayamkottai</p> <p>6) Mr. B.S. Ponmudiraj, Assistant advisor NAAC Bangalore</p>
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3.7.5. How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated -

The institution has linkage with industries, hospitals and institutions which are useful to provide training to the students thus increasing employment opportunities. Baking, food processing and garment industries provide practical skills for self employment. Formal MoU was created by

- Department of Food Science and Nutrition with St. Ann’s College of Nursing, Thoothukudi.
- Youth Red Cross with Abirami Hospital, Thoothukudi

3.7.6. Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.

The college will attempt systematic efforts in planning, establishing and implementing the initiatives of the linkages/collaborations. At present, the institution has informal tie ups with other universities and industries which help the students.

CRITERION-IV

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

Keeping in view the current dynamics of effective teaching and learning and demand for new courses, the college has always created and enhanced new infrastructure and renovated and maintained the existing infrastructure in a systematic way. The institution gets feedback on the infrastructure facilities from both the students and the faculty members. Based on the evaluation, the IQAC and principal recommend the management to provide the requirements specified.

4.1.2 Detail the facilities available for

a) Curricular and Co-Curricular activities- classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, animal house, specialized facilities and equipment for teaching, learning and research etc.

- ✓ There are 22 spacious, ventilated, well equipped classrooms available to the students for effective interactive learning.
- ✓ Mounted LCD projector in the seminar hall supports effective ICT enabled learning.
- ✓ All the laboratories are equipped to cater to the needs of the students.
- ✓ The Department of Computer Science has a lab with high configured systems and essential software packages. The Department of Commerce with Computer Application, Department of Commerce and Department of Fashion Designing makes use the computers in the browsing centre for practical classes.
- ✓ The Department of FSN has Biochemistry lab, Nutrition Lab, Family Resource Management lab and Human development lab (Nursery schools) for practical's.
- ✓ The Department Fashion Designing has Textile lab, Textile Testing lab and Textile chemistry lab.

- ✓ The internet browsing centre with LAN connection and high speed broad band connectivity is made available to the students for self learning.
- ✓ The auditorium which is unique of its kind with a stage for cultural activities and is also used for academic purposes such as conducting seminars, examination and also used as class rooms too.
- ✓ Public address system is available.
- ✓ Smart class rooms for effective communication.
- ✓ Computer and printer in all departments.
- ✓ A generator with 25 KVA to meet the power requirements.
- ✓ Adequate Washrooms and restrooms.
- ✓ Drinking water facility is available in the campus.
- ✓ Chapel for prayer and worship.
- ✓ This year 2015, Stationary has been introduced.

b) Extra-curricular activities sports outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, public speaking, communication skills development, yoga, health and hygiene etc.

✓ **Sports, outdoor and indoor games**

Holy Cross Home Science College is well known for its sports activities. Students take part in inter-collegiate, district and state level competitions for different events. The college has a play ground of its own where the students can practice ball badminton, volleyball and kho-kho.

Infra-structural facilities for other extra-curricular activities

- ✓ The auditorium which is unique of its kind with a stage for cultural activities with a seating capacity of 300
- ✓ Separate room to store NSS equipments
- ✓ A meeting hall with LCD projector to conduct association activities.
- ✓ Yoga is given as add-on course and it is conducted in the meeting hall.
- ✓ Sports room

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and optimally utilized, give specific examples of the facilities developed/augmented and the amount spent during the last six years (enclose the master plan physical infra structure and the further planned expansion if any)

The infrastructure facilities are effectively utilized to conduct academic classes, examinations, association meetings, club activities, extension activities, sports activities and add-on course.

The infrastructure is used for training programmes for self help groups organized by district collectorate, Thoothukudi. Classrooms and other facilities are also used for conducting state government examinations such as TNPSC. During weekends the T.I.M.E institute conducts their coaching classes in the campus. Awareness programmes are arranged for local residents in our campus.

Infra-Structure facility added since 2009

S.No	Infrastructure facility added	Amount Spent
1	Construction of new buildings, toilets, renovation of stage	25,38,843
2	Equipments (Laboratory)	1,37,663
3	Library Books and Journals	1,01,333
4	Library automation & Office automation	50,000
5	ICT facilities Computers LCD Projector DVD Player	5,02,692 70,000 5,600
6	Generator	3,70,618
7	Public Address system	50,000
8	Furniture	5,69,939
9	Fire extinguishers	10,896
10	Software for on- line evaluation	15,000

4.1.4. How does the institution ensure the infrastructure facilities meet the requirements of students with physical disabilities?

There are no students with physical disabilities at present. Yet, the institution is committed to provide arrangements for differently abled students. Classes for differently abled students are mostly arranged in the ground floor. The institution ensures that the infrastructure facilities meet the requirements of students with physical disability by providing a comfortable and easy access to classrooms, restrooms and library.

4.1.5. Give details on the residential facility and various provisions available within them:

Residential facility is available in the campus to accommodate 100 students. This ensures that rural and less advantaged students have proximity to higher education.

- ✓ Provisions available in the hostel:
- ✓ All the rooms are furnished with electrical fans, light and cots.
- ✓ RO facility for clean drinking water
- ✓ 24 hours Power supply with the help of an inverter is also installed.
- ✓ Sufficient toilets and bathrooms.
- ✓ Security is ensured by vigilant watchman and dogs.
- ✓ CCTV cameras are installed.
- ✓ Well maintained dining hall.
- ✓ Telephone facility is available to hostel students.

Details of the capacity of the hostels and their occupancy are exhibited below

- ✓ No. of rooms available : 25
- ✓ Occupancy : 78 students

Recreational Facilities

- ✓ Reading rooms with English and Tamil newspapers exclusively for the hostel.
- ✓ Television with DVD player and cable connection in the hostel.

- ✓ Indoor and outdoor game facilities such as chess, carom, badminton and volleyball are available.
- ✓ Computers with printers and internet facility.

4.1.6. What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

- ✓ The institution approaches the nearby multi specialty AVM hospital for medical assistance to students. In cases of emergency, Dr. Vaseekaran is consulted.
- ✓ Health awareness programme are conducted periodically by the NSS, RRC and YRC for the benefit of the staff and students.
- ✓ A first aid box is also available in the campus to meet the immediate needs of the students.
- ✓ Staff members are provided with ESI Health Insurance Scheme offered by Tamil Nadu Government.
- ✓ Toilets are maintained with good sanitation and supportive staff sees to its maintenance.
- ✓ The campus is always kept cleaned.
- ✓ All garbage and waste are removed every day.
- ✓ There is an efficient drainage system that removes waste water.

4.1.7. Give details of the common facilities available in the campus- spaces for special units like IQAC, grievance Redressal unit, women's cell, counseling and career guidance, placement unit, Health centre, canteen, recreational spaces for staff and students, safe drinking water facility, auditorium etc,

- ✓ A separate room is allotted for IQAC
- ✓ The institute has a canteen which serves healthy and hygienic food at reasonable price.
- ✓ A two-wheeler parking area is available for staff and students
- ✓ Separate rest rooms for staff and students with good sanitation are provided.
- ✓ The college has volleyball, ball badminton and kho- kho courts.

- ✓ Drinking water facility is available in the campus.
- ✓ The college has a meeting hall with 200 seating capacity and a multi-purpose auditorium with a seating capacity of 300.

4.2. Library Resources

4.2.1. Does the library have an advisory committee? Specify the composition of the committee what significant initiatives have been implemented by the committee to render the library student/user friendly.

Yes. The Library Advisory Committee is constituted with Principal as the president, the librarian as the secretary and 1 teaching staff and 2 students. The meeting of the Advisory Committee is convened at the commencement of the academic session to finalize the budgetary allocations, suggest improvements in the library services and optimum utilization of its resources.

4.2.2 Provide details of the following

Total area of the library (in sq.mt) :137.33sq.m

Total seating capacity :50

Working hours

✓ On working days : 8.30 am-4 pm

✓ On holidays (Saturdays) : 9 am – 12 pm

4.2.3. How does the library procure and use the current titles, print and e-journals and other reading materials. Specify the amount spent on procuring new book journals and e-resource during the last six years.

- The library resources are updated on the changing syllabus
- The faculty suggests additions depending on new needs and trends
- The library advisory committee makes recommendations
- The brochures sent by publishers are sent to the faculty members who make recommendations

Details of Amount spent on library holdings

Year	Total Amount Spent (Rs)
2009-2010	20,219
2010-2011	11,997

2011-2012	11,405
2012-2013	9,622
2013-2014	22,843
2014-2015	25,247

4.2.4. Provide details on the ICT and other tools deployed to provide maximum access to the library collection

Particulars	Availability
Online Public Access Catalog (OPAC)	No
E-Resource Management package for e-journals	No
Library Website	No
In-house/ remote access to e-publications	No
Library automation	Partially Automated
Total no. of computers for public access	One computer for library and three computers for student access
Total number of printers for public access	No
Internet band width/ speed	Broadband with 100 mbps
Institutional Repository	No
Content management system for e-learning	No
Participation in Resource sharing networks/ consortia	No
INFLIBNET facility	Yes. Subscribed and renewed regularly

4.2.5 Provide details on the following items:

Particulars	Availability
Average number of walk-ins	30 per day
Average number of books issued/ returned	10 per day
Ratio of library books to students enrolled	1:6
Average number of books added during last six years	650
Average number of login to OPAC	No
Average number of login to e- resources	No
Average number of e-resources downloaded/printed	No
No. of information literacy trainings organized	No
Details of “weeding out” of books and other materials	After stock verification, newspapers and very old books are removed in consultation with the principal and the faculty.

4.2.6. Give details of specialized services provided by the library.

Particulars	Availability
Manuscripts	No
Reference	Students can refer the materials available in the Reference Section during the working hours
Reprography	Facility available in the office room
ILL (Inter Library Loan Service)	Nil
Information deployment and	Information about the new arrivals

notification (Information Deployment and Notification)	are displayed separately in the library. Public notices are displayed on the main notice board regularly.
Download	Internet facility is available
Printing	Printer is available
Reading list/ Bibliography compilation	No
In-house/remote access to e-resources	No
User Orientation and awareness	First year students are given orientation on the optimum use of the library
Assistance in searching Databases	No
INFLIBNET facility	Yes. Subscribed and renewed regularly

4.2.7. Enumerate the support provided by the staff to the students and teachers of the College.

Books are issued to teachers as and when needed without any restriction. Students are issued library tokens one for UGs and two for PG students. A student can take a maximum of two books and should return them within 10 days or can renew the books once in 7 days.

The institution has instituted **Best Library User Award** to motivate the students to use the library resources. The LISA Club educates the students on the proper and effective utilization of library. Library Day is celebrated to promote reading habit among staff and students.

4.2.8. What are the special facilities offered by the library to the visually/physically challenged persons? Give details

For the physically challenged person the books are issued through her authorized representative. Librarian takes care of those students in all aspects for their comfort in the library and gives them priority in issuing the books. Preference in front chairs are allowed.

4.2.9. Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services? (what strategies are deployed by the library to collect feedback from users? How is the feedback analyzed and used for further improvement in the library services?)

Yes. The feedback on library services is collected annually from the students and staff through questionnaire. It is analysed by the Library Advisory Committee and the valid and useful suggestions are implemented.

4.3. IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

- Number of computers with configuration (provide actual number with each configuration of each available system.

Computer-student ratio :1:16

- ✓ Stand alone facility :YES
- ✓ LAN facility :Yes
- ✓ Wi-Fi facility :Under process.
- ✓ Licensed software : YES
- ✓ Number of nodes /computers with Internet facility : 20

Details of Computer Facility

S.No	Department	Quantity
1	Computer Science (Lab and Department)	17+1=18
2	Commerce with Computer Application (Lab and Department)	19+1=20
3	English	1

4	Food Science and Nutrition	1
5	Library	2
6	Office	3
7	Principal room	1
8	Language Lab	1
9	System for LCD in hall	1

Software:

- ✓ Software available in Computer Science Lab
Windows XP, Adobe Page Maker7.0, Photoshop 7, Visual Basic 6.0, Tally 9, Oracle, Flash, Turbo C++, Outlook express, Corel Draw 11, Java, Adobe Reader 8.0, Image Ready 7.0, Turbo C, Microsoft Office
- ✓ Software available in Commerce with Computer Application Lab
Windows 7, Tally 9, Photoshop cs2, Macromedia Flash 8.0, Page Maker 7, Corel Draw, Adobe Reader XI, Microsoft office, Adobe Image Reader, Adobe Bridge, Firefox, Turbo C++.
- ✓ Software implemented for Office Automation
- ✓ Software implemented for Library Automation

Hardware:

1	System-1	Processor: Intel Dual Core 2.00 GHz Monitor : 19" Samsung Color LCD HDD : 160GB RAM : 1GB	LG DVD R/W	B. Sc. Computer Science Lab
2	System-2	Processor: Intel Dual Core 3.00 GHz Monitor : 19" Samsung Color LCD HDD : 500GB RAM : 2GB	TVS MSP250 Champion Printer	B. Sc. Computer Science Lab
3	System-3	Processor: Intel Dual Core 3.20 GHz Monitor : 19" Samsung Color LCD HDD : 500GB RAM : 2GB	-	B. Sc. Computer Science Lab
4	System-4	Processor: Pentium Dual Core 2.70 GHz Monitor : 19" Mercury Color LCD HDD : 250GB RAM : 1GB	-	B. Sc. Computer Science Lab
5	System-5	Processor: Intel Dual Core 1.60 GHz Monitor : 19" Mercury Color LCD HDD : 80GB RAM : 1GB	-	B. Sc. Computer Science Lab
6	System-6	Processor: Intel Dual Core 1.60 GHz Monitor : 19" Mercury Color LCD HDD : 80GB RAM : 1GB	-	B. Sc. Computer Science Lab
7	System-7	Processor: Intel Dual Core 3.20 GHz Monitor : 19" Mercury Color LCD HDD : 80GB RAM : 1GB	-	B. Sc. Computer Science Lab
8	System-8	Processor: Intel Celeron 2.80 GHz		B. Sc.

		Monitor : 15" Samsung Color CRT HDD : 40GB, FDD RAM : 1GB	-	Computer Science Lab
9	System-9	Processor: Intel Dual Core 1.60 GHz Monitor : 15" Samsung Color CRT HDD : 160GB RAM : 1GB	-	B. Sc. Computer Science Lab
10	System-10	Processor: Intel Celeron 2.80 GHz Monitor : 15" Color CRT HDD : 80GB , FDD RAM : 1GB	-	B. Sc. Computer Science Lab
11	System-11	Processor: Intel Celeron 2.80 GHz Monitor : 15" LG HDD : 80GB , FDD RAM : 1GB	-	B. Sc. Computer Science Lab
12	System-12	Processor: Intel Celeron 2.66 GHz Monitor : 15" View Sonic HDD : 250GB RAM : 512MB	-	B. Sc. Computer Science Lab
13	System-13	Processor: Intel Atom 1.60 GHz Monitor : 14" Smatron Color CRT HDD : 160GB RAM : 1GB	-	B. Sc. Computer Science Lab
14	System-14	Processor: Intel Atom 1.60 GHz Monitor : 15" Samsung Color CRT HDD : 160GB RAM : 1GB	-	B. Sc. Computer Science Lab
15	System-15	Processor: Intel Atom 1.60 GHz Monitor : 15" Samsung Color CRT HDD : 160GB RAM : 1GB	-	B. Sc. Computer Science Lab

16	System-16	Processor: Intel Celeron 2.66 GHz Monitor : 15" Samsung HDD : 80GB Seagate RAM : 512 MB	-	B. Sc. Computer Science Lab
17	System-17	Processor: Intel Atom 1.60 GHz Monitor : 15" Samsung Color CRT HDD : 120GB Seagate RAM : 1GB	-	B. Sc. Computer Science Lab
18	System-18	Processor: Pentium IV 3 GHz(G) Monitor : 19" LCD Lenora HDD : 500GB RAM : 2GB	DVD Drive	B. Sc. Computer Science Lab
19	System-19	Processor: Pentium IV 3 GHz(G) Monitor : 19" LCD Lenora HDD : 500GB RAM : 2GB	DVD Drive	B. Sc. Computer Science Lab
20.	System-1	Processor: Intel Dual Core 2.8 GHz Monitor : 18.5" Samsung Color LED HDD : 500GB Seagate RAM : 2GB DDR3	-	B. Com Lab
21.	System-2	Processor: Intel Dual Core 2.8 GHz Monitor : 18.5" Samsung Color LED HDD : 500GB Seagate RAM : 2GB DDR3	-	B. Com Lab
22.	System-3	Processor: Intel Dual Core 2.8 GHz Monitor : 18.5" Samsung Color LED HDD : 500GB Seagate RAM : 2GB DDR3	-	B. Com Lab
23.	System-4	Processor: Intel Dual Core 2.8 GHz Monitor : 18.5" Samsung Color LED HDD : 500GB Seagate	-	B. Com Lab

		RAM : 2GB DDR3		
24.	System-5	Processor: Intel Pentium 2.5 GHz Monitor : 17"Zebronic Color LCD HDD : 160GB RAM : 1GB DDR2	TVS-250 Champion 80 col. Dot matrix printer	B. Com Lab
25.	System-6	Processor: Intel Pentium 2.5 GHz Monitor : 17"Zebronic Color LCD HDD : 160GB RAM : 1GB DDR2	Canon LBP2900B Laser jet printer	B. Com Lab
26.	System-7	Processor: Intel Pentium 2.5 GHz Monitor : 17"Zebronic Color LCD HDD : 160GB RAM : 1GB DDR2	-	B. Com Lab
27.	System-8	Processor: Intel Pentium 2.5 GHz Monitor : 17"Zebronic Color LCD HDD : 160GB RAM : 1GB DDR2	-	B. Com Lab
28.	System-9	Processor: Intel Pentium 2.5 GHz Monitor : 17"Zebronic Color LCD HDD : 160GB RAM : 1GB DDR2	-	B. Com Lab
29.	System-10	Processor: PentiumD 1.60 GHz Monitor : 15" View Sonic Color CRT HDD : 80GB Seagate RAM : 1 GB DDR2	-	B. Com Lab
30.	System-11	Processor: Intel Pentium 2.50 GHz Monitor : 17" Zebronic Color LCD HDD : 160 GB RAM : 1 GB DDR2	-	B. Com Lab
31.	System-12	Processor: Intel Pentium IV		B. Com

		Monitor : 14"Samtron Color CRT HDD : 80GB Seagate RAM : 1GB DDR2	-	Lab
32.	System-13	Processor: Intel Celeron 2 GHz Monitor : 15"Samsung Color CRT HDD : 80GB Seagate RAM : 1 GB	-	B. Com Lab
33.	System-14	Processor: Intel Dual 2.50 GHz Monitor : 19"Acer HDD : 160GB RAM : 1GB IP : 192.168.1.56	-	B. Com Lab
34.	System-15	Processor: Intel Pentium IV Monitor : 14"Samtron Color CRT HDD : 80GB Seagate RAM : 1GB DDR2	-	B. Com Lab
35.	System-16	Processor: Intel Pentium IV Monitor : 14"Samtron Color CRT HDD : 80GB Seagate RAM : 1GB DDR2	-	B. Com Lab
36.	System-17	Processor: Intel Pentium IV Monitor : 14"Samtron Color CRT HDD : 80GB Seagate RAM : 1GB DDR2	-	B. Com Lab

Printer / Scanner / Fax /UPS

S.No	Department	Hardware	Quantity
1	Computer Science	HP Inkjet printer	1
2	Commerce with Computer Application	HP Inkjet printer	1

3	English	HP Inkjet printer	1
4	Food Science and Nutrition	HP Inkjet printer	1
5	Office	Canon Laser Printer cum Scanner, HP Inkjet printer, Dot Matrix (132)	3
6	Browsing Lab	Canon Laser Printer TVS Dot Matrix	1 1
7	Library	Printer cum Photocopier	1
8	Principal room	Canon Laser Printer	1

Teaching Aids (Hardware)

- ✓ LCD Projector
- ✓ Overhead Projector
- ✓ Photocopier

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

There are 46 computers in the laboratories, internet browsing centre, departments, library and office connected with LAN. The Principal's office, Administrative Office, Browsing lab, Departments and library have been provided with internet facility.

Internet access is provided free of cost to staff and students in the internet browsing centre. All the systems in the browsing centre are connected with a band rate of 100 mbps BSNL broad band line.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The management plans and upgrades its IT infrastructure and associated facilities every year to meet the technical requirement in proportion to the student strength. The computer systems are updated and upgraded on request of the heads of computer laboratories whenever the need arises. This year the management installed a new LCD projector in the meeting hall and in one class room to support the ICT enabled teaching – learning. The printers in the departments are periodically maintained. Admission, Cash management and other office management are automated.

Library automation with bar coding completed this year.

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution.

Details on the provision for computers and accessories

Year	Amount spent for Computers (Rs.)
2012-2013	36,450
2013-2014	2,95,242
2014-2015	1,71,000

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

The college has a seminar hall with LCD projector which can accommodate 200 students. Regular seminars/ guest lectures are conducted by the departments in the hall. To bridge the gap between rural students and urban students in the use of computers, add-on courses on fundamentals of computers are conducted. Teachers have been advised to make use of the overhead or LCD

projectors and internet facilities are used by the teachers to make their teaching more effective. The college insists that the faculty members should be innovative to break away from the spoon-feeding system and train students to become independent learners. The faculty members give projects and assignments to encourage self learning and to produce critical thinkers.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

Preparation of teaching materials through e-resources and use of video clippings as teaching aid is one of our best practices. Students access to online resources for their assignments and projects. They also prepare PPT during seminars and viva voce examination.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

No

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last seven years)?

The college ensures optimal utilization of budget allocation for the maintenance and upkeep of the college infrastructure. Based on the needs the maintenance of building, furniture, equipments, computer and other provisions are made every year.

Amount allocated for maintenance and up-gradation

S.No	Allocations	2009-'10	2010-'11	2011-'12	2012-'13	2013-'14	2014-'15
1	Building	-	-	-	-	20,00,000	5,00,000
2	Furniture	20,000	5,000	30,000	15,000	1,00,000	1,50,000
3	Equipments	-	5,000	-	-	-	-
4	Computer	-	-	10,000	30,000	2,00,000	1,75,000

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

- ✓ Maintenance of computer system is done through the Annual Maintenance Contract.
- ✓ Laboratory equipments are maintained in a systematic manner by the supportive lab assistance.
- ✓ Annual maintenance of infrastructure facilities and equipments are done regularly.
- ✓ Fire extinguishers are installed in the campus.
- ✓ Technicians from professional service providers are engaged for major repairs on call basis.
- ✓ The institution has appointed supportive staff to maintain clean campus.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

The instruments and equipments in the laboratory are taken care by the staff in charge and lab assistants. There are two well established computer centers with lab assistants for maintaining computer systems. The hardware related problems and power backups in computer labs are attended by service engineers on call. Copier machines and power backups are maintained by technicians. Sophisticated instruments are maintained by service experts on call. An internal audit is done at the end of every year by faculty members.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

The major steps taken for location, upkeep and maintenance of sensitive equipments are

- ✓ Provision of 25kv generator for uninterrupted power supply.
- ✓ Provision of UPS to ensure constant power supply for computers.
- ✓ Direct water supply is ensured in laboratories of the Department of Food Science and Nutrition
- ✓ Over head tanks
- ✓ Municipal/ corporation water supply line for college and hostel

CRITERION - V

STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', What is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, The institution publish its updated prospectus and handbook annually.

Prospectus : The prospectus is given to the applicants along with the application form. The college prospectus provides information on

1. History of the college
2. Courses offered
3. Annual fee structure
4. College working hours
5. Rules and Regulations

The prospectus can also be viewed in our website (www.hchsc.com)

Handbook: The handbook is also updated annually. All necessary information required by the students is comprehensively given in the handbook. The handbooks are given to the staff and students. The contents of Academic calendar are

- History of college
- Vision, Mission, Goal and Objectives
- College details
- List of Teaching and Non-Teaching Staff
- Programmes and Courses of Study
- Annual fee structure
- Skill Development courses offered by the institution
- Committees of the college
- Endowment Prizes
- Activities of our college and details of the permissible Government holidays

- Rules of Discipline for college and library.

5.1.2 Specify the type, number and amount of institutional scholarships / free ships given to the students during the last six years and whether the financial aid was available and disbursed on time?

Financial assistance is extended to the economically backward and deserving students by the institution in the college and in the hostel. Freeship is allowed to sports students.

Details of Institutional scholarship

S.No.	Year	Number of Students	Amount (Rs.)
1.	2009-10	12	15,600
2.	2010-11	7	11,300
3.	2011-12	9	10000
4.	2012-13	6	45,100
5.	2013-14	7	44,900
6.	2014-15	11	80,150

Details of Hostel Fee Concession

S.No.	Year	Number of students	Amount (Rs.)
1.	2011-12	5	13,900
2.	2012-13	6	6,000
3.	2013-14	8	27,650
4.	2014-15	9	33,000

5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?

The college caters to the academic needs of the students belonging to various categories like SC and minorities. The institution helps the students to avail financial assistance from various funding agencies.

Details of SC scholarship

S. No.	Year	Number of SC students	Number of beneficiaries	Amount (Rs.)	Percentage
1.	2009-10	31	17	1,25,819	55
2.	2010-11	32	17	1,30,044	55
3.	2011-12	60	32	3,10,044	53
4.	2012-13	85	-	3,35,030 (Applied Not Received)	-
5.	2013-14	110	87	1,76,850 (Tution Fees only)	79
6.	2014-15	112	97	6,50,000	84

Details of Minority scholarship

S.No.	Year	Number of minority students	Number of beneficiaries	Amount (Rs.)	Percentage
1.	2009-10	75	9	45,350	12
2.	2010-11	81	20	97,000	25
3.	2011-12	84	25	3,70,400	30
4.	2012-13	120	12	80,100	10
5.	2013-14	131	35	2,18,700	29
6.	2014-15	181	40	2,77,780	22

5.1.4. What are the specific support services / facilities available for students from SC/ST, OBC and economically weaker sections

- **Students from SC/ST , OBC and economical weaker sections**

The institution helps the students belonging to weaker and marginalized sections in obtaining scholarships. Minority students are encouraged and helped to obtain minority scholarship from the central government.

- **Students with physical disability**

Applicants with physical disability are given consideration in admission but no such students are enrolled at present.

- **Students to participate in various competitions at national and international level**

The eligible and talented students are identified to participate in various competitions and given guidance, training and encouragement. Special permission is given to the students to participate in competitions. The students participating in competitions are accompanied by staff. Prize winners are honored at the college assembly and Annual day function. Regular training in volley ball is offered for our students through special coaches.

- **Medical Assistance to students**

A sick room is available for the students. A first aid box is maintained in all the departments. Medical check up is done for the first year students. An eye camp is organized for the students. Blood group identification for students is carried out every year. Yoga classes are conducted regularly. A Professional counselor is appointed to caliber the psychological needs of the needy students.

- **Organizing coaching classes for competitive examination**

Students are encouraged to apply and prepare for competitive examination. The library subscribes magazines related to competitive exams.

- **Skill development courses**

Skill development courses are provided to the students to increase their practical ability. It helps the students to gain the practical exposure. Hands on training is given to the students in order to develop their learning and technical skill. Personality development and soft skills programme are conducted. The use

of Language labs and Spoken English classes conducted by the department of English help the students to improve communicative skills.

- **Support for slow learners**

Slow learners are identified and remedial courses are offered to them. Periodic class tests are given to improve their academic skill. Special learning skill development programmes are organized for the students. Question Banks containing one word, 5 mark, 8 mark questions are given to the students. The progress and performance of the students are informed to the parents.

- **Exposures of students to other institution of higher learning / corporate /business houses etc.**

Experts and specialized people from other organizations are invited for guest lectures, seminars and workshops. Industrial and field visits are arranged to give practical exposure to the students on manufacturing process and entrepreneurial skills. Students are asked to prepare presentations on latest technological development. Students are motivated to participate in academic competitions and seminars conducted by other institutions and universities to gain better exposure. Library visits are also organized to students.

- **Publication of student magazines**

The college brings out an annual magazine. Students are encouraged to write articles in the college magazine. Tamil Department brings out “**Kavithai Pukkal**” magazine during Muthamil Vilazha. Students are motivated to exhibit their Kavithai talent. This helps the students to improve their self esteem by being creative and analytical through their contribution.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

The institution facilitates entrepreneurial skills, among the students through

- ❖ **ADD – ON COURSES**

- Beautician Course
- Dress Designing

- Embroidery
- Food Processing
- Baking
- Creative Art & Craft
- Bharathanatyam
- Jewel Making & painting
- Aari Works
- Printing
- Yoga
- Health and Fitness
- Flash
- Photoshop
- MS-Word
- Tally
- Tally(Advanced)
- Communicative Skills
- Hindi
- ❖ Language lab and Spoken English classes
- ❖ Entrepreneurship workshops are organized along with the university through placement cell
- ❖ Workshops on personality development and communicative skills are organized
- ❖ Regular career Guidance programme to outgoing students.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co- curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

As per the university rules every student must be a member of YRC or NSS.

- Special support is given to the students to learn the topics they missed during the competitions.

- Re-tests are conducted for students who had missed them for genuine reasons.
- Supplementary exams are conducted by the university for students who have single arrear.
- Special semester exams for university blues.
- Prizes are awarded for outstanding performance.
- Outstation expenses of student participants are borne by the College.
- Prizes are awarded for outstanding performance & public felicitations are held for outstanding performers.
- Classes and re-tests are arranged.
- Students' achievements find a place in the college magazine

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIRNET, UGC-NET, SLET, ATE/CAT/GRE/TOFEL/GMAT/Central/State services, Defense, Civil Services, etc

- ❖ Workshops are conducted on career guidance and training programmes.
- ❖ Spoken English classes are arranged for developing the communicative skills.
- ❖ Reference books and journals are available in the general library to help students for competitive examination.
- ❖ Internet facility is available in the browsing centre and library.

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

- **Mentoring**

Mentor-Ward system is maintained to take care of the students. Each staff is entrusted with 20 to 25 students who personally interact with the students individually. The mentor maintains personal and academic information about their ward. This mentor-ward system helps the staff to have a better understanding about the students.

- **Psychological Counseling**

Guidance is given to the students during the orientation programme to become familiar with the institution's policies and practices. Each staff is given 20 students from various departments. Every Thursday one hour is allocated where the staff gives value education which helps to mould the students. A senior retired staff Mrs.Saroja Jone of our college has been appointed to give counseling for the students.

- **Career Counseling**

Career Counseling services are given by Career Guidance Cell. It provides guidance on academic, personal, career and psychosocial aspects.

- **Diet Counseling**

Diet counseling is given to the local community is to and to our students by Department of FSN at free of cost

5.1.9. Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes)

Yes

The placement cell organizes various activities to enhance the employability skills of the students. The cell coordinates programmes on entrepreneurship. The students are given sessions on communication skill, interview techniques, personality attributes and numerical skills. The placement cell also encourages and sends the final year students for off-campus placement opportunities. The cell helps to improve the personality of the student so that they can meet the global challenges. Placement officer provides information to the students on campus interviews, job fairs and placement drives organized in other colleges.

Date	Title of the program	Name of the Resource Person/ Company	No. of students attended	No. of students selected
17.08.2009	Career Counselling	The Institute of Company Secretaries, Chennai	95	-
16.02.2010	Job Opportunities in the field of Computers	Mr. Ezhilan St. Aloysius Girls Hr. Sec. School, Thoothukudi	21	-
06.03.2010	Entrepreneur Opportunities in the field of Nutrition and Dietetics	Mr. P. Gopala Krishnan Food Technologist, Madurai	25	-
23.02.2011	Career Guidance Programme	Mrs. Magdalene Virgini Dept. of Home Science Fatima College, Madurai	2	-
26.02.2011	Campus Recruitment Drive	Manonmaniam Sundaranar University in association with TCS, Chennai	-	2
13.03.2011	Job Fair	Sourashtra College, Madurai	-	2

15.03.2011	One Day Career Guidance Programme	Manonmaniam Sundaranar University, Tirunelveli Resource persons : Mr. Nellai Kavinesan, Mr. Yuvaraj, Mr. L. Justin Sagayaraj	100	-
23.08.2011	A Jewel Designing Course	Department of Fashion Designing	10	-
25.08.2011	Career Guidance Course on Chartered Accountant	Mr. Pon Pandi Inbarasu Chairman , CA Institute Thoothukudi	100	-
	Training Programme for Data entry	R. K. Academy Thoothukudi	15	-
29.02.2012	Campus Interview	AMC Cookware(India)Pvt. Ltd. Coimbatore	-	4 (Dept. of Food Science and Nutrition)
Aug, 2012 to Mar, 2013	Bank Exam Coaching Class	Suresh Academy	22	-
19.12.2012	Crash Training Programme on scientific study methods	Mr. Amal Doss Max Academy Bangalore	All	-

25.01.2013	Job Fair	Yazaki Wiring Technologies India (Pvt) Ltd, Chennai.	-	5
09.03.2013	Career Guidance Programme	Resource Person : Mr. Dhamodharan Principal, V.O.C. (B.Ed.)College Thoothukudi	All	-
13.03.2013	Interview Techniques	Resource Person : Mr. Nambi Institute of Management, Guruvayoor	Final year students	-
25.03.2013	One day workshop on “Entrepreneurial Opportunities”	Entrepreneurship cum Skill Development centre(ESDC), Manonamian Sundaranar University, Tirunelveli Resource persons : Mr. Nambikaimanian Mr. Reynal Motha, TIIC	Final year students	-
28.06.2013	Campus Drive	TVS Training & Services at V.O.C. College, Thoothukudi	-	5

18.12.2013 – 21.12.2013	Workshop on “Entrepreneurship Development Programme”	MSME Development Institute Tuticorin Branch Govt. of India	25	-
07.12.2013	One day workshop on “Entrepreneurial Opportunities”	Entrepreneurship cum Skill Development centre(ESDC), Manonamiam Sundaranar University, Tirunelveli	50	-
13.12.2013	Session on “Interview Skills”	Indian School of Science and Management, Chennai	-	8
19.12.2013	Job Fair	TCS-BPS in association with Dept. of Youth Welfare, M.S. University	-	5
Dec 2013 – Jan 2014	Free Skill Development Training Programme on “Web Designing”	Thoothukudi City Municipal Corporation at CSC Computer Education (P) Ltd., Thoothukudi	46	-
	Session on “Interview skills and Group Discussion”	Ms. Karolin Assistant Professor Department of Food & Nutrition	Final year students	-

11.07.2014	Job Fair	TVS Training & Services & Hinduja Global Solutions at M.S. University campus	-	5
30.03.2015	Soft Skill Training Class	Vaelai Training and Research Institute, Tirunelveli Resource person : Mr. Senthil Saravana Durai	Final year students	-

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Yes

There is a Grievance Redressal Cell in the institution which takes care of the students' grievances. The cell consists of the principal as the chairperson, vice principal as secretary and all the HODs as members. The grievances of the students are taken care of by this committee and necessary steps are taken. A suggestion box is placed in the college campus so that the students can inform their grievances without any fear or hesitation.

YEAR	GRIEVANCE	REDRESSED
2009-2010	Drinking water Facility in each floor	Provided
2010-2011	Amplifier and Mike	Provided
2011-2012	Language lab	Established
2012-2013	Additional computers in browsing centre	Provided
2013-2014	Additional class rooms	Constructed
2014-2015	Additional toilets	Constructed
	25xVA Generator	Installed

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment

The college has a Women's Cell. This cell organizes programmes on women rights and health issues. This cell organizes awareness programmes on rights and privileges of women and protection against sexual harassment.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these

Yes

The college has an anti-ragging committee as per the university norms. The committee is headed by principal as chairperson, vice principal as secretary and all the HODs as members. The college provides a friendly atmosphere where the senior students greet the freshers with care and affection. No occurrence of ragging is reported till now.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

❖ **Academic**

- Slow learners are identified and the remedial coaching is provided.
- Assignments are given to enhance the student's knowledge.
- Question banks are prepared for each subject and given to the students.
- Book bank facility is provided at the department.
- Slow learners are provided with simplified study materials.

❖ **Endowment Awards**

- Prizes are given to students who score above 90 percent in the university examination.
- Endowment prizes are awarded to the toppers at the College Day function.
- Special prizes are given to the best NSS volunteers, YRC volunteers and toppers in value education.
- Prizes are awarded to the toppers of each class.

❖ **Orientation**

- Special sessions are organized on study techniques, self motivation and self confidence. .
- Spiritual formation and counseling are provided to the students.

❖ **Career Counseling**

- Organizing seminars and workshops on personality development, interview techniques, job opportunities, etc.,
- Motivating and making the students take part in the campus interview and job fairs.

❖ **Sports**

- Freeships are provided to sports students.

❖ **Hostel**

Residential facility is available in the campus to accommodate 100 students. This ensures that rural and less advantaged students have proximity to higher education.

- Provisions available in the hostel:
- All the rooms are furnished with electrical fans, light and cots.
- RO facility for clean drinking water is available in the hostel
- 24 hours Power supply with the help of an inverter is also installed.
- Sufficient toilets and bathrooms.
- Security is ensured by vigilant watchman and dogs.
- CCTV cameras are installed.
- Well maintained dinning hall.
- Telephone facility is available to hostel students.
- Details of the capacity of the hostels and their occupancy are exhibited below
- No. of rooms available : 25
- Occupancy : 78 students
- Recreational Facilities

- Reading rooms with English and Tamil newspapers exclusively for the hostel.
- Television with DVD player and cable connection in the hostel.
- Indoor and outdoor game facilities such as chess, carom, badminton and volleyball are available.
- Computers with printers and internet facility.

5.1.14 Does the institution have any registered Alumni Association? If

‘yes’, what are its activities and major contributions for institutional, academic and infrastructure development?

Yes. The college has an alumni association. The website of Alumini association is

1. www.facebook.com/pages/Holy_Cross_Home_Science_College_Alumini_Association/
2. <https://plus.google.com/100362416044544357955/about>.

The mail_ID of the association is hchsc.alumini@gmail.com. Alumni meetings are conducted on the second Saturday of August every year wherein the alumni share their experiences they had in this campus and how it is helpful in their present life. In the meeting, the various activities are discussed and suggestions by the alumni are given for the improvement of the college. Some of the alumni of the college are faculty members. Usually, the financial contribution for alumni association was collected from the outgoing students. It was also raised with the assistance of the alumnae’s during the alumni meetings.

5.2. Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last six batches) high light the trends observed.

Details of student's progression

Student progression	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
UG-PG	40	31	27	18	26	13
PG-M.Phil	1	-	1	-	1	-
B.Ed.	1	1	-	2	19	1
PG-Ph.D	-	1	-	-	-	-
EMPLOYED						
On Campus Selection	-	1	-	2	1	-
Off Campus Selection	3	28	33	34	18	1

The inbuilt of the society & financial background made the students lack in their higher studies.

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last six years (cohort wise / batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

S.No.	Year	Rank Holders	Distinction	First Class	Second Class	Third Class	Pass Percentage
1.	2009-10	3	10	26	-	-	99
2.	2010-11	3	23	39	-	-	98
3.	2011-12	4	15	30	6	1	99
4.	2012-13	4	9	39	8	-	87
5.	2013-	4	12	50	19	13	88

	14						
6.	2014- 15	2	8	32	16	9	78

The pass percentage shows a fluctuating trend and we are happy that the students have secured, I Class, II Class & distinction. They Bring laurels to the institution by securing university rank.

5.2.3 How does the institution facilitate student progression to higher level of education and / or towards employment

- ❖ The staff members motivate and encourage the students to go for higher studies. The staff also provide information on the various master degree programmes available and where they are offered.
- ❖ The college has introduced PG course in Commerce (M.Com.).
- ❖ The college is awaiting for approval of introduction of M.A. English Literature from the academic year 2016-2017.
- ❖ Personality development programmes are also made available to maximize the potential of the students and ensure progression to higher level of education or employment.
- ❖ Special guest lectures on interview techniques, job opportunities, personality development are organized by the Placement Cell.
- ❖ Entrepreneurship workshops are organized by the placement cell in collaboration with the university.
- ❖ Students are motivated to participate in for job fairs and off campus interviews
- ❖ Courses on communicative skills are provided.
- ❖ Skill based courses are given to all the students (Add-On Course)
- ❖ Industrial visits & Field visits also create employment opportunities.
- ❖ Collaboration with hospital helps to gain employment opportunities.

5.2.4 Enumerate the special support provided to students who are at risk of failure and dropout

- ❖ Slow learners are identified and remedial coaching is given to minimize failures.
- ❖ Special counseling is given to the slow learners after their problems are identified.
- ❖ Question Bank is given to the slow learners to help them get through the exams.
- ❖ Financial support is given by the management to the students who are economically backward which helps to reduce drop outs.
- ❖ Counseling based on the need is given to the students who are at the risk of dropping out.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

- ❖ Our college has a strong volley ball team.
- ❖ We have a few athletes
- ❖ A coach has been appointed to train the players and athletes of our college.
- ❖ The team is encouraged to participate in various tournaments at university, district and state levels.
- ❖ Sports Day is organized once in three years.
- ❖ Ms. Abrami of II BA, Participated in the 10 day prepared training program for Republic day celebration conducted from 1st to 10th October 2012 at NSS Bhavan, Bangalore.
- ❖ Ms. A. Jeni Pavitha II B.A. has successfully completed the National Integration Camp, organized by NSS Karnataka University, Dharwad from 14th to 20th February 2015.

Details of student participation in various sports events

Year	Team/Name of the student	Level of Participation	Place/Position
2011-12	Volley Ball	State Level	II
	Volley Ball	Regional	III
	Ball Badminton	Intercollegiate	Participated
	Volley Ball	Intercollegiate	Participated
	Kho-Kho	Intercollegiate	Participated
	Discus	Intercollegiate	Participated
	Short-Put	Intercollegiate	Participated
	Triple Jump	Intercollegiate	Participated
	Javeline	Intercollegiate	Participated
	Long Jump	Intercollegiate	Participated
	High Jump	Intercollegiate	Participated
	Badminton	Intercollegiate	Participated
2012-13	Volley Ball	Intercollegiate	IV
	Kho-Kho	Intercollegiate	Participated
	Badminton	Intercollegiate	Participated
2013-14	Volley Ball	Intercollegiate	Participated
	Two of our students represented M.S. University	Intercollegiate	III
	Volley Ball	All India Level	Participated
	Volley Ball	District Level	Participated
	Kho-Kho	State Level	IV
	Volley Ball	Intercollegiate	Participated

2014-15	Volley Ball	Intercollegiate	III
	Volley Ball	District Level	III
	Volley Ball	District Level	I
	Volley Ball	Intercollegiate	Participated
	Volley Ball	Regional	III
	Running (400 mt)	Intercollegiate	III
	Running (800 mt)	District Level	I
	Discus	Intercollegiate	I
	Volley Ball	Intercollegiate	III

University Blues for Volley Ball Team

Year	Name of the Student	Course of Study
2013-2014	K.Muthumari	III B.Sc. (FSN)
	B.Muthulakshmi	III B.Com (CA)
2014-2015	K.Muthumari	I M.Sc. (FSN)
	B.Muthulakshmi	I M.Com (CA)
	T.Rajathi	I M.Com (CA)

Co-curricular and Extra Curricular

- ❖ Interdepartmental fine-arts competitions are organized every year in the month of August. Prizes are awarded and an overall shield is given to the department which ranks first.
- ❖ Extension activities like blood donation camp, an annual camp, campus cleaning, rally are organized by the NSS
- ❖ Youth Red Cross of our college visits the Home for the Aged, St. Joseph's Leprosy Home and Louisa Centre (Disabled Children) and give gifts, food and celebrate Christmas with them. YRC also organises eye camp for our students. First Aid training is given to YRC students.
- ❖ Students are encouraged and motivated to participate in interdepartmental competitions and the prizes are awarded.

- ❖ Each departmental association conducts competitions within the department. Students enthusiastically participate in the competitions and win prizes.
- ❖ Voluntaries of YRC take charge of “May I Help You” counter in the Thoothukudi Government hospital.

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

S. No	Name of the Student	Competition	Venue	Position
1	Ashifa & Steffy B.com (CA)	Quiz	Pope's College, Sawayarpuram	II
2	Steffy B.com (CA)	Essay Writing	Pope's College, Sawayarpuram	I
3	Senu Sukanya B.com (CA)	Best Manager	Pope's College, Sawayarpuram	I
4	Hilda Yernest B.Sc (FD)	Christmas tree Decoration	ABI TV, Thoothukudi	IV
5	Poornalakshmi B.Sc (CS)	Essay Writing	VOC college Thoothukudi	III
6	Suganya B.Sc (CS)	Collage	VOC college Thoothukudi	III
7	R.Lakshmi Priya B.Sc (CS)	Paper Presentation	APC Mahalakshmi College, Thoothukudi	II
8	Manjula & Durgadevi B.Com (CA)	Ranjoli	Kamaraj College, Thoothukudi	II

9	V. Petchi Priya B.Sc (CS)	Solosong	APC Mahalakshmi College, Thoothukudi	II
10	V. Petchi Priya B.Sc (CS)	Solosong	VOC college Thoothukudi	I
11	R.Arthi B.Sc (CS)	Elocution	YRC	III
12	S. Poornalakshmi B.Sc (CS)	Essay Writing	VOC College, Thoothukudi VEECOSIF	III
13	Uvan Diyasi.D B.Sc (CS)	Stress Interview	National level seminar “PITCOL 13” Pope’s college Sawyarpuram	II
14	Uvan Diyasi.D & R. Madhubala B.Sc (CS)	Paper Presentation	National level seminar “PITCOL 13” Pope’s college Sawyarpuram	II
15	Uvan Diyasi.D & R. Madhubala B.Sc (CS)	Paper Presentation	VOC College Thoothukudi	I
16	Uvan Diyasi.D & Ruby Janet B.Sc (CS)	Paper Presentation	APC Mahalakshmi College Thoothukudi	III

17	V. Petchi Priya B.Sc (CS)	Flash Contest	APC Mahalakshmi College Thoothukudi	III
18	N.Ananthaleela Tharani B.Sc (CS)	Paper Presentation	St.Xavier's College Palayamkottai X' PASO	I
19	C. Indumathy B.Sc (CS)	Debugging	St.Xavier's College Palayamkottai X' PASO	II
20	S. Jeya Revathi R. Abinaya B.Sc (CS)	Paper Presentation	Sadakathullah Appa College, Tirunelveli	I
21	S. Jeya Revathi R. Abinaya B.Sc (CS)	Paper Presentation	St.Mary's College, Thoothukudi	I
22	S. Jeya Revathi R. Abinaya B.Sc (CS)	Paper Presentation	APC Mahalakshmi College Thoothukudi	I
23	S. Jeya Revathi R. Abinaya B.Sc (CS)	Paper Presentation	VOC College Thoothukudi	I
24	Jenita Sweetly (B.A. English)	Elocution	VOC College Thoothukudi	II
25	Agalya Jeni (B.A. English)	Essay Writing	Kaviarasi Tamil Sangam	V
26	S.Masila Mathi Arasi (B.A. English)	Verse Writing	APC FEAST, VOC College Thoothukudi	III
27	R.Aarthi (B.A. English)	Elocution	Indian Red Cross Society	III

28	II B.A English	Group Song	Holy Cross College Nagercoil.	II
29	J.Jeevani	Verse Writing	Saradha College, Thirunelvi.	II
30	I B.A & II B.A	Lierary Parade	Saradha College,Thirunelvi.	II
31	Shobana, Piriya Dharshini	Collage	Saradha College, Thirunelveli.	III
32	II B.A	Mute Show	Saradha College, Thirunelveli	I
33	I&II B.A	Mime	Saradha College, Thirunelveli	III
34	I,II, & III B.A	Skit	Saradha College, Thirunelveli	II
35	II B.A	Fashion Parade	Saradha College, Thirunelveli	I
36	II B.A	Group Singing	Holy Cross College Nagercoil.	II
37	Kanagavelli	Aarathi Decoration	Jaycee Group Of Companies Thoothukudi	I
38	R.Aarathi, S.Masilla Mathi Aarsi	Translator Trouble	Jayee Group Of Companies Thoothukudi	III
39	II B.A	AD MAD	Jaycee Group Of Companies Thoothukudi	III

5.3.3. How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

- ❖ Our college obtains feedback from the students, alumni and parents to improve the quality of the institution.
- ❖ Separate software has been developed for online feedback from the students.
- ❖ A software for on-line feedback has been developed and installed.
- ❖ Feedback from the alumni is obtained at the alumni meet.
- ❖ Parent's feedback is collected at the PTA meeting. The feedback helps in improving the needs and development of college.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications / materials brought out by the students during the previous four academic sessions.

The college encourages the students to develop writing skills by writing articles for the magazine. Students also exhibit their creativity through the magazine.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

Yes

- ❖ The college has a student council with four members.
- ❖ The council comprises of a chairman, vice chairman, secretary and the treasurer.
- ❖ The council members are elected democratically through election.

Selection Procedure

- ❖ Student representatives are chosen by the fellow students.
- ❖ The nominated candidates address the whole body of staff and students.
- ❖ Students cast the vote during election using secret ballot system.
- ❖ The votes are counted and results are announced on the day of voting itself.

Activities of student council

- ❖ The student's council members serve as a bridge between the management, staff and students to promote a healthy environment in the college.
- ❖ Student's quality cell takes care of the quality enhancement inside the campus.
- ❖ They help to resolve students grievances with the grievance cell.
- ❖ The students' council organises functions like fresher's day, teachers day, Christmas day, Pongal celebration and Thanks Giving Day.
- ❖ They monitor the late comers and the discipline of the college.
- ❖ During special functions the council members take care of the reception, hospitality etc.

Funding

A student fund is maintained by the council. The fund is raised by collecting money from the students. This money is spent for students' welfare extracurricular activities and common functions.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

- ❖ Student Council
- ❖ Quality Circle Cell
- ❖ Fine –Arts Committee
- ❖ IQAC
- ❖ Women's Cell
- ❖ Human Rights Cell
- ❖ Library Committee
- ❖ Nature Club
- ❖ Department Associations
- ❖ Discipline Committee

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

- ❖ The institution collaborates with the alumni through the Alumni Association meetings.
- ❖ 'Session with Alumni' is a programme in which distinguished alumni interact with present students and teachers.
- ❖ Alumni visit the campus to create awareness among the students on the opportunities available in the field of specialization
- ❖ Our alumni have been appointed as faculty.
- ❖ Former faculty are invited to the various functions held in the college such as Holy Cross Feast, Christmas Celebration, Seminars and training programme.

CRITERION - VI

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

Vision

Empowered by the self emptying love of God and inspired by our Mother Foundress Claudine Echernier, we the sisters of the cross envision a just and harmonious society where all people live life in its fullness.

Mission

Our dedication is to nurture persons to be well integrated who in turn become agents of societal change. We form persons of character, conscience, compassion, commitment and competence who having enabled to face the challenges of life in the changing scenario are sensitive to the needs of the poor and the marginalized and evolve as dynamic transcendent leaders of tomorrow.

Institution's distinctive characteristics

Our College provides quality and holistic higher education particularly to the rural youth from the underprivileged sections of the society with different socio-cultural backgrounds and transforms them into responsible nation builders of the future.

Students come from rural, poor and marginalized background predominantly from schools with Tamil as the medium of instruction. 40- 50% of the students belong to financially and socially weak sections of the society. Admission to students is given irrespective of caste or creed.

The aim of the college is not only to provide education, but also to mould them into intellectually and emotionally matured young ladies and to spiritually awaken the students with more courage and tenderness.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

Top management

The management plays an active role in designing and in implementing the policies and plans of the institution through the college committee.

The College Committee consists of:

President	-	Dr. Sr. Rosalie Joseph
Mother Superior	-	Rev. Sr. Celine
Secretary and Principal	-	Dr. Sr. Mary Hilda
Staff Representatives	-	Mrs. X. Della.
		Mrs. Geraldine P. Rayen
Management Representative	-	Rev. Sr. M.S.Rubha
Office Superintendent	-	Mrs. A. Stella Raj.
University Representative	-	Dr. Madhavasomasundaram Department of Criminology M.S. University.

The committee meetings are conducted to discuss issues pertaining to the academic year. The committee also involves in

- Appointing qualified and efficient candidates as faculty members
- Introducing new programmes for the institution
- Taking steps to provide necessary infrastructure facilities for quality education

Principal

- The principal is in charge of all the academic activities in the campus.
- She is coordination with the IQAC and the heads of the departments ensures an efficient teaching – learning process.
- She is the link between the management and the other stakeholders for providing adequate facilities for teaching and learning.

- The principal with the help of the feedback and interaction with the stakeholders, takes necessary steps to improve the campus environment.
- The principal with inputs from the staff and with the help of the staff council team the academic and extracurricular and extension activities for every academic year and ensures their execution.
- The principal with the help of the IQAC obtain feedback on the academic activities and plans ways and means for improvement.
- The principal with the help of the teaching and non teaching staff ensures discipline and security in the campus.
- The principal takes care of all contingencies and emergencies and resolves bottlenecks for the smooth functioning of the institution.

Faculty members

- The faculty serve as the medium through which the objectives of the institution and the objectives of the academic programmes are realised.
- The faculty identify slow – learners and plan Bridge courses and remedial classes for them.
- The faculty, based on their classroom experiences, suggest changes in the curriculum to the Boards of Studies.
- The faculty provide opportunities and scope for the students for personal development and social responsibility.
- The faculty through the IQAC and the principal inform the management about augmentation and maintenance of infrastructure facilities.
- The faculty, on the basis of the feedback received from the students, take steps to improve their teaching skills.

6.1.3 What is the involvement of the leadership in ensuring the policy statements and action plans for fulfilment of the stated mission

The management has an integrated and holistic perspective about its higher education policy. Therefore

- It has envisaged an inclusive policy which is reflected in its vision and mission statements.

- It introduces courses that empower women socially and economically.
- It provides the financial support to create adequate infrastructural facilities.
- It does not discriminate any student or staff on the basis of caste or creed.
- It has a democratic policy of administration with scope for accommodating differing opinions.
- It offers financial support for economically weak students to prevent drop outs and encourage upward mobility towards self sustenance.
- It provides a healthy and clean campus atmosphere in which individuals grow to become empowered individuals and responsible citizens.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time

The college evaluates its policies and plans by several means. The evaluated policies are put into practice through the Head of the Institution and the Head of the Departments. The formulated policies are conveyed to the faculty through staff meetings. The IQAC plays a prominent role in this regard. Regular meetings of the IQAC are held and suggestions are given for quality improvement. The Head of the Departments are included in the IQAC and converse on the areas that need improvement.

- The institution has an IQAC that initiates and executes steps for academic excellence.
- An orientation courses is organised every year to familiarise the faculty with the emerging trends and challenges in higher education.
- There is a feedback mechanism to monitor and evaluate the efficiency of the syllabus and the teaching – learning process.
- The IQAC, based on the feedback received from the stakeholders, initiates measures for improving the quality of the teaching-learning process.
- The administration provides scope for the faculty to pursue research and attend seminars and workshops.

6.1.5 Give details of the academic leadership provided to the faculty by the top management

The Top Management provides full freedom to the staff to take decisions relating to academic matters and their opinions are respected and encouraged.

The Principal, the Head of the Departments and the Office superintendant meet periodically to implement the institutional strategic plans for the successful development of the institution. The faculty members take up co-ordinatorship in the clubs and committees and make them function effectively. Faculty participation in planning and implementing the plans are the basic features of our institution.

- The staff are represented in the management committee. (2 members)
- All decisions taken by the management involve the opinion of the faculty, and where necessary the administrative staff also
- The management insists only on merit and qualification in recruiting faculty.
- The policy “Not-for-Profit” and the non-commercial attitude of the management are the merits of the management.

6.1.6 How does the college groom leadership at various levels?

College committee

The college committee is constituted by the following members:

President	-	Dr. Sr. Rosalie Joseph
Mother Superior	-	Rev. Sr. Celine
Secretary and Principal	-	Dr. Sr. Mary Hilda
Staff Representatives	-	Mrs. X. Della.
		Mrs. Geraldine P. Rayen
Management Representative	-	Rev. Sr. M.S.Rubha
Office Superintendent	-	Mrs. A. Stella Raj. A
University Representative	-	Dr. Madhavasomasundaram Department of Criminology M.S. University.

Two senior staff are chosen as members of the college committee and their opinion on various matters are represented by them in the college committee. The daily affairs are managed by the principal and the work of the faculty are designed by the head of the department to make teaching and learning more effective.

Faculty

- The faculty are represented in the management committee.
- The IQAC constituted with the faculty initiates programmes that develop the faculty's potential.
- The staff are involved in all the decision-making bodies and processes.
- Students
- The co curricular and extracurricular activities such as N.S.S and Y.R.C are platforms for developing leadership qualities in students.
- The student council is a body that aims at developing the leadership potential of the students.
- The hostel residents are represented in the hostel committee.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

The administration of our college is highly decentralized. The Principal being the head takes care of all the activities of the college. The time table and allotment of subjects to the staff members is accomplished by the Head of the Departments and they are given full freedom to do so. The teachers have freedom in using the audio-visual equipments that are available in the college. The decentralized administration, prevailing in the college enhances the quality of education.

The HODs interact freely with other Head of the Departments and staff. The staff freely interact with other members of the college. A conducive academic environment and freedom given to the staff facilitates the effective functioning of the College.

The Student Secretaries communicate both the academic and non-academic issues to the students. The grievances are reported to the Head of the Departments.

The Principal along with the office staff carry out the administration work of the institution. The office superintendent who is the Head of the Office allocates duties to the non-teaching staff members.

Rev. Sr. Rubha is the warden for the hostel who mandates the work in a proper manner for the efficient functioning of the hostel. The student representative conveys the grievances of the inmates to the hostel warden.

- The faculty have the autonomy to choose their methods of teaching.
- The IQAC is authorised to monitor and initiate steps to improve quality.
- All infrastructure facilities are available to the faculty.
- The library has the autonomy to suggest and buy books and magazines.
- The faculty or staff in charge of the computer lab and other labs have the autonomy to ensure their respective labs are well equipped and properly maintained.
- The management and the principal do not make any unilateral decision; all programmes on and off the campus are carried out by various bodies that are invested with adequate powers to decide and carried out their proposals.
- The student secretaries serve as the intermediaries between the administration and the students.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

Yes. The college promotes a culture of participative management.

Principal together with two senior staff members are members of the college committee. The Head of the Departments actively participate in taking important decisions on academic matters. Decisions on departmental matters are taken by the Heads of the departments in consultation with the staff members. The IQAC co-ordinator takes decisions in consultation with the IQAC members. Staff

council meetings, general body meetings of faculty members and supportive staff, student council meeting, quality circle meetings, discipline committee meetings are evidences of participative management.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

Yes.

The quality policy is evolved by the college committee keeping in view the emerging needs of the society, the demands of the employment scenario and our concern for the marginalised.

The quality policy is reviewed for its efficacy by the IQAC and in the meetings of the college committee.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

Yes, the institute has a perspective plan for development.

The long term plans for a period of 5/10 years for the institution are framed by the management. The introduction of new courses and new academic programmes are planned by various departments and are presented to the Principal which in turn is forwarded to the management. A review is made every year on the perspective plans so that it could be implemented.

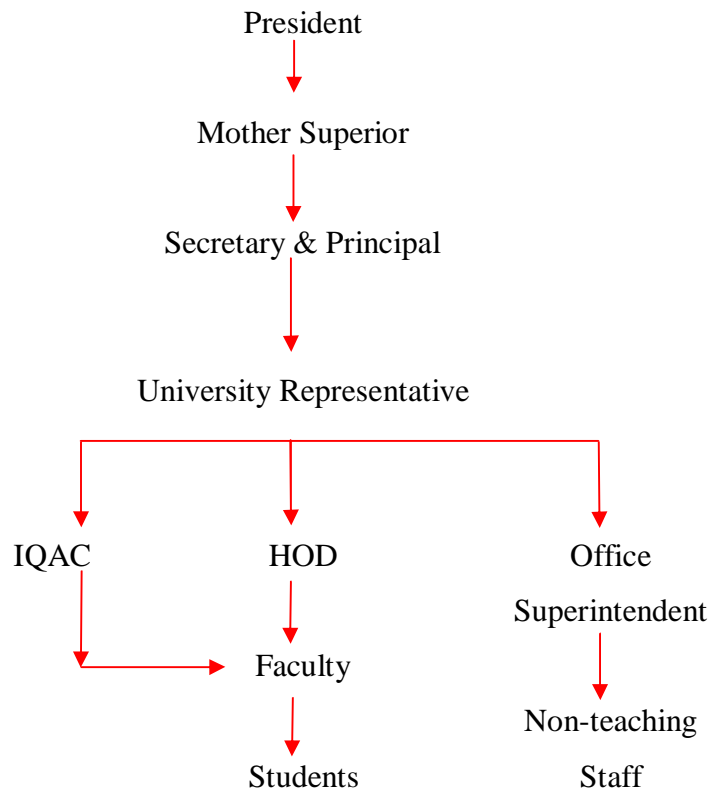
The major aspects included in the perspective plans are

Infrastructural facilities: Classrooms, computer labs, additional washrooms

- Addition to existing books and journals in the general library
- Extension of department libraries
- Full fledged stationary
- A bank extension centre
- Waste water treatment in hostel
- 100% automation of office, library and admission work

6.2.3 Describe the internal organizational structure and decision making processes.

The following flow chart represents the internal organizational structure and decision making processes.



Communication takes place both upward and downward on scholar claim principle and decisions are taken democratically involving all the stakeholders.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

➤ **Teaching & Learning**

A well qualified faculty member is the Principal of the institution. The staff members are recruited purely on merit basis. To promote the research activities of the faculty members, On Duty permission is given to attend and present research papers in conferences and seminars.

Admission is purely on merit basis. The outstanding students in curricular and co-curricular activities are encouraged and awarded. The library has a rich collection of advanced books and journals. Internet facility is available for the

staff and students. There is a plan to improve ICT facilities and enhance the use of ICT in teaching, learning process.

➤ **Research & Development**

The staff members are encouraged to involve in research activities. The institution gives financial assistance to organize seminars, workshops, conferences and guest lectures. Every department takes turn to organize National / Inter National Seminars by mobilizing local resources and proceedings are published. The staff members and the students are also motivated to attend seminars, workshops and conferences at national and international levels to get exposed to the recent trends in their respective fields. Faculty members are encouraged to pursue Ph.D and post doctoral programmes.

➤ **Community engagement**

Every year, the NSS conducts a special camp for a week in a nearby village and organize Medical Camp, Blood Donation Camp, Environment Awareness Programme, etc. In association with the Thoothukudi Government Hospital, our college organizes a blood donation camp at the college premises. The institution also offers community services through Youth Red Cross. Students also visit old age homes and orphanages and offer them help. During the advent season, material help is provided by the members of the Youth Red Cross. A village at Pottalkadu is adopted by the institution and the students give awareness through exposure programmes.

As an extension activity the students and staff of the department of English met the 82 family members of the village and made a survey. In our survey we found that inspite of the government providing the loan only 42 houses have the toilet. The department of B.Com with CA to create awareness on “Toilet usage” to the people of Pottalkadu through LCD insentation. Department of FD create awareness on sanitation and toilet usage to the school students at Pottalkadu through skit and songs. Department of CS again create awareness to full village people through rally, bit notice and poster. After Department of FSN conducted post survey on usage of toilet facility. 57 houses have toilet facilities from then only 32 houses hold utilize the facilities and 11 family got government

loan and built the latrins. Ignorance and negligence are the major problem in the village.

➤ **Human resource management**

The qualified and competent teaching and non-teaching staff are recruited. It constantly motivates the faculty members to do research activities.

➤ **Industry interaction**

The institution encourages the students to go for industrial visits. It permits industries to conduct campus interviews in the college. It also encourages the students to attend the off campus interviews conducted by the industries.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts, etc.) is available for the top management and the stakeholders, to review the activities of the institution

The head of the institution and the stakeholders always interact with each other and gather information with regard to the teaching quality, extracurricular activities and infrastructural facilities. The Head of the institution receives information from various sources including alumni, parents, staff and students. The information gathered from different sources are discussed with the staff at meetings organised by the management. Activities organized by the clubs and committees are regularly reported to the management and a record of it is properly maintained.

The existing activities of the college are analysed and decisions are taken regarding the implementation of new policies.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes

The management always supports and encourages the involvement of the staff in improving the institutional quality. The Principal involves the staff members in various activities and decision making process. The Principal conducts regular meetings with the staff and have free interactive decisions. Any suggestions put forward by the staff during these meetings, regarding

improvement in the teaching-learning process, infrastructure facilities, extracurricular and co-curricular activities are seriously considered by the principal as well as the management in a genuine manner. The staff engage themselves through various committees such as Admission Committee, Women Cell, Career and Counseling Committee, etc. The representatives of each committee are free to give suggestions and opinions during the meetings with the management. These suggestions are taken into consideration before making any decisions.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

❖ **Resolutions made**

- Resolved to introduce the B.A. English Literature satellite course as a self financed programme in the year 2010
- Resolved to commence B.Com Degree Programme and M.Com in the year 2012
- Resolved to commence B.A English Literature in the year 2013-14
- Resolved to construct class rooms for Commerce Department in the year 2013-14
- Resolved to appear for NAAC re-accreditation in the year 2015-16
- Resolved to commence diploma course in Fashion Designing in the year 2015-16

❖ **Status of implementation**

- B.A. English Literature Programme was initiated in the year 2013-14
- Class rooms were constructed for the Department of Commerce in the year 2013-14
- B.Com and M.Com Degree Programme was introduced in the year 2014-15
- NAAC re-accreditation process is initiated in the year 2014-15
- Diploma in Fashion Designing was introduced in the year 2015

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If ‘yes’, what are the efforts made by the institution in obtaining autonomy

No

6.2.9 How does the institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship

The institution has a Grievance Redressal Cell for teaching and non teaching staff and students. Grievances regarding the staff are represented to the Principal through the Staff Secretary. This helps the principal to address the problems of the teachers.

The grievances of the students are redressed in the meetings with the principal, vice- principal, the respective HOD, the staff in charge and the parent if necessary.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these

No

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If ‘yes’, what was the outcome and response of the institution to such an effort

Yes. The institution gathers feedback from the outgoing students every year. Information regarding the evaluation of the teachers and the overall institutional performance is gathered from the students. On the basis of their response, feedback is classified, tabulated and analyzed and as per the outcome necessary measures are taken for further improvement of the institution

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff

❖ **Teaching Staff**

- Motivate the faculty members to pursue Ph.D. and Post Doctoral Programmes.
- Seed money and study leave are given to the research scholars.
- The faculty members are encouraged to attend national and international seminars.
- The principal encourages the faculty members to take up minor and major research projects.
- Faculty members are motivated to present and publish papers.
- The senior staff constantly guide the newly recruited teachers and assist them in their functioning.
- The institution provides necessary infrastructure facilities like, laboratories, library with enormous collection of books, periodicals and journals to enhance the professional development of faculty members in the field of teaching and research.
- Regular orientation and training programmes arranged at the beginning of each semester help in professional development.

❖ **Non-teaching Staff**

The office-superintendent is given the responsibility to train the office staff from periodically.

- Computer training is given to the non-teaching staff and the office is partially computerized.
- Internet facility and Photocopier are available in the office.
- Renewal programmes for supportive staff
- Orientation programmes for supportive staff once a year

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform

Every year at the beginning of the semester an orientation programme is organised by the management to train and refresh the teachers with latest information and developments for the roles and responsibilities assigned by them. The management provides for the faculty in a good ambience in terms of sharing

both administrative and academic responsibilities. The academic freedom given to the whole faculty makes them appreciative of the academic environment. Yearly revision of pay is done for the teaching and management faculty. Similarly, Ph.D holders receive additional two increments. Irrespective of their years of teaching experience, permission is granted for them to pursue their Ph.D. as part-time researchers and they can avail six months leave for this purpose.

The college motivates the faculty to make use of LCD presentations to make the teaching-learning process effective and interesting. The institution motivates the staff to apply for and receive funds for College development through minor and major research projects. Thus, all essential steps are undertaken to ensure faculty empowerment through motivation and training of employees.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

The college follows the self-appraisal method to evaluate the performance of the faculty in teaching, research and extension.

The principal and the HOD concerned monitor the performance of the newly recruited teachers by directly interacting with them, gathering information relating to classroom situations and suggest changes, if necessary. The Principal orients them individually and explains the role expected from them by the institution. The performance of the faculty is also assessed by their willingness to take up the responsibilities assigned to them. The involvement of teachers in social development is a qualitative feature through which performance of the teacher is also assessed.

The punctuality of the faculty in attending meetings and classes, the pattern of availing leave, the extra hours spent in the college relating to academic work and the level of sacrifice are some of the parameters for performance assessment.

The performance of non-teaching staff is evaluated by the degree of co-operation they give at the time of emergency, as the quantum of work varies from

semester to semester. The co-operation extended by the individual in the office is the major criteria for evaluating the individual's performance. The degree of involvement and accuracy in execution is assessed by the Principal. The time taken for disposing a file and regularity of attending the office work are also considered for assessment.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders

- ❖ Personal concerns are communicated to the concerned staff individually by the principal and common points are interacted through staff meetings.
- ❖ Each staff is given freedom to discuss the review of the performance appraisal.
- ❖ The necessary modifications are suggested and action is taken by the faculty members.
- ❖ Regarding the academic results, the institution appreciates the staff for producing good results and in case of poor results the staff members are instructed to give special attention to the slow achievers students by conducting remedial classes and special coaching.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years

The following are the welfare schemes available for the teaching and non-teaching staff

- ❖ Salary is paid on the 1st of every month from college
- ❖ Employees' Provident Fund. The management contributes 13% of the salary as provident fund to the teaching and non-teaching staff
- ❖ Employees' State Insurance Scheme is also offered to staff
- ❖ Percentage of staff who have availed the benefit of such schemes in the last four years: 100%

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty

To attract and retain eminent faculty, the institution has taken some measures like providing ICT enabled teaching resources for better preparation, ensuring roles and responsibilities, encouraging participation in academic oriented activities and recognizing and appreciating their efforts. The management gives fair treatment to all faculty members in terms of sharing responsibilities.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources

- ❖ The institution follows the strategy of restraint as far as the expenditure is concerned.
- ❖ There is a financial planning and budgeting for institutional infrastructure every year.
- ❖ Participation of teaching and non-teaching staff in planning and budgeting
- ❖ All requests for expenditure are analysed and the fund is allotted thereafter
- ❖ Well prepared schedule for fee collection.
- ❖ Audit of financial operations by an external agency is conducted
- ❖ The expenditure is verified at all levels
- ❖ Conducting statutory audits on a yearly basis by an external agency is in place
- ❖ A review at the end of the academic year

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

The college management has appointed a regular internal auditor who audits all the receipts and payments and income and expenditure of the college. In addition to this the management has appointed an approved chartered accountant to audit the yearly accounts of the college and prepares the annual income and expenditure statement along with balance sheet of the college which is duly certified by him. The external and internal audits have been completed till the last financial year 2014-15.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

The major sources of institutional funding are the fees collected from the students and funds given by the management. Deficit, if any, is met by the Management as the college is a self financed institution.

Income and expenditure account from 2011-12 to 2014-15

Income	2011-2012	2012-2013	2013-2014	2014-2015
By college fees	23,94,096	27,13,500	35,45,000	49,90,400
By bank interest	53,535	63,396	1,99,068	85,375
By Other income	53,700	44,600	42,250	79,800
By voluntary contribution	4,50,000	-	-	-
By scholarship received	-	-	-	1,81,850
By Excess of expenditure over income	-	42,317.5	-	-
Total	29,51,331	28,63,813.5	37,86,318	53,37,425

Expenditure	2011-2012	2012-2013	2013-2014	2014-2015
To college expenses	25,19,993.5	28,60,777.50	30,15,207	39,50,996.06
To TDS made	3,975	3,036	2,130	2,116
To scholarship disbursed	-	-	-	5,000
To excess of Income over expenditure	4,27,362.5	-	7,68,981	13,79,312.94
Total	29,51,331	28,63,813.5	37,86,318	53,37,425

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

No such efforts have been made so far by the institution in securing additional funding.

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

- ❖ **Has the institution established an Internal Quality Assurance Cell (IQAC)? If ‘yes’, what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes**

Yes. The institutional policy with regard to quality assurance is to develop the academic, emotional and spiritual intelligence of the staff and students.

The college enhances the quality of teaching and learning. Every individual is appreciated for their innovative teaching and also motivated to furnish an improved performance. All healthy practices are regularly documented in the departments.

After the accreditation, the institution revamped its quality assurance process abiding by the guidelines given by NAAC in 2009.

Thus the IQAC plays a crucial role in the institution especially in matters related to the teaching- learning process. In short, it materializes the goals and objectives of the institution.

At the end of each academic year IQAC gets plans for the next year from departments and clubs and committees. In consultation with the principal modifications are proposed by the IQAC if needed. There is a possibility of making use of innovative and best ideas of one department by all other departments. IQAC insists on the use of ICT and other infrastructural facilities optimally by all the departments. The IQAC sends an AQAR report every year.

❖ How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented

The suggestions recommended to the management are:

- Introduction of new programmes
- Improvement in the infrastructure
- Enhancing ICT facilities including smart classroom
- Library Automation and office automation
- Bench marking to attend seminars and workshops
- Publish research articles
- Minor and major research projects
- Organising seminars
- Student's participation in intercollegiate and university level competitions related to curricular, co-curricular activities and extracurricular activities is encouraged with financial support if needed
- Adding more books/journals in the library
- Need for a professional counselor

All these recommendations were accepted by the management and they were already implemented.

❖ Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

Yes. The IQAC has one external member. The external IQAC member provides valuable suggestions towards the progress and growth of the College.

❖ How do students and alumni contribute to the effective functioning of the IQAC?

Two students are members of IQAC, During Alumni meeting IQAC members have meet the alumnae and discuss issues related to the development of the college. Their suggestions are represented to the management through IQAC. The views and suggestions of the alumni are taken into consideration for the quality sustenance of the college.

Feedback is obtained from the students through the Student Union Council.

Based on the consolidation of the feedback, suggestions are made for further effective remedial measures.

❖ **How does the IQAC communicate and engage staff from different constituents of the institution**

The IQAC engages the staff from different constituents by notifying and by interacting with them directly. Regular meetings are organized by the IQAC with the various constituents of the institution to communicate the quality improvement measures and thereby it ensures the process of quality enhancement of the College. IQAC also organizes programmes for teacher quality improvement.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

The IQAC plans an integrated framework for quality assurance of the academic activities at the beginning year. The principal hold meetings with the heads of the departments and the office superintendent before finalizing the parameters for quality assurance. The optimum use of ICT in library, updated equipment in labs, timely assessment and evaluation, prompt service of office, encouragement for co-curricular and extra-curricular activities are some of the essentials of integrated framework. The IQAC scrutinizes the activities of these elements and contributes to quality assurance. The mechanism of the staff council, student union council, supportive staff meeting, general body meetings of staff also support this process.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If ‘yes’, give details enumerating its impact.

Yes. An orientation programme is organized for the faculty at the beginning of each academic year. All teaching and non-teaching staff are involved in the functioning of various internal quality assurance bodies. They are trained for meticulous functioning to reach the destined goals. Keeping this in mind a two day national seminar was organized by the IQAC on teaching-learning process in the year 2013.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If ‘yes’, how are the outcomes used to improve the institutional activities

Yes. The institution undertakes Academic Audit to assess the activities of all the departments and provides quality assurance. Guidance is offered for potential elevation in academics, co-curricular and extracurricular activities. The students evaluate the teachers on a five point scale and the feedback is consolidated. After a thorough analysis of the feedback by IQAC, strategies are evolved to raise the graph of achievements and widen the horizons. Adequate measures are taken to improve the institutional activities based on the outcomes such as student intake, results, research, infrastructure, scholarships, budget and its allocation etc. The IQAC encourages the staff and students to involve themselves in seminars/workshops and also to present and publish papers. The report on external review is carefully taken care of by the IQAC and informs all the departments and the management. It also proposes the activities to be undertaken by the management, departments, clubs and committees.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities

Internal quality assurance mechanism of the college has been devised in consonance with the instructions prescribed by the university.

Possible efforts are taken by the institution in assuring the quality of all its activities and thus evaluates the effectiveness of implementing the quality measures.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome

The institutional mechanisms for continuously reviewing the teaching learning processes are

The teaching learning process is regularly monitored by the principal and the HODs. The teaching learning process is preceded by the preparation of Work Plan. A systematic Course Plan is to be made by each faculty handling a subject indicating the topic, introduction, presentation, assignments and seminars. The teaching and assessments are carried out as per the Work Plan.

A direct mechanism to review the continuous learning process is the internal assessment system. Apart from internal assessment, weekly tests, assignments, presentations, seminars, viva voce and quiz are organized for the students at regular intervals. These assessments are evaluated by the faculty and the results are informed to the students.

At the end of the course, feedback is collected from the students. The students evaluate the faculty on quality of teaching, assessment and regularity through an online feedback system. The report of this feedback is submitted to the Principal who in turn communicates the same to the faculty. Through this feedback, the faculty realizes the acceptability among the students by their teaching, assessment and regularity.

The Ward- Mentor system is a healthy practice of the institution. Every faculty is allotted twenty students for counselling and mentoring. Through this process, the students' concerns regarding progress and personal issues are resolved by the mentors.

The outcome of continuous review of the teaching learning process are

- Improvement in the quality of teaching process
- Improvement in the quality of learning process

- Professional growth and development of teachers
- Indepth knowledge imparted to students
- Students learn the values of hard work, regularity, punctuality, keeping pleasant environment in the classrooms, etc.
- From local people if possible.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders? Any other relevant information regarding Governance Leadership and Management which the college would like to include.

The quality assurance policies are communicated by the institution to the various internal and external stakeholders through initiation programme, periodic meetings, annual PTA meetings, Annual college day, general body meetings, alumni meet, orientation programmes to teachers and students. The progression of the students is communicated to their parents. An invitation is sent through the students to inform their parents about the PTA meet.

The policies and plans regarding the quality assurance are communicated to the faculty members, especially the newly appointed ones, at the beginning of the academic year in the general body meeting.

The college delegates authority to the Head of the departments and involves them in decision making. The College has a mechanism for internal and external audit. The internal audit is carried out by the management. Academic Audit is instigated by the institution to promote the institutional activities.

To enhance leadership skills in staff and students, the staff advisors and student leaders of clubs, committees and associations are changed every year and they excel in their performance.

To develop leadership skills in students, every semester the class representatives are changed so that many students are able to assume leadership roles. In each class, student leaders are elected for different activities such as Fine Arts, magazine, extension activities, etc.

Thus the institution takes efforts to promote leadership skills in students.

CRITERION – VII

INNOVATION AND BEST PRACTICES

7.1. Environmental consciousness

7.1.1. Does the institute conduct a green Audit of its campus and facilities

Yes. An Eco – Friendly Club is formed in the college campus. The club elected a President and a Vice president from the students. Remaining students of the college are the members of the club. The club undertakes various activities concerning the environment and there is no formal mechanism for Green Audit. The institution takes all possible steps to make the campus eco – friendly.

7.1.2 What are the initiatives taken by the college to make the campus eco – friendly

The campus, which contains a large bio – diversity of eco systems with native flora and fauna is rich with greeneries and thus remains eco friendly. The following steps are taken to maintain a green environment in the campus.

❖ Energy conservation

- The class rooms are airy and naturally bright and hence the students are sensitized to switch off the lights and fans when if it is not necessary.
- The lab assistants maintain the computer lab properly and makes sure that all the computer systems are properly shutdown to avoid wastage of electricity.
- Use of electricity inside the hostel is maintained strictly and monitored by the superintendent in the hostel.

❖ Plastic Free environment

- The Eco – Friendly Club along with the N.S.S unit volunteers take efforts to clean the campus at regular intervals.
- Trees are planted inside and outside the campus with the help of N.S.S volunteers.
- Vermi composing is carried out inside the campus. The waste leaves are used as manure.
- Awareness programmes are conducted by the Eco- Friendly Club to motivate the students to adopt an eco-friendly life.

- Paper plates and paper cups are used in the canteen to maintain the campus plastic free.
- Insist on the reduced use of use and throw items.
 - ❖ **Conservation of natural and other resources**
 - Awareness on the proper use of water.
 - Orientation on disposal of wastes as Reusable, Recyclable and Reducable.
 - ❖ **Others**
 - Proper use of washrooms.
 - Keeping their classrooms clean and tidy.
 - Keeping dust bins in required places.

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

❖ Use of ICT in Teaching-learning

An LCD projector was added to simplify the teaching learning process.

❖ Infrastructural Innovations

Separate staff rooms are provided for the Departments of English and Fashion Designing. Renovations of classrooms were made and rooms were allotted for the IQAC and language lab.

❖ Website

- The current information of the institution is made available at the college website www.hchsc.com
- Alumni website [www.facebook.com/pages /Holy Cross Home Science College-Alumin-Association/](http://www.facebook.com/pages/Holy_Cross_Home_Science_College-Alumin-Association/)
- Alumni website <http://plus.google.com/1003624160443443557955/> about

❖ Feedback Mechanism

On line feedback is obtained from the students as well as the staff at the end of the semester. Feedback is analyzed and the concerned staff is informed so that improvements are made in the teaching learning process.

❖ **Teacher-Student Interaction**

With the implementation of the Mentor concerned Ward System, informal interactions between the students and the teachers are encouraged. Students personally approach the teachers and share their problems and are counselled to overcome their difficulties. Students are benefitted by this system.

❖ **Public Address System**

The prayer session through the public address system creates a pleasant start everyday and announcements made very clear to the inmates.

❖ **Academic Innovations**

The college has conducted many seminars and workshops at the department level to improve the student's academic concerns.

- Use of language lab to improve communication skills.
- Field work by the Department of Food Science and Nutrition.
- Industrial visits by the Departments of Fashion Designing and Apparel Making, B.Com with Computer Application, B.Com and M.Com.
- Laboratory gradation up regularly.
- Career Counseling Programme by the Career and Counseling Cell of the college.
- Entrepreneurship programme conducted for the final year students help in career building in future.
- Special attention is paid to the slow learners.
- Automation of the library is successfully implemented.
- Mentor ward system is carried out to share their personal problems with the concern staff and get counseling for their problems.
- Ethics classes are conducted on every Thursday for the moral and spiritual development of the students.

7.3. Best Practices

7.3.1 Best Practice-1

Title of the practice

Bridge course: “Foundation of new learning”

- ❖ **Goal:** To create self- confidence to students at entry level.
- ❖ **Objectives**
 - To help the students to improve their communicative competency.
 - To bridge the gap between the secondary education and higher education system.
 - To make the freshers feel at ease in a new environment.

Context

A two week bridge course is conducted for all first year UG students to help them to build confidence and to make them participate actively in learner-oriented tasks.

❖ **Rationale**

Students from vernacular medium have to be introduced to an English medium course slowly and steadily. Therefore, students require this as a preliminary step towards a higher level of learning. Keeping in view, the basic needs of the freshers, the course methodology aims to make the learners, progress from simple to complex level of learning.

The syllabus for the bridge course is planned by the staff and a preliminary test is conducted to identify their levels in communicative English and in learning ability. According to the marks scored in the test, the students are divided into groups as slow learners, average learners and fast learners and study materials are provided according to their level of performance.

❖ **Evidence for success**

After the completion of two week bridge course, the students are given a post test to test the knowledge and skill gained. The students are asked to give their feedback at the end of the course. Students gain confidence to cope up with higher education environment.

❖ **Problems Encountered& Solved**

As most of the UG entrants are from rural areas and vernacular medium of institution, they find it difficult to learn all their core papers in English. They also feel uncomfortable in a predominantly English speaking environment. The bridge course to a large extent make them feel confident and at ease.

Best Practice -2

Title of the practice

Extension Activity- Sanitation and Home Gardening

❖ **Goal** To impart the value of social responsibility in students.

❖ **Objectives**

- To improve access to effective sanitation and hygienic behaviour for people living in the adopted village Pottalkadu.
- To emphasize Clean India Movement among the people in the village.
- To promote Home gardening.

❖ **The Context**

The quality of toilets in remote areas continue to be inferior than those built in accessible locations. As basic materials are more easily obtained and transported to the villages but accessibility to toilets is less. Additionally, communities living in close proximity to the road usually enjoy better services and living conditions than those living in remote locations. Usually long-term national hygiene promotion campaigns are required to effectively reinforce and maintain behavioural changes.

❖ **Practice**

To emphasize the usage of toilets in the village, our students visited the village regularly and a survey was made. In the post survey it was found that only 42 houses had toilet facilities. Though funds were provided by the government, such funds were not utilized due to ignorance and negligence.

Students from each department made periodical visits and awareness was given on the requirement of toilets in their houses. A video clippings on toilet use and hygiene was made to the people of Pottalkadu. That had a good impact and the people responded to it.

Home Gardening being our next stratagem in the adopted village, various interventions are being implemented through Organic Training Center, such as organic pharmacy, vermi composting and printing and issue of brochures.

❖ **Evidence of success**

The above said practices have been successfully implemented by our students as a part of our extension activity. As a result of our previous measures, 57 toilets have been built in houses and are used regularly. This programme has proved to be a successful one and the villagers appear to be more satisfied. In 42 houses home gardens are grown where they get vegetables, fruits and flowers.

❖ **Problems Encountered and resources required**

As most of the rural people do not possess a holistic perception on hygiene, our institution made efforts on “Clean India Movement” and has also taken various measures to attain the goal. Ignorance and negligence of the villagers were the major reasons for their unhygienic practices. It was very difficult to convince the people on this regard as they were practiced to use open air toilets. Staff and students have to put in hard work to create awareness regarding use of in build toilets. The major constraint in executing this best practice is ‘Funds’.

Best Practice - 3

Title of the Practice

Weekly Morning Assembly on Every Monday

❖ **Goal**

- To foster a sense of community and a positive ethos.
- To inculcate moral and spiritual guidance for everyday life as well as an awareness of pressing social issues.

❖ **Objectives**

- To develop in students a sense and spirit of prayer, thereby deepening their relationship with God.
- To develop a feeling of affiliation and unity among students.
- To facilitate national integration and secularism through all-religion prayer meetings among students.

❖ **Context**

The weekly assembly of our college works as a unifying force. Students feel the college as an organized group and every student realizes that she is part and parcel of the college community. Assembly works as a source of inspiration and its experiences widen and deepen students' interests. It works as a platform for propagation of commendable work. Outstanding performances and achievements of students in curricular and co-curricular fields get recognized before the entire college. Badges, certificates, cups etc. should be awarded to the winners in the presence of entire students. Weekly assembly serves as a place for developing audience habits. Respects for others' feelings, courtesy towards speakers and guests, sensible applause at the proper time, appreciative attitude are some of the good audience habits that the students develop through assembly.

❖ **Practice**

The Practice is on every Monday with a Prayer song, Readings from the Holy Books, Reciting the Thirukural with explanation, Presenting a "thought for the day", Reading regional language and English-language newspaper headlines, giving short talks on burning issues, and singing the National Anthem etc.. Each and every department is given the opportunity to address the General Assembly so that they may develop their Public Speaking Skills.

❖ **Evidence of Success**

Celebration of some of the important national and international days help in broadening the mental horizon of pupils and acquainting them with the life of great scientists, discoverers and statesmen. The pupils must come, sit and go in a disciplined manner, gossiping and talking are checked and the atmosphere is made calm and serene. No abusive remarks to students and no unpleasant things are spoken on the sacred occasion of total gathering of the college.

EVALUATION REPORT OF THE DEPARTMENT

1. Name of the department

Food Science and Nutrition

2. Year of Establishment

Course	Year of establishment
B.Sc	1975
PG Diploma	1994
M.Sc	2003

3. Names of Programmes / Courses offered

B.Sc, PG Diploma, and M.Sc

4. Names of Interdisciplinary courses and the departments/units involved

NIL

5. Annual/ semester/choice based credit system

Semester / Choice Based Credit System

6. Participation of the department in the courses offered by other department

YEAR	SUBJECT	DEPARTMENT
III Year	Textiles	Fashion Designing
I PG	Research Methodology and Statistics	Commerce
I PG	Computer Application	Computer Science
II Year	Non Major	Fashion Designing/Computer Science

Our students participate in add-on course

I YEAR	MS-Office, Bag Making, Hindi, Spoken English, Yoga
II YEAR	Arts and Craft, Beautician, Page making and Photoshop
III YEAR	Embroidery and surface work, Tailoring, Jewel Making, Tally

7. Courses in collaboration with other universities, industries, foreign institutions,etc.

NIL

8. Details of courses/programmes discontinued (if any) with reasons

PG Diploma - 2010 onwards

Reason - Intake of students reduced

9. Number of Teaching posts

Sanctioned	6
Filled	5

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name of the Faculty	Qualification	Designation	Years of Experience
Mrs.C.Sathya Lakshmi	M.Sc, M.Phil	Associate Professor	24
Mrs.S.M.D.Mathuravalli	M.Sc, M.Phil	Associate Professor	20
Sr. Rubha	M.Sc, M.Phil	Associate professor	11
Mrs.Karolin.A	M.Sc	Assistant professor	6
Ms.Krishna Priya. K.P	M.Sc	Assistant professor	6 Months

Specialization (Food Science and Nutrition)

11. List of senior visiting faculty

NIL

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty

NIL

13. Student -Teacher Ratio (programme wise)

COURSE	RATIO
B.Sc	21:1
M.Sc	2:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

	Technical	Administrative
Sanctioned	1	-
Filled	1	-

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

M.Phil – 3

M.Sc – 2

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

Ongoing projects -2

Funding agency-UGC, New Delhi

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total

grants received

Ongoing projects -2

Funding agency-UGC, New Delhi

18. Research Centre /facility recognized by the University

19. Publications:

- ❖ Rubha M.S Formulation and Development of Fruit Ice Creams National Seminar on “Emerging Trends and Opportunities In Food Processing” organized in M.O.P Vaisnava College, Chennai (Proceedings), 2010.
- ❖ Sathyalakshmi. C Best practices in Food Science and Nutrition, One day National seminar sponsored by TamilNadu State Council For Higher Education on “Enhancing Education in Higher Studies” by A.P.C. Mahalaxmi College for Women, Thoothukudi, (Proceedings),2010
- ❖ Sathyalakshmi. C Effect of supplementation of Gymnema Sylvostre Tea on the blood glucose level of NIDDM, UGC Sponsored “National Seminar On Prognosis Sector In Health Promote” at N.G.P arts and science college, Coimbatore, (Proceedings), 2011
- ❖ Karolin. A Preparation of Protein powder and Incorporation in Clear Rice Porridge UGC Sponsored National Seminar on “Prognosis Sector In Health Promote” at N.G.P arts and science college, Coimbatore, (Proceedings), 2011
- ❖ Sathyalakshmi. C Effect of Supplementation of Cassia Angustifolia in Controlling Obesity in Adolescent Girls UGC sponsored National Seminar on “Need To Assess The Nutritional Status Of Adolescent Girls For Futuristic Task” by Shankarlal Khandewal College, Akola, Maharastra, (Proceedings), 2011
- ❖ Rubha M.S Impact of Supplementation of Seaweed Incorporated Nutritional Mix on Undernourished School Going Children (13-14 yrs) UGC sponsored National Seminar on “Need To Assess The Nutritional Status Of Adolescent Girls For Futuristic Task” by Shankarlal Khandewal College, Akola, Maharastra, (Proceedings), 2011

- ❖ Gayathri M.P. Microbial Examination of Cuttlefish (cephalopods) and Evaluation of the HACCP Plan in a Sea Food Processing Plant. National Seminar on “Recent Trends In Food Processing” Muslim Arts College, Tiruvithancode, Nagercoil. (Proceedings), 2011
- ❖ Karolin. A Development of Incorporation of Crab (*Protunus gracilimonus*) Meat Powder in Ragi. National Seminar on “Recent Trends In Food Processing” Muslim Arts College, Tiruvithancode, Nagercoil. (Proceedings), 2011
- ❖ Sathyalakshmi. C Effect on Grape Juice on Blood Pressure of Hypertensive in Tirunelveli District, A National Seminar on “Improving Adolescence Nutrition” by Maharaja Co Education Arts & Science College, Erode. (Proceedings), 2012.
- ❖ Mathuravalli.S.M.D A study on efficacy of sweetened whey supplement upon athletic performance in adolescent school male athletes, A National Seminar on “Improving Adolescence Nutrition” by Maharaja Co Education Arts & Science College, Erode. (Proceedings), 2011
- ❖ Rubha M.S Prevalence of Obesity Among School Adolescent Girls 12-14 yrs in Thoothukudi District, UGC Sponsored National Seminar on “Traditional Foods – A Key To Comprehensive Health & Longevity ” at Morning Star College in Ernakulam District, Kerala. Proceedings 2014
- ❖ Ms.V.Angel Mary, Formulation and standardization of herbs incorporated chikkies to improve the CD4 Cells, UGC Sponsored National Seminar on “Traditional Foods – A Key To Comprehensive Health & Longevity ” at Morning Star College in Ernakulam District, Kerala. Proceedings 2014.
- ❖ Sathyalakshmi. C Effect of Supplementation of Fenugreek seed Powder and Blackberry Seed Powder for NIDDM International Seminar on “Diet & Diabetics” at Sarah Tucker College, Tirunelveli. (Proceedings), 2014

- ❖ Mathuravalli S.M.D Socio Economic Status of Saltpan Workers in Thoothukudi District. International Seminar on “Diet & Diabetics” at Sarah Tucker College, Tirunelveli. (Proceedings), 2014
- ❖ Angel Mary. V Effect of supplementation of Gymnema Sylvostre Tea on the blood glucose level of NIDDM, International Seminar on “Diet & Diabetics” at Sarah Tucker College, Tirunelveli. (Proceedings), 2014
- ❖ Karolin. A. A Study on the Nutritional Status of NIDDM Patients, International Seminar on “Diet & Diabetics” at Sarah Tucker College, Tirunelveli. (Proceedings), 2014

20 Areas of consultancy and income generated

Diet counseling without fees

21. Faculty as members in

a) National committees	: 2 (IDA- Indian dietetic Association)
b) International Committees	: Nil
c) Editorial Boards....	: Nil

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme : Nil

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : 100

23. Awards / Recognitions received by faculty and students

a) Awards / Recognitions received by students

- ❖ Suji Devi Bala passed SLET in the year 2011
- ❖ P. Suba Sundari passed TNPSC Group IV exam in the year 2013
- ❖ K. Muthumari Selected as University Blue in Volleyball competition

b) Awards / Recognitions received by faculty

- ❖ Mrs. M.P Gaythri passed UGC NET and SLET in the year 2012
- ❖ Mrs. M.P Gaythri passed CDPO exam conducted by TNPSC in the year 2012

S.NO	DATE	STAFF	PROGRAMME	NAME OF THE AWARD
1	27.1.2011	Mrs.Karolin.A	National Seminar on "Recent Trends in Food Processing"	I prize for Paper Presentation
2	28.9.2012	Mrs.S.M.D.Mathuravalli	National Seminar on "Improving Adolescent Nutrition"	I prize for Paper Presentation
3	12.8.2015- 13.8.2015	Mrs.S.M.D.Mathuravalli	National Seminar on "Sustained Health and Wellness Issues and Challenges"	III prize for Paper Presentation

C). Rank Holders List

S.No	Name Of The Student	Ug/Pg	Year	Rank Secured
1	Affrose Safeena.M	PG	2009	I RANK
2	S.Karpagam	UG	2009	I RANK
3	R.Akila	PG	2010	I RANK
4	R.Swarnalakshmi	UG	2010	I RANK
5	A.Sudha	UG	2010	I RANK
6	R.Swarnalakshmi	PG	2012	I RANK
7	I.Pavithra	UG	2012	I RANK
8	A.Sudha	PG	2013	I RANK
9	J.Vijaya Lakshmi	UG	2013	I RANK

24. List of eminent academicians and scientists / visitors to the department

S. no	Date	Topic	Resource Person
1	7.8.2009	Benefits of breast feeding	Dr. Jeyanthi senthil, Physician Govt. Hospital Thoothukudi
2	6.3.2010	Carrier opportunities in the field of Nutrition	Mr.P. Gopalakrishnan Food Technologist, Madurai
3	23.3.2011	Carrier guidance programme	Mrs. Magdalene Virgini, Associate Professor, Dept of Human Nutrition, Fatima college, Madurai
4	8.9.2011	Nutrition and Health	Dr. Vasekaran Director of YRC, Chief Physician Abirami Hospital, Thoothukudi
5	9.12.2011	Get smart with Omega	Mrs. Magdalene Virgini, Associate Professor, Dept of Human Nutrition, Fatima college, Madurai
6	9.12.2011	Obesity: A public health perspective	Dr. Kamal G.Nath, Professor Dept of Food Science and Nutrition University of Agricultural Science Bangalore
7	4.2.2012	Management disciplinary apporoach in fulling in gaps in diabetes prevention	Dr. D. Selvaraj SRRA Hospital, Tuticorin
8	8.8.2012	Health starts with mom	Ms. A. Marithangam, Dietician and Consultant, R.R Hospital, Thoothukudi
9	15.10.2014	Traditional foods and Herbs	Mr. Kumar Nutritionist and Consultant

10	6.2. 2015	Cardio Care	1) Dr.S.Arulraj, MD, FRCP Chairman and Chief Physician Sundram Arulraj Hospital, Tuticorin
11	6.2. 2015	Excellence in Acute Cardiac Care	2) Dr. Mohboohu Subahani Cardiologist, Galaxy Hospital Tirunelveli
12	6.2. 2015	Effective Dietary Modifications for Acute Cardiac Diseases	3) Dr. G. Hemalatha Ph.D., Professor, Dept of Food Science and Nutrition Home Science College & Research Institute, Madurai
13	6.2. 2015	Role of Herbs in Combating Cardiac Arrest	4) Dr. J. Paul Mansingh Ph.D Professor, Dept of Rural Development &Agricultural Extension, Institute of Co- operative & Developmental Studies Ambo University, Ambo, Ethiopia.

25. Seminars/ Conferences/Workshops organized & the source of funding

S. No	Date	Seminar/Conference	Details of Programme	Funding Agencies
1	09.12.2011	Truth Behind Recent Consortium In Nutrition	National	Internal Resources
2	04.02.2012	Life Style Modification Towards Management Of Diabetes	National	PENACEA Health Education
3	06.02.2015	Smart Diet For Cardiac Health ‘Cardiac Care’	International	Internal Resources

26. Student profile programme/course wise

S.No	Year	Name of the Course	Application Received	Selected	Enrolled	Pass Percentage
1	2009	Ug (Fsn)	18	8	5	100%
		Pg (Dfm)	8	4	4	100%
2	2010	Ug (Fsn)	11	9	7	80
		Pg (Dfm)	15	11	9	100
3	2011	Ug (Fsn)	15	8	7	100
		Pg (Dfm)	8	7	7	100
4	2012	Ug (Fsn)	30	13	13	100
		Pg (Dfm)	5	4	4	100
5	2013	Ug (Fsn)	33	23	22	100
		Pg (Dfm)	6	4	3	100
6	2014	Ug (Fsn)	38	35	35	-
		Pg (Dfm)	6	4	4	-
7	2015	Ug (Fsn)	62	45	45	-
		Pg (Dfm)	15	9	9	-

27.DIVERSITY OF STUDENTS

Name of the Course	% of students from the same state	% of students from other States	% of students From abroad
PG DFM (2012-2014)	75	25	-

28. How many students have cleared national and state competitive examinations such

as NET, SLET, GATE, Civil services, Defense services, etc. ?

1. A. Suji Devi Bala passed SLET in the year 2011
2. Mrs. M.P Gaythri passed UGC NET and SLET in the year 2012

29. Student progression (in%)

Criteria	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
UG to PG	55	14	40	-	71	54
PG to M.Phil.	50	-	11	-	33	-
Employed UG	18	43	20	43	14	23
Employed PG	50	75	89	75	33	33

30. Details of Infrastructural facilities

- a) Library – 200 books and Journals
- b) Internet facilities for Staff & Students - Nil
- c) Class rooms with ICT facility - Nil
- d) Laboratories
 - ❖ Biochemistry lab
 - ❖ Nutrition lab
 - ❖ Family Resource Management lab
 - ❖ Human Development lab (Primary School)

31. Number of students receiving financial assistance from college, university, government or other agencies

Financial Assistance from Government

Year	No. of Students
2010-2011	6
2011-2012	5
2012-2013	1
2013-2014	4
2014-2015	4

32.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

Date	Topic	Resource Person
7.8.2009	Benefits of breast feeding	Dr. Jeyanthi senthil, Physician Govt. Hospital Thoothukudi
6.3.2010	Career opportunities in the field of Nutrition	Mr.P. Gopalakrishnan Food Technologist, Madurai
23.3.2011	Career guidance programme	Mrs. Magdalene Virgini, Associate Professor, Dept of Human Nutrition, Fatima college, Madurai
8.9.2011	Nutrition and Health	Dr. Vasekaran, Director of YRC, Chief Physician, Abirami Hospital, Thoothukudi
9.12.2011	Get smart with Omega	Mrs. Magdalene Virgini, Associate Professor, Dept of Human Nutrition, Fatima college, Madurai
9.12.2011	Obesity: A public health perspective	Dr. Kamal G.Nath, Professor Dept of Food Science and Nutrition University of Agricultural Science Bangalore

4.2.2012	Management disciplinary approach in filling in gaps in diabetes prevention	Dr. D. Selvaraj SRRR Hospital, Tuticorin
8.8.2012	Health starts with mom	Ms. A. Marithangam, Dietician and Consultant, R.R Hospital, Thoothukudi
15.10.2014	Traditional foods and Herbs	Mr. Kumar, Nutritionist and Consultant
6.2. 2015	<p>“Smart Diet for Cardiac Care”</p> <p>“Medical Therapy for cardiac Arrest”</p> <p>“Dietary management for cardio Care”</p> <p>“Herbal Medicine for Cardio Vascular Diseases”</p>	<p>1) Dr.S.Arulraj, MD, FRCP Chairman and Chief Physician Sundram Arulraj Hospital, Tuticorin</p> <p>2) Dr. Mohboob Subuhani Cardiologist, Galaxy Hospital Tirunelveli</p> <p>3) Dr. G. Hemalatha Ph.D., Professor, Dept of Food Science and Nutrition, Home Science College & Research Institute, Madurai</p> <p>4) Dr. J. Paul Mansingh Ph.D Professor, Dept of Rural Development & Agricultural Extension, Institute of Co-operative& Developmental Studies, Ambo University, Ambo, Ethiopia.</p>

33. Teaching methods adopted to improve student learning

- ❖ Group discussion
- ❖ Peer group study
- ❖ One word questions discussion,
- ❖ Quiz

- ❖ Paper presentation (Assignment)
- ❖ ICT enabled classes

34. Participation in Institutional Social Responsibility (ISR) and Extension activities -

Students are participated in NSS, YRC and extension activities of the institution
 Extension Activities of Department

Date	Place/Organizer	Theme	Beneficiaries
22.07.2009	T.M.S.S.S organized by MSME Development Institute, Govt. of India	Food Processing	Self-help Women
09.08.2009	Boltenpuram, Thoothukudi	Significance of Breast feeding	Pregnant and lactating mothers
29.08.2009	Thalavaipuram sponsored by D.S.T., New Delhi	Diet Counselling	Village people
07.09.2009	Kumarasamy nagar, Thoothukudi	World Nutrition Day	People in that area
18.09.2009	Women Entrepreneurship training programme organized by SPIC Agricultural Services, Thoothukudi	Nutrition and Health	Women in that area
28.09.2009	Bharat Petroleum company, SIPCOT	Nutrition and Diseases	People working in that company

15.09.2009	Radio programme organized by Sivanthi Community Radio Tiruchendur in collaboration with Ministry of Women Health and Nutrition, New Delhi	Food and Health care	People in Tiruchendur
01.12.2009	Radio programme organized by Sivanthi Community Radio Tiruchendur in collaboration with Ministry of Women Health and Nutrition, New Delhi	Nutrition for Pregnant Women	People in Tiruchendur
28.03.2010	Radio programme organized by Sivanthi Community Radio Tiruchendur in collaboration with Directorate of Science and Technology	Nutrition for Ulcer & Hypertension Patients	People in Tiruchendur
14.12.2010	Sivanthi Aditanar college of Education	Memory Foods	College Students
22.12.2010	CDPO Office, Thoothukudi	Macro & Micro Nutrients	Anganwadi Workers
23.01.2011	NSS camp, Kamaraj College Thoothukudi	Healthy Food Habits	College Students
27.02.2011	Sankar Clinic Organized by Dr. Bose Diabetic foundation, Tirunelveli	Diabetes Expo 2011	Public Spectators from various parts of Trinelveli

24.06.2011	SPIC organized by SPIC Agro Industries	Health & Nutrition	Agricultural Workers
10.08.2011	Ceylon colony, Thoothukudi organized by Dept. of Food Science and Nutrition	Importance of Breast Feeding	Pregnant and Lactating mothers
22.10.2011	Ceylon colony, Thoothukudi organized by Dept. of Food Science and Nutrition	Balanced diet and Health	People in that area
15.10.2011	Organized by Dept. of Food Science and Nutrition in association with TMSSS, Thoothukudi	Food Processing	Self-help Women
22.08.2012	Organized by TMSSS, Thoothukudi in coordination with Dept. of Food Science and Nutrition	Food Processing	Physically challenged women
06.09.2012	Pottalkadu, Thoothukudi organized by Dept. of Food Science and Nutrition	Nutrition and Health	School Students in Pottalkadu
08.11.2012- 12.12.2012	SPIC, Thoothukudi organized by SPIC	Nutrition and Health	Agricultural workers of Villupuram, Cuddalore, Trichy
29.12.2012	Citizenship Training Camp for students Organised by Annammal College of Education	Nutrition for Adolescent Girls	College Students

06.10.2012	Thoothukudi organized by Dept. of Food Science and Nutrition	Food Processing	Salt pan workers
10.10.2013	Pottalkadu, Thoothukudi organized by Dept. of Food Science and Nutrition	World Nutrition Day	Pregnant and Lactating mothers
23.10.2013	Organized by Nutrition club of A.P.C Mahalaxmi college for women, Thoothukudi	Nutrition and Health	College Students
05.11.2013-15.11.2013	Organized by Mini-Micro Small Scale Enterprises at Thoppur, Tiruchendur	Food Processing	Self-help Women
26.11.2013-30.11.2013	Organized by Mini-Micro Small Scale Enterprises, Nagercoil	Food Processing and Preparation of Masala Mix	Self-help Women
20.08.2014	DEROSE, a NGO Thoothukudi	Food Processing and Preservation	Self-help Women
16.10.2014	Organized by SRF college (Autonomous) Sivakasi	Sustainable food system for Food Security & Nutrition	College Students

35. SWOT analysis of the department and Future plans

Strength	Weakness
Internship Training Programme Teacher student relationship Diet counseling	Modern equipments for research Internet facility in department ICT enabled class room
Opportunities	Challenges
Provide employable skills Self employment Impact knowledge on recent trends by attending seminars	First generation learners Lack of ICT learning facilities for economically weaker sections

Future Plans:

- ❖ To encourage the students to avail job opportunities through campus interviews.
- ❖ To promote lab to land through outreach programme.
- ❖ To adopt technique to foster the reading habit among the students.
- ❖ To motivate the students to take part in more extracurricular activities

Evaluative Report of the Department

1. Name of the Department : Commerce with Computer Application
2. Year of Establishment : 2006
3. Names of Programmes/Courses : B. Com with Computer Application
Offered
4. Names of Interdisciplinary courses
and the departments/units involved : Nil
5. Annual/Semester/
Choice Based Credit System : Semester with Choice Based Credit System
6. Participation of the department in the courses offered by other departments :

Academic Year	Non-Major Courses offered by other Departments					Add-on courses offered by other departments			
	B.Sc FSN	B.A Eng	B.Sc FD	B.Sc CS	Tam	B.Sc CS	B.Sc(FS N)	B.Sc(F D)	B.A(Eng)
2009-2010	13	-	19	6	1				
2010-2011	11	-	12	9	1				
2011-2012	15	-	9	-	-				
2012-2013	40	-	-						
2013-2014	45	-	-						
2014-2015	-	45	-						
2015-2016	41	-	-	-	-				

7. Courses in collaboration with other
universities, industries, foreign institutions, etc. : Nil
8. Details of courses/programmes
discontinued (if any) with reasons : Nil
9. Number of teaching posts :

Teaching Posts	Sanctioned	Filled
Associate Professors	1	1

Assistant Professors	3	3
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10. Faculty profile with name, qualification, designation, specialization,(D.Sc./D.Lit. /Ph.D./ M.Phil. etc.,)

Name of the Faculty	Qualification	Designation	Specialization	No. of Years of Experience
Mrs. X. Della	M.C.A.	Assistant Professor	Computer Science	8years
Mrs. G. Maria Delicia Helina	M.Com.,M.Phil.	Assistant Professor	Commerce	7 years
Sr. Sesurani	M.Com.	Assistant Professor	Commerce	4 years
Ms. B. Shiny	M.Com., M.Phil.	Assistant Professor	Commerce	6 months

11. List of visiting faculty :

Academic Year	Name of the Visiting faculty	Qualification	Designation
2010-2011 2011-2012	Fr. Selvam	M.A. B.L.	Lawyer
2012-2013 2013-2014 2014-2015	Mrs. Theophine Fathima	M.A., B.L.	Lawyer
2015-2016	Mrs. Lakshmi	B.A., B.L.	Lawyer

12. Percentage of lectures delivered and practical

classes handled by temporary faculty : Nil

13. Student – Teacher Ratio : 31 : 1

14. Number of academic support staff(technical) and

administrative staff sanctioned and filled : Nil

15. Qualifications of teaching faculty with

DSc/D.Litt/ Ph. D/M.Phil /P.G : M.Phil. - 2
P.G. - 2

16. Number of faculty with ongoing projects from

a) National : Nil

b) International funding agencies and grants received : Nil

17. Departmental projects funded by UGC

: Nil

18. Research Centre /facility recognized by the University : Nil

19. Publications:

- Geraldine.P.Rayen Supply Chain of Salt in Thoothukudi, National Seminar on “Emerging Dimensions of Globalisation in the Indian Economy” organized by KSG College of Arts & Science, Coimbatore. (Proceedings), 2011
- Hameetha Study on Tax Incentive and Investment Behaviour of Individuals, National Seminar on “Emerging Dimensions of Globalisation in the Indian Economy” organized by KSG College of Arts & Science, Coimbatore. (Proceedings),2011
- Maria Delicia Helina Role of Bank in inclusive Growth of India Through FI, UGC sponsored National Seminar in collaboration with SBI-SXC branch on Financial Inclusion “Multi Level Interventions for Financial Inclusion: Imperatives for Human Development and Sustainable Growth” by St.Xavier’s College (Autonomous), Palayamkottai, Proceedings (2012), Pg. No : 176, ISBN : 978 – 81 – 909192-3-4.
- Geraldine.P.Rayen Micro credit on Appropriate Rural Development Intervention, National Seminar on Microfinance “MIFI 2013” organized by Holy Cross Home Science College, (Proceedings),2013
- Maria Delicia Helina Financial Inclusion in Rural India, National Seminar on Microfinance “MIFI 2013” organized by Holy Cross Home Science College, (Proceedings),2013
- Sesu Rani. A Role of Micro Financial institution, National Seminar on Microfinance “MIFI 2013” organized by Holy Cross Home Science College, (Proceedings),2013
- Lekshmi. G Micro Finance Effective Strategy, National Seminar on Microfinance “MIFI 2013” organized by Holy Cross Home Science College, (Proceedings),2013
- Della. X A Study on Content Based Face Retrieval System National Seminar on “Image Mining” organized by the Department of Computer Studies, Sadakathullah Appa College, Tirunelveli. (Proceedings),2014
- Maria Delicia Helina Problems and Prospects of FDI in Indian Retail Sector, UGC Sponsored National Seminar “Retail Marketing in India Problems and Prospectus” by Urumu Dhanalakshmi College, Tiruchirapalli, Pg : 124, ISBN : 978-93-80394-50-3.

- Maria Delicia Helina and J. Angel Beulah Graceline Challenge and Opportunity in Green Marketing, UGC Sponsored International Seminar on “Green Management” by St. Joseph’s College (Autonomous), Thiruchirapalli (Journal of Exclusive Management Studies JEMS: Impact Factor 2.8, Journal Pg.No : 84, ISSN : 2320-866X, 2015.
- Ms. A. J. Excelce, Green human resource practice its awareness and implementation in the industries in Thoothukudi, UGC Sponsored International Seminar on “Green Management” by St. Joseph’s College (Autonomous), Thiruchirapalli (Journal of Exclusive Management Studies JEMS: Impact Factor 2.8, Journal Pg.No : 104, ISSN : 2320-866X, 2015.

20. Areas of consultancy and income generated : NIL

21. Faculty as members in

- a) National committees : Nil
- b) International Committees : Nil
- c) Editorial Boards : Nil

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme :

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies : Nil

23. Awards / Recognitions received by faculty and students

S.No	Name of the Student	Name of the Degree	Year	Rank Secured
1.	Ananthaxmi.R	B.com (C.A)	April 2011	III rank
2.	Shirin Farhana.R	B.com (C.A)	April 2011	V rank
3.	Steffey Sherine.J	B.com (C.A)	April 2011	XV rank
4.	Seenu Sukanya.S	B.com (C.A)	April 2012	XX rank

5.	Raja Latha .M	B.com (C.A)	April 2013	XIII rank
6.	Pavithra.P	B.com (C.A)	April 2014	VIII rank
7.	Mary Ben Cecily Fdo.	B.com (C.A)	April 2014	IX rank

24. List of eminent academicians and scientists / visitors to the department

S.No	Date	Resource Person
1	17.08.2009	Mr.Sreejith ,Dersk officer(Career Awariness) Southern Regional Office, The Institute of Company Secretaries of India.
2	07.10.2010	Mr.Pradeep, Professor,Department of English V.O.C College,Thoothukudi & Fr.Rufus ,Professor, Department of English,St.Xaviers College,Tirunelveli.
3	07.02.2011	Mr.P.Subramanian,Stock broker in LIC.
4	25.08.2011	Mr.K.Ponpandi Imbarasu CA branch, Tuticorin.
5	08.02.2012	Mr.David Rajkumar, Director of Zion Professional Academy, Tirunelveli.
6	07.08.2012	Mrs.Vahitha, The District Coordinator of Indian Institute of Banking and Finance.
7.	29.1.2013	Mr.A.Ramanathan,

		Ex-CGM,NABARD, Mumbai. Mr.Sridhar, Team Leader,DHAN Foundation Chennai
8	10.07.14	Auditor Manohar The Institute of Chartered Accountants of India. Tuticorin
9	04.09.14	Dr.S.Ramesh Kumar Associate Professor, Head,PG and research, Department of Commerce, V.O.C College, Tuticorin
10	17.07.2015	Mr.Reagon Jesuthas, Director, Training and development, The People Management forum, Nagercoil.

25. Seminars/ Conferences/Workshops organized & the source of funding

Date	Name of the Seminar / Workshop Organised	National / State level	Funding Agency
29 th Jan 2013	MICROFINANCE	National level seminar	Internal resources

26. Student profile programme/course wise:

Year	Name of the Course/ Programme	Applications received	Enrolled	Pass Percentage
2009-2010	B.com(C.A)	40	36	96.77%
2010-2011	B.com(C.A)	30	26	95.65%
2011-2012	B.com(C.A)	51	48	87.17%
2012-2013	B.com(C.A)	50	48	44.44%
2013-2014	B.com(C.A)	49	48	-
2014-2015	B.com(C.A)	55	47	-

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students From abroad
B.com(C.A)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? -Nil

29. Student progression

Student progression	Against % enrolled						
	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
UG to PG	42	21	31	35	13	38	13
PG to M.Phil.	-	-	-	-	-	-	-
PG to Ph.D.	-	-	2	-	-	-	-
Employed							
Campus selection	-	5	-	-	-	-	-
Other than campus recruitment	28	14	20	13	22	5	6
Entrepreneurship/Self-employment	-	-	2	-	-	-	-

30. Details of Infrastructural facilities

- a) Library :No (Book Bank is available)
 b) Internet facilities for Staff & Students :Free Internet access is available in the lab
 c) Class rooms with ICT facility : ---
 d) Laboratories :01 with 19 computers

31. Number of students receiving financial assistance from college, university, government or other agencies:

Courses	Number of students					
	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
B.Com.(C.A)	23	30	40	20	33	10

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

Date	Name of the Eminent Academician and Designation	Topic
17.08.2009	Mr.Sreejith ,Dersk officer(Career Awarness) Southern Regional Office, The Institute of Company Secretaries of India.	A Career guidance on “Company Secretariat”
07.10.2010	Mr.Pradeep, Professor,Department of English V.O.C College,Thoothukudi & Fr.Rufus ,Professor, Department of English,St.Xaviers College,Tirunelveli.	Seminar on “Communication Skills”
07.02.2011	Mr.P.Subramanian,Stock broker in LIC.	Seminar on “Impact of Share Market”
25.08.2011	Mr.K.Ponpandi Imbarasu CA branch, Tuticorin.	Guidance cell for “Course on CA”
08.02.2012	Mr.David Rajkumar,	Career Guidance Programme

	Director of Zion Professional Academy, Tirunelveli.	on “Scope of Commerce”
07.08.2012	Mrs.Vahitha, The District Coordinator of Indian Institute of Banking and Finance	Awareness Programme on the Certificate Course “Diploma in Banking and Finance”
29.1.2013	Mr.A.Ramanathan, Ex-CGM,NABARD, Mumbai. Mr.Sridhar, Team Leader,DHAN Foundation Chennai	National Seminar on “Micro Finance”
10.07.14	Auditor Manohar The Institute of Chartered Accountants of India. Tuticorin	Career guidance for CA
04.09.14	Dr.S.Ramesh Kumar Associate Professor, Head,PG and research, Department of Commerce, V.O.C College, Tuticorin	Guest Lecture on “Career in Commerce”
17.07.2015	Mr.Reagon Jesuthas, Director, Training and development, The People Management forum, Nagercoil.	Guest Lecture on “Motivational programme for higher performance”

33. Teaching methods adopted to improve student learning

- : 1. Interaction and group discussion
 2. Quiz
 3. Industrial visits and educational tours
 4. Remedial coaching
 5. Seminars using LCD

34. Participation in Institutional Social

Responsibility (ISR) and Extension activities :Students are encouraged to participate in the N.S.S., Youth Red Cross, Red Ribbon Club and other socially oriented activities of the college.

Details of Extension Activity conducted by the department :

Date	Details of the Programme	Venue	No. of Beneficiaries
14/02/2014	Awareness Programme on “Social Responsibility and Service”	Pottalkaadu	30
19/09/2014	Awareness Programme on “Toilet usage”	Pottalkaadu	30
10/08/2015	Survey on the “Awareness level of home gardening”	Pottalkaadu	30

35. SWOC analysis of the department and Future plans

Strength	Weakness
High demand for the course. Dedicated and committed staff members & students	Rural background of students. Lack of on campus visit of companies Lack of soft skills among students.
Opportunities	Challenges
More employment opportunities. To develop soft skill. To encourage and train the students to participate in competitive exams, etc	To enable students to apply theoretical knowledge to practical situation through necessary training. To facilitate all students to have wholesome personality development for their placement effectively.

Future Plans

- To achieve a synthesis of academic excellence.
- To promote lab to land throughout reach programme'
- To conduct coaching classes for bank and other competitive exams.
- To sensitize the students on issues related to global changes and social concerns.
- To conduct more number of soft skill programmes .
- Foundation course coaching for ACS and ICWA

Evaluative Report of the Department

1. Name of the Department : Fashion Designing and Apparel Making
2. Year of Establishment : 2006 - 2007
3. Names of Programmes/Courses : B.Sc
Offered
4. Names of Interdisciplinary courses
and the departments/units involved : Nil
5. Annual/Semester/
Choice Based Credit System : Semester with Choice Based Credit System
6. Participation of the department in the courses offered by other departments:

Our students participate in add-on course

I year	Baking, Tally, Photoshop, Art & Craft, M.S. Word.
II year	Beautician, Yoga, Baking, Food Processing, M.S. Word, Fabric Printing.
III year	Beautician, Art & Craft.

7. Courses in collaboration with other
Universities, Industries, Foreign Institutions, etc. : Nil
8. Details of courses/programmes discontinued (if any)
with reasons : B.Sc. Fashion Designing and
Apparel Making course was
discontinued for 2 years as there
was only 4-6 applicant and it was
difficult to manage financially.
9. Number of teaching posts:

Teaching Posts	Sanctioned	Filled
Associate Professors	1	1
Assistant Professors	3	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Lit. /Ph.D./ M.Phil. etc.,)

S. No.	Name of the Faculty	Qualification	Designation	Specialization	No. of Years of Experience
1.	Dr. Sr. Mary Hilda	M.Sc., M.Phil., Ph.D., SLET	HOD, Professor	Textiles and Clothing	20 years & 6 months
2.	Mrs. Jasmine Adaikala rani	M.Sc., M.Phil.	Assistant Professor	Costume Design and Fashion	2 yrs

11. List of visiting faculty : Nil
12. Percentage of lectures delivered and practical
Classes handled by temporary faculty : 1
13. Student – Teacher Ratio : 13 : 1
14. Number of academic support staff (technical) and administrative staff sanctioned and filled

Non teaching post	Technical staff	Administrative staff
Sanctioned	1	-
Filled	1	-

15. Qualifications of teaching faculty with
DSc/D.Litt/ Ph. D/M.Phil /P.G : Ph.D-1, M.Phil. -1

16. Number of faculty with ongoing projects from
a) National : Nil
b) International funding agencies and grants received : Nil
17. Departmental projects funded by UGC : Nil
18. Research Centre /facility recognized by the University : Nil

19. Publications:

- Dr.Sr.Mary Hilda and V.Subramaniam, “A Survey on the Construction of Country Boat Using Nonwoven Composite Made of Natural Fibres”, International Journal of Home Science, New Delhi Ref ; HS-1-3-25, 15th Nov 2015, ISSN : 2395 – 7476, ITHS 2015:1(3):XX-XX, pg. 27-30.
- Dr.Sr.Mary Hilda and V.Subramaniam, “Preparation of nonwoven fabrics using natural fibers by needle punching technology”, Asian Journal of Multi Disciplinary Research, Yadava Publication Private Ltd., on Sep.2015.

20. Areas of consultancy and income generated :

S.No	Academic year	Details of Programme	Income Generated in Rs.	Expenses Incurred in Rs.	Profit in Rs.
1.	2009-2010	Summer Course for School Children on Art & Craft, Painting, Dress Designing, Aari Work & Jewellery Making	35,000/-	15,000/-	20,000/-
2.	2010-2011	Summer Course for School Children on Art & Craft, Painting & Dress Designing	18,000	12,000/-	6,000/-
3.	2010-2011	Sale of Uniform for School Children	1,20,000/-	1,10,000/-	10,000/- (Balance Uniform was given to Charitable Institution)

4.	2013-2014	Fashion Designing for Self Help Group sponsored by District Collector	80,000/-	60,000/-	20,000/-
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21. Faculty as members in

- a) National committees : Nil
b) International Committees : Nil
c) Editorial Boards : Nil

22. Student projects

1. Percentage of students who have done in-house projects including inter departmental/programme : 100%
2. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : Nil

23. Awards / Recognitions received by faculty and students

Date	Name of the participant	Event	Venue	Award
22 nd & 23 rd Feb 2007	Dr.Sr. Mary Hilda	National Level Seminar	Bishop Appasamy College, Coimbatore	Best Paper Presentation
23-01-2010	Rani Malathi(Student)	State Level Fashion Show	The Courtalm Heritage, Courtalm	Best Cat-Walker Award
05-03-2011	T. Hilda (Student)	Wealth from waste	Young women's Christian association	Best go green award

Manonmanium Sundaranar University rank holders:

S.No	Name of the Student	Name of the Degree	Year	Rank Secured
1.	M. Mala	B.Sc	2009	I
2.	G. Shanmuga Priya	B.Sc	2009	II
3.	S.R. Vijayalakshmi	B.Sc	2009	III
4.	S. Priyanka alias preethi	B.Sc	2010	I
5.	S. Saranya	B.Sc	2010	II
6.	M.P. Brindhah	B.Sc	2010	III
7.	J. Delighta	B.Sc	2011	I
8.	M. Jebarani	B.Sc	2011	II
9.	A. Mahalakshmi	B.Sc	2011	III
10.	D. Iswarya	B.Sc	2012	I
11.	M. Karthiga	B.Sc	2012	II

24. List of eminent academicians and scientists / visitors to the department:

S.No	Date	Resource Person
1.	12.09.2009	Mr. Joseph from SSI, Tuticorin
2.	17.12.2009	Mr. Srithar, Senior Faculty Professor from Coimbatore.
3.	28.02.2010	Mr. K.V. Kumar, NIFT-T, Tirupur.
4.	18.10.2010	Dr.V. Subramanian, Professor & HOD, A.C. College of Technology, Anna University, Chennai.
5.	15.02.2011	Mr. Senthil, Mag Instrument limited, Coimbatore.
6.	26.08.2011	Mr. Bharani and Mr. Senthil Kumar, Bannari Amman Institute of Technology, Sathyamangalam.

25. Seminars/ Conferences/Workshops organized & the source of funding : Nil

26. Student profile programme/course wise:

Year	Name of the Course/ Programme	Applications received	Enrolled	Pass Percentage
2009-2010	B.Sc	14	9	100%
2010-2011	B.Sc	5	-	-
2011-2012	B.Sc	5	-	-
2012-2013	B.Sc	-	-	-
2013-2014	B.Sc	-	-	-
2014-2015	B.Sc	30	17	

27. Diversity of Students

Name of the Course	Year	% of students from the same state	% of students from other States	% of students From abroad
B.Sc Fashion Designing & Apparel Making	2009-2015	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? -Nil

29. Student progression

Student progression	Against % enrolled						
	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
UG to PG	11	60	8	14	-	-	-
PG to M.Phil.	-	20	-	-	-	-	-
PG to Ph.D.	-	-	-	-	-	-	-
Employed							
Campus selection	-		-	-	-	-	-
Other than campus recruitment	5	1	3	1	-	-	-
Entrepreneurship/Self-employment	56	10	23	14			
	-	-	-	-	-	-	-

30. Details of Infrastructural facilities

- a) Library : Yes, Magazine – 03.
- b) Internet facilities for Staff & Students : Free Internet access is available for the staff and students in the browsing lab and library
- c) Class rooms with ICT facility : At the college level we have 1 class room with ICT facilities
- d) Laboratories : 1. Sewing laboratory
2. Textile testing laboratory
3. Industrial Machine Lab
4. Printing & dyeing Lab
5. Computer Lab for (CAD)

31. Number of students receiving financial assistance from College, University, Government or other agencies:

Course	Academic year	Number of students			
		College	University	Govt.,	Other agencies
B.Sc.(FD)	2009-10	1	-	2	-
	2010-11	1	-	1	-
	2011-12	-	-	1	-
	2012-13	-	-	-	-
	2013-14	-	-	-	-
	2014-15	-	-	-	-

32. Details on student enrichment programmes (Special Lectures / Workshops / Seminar) with external experts

Date	Programme	Topic	Resource person
23.09.2009	Work shop	Fabric printing	Mrs. Uma, Thoothukudi.
21.10.2009	Work shop	Fabric painting	Miss. R. Shanmuga priya, Fevicryl Teacher, Dindigul.
02.02.2010	Seminar	Fashion Industry Production & Design Development.	Fathima college, Madurai.
05.09.2010	Seminar	TECH-De-NOVA	G.V.N. College, Kovilpatti.
18.09.2010	Work shop	Machine Embroidery	Mrs. Lakshmi, Thoothukudi.
11.10.2010 - 19.10.2010	Workshop	Ribbon designing	Ms. K. Shreehari Priya, Dindigul.
06.01.2011- 08.01.2011	Work shop	Fashion Art	Mrs. Josephine Britto, Madurai.
10.02.20 11	Work shop	Hairstyles	Mrs. Lucky, Lins Beauty Gallery.

14.02.2011	Seminar	Fashion Portfolio	Mrs. Arthi Selva, Lecturer, G.V.N. College, Kovilpatti.
27.07.2011	International Seminar	Eco-Friendly Approaches in Fashion Designing For Sustainability.	Mr. Vikram Kumar, NIFT-T, Tirupur.
26.08.2011	State level Seminar	Recent Developments in Textiles.	Mr. M. Barani & Mr. K. Senthil Kumar, WCC, Nagercoil.
19.12.2011 – 21.12.2011	Work shop	Nib Painting	Mrs. Angela Christy, Aari Specialist.
28.07.2015- 29.07.2015	Work shop	Free hand Drawing	Mrs. Veronica Judy, Thoothukudi.
16.12.2015	Work shop	Aari Embroidery	Mrs. Angel, Thoothukudi.

33. Teaching methods adopted to improve

Student learning

- 1. Interaction & Seminars using LCD
- 2. Quiz
- 3. Seminars by students
- 4. Seminars and workshops by experts
- 5. Industrial visits
- 6. Notice board display
- 7. Remedial coaching
- 8. Preparation of album

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Details of Extension Activity conducted by the department

Extension activities

Date	Details of the activities	Venue	No. of Beneficiaries
4-7-2009	Awareness of population	Inigonagar	30
3-8-2009 & 4-8-2009	Training of art & craft	Holy Cross Girls Higher Secondary School	60

19-8-2009 to 19-9-2009	Training program on embroidery	Inigonagar	30
29-8-2009	Soap and detergent training	Inigonagar	10
19-9-2009	Tree plantain	Inigonagar	50
12-11-2009	Workshop on saving	Inigonagar	25
18-2-2010	Workshop on wool work	Inigonagar	50
6-3-2010	Awareness on prevention to cancer	Inigonagar	32
10-3-2010	Work on art from waste	Inigonagar	40
15-3-2010	Awareness on eye care	Inigonagar	25
21.06.2010- 25.06.2010	School Extension Program	C.V. Govt. School	150
27-3-2015	Art out of waste	Pottal kaddu	30

35. SWOC analysis of the department and Future plans

Strength	Weakness
<p>Dedicated and committed experienced staff members & students</p> <p>Essentials of good designing and Fashion are easy to learn and practice.</p> <p>Course is a boon to the rural students.</p> <p>Department organize more soft skill programme.</p> <p>The opportunities for earn while learn practice.</p> <p>Training to the community in fashion design and Art & Craft.</p>	<p>Rural background of students.</p> <p>Lack of on campus visit of companies</p> <p>Lack of soft skills among students.</p> <p>Lack of awareness on the prospects of this course in the locality.</p> <p>Students find it difficult to purchase the materials for designing of garments as they face financial constrain.</p>

Opportunities	Challenges
<p>More scope for career in Fashion and Textile Industries</p> <p>To encourage and train the students to participate in Job mela conducted by the industries and companies.</p> <p>Need for designer is growing in apparel and textile testing industries</p> <p>Increasing job opportunities in apparel retail store.</p> <p>Opportunities to establish apparel unit by the individuals</p>	<p>To enable students to apply theoretical knowledge to practical situation through necessary training.</p> <p>To facilitate all students to have wholesome personality development for their placement effectively.</p> <p>Due to the lack of knowledge about the course among the public for which we need to advertise in the local newspapers.</p>

Future Plans

- To achieve a synthesis of academic excellence.
- To promote lab to land throughout-reach programme.
- To sensitize the students on issues related to global changes, marketing, and resources available in the field of textiles.
- To conduct more number of soft skill programmes .
- To develop link with industries and various institutions through MOU for training and Job Opportunities for the students.

Evaluative Report of the Department

1. Name of the department : **Computer Science**

2. Year of Establishment : 2007

3. Names of Programmes / Courses offered : B.Sc.,

4. Names of Interdisciplinary courses and
the departments/units involved: : NI

5. Annual/ semester/choice based credit system : Semester and Choice based credit
system

6. Participation of the department in
the courses offered by other department : Our students participate in add-on
course offered by other department

S.No	Year	Add-On Course
1.	I Year	Cooking, Spoken English, Yoga, Classical Dance
2.	II Year	Beautician, Art & Craft, Tally
3.	III Year	Jewelry making, Dress Designing, Embroidery.

7. Courses in collaboration with other
universities, industries, foreign
institutions, etc. : Nil

8. Details of courses/programmes

discontinued (if any) with reasons : Nil

9. Number of Teaching posts :

Teaching Post	Sanctioned	Filled
Associate Professor	1	1
Assistant Professor	3	3

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,) :

S.No	Name	Qualification	Designation	Specialization	No. of Experience
1.	Mrs. R.Waheetha	MCA., M.Phil.,	Asso. Professor	Data Mining	16 Years & 5 months
2.	Mrs.J.Maria Merceline Vijila	MCA	Asst. Professor	Graphics & Multimedia	6 years & 5 months
3.	Mrs.R.Ame Rayan	MCA., MPhil.,	Asst. Professor	Image Processing	7 Years & 5 months
4.	Mrs.V.Subha	MCA	Asst. Professor	Computer Networks	1 Year & 5 months

11. List of senior visiting faculty : Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : Nil

13. Student -Teacher Ratio (programme wise) : 23 : 1
14. Number of academic support
staff (technical) and administrative staff;
sanctioned and filled : One Technical 'Staff
15. Qualifications of teaching
faculty with B.Sc/ B.Litt/
Ph.D/ MPhil / PG. : M.Phil - 2
PG - 2
16. Number of faculty with ongoing projects
from a) National b) International funding
agencies and grants received : Nil
17. Departmental projects funded by
DST - FIST; UGC, DBT, ICSSR, etc.
and total grants received : Nil
18. Research Centre /facility recognized by
the University : Nil
19. Publications : Nil
20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees : Nil
 b) International Committees : Nil
 c) Editorial Boards.... : Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : 100
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : Nil

23. Awards / Recognitions received by faculty and students

S.No	Name of the Student	Name of the competition	Venue	Position
1.	S. Poornalakshmi	Essay Writing	VOC College, Thoothukudi VEECOSIF	III
2.	Uvan Diyasi.D	Stress Interview	National level seminar "PITCOL 13" Pope's college Sawyarpuram	II
3.	Uvan Diyasi.D & R. Madhubala	Paper Presentation	National level seminar "PITCOL 13" Pope's college Sawyarpuram	II

4.	Uvan Diyasi.D & R. Madhubala	Paper Presentation	VOC College Thoothukudi	I
5.	Uvan Diyasi.D & Ruby Janet	Paper Presentation	APC Mahalakshmi College Thoothukudi	III
6.	V. Petchi Priya	Flash Contest	APC Mahalakshmi College Thoothukudi	III
7.	N.Ananthaleela Tharani	Paper Presentation	St.Xavier's College Palayamkottai X' PASO	I
8.	C. Indumathy	Debugging	St.Xavier's College Palayamkottai X' PASO	II
9.	S. Jeya Revathi R. Abinaya	Paper Presentation	Sadakathullah Appa College, Tirunelveli	I
10.	S. Jeya Revathi R. Abinaya	Paper Presentation	St.Mary's College, Thoothukudi	I
11.	S. Jeya Revathi R. Abinaya	Paper Presentation	APC Mahalakshmi College Thoothukudi	I
13.	S. Jeya Revathi R. Abinaya	Paper Presentation	VOC College Thoothukudi	II

Manonmanium Sundaranar University Rank Holders :

S.No	Name of the student	Year	Rank
1.	M.Fatima Rashiviya	2014	14
2.	v. Petchi Priya	2015	2

24. List of eminent academicians and scientists / visitors to the
Department

S,No	Date	Visitors
1.	17-2-2011 & 18-2-2011	Mrs.Thangam ArulSeeli, APTECH Computers, Thoothukudi
2.	26-09-2011	Mrs.Maria Packiam, Asst.Prof,Dept.of CS , Bishop Caldwell College, Maravanmadam.
3.	7-01-2012	Mrs. Sakthi Bharathi Asst. Prof, Dept of CSE Anna University Thoothukudi
4.	27-08-2012	Mrs.Sowmya Fernandaz, Asso.Prof, Dept oc CS APC Mahalakshmi College, Thoothukudi
5.	4-10-2013	Dr. V. Joseph Raj HOD dept of CS Kamaraj College Thoothukudi
6.	4-10-2013	Dr. D. Noorul Mubarak Asso. Prof, Dept of CS Kerala University
7.	4-10-2013	Dr.D.S.Mahendran, Asso Prof, Dept of CS Adithanar College, Tiruchendure
8.	4-10-2013	Mrs. Anila Mary HOD, Dept of CS St. Mary's College, Thoothukudi

9.	4-10-2013	Dr.M.Mathirajan Dept of Management Indian Institute of Science, Bangalore
10.	23-01-2014	Mrs. Helen Jessie Bala HOD, Dept of CS Bishop Caldwell College, Maravanmadam
11.	15-12-2014 & 16-12-2014	Mr. Vijay HR, Glister Solution Chennai
12.	15-12-2014 & 16-12-2014	Mr.Tameeb SEO, Glister Solution Chennai
13.	15-12-2014 & 16-12-2014	Mr. Prabahar Developer, Glister Solution Chennai
14.	5-02-2015	Mrs.S.Jeya Selva Kumari Asst. Prof Bishop Caldwell College, Maravanmadam
15.	26-02-2015	Mrs. V. Shymala Susan HOD, Dept of CS APC Mahalakshmi College, Thoothukudi
16.	28-09-2015	Mrs. George Judty Mirobi Asst Prof, Dept of CS St. Xavier's College Palayamkottai

25. Seminars/ Conferences/Workshops organized & the source of funding

S.No.	Date	Name of the Seminar/Workshop organized	National/State Level	Funding Agency
1.	04-10-2013	Innovations in Computer Era	National	Internal Resources

26. Student profile programme/course wise:

S.No	Year	Application received	Selected	Drop out	Pass %
1	2009-10	10	4	4	--
2	2010-11	15	8	1	100
3	2011-12	29	19	2	88
4	2012-13	36	27	2	88
5	2013-14	53	32	4	Final year
6	2014-15	40	32	2	II Year
7	2015-16	59	32	----	I Year

27. Diversity of Students

: There were two students from SriLanka. All the others are from same state

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?

: Nil

29. Student progression

Student progression	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
UG-PG	42	50	---	38	29	14
B.Ed.	28	10	---	---	18	7
PG-M.Phil	Nil	Nil	1	Nil	Nil	Nil
PG-Ph.D	Nil	Nil	Nil	Nil	Nil	Nil
EMPLOYED	57	20	Nil	25	53	21

30. Details of Infrastructural facilities

- a) Library : We have a department Library
- b) Internet facilities for Staff & Students : Free internet facility in the department
Computer is available
- c) Class rooms with ICT facility : Nil
ICT teaching
- d) Laboratories : 1 Lab

31. Number of students receiving

financial assistance from college,
university, government or other agencies :

S.No	Year	No.Of Students
1	2009-10	1
2	2010-11	1
3	2011-12	---
4	2012-13	1
5	2013-14	4
6	2014-15	2
7	2015-16	3

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

S,No	Date	Topic	Resource Person
1.	17-2-2011 &18-2-2011	Workshop on Dream Weaver	Mrs.Thangam ArulSeeli, APTECH Computers, Thoothukudi
2.	26-09-2011	Digital Image Processing	Mrs.Maria Packiam, Asst.Prof,Dept.of CS , Bishop Caldwell College, Maravanmadam.
3.	4-10-2013	Recent Computing	Dr. V. Joseph Raj HOD dept of CS Kamaraj College Thoothukudi
4.	4-10-2013	Research Challenges in Medical Imaging	Dr. D. Noorul Mubarak Asso. Prof, Dept of CS Kerala University
5.	4-10-2013	Green Computing	Dr.D.S.Mahendran, Asso Prof, Dept of CS Adithanar College, Tiruchendure
6.	4-10-2013	Heuristic Optimization	Dr.M.Mathirajan Dept of Management Indian Institute of Science, Bangalore
7.	15-12-2014 & 16-12-2014	Work shop on Mobile testing	Mr. Vijay HR, Glister Solution Chennai
8.	15-12-2014 & 16-12-2014	Work shop on Mobile testing	Mr.Tameeb SEO, Glister Solution Chennai

9.	15-12-2014 & 16-12-2014	Work shop on Mobile testing	Mr. Prabahar Developer, Glistar Solution Chennai
10.	26-02-2015	Cloud Computing	Mrs. V. Shymala Susan HOD, Dept of CS APC Mahalakshmi College, Thoothukudi
11.	28-09-2015	Recent Trends in IT	Mrs. George Judy Mirobi Asst Prof, Dept of CS St. Xavier's College Palayamkottai

33. Teaching methods adopted to improve student learning

:

1. Bridge Course
2. Remedial Course
3. Attending Seminar
4. Seminar Presentations by students in topics outside syllabus
5. Organizing Guest Lectures
6. Quiz and Class Test
7. Assignments
8. Workshop

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

: The Students participate in the Extension activities organized by the college and visit home for aged, Leprosy home, Home for Disabled during festival season

35. SWOC analysis of the department and Future plans

<p>STRENGTH</p> <p>Demand for the course in market</p> <p>Department Library</p> <p>Availability of experienced and dedicated staff.</p> <p>Good Result</p> <p>Individual attention to students through mentorship.</p> <p>Encouraging students to participate in intercollegiate competition</p> <p>Organizing Workshop and Guest Lectures</p> <p>The bonding between students and teachers of the department is extremely close and the relationship continues even after they leave the college.</p>	<p>WEAKNESS</p> <p>Most of the Students are from rural background and first generation learners.</p> <p>Interaction with industry is less</p> <p>Improve communication and soft skill</p> <p>More facilities in Lab</p>
<p>OPPORTUNITY</p> <p>Enhancement of knowledge levels of students through addon courses and workshop</p> <p>Paper presentation help the students to acquire new information and face the audience in a bold manner.</p> <p>Job opportunity after completion of course</p>	<p>CHALLENGES</p> <p>To maintain academic quality</p> <p>To produce more no.of university ranks</p> <p>Improve communication , logical and analytical skills</p> <p>Scope of orienting students towards higher studies is limited.</p>

Future Plan

- Organize international seminar
- Strengthen and encourage faculty research and publication in peer reviewed journal
- Proposal for introduction of P.G. courses in the department
- Encourage students to appear for competitive examinations.
- Organize field and industrial visit

EVALUATION REPORT OF THE DEPARTMENT

1. Name of the Department : English

2. Year of Establishment :

Courses	Year of Establishment
Part-II	Self-finance (1975)
B.A	2010

3. Names of Programmes/Courses : B.A

4. Names of the Interdisciplinary courses and the departments/units involved:

English Department handles the following Add-on Certificate Courses to the other Department Students.

S.No	Year	Class	Subject	No.of students attended
1.	2009-2010	I year	Spoken English	35
2.	2010-2011	I year	Spoken English	40
3.	2011-2012	I year	Spoken English	36
4.	2012-2013	I year	Spoken English	45
5.	2013-2014	I year	Spoken English	40

5. Annual/ Semester/ Choice Based : Semester and Choice Based Credit System

6. Participation of the department in the courses offered by other department

Year	Add-on courses offered by Other Departments to Students of English Department			
	Computer	Food Science	Commerce	Fashion Designing
2010-2011		6		5
2011-2012	10	15	5	10
2012-2013	15	18	-	11
2013-2014	10	15	5	16
2014-2015	15	18	6	7
2015-2016	20	10	5	13

7. Courses in collaboration with other universities, industries, foreign institutions, etc. : Nil

8. Details of courses /programmes discontinued (if any) with reason : Nil

9. Number of Teaching posts

Teaching posts	Sanctioned	Filled
	Self-Finance	Self-Finance
Assistant Professors	5	5

10. Faculty profile with name, qualification, designation, specialization, (D.SC./ D.LITT./Ph.D/M.Phil. etc.)

Self Finance Stream:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Mrs. I. Angeline Priya	M.A, M.Phil, B.Ed, Ph.D	Assistant Professor	Indian Writing in English	3
Ms. S. Diana Flora	M.A, B.Ed, M.Phil	Assistant Professor	Shakespeare	1yr 6 months
Ms. A. Leela Thomas	M.A, M.Phil	Assistant Professor	Literary Theory and Criticism	1
Mrs. Kandhimathi	M.A, M.Phil	Assistant Professor	ELT	6 months
Ms. Jenifer	M.A, M.Phil	Assistant Professor	American Literature	6 months

11. List of Senior visiting faculty : Nil
12. Percentage of Lectures delivered and : Nil
practical classes handled (programme wise)
by temporary faculty
13. Student-Teacher ratio(programme wise) : B.A. 30:1
14. Number of academic support staff : N.A
(technical) and administrative staff;
sanctioned and filled
15. Qualifications of teaching faculty with : M.Phil
DSc/ D.Litt/ Ph.D/ M,Phil/ PG.
16. Number of faculty with ongoing projects : Nil
from
a) National
b) International funding agencies and
grants received
17. Departmental projects funded by DST : Nil
- FIST: UGC, DBT, ICSSR, etc., and
total grants received
18. Research centre / Facility recognized : Nil
by the university

19. Publications

- ❖ Anto Freeda and Angeline Priya Gender Quality in Animal Farm, National Seminar on “Gender Issues” TBAK College Kelakarai. (Proceedings),2013
- ❖ Anto Freeda A Post Modern Reading of Namita Gokhale’s Priya: An Incredible India Seminar on Post Modern Literature, VHNSN College, Virudhunagar. (ISBN: 978-93-81723-20-3), 2014
- ❖ Anto Freeda Patriarchal Settings in the God of Small Things, Seminar on Redefining Feminism V.O.Chidambaram College, Thoothukudi (ISBN: 978-81-928385-0-2)
- ❖ Jomulekha Priyadharshini. Enslavement to Empowerment in Grish Karnard Naga Mandala, Seminar on Redefining Feminism V.O.Chidambaram College, Thoothukudi (ISBN: 978-81-928385-0-4)
- ❖ Angeline Priya. Quest for Identify in Bharathi Mukherjees, The Tiger’s Daughter, Seminar on Redefining Feminism V.O.Chidambaram College, Thoothukudi (ISBN: 978-81-928385-0-9)

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees : Nil
- b) International committees : Nil
- c) Editorial Boards : Nil

22. Students projects

- a) Percentage of students who have done : 100%
in- house projects including inter
departmental / Programme
- b) Percentage of students placed for projects : Nil
in organization outside the institution
i.e in research laboratories / Industry/
other agencies

23. Recognitions received by students : Nil
(Manonmaniam Sundaranar University
Rank Holders)

24. List of eminent academicians and : Nil
 scientists / visitors to the department

25. Seminars / Conferences/ Workshops organized : Nil
 and the source of funding

26. Student profile programme/ course wise:

a) Student Profile in U.G & P.G:

Name of the Programme/ Course	Academic Year	Applications Received	Selected	Enrollment List	Pass %
B.A English	2010 - 11	30	14	11	82
	2011 - 12	60	41	38	61
	2012 - 13	75	50	45	59
	2013 - 14	80	50	50	-
	2014 - 15	87	50	50	-
	2015 - 16	70	50	50	-

b) Student Profile in Add -on Course

Academic Year	Class	Course Offered	No. of students attended	Pass Percentage
2009-2010	I year	Spoken English	15	100
2010-2011	I year	Spoken English	23	100
2011-2012	I year	Spoken English	30	100
2012-2013	I year	Spoken English	40	100
2013-2014	I year	Spoken English	45	100
2015-2016	I year	Spoken English	40	100

27. Diversity of students

Name of the Course	% of the students from the same state	% of the students from other state	% of the students from the abroad
B.A English	100%	-	-

28. How many students have cleared : Nil

national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

29. Students Progression : Nil

30. Details of Infrastructural Facilities

a) Library : Nil

b) Internet facility for staff and students : Free internet access is available in the Department and for the Students in the UGC Internet resource Centre.

c) Classrooms with ICT facility : Nil

d) Laboratories : English Language Lab

31. Number of students receiving financial assistance from college, university, government or other agencies.

Course	Academic Year	Number of Students
B. A. English	2010 - 2011	3
	2011 - 2012	14
	2012 - 2013	12
	2013 - 2014	10
	2014 - 2015	16
	2015 - 2016	15

32. Details on the student enrichment programmes (special lectures / workshops / seminars) with external experts.

Date	Lectures	Topic	Resource Persons
20. 10. 2011	Special Lecture	Oral Communication Skills	Mr. Anish Krishnan Nair, Assistant Professor of English, Anna University, Chennai.
05. 12. 2011	Special Lecture	Canadian Literature	Mrs. Selvi Kokila, Associate Professor of English, VOC College, Thoothukudi.
18. 04. 2013	Special Lecture	Commonwealth Literature	Mrs. Mercy Latha, Assistant Professor of English, VOC College, Thoothukudi.
20. 04. 2013	Special Lecture	Let us be a Fluent Speaker	Dr. S. Razool Mohaindeen, Associate Professor, VOC College of Education, Thoothukudi.
07. 09. 2013	Special Lecture	Phonetics	Ms. P. D. Sylvia, Associate Professor of English, VOC College, Thoothukudi.
03. 02. 2014	Special Lecture	Divergent Thinking	Dr. Manivannan, Associate Professor of English, VOC College, Thoothukudi.

10. 09. 2014	Special Lecture	Indian Writing: An Outlook	Dr. A. Sebastya, Associate Professor of English, St. Mary's College, Thoothukudi.
17. 07. 2015	Special Lecture	Today's Youth	Dr. Gowsalya Baskaran, Rtd. Principal. Kamaraj College of Arts and Science, Madurai.

33. Teaching methods adopted to improve :
1. Audio-Visual aids for the student learning
Dramas of Shakespeare.
 2. Games for vocabulary building
 3. Activity based teaching (role play, group discussion
and quiz)
 4. ICT and Language Lab

34. Participation in Institutional Social : Nil

Responsibility (ISR) and

Extension activities

35. SWOC analysis of the department and Future plans:

Strength	Weakness
Creating good results in major subjects. Add-on Course – Conducting Spoken English for all the departments. Employability of the course.	Communication barrier among the students. Insufficient research activities
Opportunities	Challenges
To improve the students in communication skill. To use language lab for the benefit of the students. Prepare the students for Competitive Examinations.	Developing English fluency among the students. Making the students adopt in the global environment. Moulding the students with self-confidence.

Future Plans:

- To apply for UGC sponsored seminars / Research projects.
- To register for Ph. D by the faculty members.
- To adopt techniques to create reading habit in students.

EVALUATIVE REPORT OF THE DEPARTMENT OF COMMERCE

1. Name of the department :COMMERCE

2. Year of Establishment :

Course	Year of Establishment
B.Com	2014
M.Com	2014

3. Names of Programmes/Courses offered :

- ✓ B.Com
- ✓ M.Com

4. Names of Interdisciplinary courses and the departments/units involved:

Self – finance Department Staff handle the following Add – on Certificate Courses to the other department students

Academic year	Class	Courses Offered	No. of Students Attended
2014 - 2015	II Year	Tally	46
2015 - 2016	II Year	Tally	15

5. Annual/ semester/choice based credit system:

Programme	Pattern
B.Com	Semester with Choice based credit system
M.com	Semester with Choice based credit system
Self-finance Add-on Course	Annual

6. Participation of the department in the courses offered by other departments:

Academic Year	Non-Major Courses offered by other Departments					Add-on-courses offered by Other Departments to Commerce Students				
	FSN	B.Com (CA)	CS	English	FD	FSN	B.Com (CA)	CS	English	FD
2014-2015	-	-	-	-	-					
2015-2016	38	-	-	-	-					

7. Courses in collaboration with other

Universities, Industries, Foreign institutions, etc. : Nil

8. Details of courses/programmes discontinued (if any) with reasons : Nil

9. Number of teaching posts :

Teaching Posts	Sanctioned	Filled
Associate Professors	-	-
Assistant Professors	5	5

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Lit.

/Ph.D. / M.Phil. Etc.,)

Name of the Faculty	Qualification	Designation	Specialization	No. of Years of Experience
Mrs. Geraldine P.Rayen	M.Com.,M.Phil.,PGDCA	Assistant Professor	Commerce	9 years
Mrs. Angel Beulah Gracelin J.	M.Com.,M.Phil.,Ph.D	Assistant Professor	Commerce	years
Ms. Santhana Kamala S.	M.Com.,M.Phil.,Ph.D	Assistant Professor	Commerce	6 months
Ms. Tiffany.R	M.Com., M.Phil.	Assistant Professor	Commerce	6 months
Ms. Pushpa Kala Devi.N	M.Com., M.Phil.	Assistant	Commerce	2 months

		Professor		
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11. List of visiting faculty : Nil
12. Percentage of lectures delivered and practical classes handled by temporary faculty : Nil
13. Student – Teacher Ratio : 21 : 1
14. Number of academic support staff(technical) and administrative staff sanctioned and filled : Nil
15. Qualifications of teaching faculty with DSc/D.Litt/ Ph. D/M.Phil /P.G : M.Phil – 5
16. Number of faculty with ongoing projects from
- a) National : 1
- b) International funding agencies and grants received : Nil
17. Departmental projects funded by UGC : Nil
18. Research Centre /facility recognized by the University:Nil
19. Publications:

S.No	Name of the faculty	Number of Papers Published	
		International	National
1	Mrs. Geraldine P.Rayen	-	2
2	Mrs. Angel Beulah Gracelin.J	-	5
3	Ms. SanthanaKamala.S	-	6
4	Ms. Tiffany.R	-	4
5	Ms. Pushpa Kala Devi.N	-	-

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National committees : Nil
- b) International Committees : Nil
- c) EditorialBoards : Nil

22. Student projects

a) Percentage of students who have done in-house projects : 100%

including inter departmental/programme

b) Percentage of students placed for projects in organizations : Nil
outside the institution i.e.in Research laboratories/Industry/
other agencies

23. Awards / Recognitions received by students : Nil

24. List of eminent academicians and scientists / visitors to the department : Nil

25. Seminars/ Conferences/Workshops organized & the source of funding : Nil

26. Student profile programme/course wise:

Year	Name of the Course/ Programme	Applications received	Enrolled	Pass Percentage
2014 - 2015	B.Com	84	38	-
	M.Com	26	14	-
2015 - 2016	B.Com	103	48	-
	M.Com	19	8	-

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Com	100%	Nil	Nil
M.Com	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? : Nil

29. Student progression

Student progression	2014-15	2015-16
UG to PG	-	-
PG to M.Phil.	-	-
PG to Ph.D.	-	-
Ph.D. to Post-Doctoral	-	-
Employed		
Campus selection	-	-
Other than campus recruitment		
Entrepreneurship/Self-employment	-	-

30. Details of Infrastructural facilities

- a) Library : Nil
- b) Internet facilities for Staff & Students : Free Internet access is available in the lab
- c) Class rooms with ICT facility : Nil
- d) Laboratories : 1

31. Number of students receiving financial assistance from college, university, government or other agencies

Financial Assistance	Number of Students	
	2014-15	2015-16
B.Com	-	-
M.Com	3	-

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

Date	Name of the Eminent Academician and Designation	Topic
16.10.2015	Mr. Francis Amal George.B (Chartered Accountant, Tuticorin)	Guest Lecture on

33. Teaching methods adopted to improve student learning:

- Interaction and Seminars using LCD
- Industrial Visits
- Remedial Coaching

34. Participation in Institutional Social

Responsibility (ISR) and Extension activities : Students are encouraged to participate in the N.S.S., N.C.C., Youth Red Cross and other socially oriented activities of the college.

35. SWOC analysis of the department and Future plans

Strength	Weakness
Qualified and Dedicated teachers Supporting slow learners through remedial, tutorial classes and counseling.	Poor communication skill of the students. Low self- confidence of the students
Opportunities	Challenges
Explore the hidden talents .of the students by involving them in the association activities, group discussion, etc., To develop soft skills	First generation learners Providing education for rural background students.

Future Plans

- Faculty members are encouraged to apply for minor / major projects.
- To take up Industrial Training activities for better Industry – Institution Interaction.
- To conduct National Level Seminars and Workshops
- To promote Research Activities in an effective manner.
- To provide practical scientific knowledge through projects and it may be helpful for future empowerment of the students.
- To introduce certificate courses which will help our students to match international markets standards.

Post Accreditation Initiatives

In order to achieve the goals, vision and mission of the institution, we continuously strive towards quality enhancement and sustenance by enhancing the academic and administrative functioning. The goal of the college is to provide students with an environment for all round development - mental, physical, social, spiritual and emotional. The performance of students in various examinations is an important indicator of student progress. The students' enrolment has increased over the last three years.

The college has completed 40 years of glorious existence this year and has been offering quality education to its students through a wide range of value based and job oriented courses. The college is engaged in an on-going journey of continuous improvement championed by empowered management, faculty, alumni, PTA and stakeholders at all levels of the institution. The IQAC is an integral part of the college and plays a major role in the progress of the college backed by a guiding and supportive management. The financial crunch of the institution has improved and mobilized funds from old students, college and school parents and local people and have generated college development fund. Payment is given as per the guidelines of the university for self-finance colleges.

The various platforms provided by the college inculcate in students values such as sharing and caring, respect for fellow human beings, civic responsibility, sensitivity towards the underprivileged and environmental issues.

The post-accreditation initiatives taken by the college for quality development, enhancement and sustenance are as follows :

1. Our contribution towards growth and development

New Courses

The college introduced new and relevant courses like B.A. Literature, MBA (Satellite) B.Com and M.Com based on the needs of the community and in terms of employability.

Research

The faculty is encouraged to undertake minor and major research projects and pursue Ph.D. To facilitate research the institution provides number of research facilities to its faculty. The faculty is also given ample opportunities to upgrade their knowledge in their respective areas of specialization by attending National and International seminars / conferences / symposia and workshops and publish research papers. Seed money and study leave with payment are granted by the management to promote research scholars.

The last few years a good number of research papers have been presented and published in various journals of national and international repute. The college has a research committee to promote research activities. The various department of the college organize national and international level seminars / conferences and workshops. Three minor society related research projects are taken up by the staff and they are in progress. Since the last accreditation we have four faculty having Ph.D. and four staff are pursuing their higher studies.

Infrastructure Development

The college has enhanced its infrastructure with an additional floor for commerce department. Existing science laboratories have been refurbished based on growing needs and changing requirements. The college has a browsing lab, language lab, an audio / video hall and smart class room.

Library

The institution has a library block with repro graphic, computer with internet facilities, printer and scanner. The library is accessible from 8.30 am to 4.00 pm. The library has Open Access system. The library is automated with library management software. Book Bank facility is available to underprivileged students at the department level. A book fair was organized to foster the habit of reading books and few more books have been added in the library.

2. Our achievement towards academic excellence

- Our students have excelled continuously at university examinations and have been consistently featuring in the 'Top Rankers' list.
- For the past few years the greatest strengths of the college is in its progression of sports among the students. Our sports team have been achieving laurels in various disciplines of sports.
- The students are encouraged to participate in co-curricular activities through clubs and associations. The students participated in various District and Intercollegiate events and have excelled and won many awards.
- Community linked result oriented extension activity was started and progressive changes were made through its various activities and programmes carried out by the NSS, RRC, YRC and clubs, namely adoption of a village, rallies for the support of anti ragging and environment pollution. Blood donation camps and job oriented programme in the adopted village are undertaken to instill social orientation and team spirit among the students and to promote community service and build community relationships.

- The quality circle composed of two student representatives from each class along with the student council, supports and promotes the implementation of student related programme and offer constructive suggestions for quality enhancement.
- The Annual Faculty enrichment programme is a distinct feature of the college and is meant for the upgradation and training of the teaching and non-teaching staff. Renowned resource persons are invited from multi disciplinary fields.
- The alumni and PTA associations of the college meets at regular intervals and has been actively contributing towards academic, infrastructural and other activities of the college.
- NSS volunteers participated in the Republic Day Parade selection camp at Bangalore in 2013, attended the National Integration Camp in Karnataka University, Dharwad in Feb, 2015 and Adventure Camp at Dharmasala in Himachala Pradesh in Oct, 2015.
- Programme Officer of NSS unit received the best achiever award from Tourist Minister Mr.Shanmuganathan for blood donation camp on 6.12.2014 organized by the Government of Tamil Nadu and Thoothukudi Government Hospital.
- Our college was awarded with “Best Performance Award” from Thoothukudi Government Hospital and Indian Red Cross Society Thoothukudi in 2015
- The former principal of our college Dr.Sr.Rosalie Joseph received best educationalist award for outstanding achievement in the field of education by the International Institute of Education and Management, New Delhi, during the academic year 2014-2015.
- The Quest for excellence is a continuous process which is taken care by the IQAC of the institution by organizing Faculty Development Programmes, submitting periodical reports and arranging quality oriented seminars and conferences.

3. Fostering human and ethic values

Teaching of ethics and human value are essential to the integral development of the students which helps the individuals to create a concern for the fellow citizens in the face of social injustice and safe guard environment in the face of ecological degradation.

- Our institution aims at providing all round formation to students in the light of Christian principles, inculcating spiritual and moral values which is arranged one hour per week.
- The subjects like environmental studies, extension activities and awareness programmes in Human Right education and Womens cell inculcate social awareness among the staff and

students for the benefit of the society are organized regularly by the associations of the college.

- Eco-friendly initiatives like plastic free campus, rain water harvesting, decomposing of waste in the campus make the students environmental conscious.
- General awareness programme on womens issues, stress management, yoga classes, counselling and guidance improve and nurture values in our students to grow as integrated persons and to face life challenges.

4. Promoting use of technology

The institution has upgraded technology and carried out automation both academic and administrative process.

- Uninterrupted power supply is provided by a 25KVA generator machine to counter power-cut problems.
- CCTV cameras installed to ensure the security and anti ragging measures in the campus in favour of the students.
- Library is provided with automated sophisticated facilities like bar coding facility, reprographic facility and free internet facility.
- College library has INFLIBNET facility.
- Communication skill development is boosted through updated language laboratory.
- ICT facilities are adequately available in the college for academic purpose. ICT enabled seminar hall and auditorium are made available to the students as a quality improvement measure. Faculty members are enlightened to keep pace with contemporary teaching and research.
- Wi-fi facility is available in the administrative block and library.
- Computers inter-connected through internet
- Classroom, audio visual room and seminar hall is equipped with ceiling-mounted LCD projectors.
- The institution has Public Address System.

5. Journey towards global competency

- Memorandum of Understanding (MOUs) are signed by the college with the industries and institutions contributing towards curriculum development, exchange programmes and research initiatives.
- Specialists from industries are invited to deliver lectures during seminars and sessions.

- Students are sent to industries on field trips as well as to undertake internships.
- To enhance the students' competence and employability, training in soft skill, entrepreneur skills and communication skills are provided to the students.
- Career – oriented programmes and enrichment programmes are conducted in order to promote global competency in students.
- Career Guidance and Placement Cell takes initiatives to invite recruiters to facilitate placement for the students of this rural institution.

The College has attempted to comply with the recommendations of NAAC Peer Team and has undertaken new initiatives for growth and development of the institution, staff and students community.

Perspective plan for the future (2016-2020)

- Constructing administrative block in 2016
- Modify the existing computer laboratory in the next academic year (2016-2017).
- Encourage staff to involve in research activities and establish research departments of Food Science and Nutrition and Commerce in the year 2017.
- Motivate the staff to opt for higher studies and have two research scholars in every department.
- Make compulsory ICT enabled teaching and learning in the classes
- Construct A/C auditorium in St.Joseph block.
- Extend the library in St.Mary's block on the second floor.
- Invite more companies and industries and undertake MoU to enhance the job opportunities for students.

CONTACT DETAILS

Name of the Principal : **Dr. Sr. Mary Hilda**

Name of the institution : **Holy Cross Home Science College**

City : **Thoothukudi, Tamilnadu.**

Pincode : **628 003**

Accrediated status : **'B' grade (2009)**

Work phone : **+91-461-2328295**

Fax : **+91-461-2328294**

Website : **www.hchsc.com**

E-mail : **hchsc@rediffmail.com**

Mobile : **+91-9486011639**



HOLY CROSS HOME SCIENCE COLLEGE

(Accredited with " B" Grade by NAAC)

52, New Colony, THOOTHUKUDI - 628 003.

Phone : 0461-2328295, Fax : 0461-2328294

Website : www.hchsc.com E-mail : hchsc@rediffmail.com

Date : 23/01/2016

Certificate of Compliance (Affiliated Colleges and Recognized Institution)

This is to certify that **Holy Cross Home Science College, Thoothukudi** (Name of the Institution) fulfils all norms

1. Stipulated by the affiliated University and / or
2. Regulatory Council / Body (such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.)
3. The affiliation and recognition (if applicable) is valid as on date.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date : 23/01/2016
Place : Thoothukudi

Principal
PRINCIPAL

HOLY CROSS HOME SCIENCE COLLEGE
52, NEW COLONY,
THOOTHURUDI - 628 003.



HOLY CROSS HOME SCIENCE COLLEGE

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Phone : 0461-2328295, Fax : 0461-2328294

Website : www.hchsc.com E-mail : hchsc@rediffmail.com

Date : 23/01/2016 .

Declaration by the Head of the Institution

I certify that the data included in this self-study Report (SSR) are true to the best of my Knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

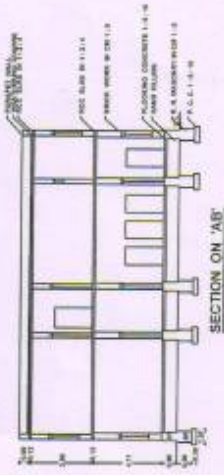
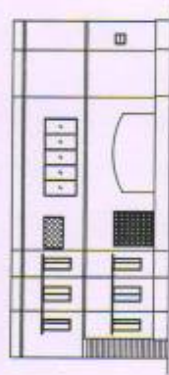
I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Place : Thoothukudi
Date : 23/01/2016

Principal
PRINCIPAL

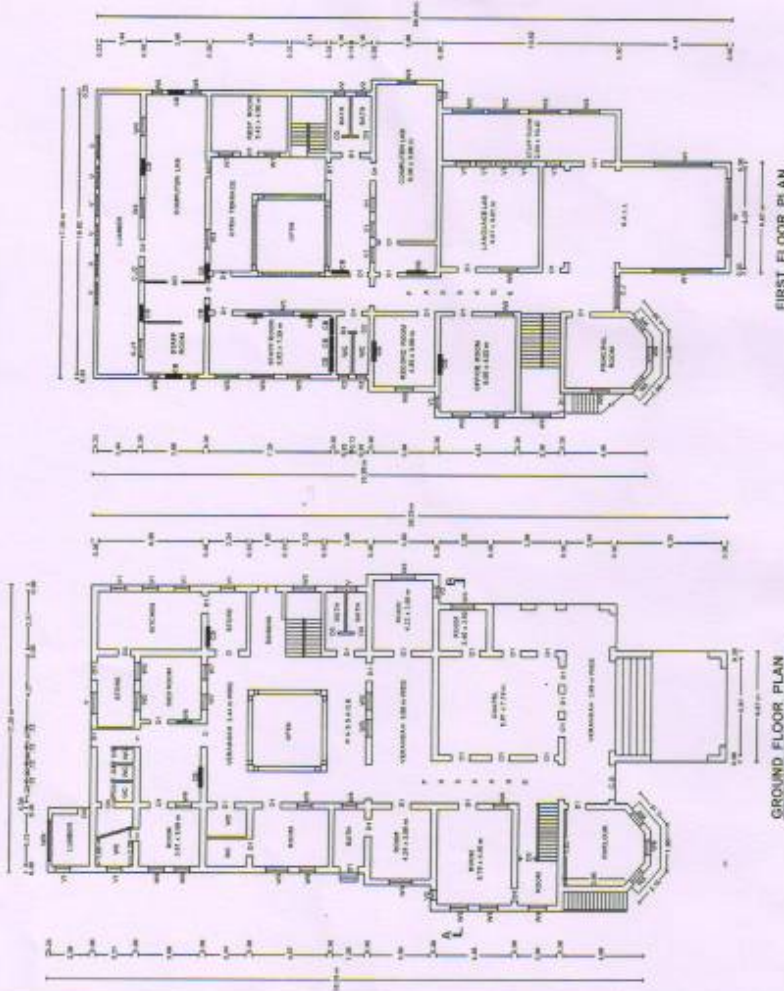
HOLY CROSS HOME SCIENCE COLLEGE
52, NEW COLONY,
THOOTHUKUDI - 628 003.

PLAN SHOWING THE METHOD OF CONSTRUCTION OF BUILDING FOR "HOLY CROSS HOME SCIENCE COLLEGE"
 IN DOOR NO. 52, NEW COLONY, IN TOWN SURVEY NOS. 3052, 3057, WARD NO. 2, BLOCK NO. 25, T. P. SCHEME 'B',
 PART - I, THOOTHUKUDI TOWN. (Scale 1 : 160)



ELEVATION

SECTION ON 'AB'



GROUND FLOOR PLAN
(Main Building & Lab Block)

FIRST FLOOR PLAN

DESIGNER

SHEET NO. 02

ITEMS	QTY	UNIT	REMARKS
C.D. COLLAPSE GATE	2.49	x 2.29 m	
A.D. ALUMINIUM DOOR	8.88	x 2.10 m	
D. DOOR	1.50	x 2.10 m	
D1. DOOR	1.00	x 2.20 m	
D2. DOOR	1.00	x 2.10 m	
D3. DOOR	0.75	x 1.80 m	
D4. DOOR	0.00	x 2.10 m	
W. WINDOW	4.66	x 1.50 m	
W1. WINDOW	3.37	x 1.50 m	
W2. WINDOW	1.29	x 1.50 m	
W3. WINDOW	1.37	x 1.50 m	
W4. WINDOW	1.13	x 1.50 m	
W5. WINDOW	1.00	x 1.50 m	
W6. WINDOW	0.88	x 1.50 m	
W7. WINDOW	0.88	x 1.50 m	
W8. WINDOW	0.88	x 1.50 m	
W9. WILD BESS	2.44	x 1.50 m	
V. VENTILATOR	1.32	x 0.60 m	
V1. VENTILATOR	0.99	x 0.60 m	
V2. VENTILATOR	0.33	x 0.60 m	
C.1. CONCRETE RALLY	1.94	x 1.30 m	
C.2. CONCRETE RALLY	1.87	x 1.50 m	
C.3. CONCRETE RALLY	0.88	x 1.50 m	
C4. CONCRETE RALLY	1.00	x 1.50 m	

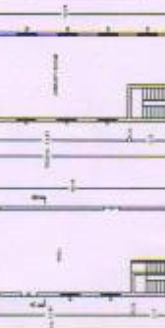
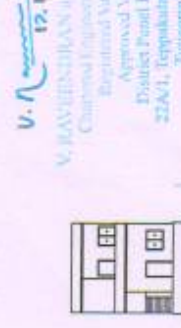
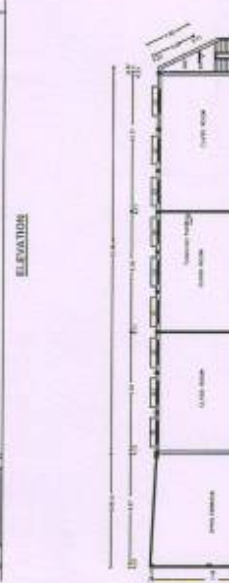
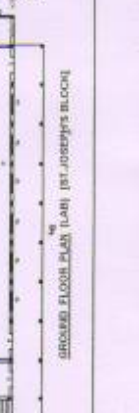
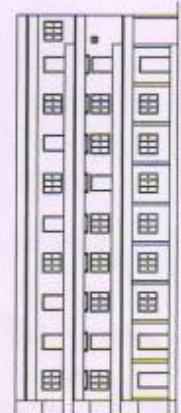
REFERENCE	AREA OF BUILDING	GROUND FLOOR	6827 m ²
	MAIN BUILDING & LAB BLOCK	FIRST FLOOR	5743 m ²

U. N. 17.12.2011
 RAJENDRAN R. V. S. (RAJAVALLI P.V.)
 Chartered Engineer's Office 11259849
 Rajavalli, Vandalur, Chennai-600088
 RAJAVALLI P.V.
 PROJECT ENGINEER - CLAUSE 1
 22A/3, Teppakulam Street (opposite)
 Taramani - 602 002.
 Ph: (0461)-2334982, Cell: 9842134922
 SURVEYOR ENGINEER

BEING THE METHOD OF CONSTRUCTION OF BIRLA COLLEGE - SEXY CENTER NEAR BOTTLE COLLEGE IN BODENHOLZ, MERTOLA, IN TOWN, ELAVAYIL, DIST. TRIPUNITHURUR, DISTRICT, KERALA STATE, INDIA.

SCALE: 1/8" = 1'-0" (VERTICAL) 1/4" = 1'-0" (HORIZONTAL)

DATE: 12.17.2017

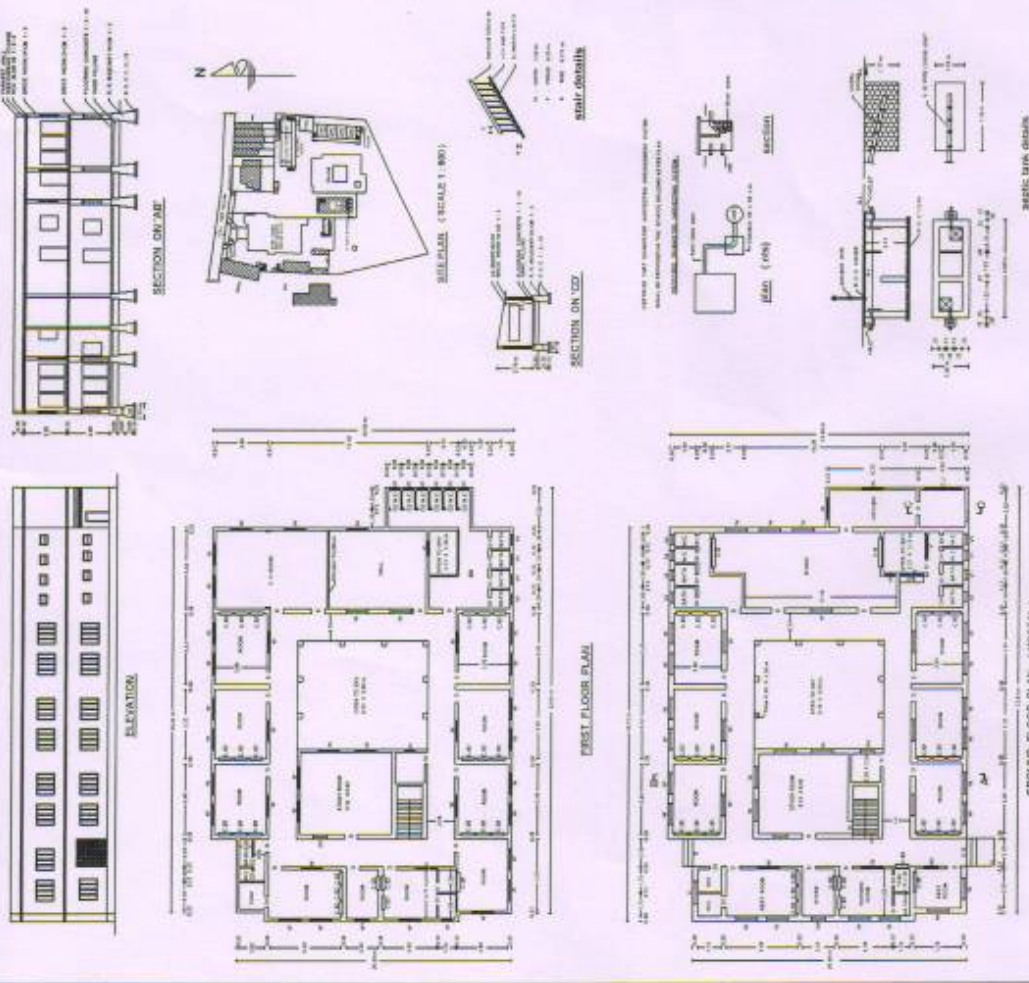


V. N. Srinivasan
 12.17.2017
 V. RAJENDRAN I.E.S. (SE), RAJAGANGA NAGAR
 Chartered Engineer (C) 0751 2759859
 Registered Under 9-2005-104
 Approved Under F-6898
 District Pupil Engineer-Class I
 22A/1, Teppakulam Street (Opposite)
 Tatticorum 628 002.
 Ph: 0461-2334892, Cell: 9842134892

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REFERENCES	
1	IS 456-2000
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92	IS 17821-2007
93	IS 17822-2007
94	IS 17823-2007
95	IS 17824-2007
96	IS 17825-2007
97	IS 17826-2007
98	IS 17827-2007
99	IS 17828-2007
100	IS 17829-2007

PLAN SHOWING THE METHOD OF CONSTRUCTION OF HOSTEL BUILDING FOR " HOLY CROSS HOME SCIENCE COLLEGE " IN DOOR NO. 52, NEW COLONY, IN TOWN SURVEY NOS. 3052, 3057, WARD NO. 2, BLOCK NO. 25, T. P. SCHEME ' B ' PART - I, THOOTHUKUDI TOWN. (Scale 1 : 150)



MEMORANDUM

1. TOTAL AREA	100.00
2. AREA OF BUILDING	100.00
3. AREA OF STAIRS	100.00
4. AREA OF ROOF	100.00
5. AREA OF WALLS	100.00
6. AREA OF FLOORS	100.00
7. AREA OF CEILING	100.00
8. AREA OF DOORS	100.00
9. AREA OF WINDOWS	100.00
10. AREA OF STAIRS	100.00
11. AREA OF ROOF	100.00
12. AREA OF WALLS	100.00
13. AREA OF FLOORS	100.00
14. AREA OF CEILING	100.00
15. AREA OF DOORS	100.00
16. AREA OF WINDOWS	100.00
17. AREA OF STAIRS	100.00
18. AREA OF ROOF	100.00
19. AREA OF WALLS	100.00
20. AREA OF FLOORS	100.00
21. AREA OF CEILING	100.00
22. AREA OF DOORS	100.00
23. AREA OF WINDOWS	100.00
24. AREA OF STAIRS	100.00
25. AREA OF ROOF	100.00
26. AREA OF WALLS	100.00
27. AREA OF FLOORS	100.00
28. AREA OF CEILING	100.00
29. AREA OF DOORS	100.00
30. AREA OF WINDOWS	100.00
31. AREA OF STAIRS	100.00
32. AREA OF ROOF	100.00
33. AREA OF WALLS	100.00
34. AREA OF FLOORS	100.00
35. AREA OF CEILING	100.00
36. AREA OF DOORS	100.00
37. AREA OF WINDOWS	100.00
38. AREA OF STAIRS	100.00
39. AREA OF ROOF	100.00
40. AREA OF WALLS	100.00
41. AREA OF FLOORS	100.00
42. AREA OF CEILING	100.00
43. AREA OF DOORS	100.00
44. AREA OF WINDOWS	100.00
45. AREA OF STAIRS	100.00
46. AREA OF ROOF	100.00
47. AREA OF WALLS	100.00
48. AREA OF FLOORS	100.00
49. AREA OF CEILING	100.00
50. AREA OF DOORS	100.00
51. AREA OF WINDOWS	100.00
52. AREA OF STAIRS	100.00
53. AREA OF ROOF	100.00
54. AREA OF WALLS	100.00
55. AREA OF FLOORS	100.00
56. AREA OF CEILING	100.00
57. AREA OF DOORS	100.00
58. AREA OF WINDOWS	100.00
59. AREA OF STAIRS	100.00
60. AREA OF ROOF	100.00
61. AREA OF WALLS	100.00
62. AREA OF FLOORS	100.00
63. AREA OF CEILING	100.00
64. AREA OF DOORS	100.00
65. AREA OF WINDOWS	100.00
66. AREA OF STAIRS	100.00
67. AREA OF ROOF	100.00
68. AREA OF WALLS	100.00
69. AREA OF FLOORS	100.00
70. AREA OF CEILING	100.00
71. AREA OF DOORS	100.00
72. AREA OF WINDOWS	100.00
73. AREA OF STAIRS	100.00
74. AREA OF ROOF	100.00
75. AREA OF WALLS	100.00
76. AREA OF FLOORS	100.00
77. AREA OF CEILING	100.00
78. AREA OF DOORS	100.00
79. AREA OF WINDOWS	100.00
80. AREA OF STAIRS	100.00
81. AREA OF ROOF	100.00
82. AREA OF WALLS	100.00
83. AREA OF FLOORS	100.00
84. AREA OF CEILING	100.00
85. AREA OF DOORS	100.00
86. AREA OF WINDOWS	100.00
87. AREA OF STAIRS	100.00
88. AREA OF ROOF	100.00
89. AREA OF WALLS	100.00
90. AREA OF FLOORS	100.00
91. AREA OF CEILING	100.00
92. AREA OF DOORS	100.00
93. AREA OF WINDOWS	100.00
94. AREA OF STAIRS	100.00
95. AREA OF ROOF	100.00
96. AREA OF WALLS	100.00
97. AREA OF FLOORS	100.00
98. AREA OF CEILING	100.00
99. AREA OF DOORS	100.00
100. AREA OF WINDOWS	100.00

V. Raveendran
 17.12.2015
 V. RAVEENDRAN B.E. M.Sc. PGDIP IN AESTHETIC
 Chartered Engineer (CIVIL) No. L275568-9
 10/05-06
 6598
 Dist. Inst. Engineer - Class I
 22/A/1, Teppakulam Street (Opposite)
 T. P. SCHEME - 628, 632
 PH: 0561-2334992, Cell: 9542134892