VIVEKANANDHA
INSTITUTE OF INFORMATION AND MANAGEMENT STUDIES

SPONSORED BY: ANGAMMAL EDUCATIONAL TRUST.
Affiliated to Anna University, Approved by AICTE and Accredited with 'A' Grade by NAAC
Recognized under section 2(f) and 12(B) of UGC Act, 1956

Elayampalayam – 637 205.Tiruchengode,
Namakkal Dt., Tamil Nadu

The Annual Quality Assurance Report (AQAR)

2017-2018

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp.: NLSIU, Nagarbhavi,

Bangalore - 560 072 India

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The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution   :   VIVEKANANDHA INSTITUTE OF INFORMATION AND MANAGEMENT STUDIES

1.2 Address Line 1   :   ELAYAMPALAYAM

Address Line 2   :   TIRUCHENGODE

City/Town   :   NAMAKKAL DISTRICT

State   :   TAMIL NADU

Pin Code   :   637 205

Institution e-mail address   :   mbaprincipal@gmail.com

Contact Nos.   :   0428 8234030, 9944473123

Name of the Head of the Institution: Dr.B.L SAIRAM SUBRAMANIAM

Tel. No. with STD Code   :   0428 8234020

Mobile   :   9944473123

Name of the IQAC Co-ordinator : Dr.P.SHARMILA

Mobile : 9962033621

IQAC E-mail address : viimsnaacmca@gmail.com

1.3 NAAC Track ID : TNCOGN23769

1.4 Website address : www.viims.ac.in

Web-link of the AQAR : http://www.viims.edu.in/AQAR2017-18.pdf

1.5 Accreditation Details

S. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	3.01	2016	5YEARS

1.6 Date of Establishment of IQAC : 15/12/2014

1.7 AQAR for the year : 2017-18

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

        AQAR (2015-2016) submitted to NAAC on 11.01.2017

        AQAR (2016-2017) submitted to NAAC on 28.05.2018

1.9 Institutional Status

University | - | State | - | Central | - | Deemed | - | Private | - |

Affiliated College   : Yes | ✓ | No | - |

Constituent College   : Yes | - | No | ✓ |

Autonomous college of UGC   : Yes | - | No | - |

Regulatory agency approved Institution: Yes | ✓ | No | - |

Type of Institution :   Co-education | - | Men | - | Women | ✓ |

Urban | - | Rural | ✓ | Tribal | - |

Financial Status :   Grant-in-aid | - | UGC 2(f) | ✓ | UGC 12B | ✓ |

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

1.10 Type of Faculty/Programme

Arts | - | Science | - | Commerce | - | PEI (PhysEdu) | - | Law | - |

TEI (Edu.) | - | Engineering | ✓ | Health Science | - | Management | ✓ |

Others   (Specify) | NIL |

1.11 Name of the Affiliating University *(for the Colleges)*   **Anna University , Chennai**

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

Autonomy by State/Central Govt. / University | - |

University with Potential for Excellence | - | UGC-CPE | - |

DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	-	DST-FIST	-
UGC-Innovative PG programmes	-	Any other (Specify)	2(F) & 12(B)
UGC-COP Programmes	-		

2. IQAC Composition and Activities:

2.1 No. of Teachers   `04`

2.2 No. of Administrative/Technical staff   `01`

2.3 No. of students   `01`

2.4 No. of Management representatives   `01`

2.5 No. of Alumni   `01`

2.6 No. of any other stakeholder and

Community representatives   `01`

2.7 No. of Employers/ Industrialists   `01`

2.8 No. of other External Experts   `01`

2.9 Total No. of members   `11`

2.10 No. of IQAC meetings held   `05`

2.11 No. of meetings with various stakeholders: `-`   Faculty `01`

   Non-Teaching Staff `01`   Students `02`   Alumni `01`   Others `-`

2.12 Has IQAC received any funding from UGC during the year?   Yes `-`   No `✓`

   If yes, mention the amount   `NIL`

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 05 | International | - | National | - | State | - | Institution Level | 05

ii) Themes

1. Bridge course for all students
2. Orientation program for MCA &MBA ,
3. Orientation for non- teaching staff on filing methods,
4. Workshop NAAC new draft
5. NAAC Criteria Wise Orientation Programme

2.14 Significant Activities and contributions made by IQAC

Regular works of IQAC

- Quality parameters are explained to all faculty members.
- Student profile analysis done.
- Preparation of Academic planner 2017-18.
- To conduct academic audit.
- Collecting and consolidating the feedback from various stakeholders.
- Submitting reports to Anna University .
- Submitting Periodical reports as and when required and yearly report to AICTE.
- Review of academic activities through class committee.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Research Activities	Faculty members were encouraged to apply for research projects to various funding agencies
Motivation of Faculty and students to participate in conferences and seminars and symposia conducted in other	Through IQAC Faculty meeting the Faculties attended in conferences ,FDP, Seminar, and workshop to be increased in the academic year.

colleges	The Students are encouraged to attend in extracurricular and co-curricular activities to be increased in this academic year
Practices to reform and improve the students success rate.	Various Practices such as,question bank preparation, subject wise notes are done
Plan for Industrial Visit and Educational Tours	Visiting Various Industries for updating Current Scenario to students
Improving the quality of teaching & enhancing the students caliber	NPTEL online courses awareness was given to the students.

2.16 Whether the AQAR was placed in statutory body.   Yes $\checkmark$ No -

Management $\checkmark$ Syndicate -   Any other body -

Part – B

Criterion – I

1. CURRICULAR ASPECTS

1.1 Details about Academic Programmes

Level of the Programme	Number of Existing Self Financing Programmes	Number of Programmes Added During The Year	Number of Value Added / Career Oriented Programmes
Ph.D	02	-	-
PG	02	-	-
Total	**04**	**-**	-

Level of the Programme	Number of Existing Self Financing Programmes	Number of Programmes Added During The Year	Number of Value Added / Career Oriented Programmes
Interdisciplinary	-	-	-
Innovative	-	-	-

COURSES OFFERED

S.No	PG	Ph.D
1	MBA	Management
2	MCA	Computer Applications

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

(ii) Pattern of programmes:

Pattern	Number of Programmes
Semester	02
Trimester	-
Annual	-

1.3 Feedback from stakeholders.

Alumni ✓   Parents ✓   Employers ✓   Students ✓

(On all aspects) ✓

Mode of feedback   : Online ✓   Manual ✓   Co-operating schools (for PEI) -

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

Being Affiliated to Anna University , the syllabus was revised for both MBA and MCA

MBA:

1. Students can take three elective subjects from two functional specializations or Students can take six elective subjects from any one sectoral specialization

2. Employability enhancement course is introduced.

MCA:

1. Contact period for Web Application Development has been increased.

2. A practical paper for Mobile Computing is introduced in 4th semester

3. Cloud Computing and Big data Analytics are included as core paper in 5th Semester

4. A practical paper on Cloud and Big data Laboratory is included in 5th Semester.

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

No

Criterion – II

2. TEACHING, LEARNING AND EVALUATION

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
30	20	07	03	-

2.2 No. of permanent faculty with Ph.D. 10

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest Faculty 28   **Visiting faculty** NIL   **Temporary faculty** NIL

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	-	29	-
Presented papers	-	3	-
Resource persons	-	-	1

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

In general, the lecture method is widely in our college, classes with PPTS are also practiced in common. Apart from that, the following methods are commonly used

- Teaching materials are distributed to all the students and list of assignments is ensured by IQAC
- Industrial visit and In-plant training are provided to understand the academic programmes.
- Seminar topic has been given to students
- Case study based learning is adopted.
- Smart Classrooms
- Online learning
- Collaborative learning -Participation and presentation of papers in conferences, seminars, symposia and workshops
- Assignments, Exhibitions and Library hours are allocated to the students.
- Case studies and participation in other competitive events
- Interactive public lectures by eminent resource persons
- Brainstorming learning

2.7 Total No. of actual teaching days during this academic year   210

2.8   Examination/ Evaluation Reforms initiated by the Institution :

As Per Anna University Norms

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

| 1 |

2.10 Average percentage of attendance of students.

| 95 |

2.11 Course/Programme wise distribution of pass percentage (2017-2018)

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass %
I-MBA	75	-	65.3%	-	-	65.3
II-MBA	82	17.58%	60%	5%	-	82.92
II-MCA	51	-	64.7%	-	-	64.7
III-MCA	72	-	80.6%	5.6%		86

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

- ♦ IQAC makes check point in form of Log Book; the faculty has to complete the planned position respective date.
- ♦ Subject material should be prepared by every faculty.
- ♦ Faculty is supposed teach the topic only preparing of materials for the same.
- ♦ Classes with PPT were ensured.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	-
UGC – Faculty Improvement Programme (FIP)	-
HRD programmes (FDP) – Conducted by various Agenices	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the University	-

Staff training conducted by other institutions	22
Summer / Winter schools, Workshops, etc.	4
Others	-
Total	**26**

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	12	-	1	-
Technical Staff	6	-	-	-

CRITERION – III

RESEARCH, CONSULTANCY AND EXTENSION

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

- Reputed/ Refereed Journals as notified by UGC are popularized among the faculty members and research scholars
- Research publications of the institute are compiled.
- Faculty members are motivated to submit research proposals to various national/ international funding agencies.
- The Management encourages and extend their maximum support for the faculty members in sponsoring for various research activities UGC, ICSSR, DST and funded Projects.
- The College offers funds and on-duty for the faculty members for attending Seminars, Workshops, Orientation Courses and Refresher Courses to update their existing knowledge and Procure additional information.

3.2 Details regarding major projects – UGC - NIL

3.3 Details regarding minor projects (UGC) - NIL

3.4 Details on research publications

Particulars	International	National
Peer Review Journals	11	-
Non-Peer Review Journals	-	-
Conference proceedings	-	-
	-	-

3.5 Details on Impact factor of publications:

Range [-]   Average [-]   h-index [-]   No. in SCOPUS [1]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organizations

Nature of the Project	Duration	Year	Name of the funding Agency	Total grant Sanctioned	Received
Major Projects	-	-	-	-	-
Minor Projects	-	-		-	-
Interdisciplinary Projects	-	-	-	-	-
Industry sponsored	1 year	2017-18	ALLWIN Pharmacy	38,000	NIL
	6 Months	2017-18	Michelin Tyres Ponni lorry service	18,000 20,000	NIL
	9 Months	2017-18	Ponni Lorry Service	19,000	NIL
Projects sponsored by the University/ College		-	-	-	-
Students research projects	8 Months	2017-18			
Any other (Specify)					
Total				**95, 000**	NIL

3.7 No. of books published i) With ISBN No.   Chapters in Edited Books

ii) Without ISBN No. | - |

3.8 No. of University Departments receiving funds from UGC-SAP, CAS, DST-FIST, DPE Scheme/funds | Nil |

3.9 For colleges   Autonomy | - | CPE | - | DBT Star Scheme | - |

INSPIRE | - | CE | - | Any Other (specify) | - |

3.10 Revenue generated through consultancy $\boxed{\text{NIL}}$

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	1	-	-	-
Sponsoring agencies	-	CSIR	-	-	-

3.12 No. of the faculty served as experts, chairpersons or resource persons: $\boxed{14}$

3.13 No. of collaborations International $\boxed{-}$ National $\boxed{-}$ Any other $\boxed{6}$

- ✓ E-Logic Multimedia
- ✓ Ez-Ee
- ✓ ICTACT
- ✓ MMA
- ✓ IBPS
- ✓ Vetri – IAS Academy

3.14 No. of linkages created during this year : **2**

3.15 Total budget for research for current year

From funding agency $\boxed{\text{Rs. 2,00,000}}$

From Management of University/College $\boxed{\text{Rs. 5,00,000}}$

Total $\boxed{\textbf{Rs. 7,00,000}}$

3.16 No. of patents received this year $\boxed{\text{NIL}}$

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	District	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides: $\boxed{2}$

  And students registered under them : $\boxed{16}$

3.19 No. of Ph.D. awarded by faculty from the Institution : $\boxed{5}$

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

JRF $\boxed{-}$ SRF $\boxed{-}$ Project Fellows $\boxed{-}$ Any other $\boxed{-}$

3.21 No. of Students Participated in NSS events:

University level $\boxed{-}$ State level $\boxed{-}$

National level $\boxed{-}$ International level $\boxed{-}$

3.22 No. of Students participated in NCC events: $\boxed{NA}$

3.23 No. of Awards won in NSS   : $\boxed{Nil}$

3.24 No. of Awards won in NCC   : $\boxed{Nil}$

3.25 No. of Extension activities organized

University forum $\boxed{-}$ College forum $\boxed{3}$

  NCC $\boxed{-}$ NSS $\boxed{2}$ Any other $\boxed{1}$

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

Special Eye care camp

Blood Donation camp

Criterion – IV

4. INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Details of increase in Infrastructure facilities:

Facilities	Existing	Newly created	Total
Campus area	3.2 acres	-	3.2 acres
Class rooms	16	-	16
Laboratories	5	-	5
Seminar Halls	1	-	1
No. of important equipments purchased (≥ 1-0 lakhs) during the current year.	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	3.04 L	3.04 L
Others (equipment purchased)	-	-	-

4.2 Computerization of administration and library

- ✓ Payroll software is used for salary bills and calculations.
- ✓ OPAC Software is installed in Library which enables Library management. OPAC provides easy access to the database of books, journals and e-resources through various fields like Title, Keywords, Subject, Author, ISBN, etc. The books/articles transactions like issue/return are done with Bar Coding Technology.
- ✓ E-journals and e-books are available to students and faculty remotely through the N – LIST programme of INFLIBNET.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4256	18,23,274	158	64,523	4414	18,87,797
Reference Books	1713	6,47653	42	13,589	1755	6,61,242
e-Books	Available	Available	Available	Available	Available	Available
Journals	345	8,56,578	48	1,51,310	393	10,07,888
e-Journals	Available	Available	Available	Available	Available	Available
Digital Database	DELNET N-List NDL	1,56,000 5,900	DELNET N-List NDL	13,570 -	DELNET N-List NDL	1,75,470
CD & Video	1945	-	-	-	-	1945
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	300	4		1	-	1	2	
Added	-	-		-	-	-	-	
Total	300	4		1		1	2	

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

- ✓ Internet speed upgraded to 20 Mbps
- ✓ System OS upgraded from Windows XP to Windows 7
- ✓ One day Workshop on "Installation of Android Environment" for students.
- ✓ An orientation on ICT enabled learning for Students (NPTEL, IBM, etc).

4.6 Amount spent on maintenance in lakhs:

i) ICT   1.08 L

ii) Campus Infrastructure and facilities   5.51 L

iii) Chemicals & Equipments   3.04 L

iv) Others   0.65 L

Total :   **10.28 L**

CRITERION – V

5. STUDENT SUPPORT AND PROGRESSION

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ✓ Induction/Orientation programme and bridge course conducted for the 1year MBA & II MCA Students 2017-2018 batch by the IQAC to bring awareness about the various support services and also effective use of Library resources.
- ✓ Students Provided with the guidelines about mentor & mentee scheme
- ✓ Encouraging them in External and Internal Presentation & Participation in Workshops , Seminars.
- ✓ Add on courses are given in regular basis to the students.

5.2 Efforts made by the institution for tracking the progression

To monitor students' progression in internal and external the following steps were taken

- ✓ Ensuring the students admission in PG were continuously monitored and the problems were heard up
- ✓ For each class , an advisor act in support of Students curricular, co-curricular, extracurricular activities, to take up competitive exams, to present and publish papers in conferences, seminars and journals and to do mini projects. The Mentor deals with their personal and Professional problems; in certain cases counselling is arranged with professional counsellor and HOD.
- ✓ The discipline and decorum of the College is supported by Student Grievances and Redressal Cell. Indifferent behaviour, highly stressed and lack of academic interest are given counselling by experts.
- ✓ Class Committee meeting are conducted Regularly .
- ✓ Feed Back from Students- Feedback form is issued to the students at the end of each semester by the class advisors and reviewed by the HOD When the performance of the faculty is not improved in the subsequent semester HOD prepares summary report based on the feedback received from the students' feedback form and reported to the Principal.
- ✓ Principal reviews the reports with concerned faculty and take appropriate action.

5.3 (a) Total Number of students

UG	PG	M.Phil	Ph. D.	Others(or)Total
-	237	-	-	237

b) No. of students outside the state | 01 |

(c) No. of international students | -- |

Women

No	%
237	100

Last Year(2016-2017)						This Year(2017-2018)					
General	SC	ST	OBC	Phy. Challenge	Total	General	SC	ST	OBC	Phy. Challenge	Total
335	36	102	15	-	386	15	25	1	241	-	282

Demand ratio   2:1   Dropout % 1

5.4 Details of student support mechanism for coaching for competitive examinations

- In collaboration with Vetri IAS academy of Chennai, Our college has arranged special coaching classes for competitive examinations like UPSC, TNPSC, etc.,. The students how are interested in these classes will attend the classes. In addition these coaching classes, we conduct pre-training programmes for placements.
- IBPS exam coaching classes were done

No. of students beneficiaries of special coaching only | 44 |

5.5 No. of students qualified in these examinations

NET | - | SET/SLET | - | GATE | - | CAT | - |

IAS/IPS etc | - | State PSC | - | UPSC | - | Others | 7 |

5.6 Details of student counseling and career guidance

- ✓ A Faculty Mentor is appointed for every 6-10 students.
- ✓ In the students' time-table, time is allotted for Weekly Mentor and Mentee meetings are conducted. Department Committee meetings provide a platform to analyze the needs and wishes of the students
- ✓ Placement training programmes such as Aptitude Training , Communication ,Personality Development , Group Discussion ,Mock Interviews were arranged through our Placement cell to carry out career counselling.
- ✓ Proper training for career is given by centralized placement cell and coordinators from college and departments take care of the placements of the students and give proper training and career counselling

No. of students benefitted	**All**

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	**Number of Students Participated**	**Number of Students Placed**	**Number of Students Placed**
08	**108**	**28**	**-**

5.8 Details of gender sensitization programmers

- ✓ Women Development cell deals with Gender sensitization issues.

5.9 Students Activities

5.9.1   No. of students participated in Sports, Games and other events

State/ University level | - | National level | - | International level | - |

No. of students participated in cultural events

State/ University level | - | National level | - | International level | - |

5.9.2 No. of medals /awards won by students in

SPORTS

State/ University level [-]   National level [-]   International level [-]

CULTURAL

State/ University level [-]   National level [-]   International level [-]

5.10 Scholarships and Financial Support

FUNDED AGENCIES	NUMBER OF STUDENTS	AMOUNT (LAKHS)
Financial support from institution	92	12,14,000
Financial support from government	10	5,10,000
Financial support from other sources Single girl	-	-
Merit Scholarship	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organized / initiatives

FAIRS

State/ University level [1]   National level [-]   International level [-]

EXHIBITION

State/ University level [-]   National level [-]   International level [-]

5.12   No. of social initiatives undertaken by the students
[Extension – 4 Department -4]

5.13.Major Grievances of students redressed

NIL

Criterion – VI

6. GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 State the Vision and Mission of the institution

Vision

"Continuously engage in providing Management and Technical Education to Empower Women to be economically Independent and socially Responsive"

Mission

"Employ appropriate learning methods with modern tools and Techniques to groom students into technically competent ethically strong ,quality professionals."

Quality Policy

"We, at Vivekanandha Institute of Information and Management Studies are committed to deliver quality Higher Education in a highly conducive Learning Environment adopting Innovative process that enable the students to achieve the desired Growth"

6.2 Does the Institution has a management Information System

Yes , the Institution has college Management System(CMS)

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

6.3.1 Curriculum Development
As Per the Anna university Curriculum , as an affiliated college the institute follows the regulations ' given

6.3.2 Teaching and Learning

Feedback ,Remedial class, Smart class rooms, case based learning , well stack Library, ICT , Innovative practices in teaching , seminars, workshops, FDP,Out of box thinking, Self study topics, Skill enhancement through mentorship.

6.3.3 Examination and Evaluation

Examinations are conducted under semester pattern. For continuous internal assessment , 2-Internal test & 1-model exam are conducted every semester for 25 marks in each subject. End semester examinations are conducted for 75 marks for each subject by the Anna University . with respect to evaluation , The Internal evaluation are done by the subject teachers and the external evaluation is handled by the Anna University.

6.3.4 Research and Development

To Impart the Research culture in the Institution following steps are being taken

1. Sabbatical leave for faculty purusing Research degrees .
2. MOU's with leading Industries.
3. Encouraging faculty to apply for funded projects.
4. Facility to avail seed Money by the staff & Students
5. SAP & Internet lab with latest software for analysis
6. Digital library with e-journals

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library is Fully Equipped & updated with latest arrivals ,journals ,Magazine, Competitive exam books , ICT based instruments are purchased and used 24*7. Internet ,Wi-Fi ,Smart boards, Reprographic Machine Canon 8500.

6.3.6 Human Resource Management

- Well-defined requirement policy based on merit of the applicant within the general frame work of the Government /AICTE norms.

- Providing a better teaching –learning environment in the institution

- Conducting Staff development programs for faculty Members.

- Providing on duty to the faculty to attend seminars ,Symposia, Workshops ,Invited lectures and research activities and by reimbursing the Registration fee.

6.3.7 Faculty and Staff recruitment

- Transparent Requirement policy

- Well Constituted panel of Selection Committee

- Internal Source of Requirements, promotion

6.3.8 Industry Interaction / Collaboration

MOU with NSE ,IBM and other leading corporate. It is also a member of madras Management Association –MMA (Chennai), Confederation of Indian Industry –CII (Coimbatore) ,IBM,AIMA,ICTACT &ISTE.

6.3.9 Admission of students

Eligibility criteria for MBA Admission:

A Pass in any Recognized Bachelor's Degree (in any Discipline) of Minimum 3 Years Duration and having obtained 50% & above (45% in case of candidates belonging to reserved categories) at the qualifying examination under any of these patterns:

➢ 10+2+3 Years
➢ 10+3 Years Diploma +3 Years
➢ B.E/ B.Tech /B.Arch / B.Pharm
➢ AMIE with 2 years regular full time Teaching / Industrial experience in the relevant field after passing all the subjects.

Reserved Categories:

BC, BCM, MBC/DNC, SCA, SC and ST

Entrance Examination:

GQ:

➢ The Candidates should have appeared for MAT/TANCET/ Any approved Entrance Examination for Admission in MBA Course.

MQ:

➢ The Candidates should have appeared in the COSORTIUM examination. The Candidate who gave already appeared for MAT/TANCET / Any Approved Entrance Examination is exempted from appearing in the CONSORTIUM examination.

Eligibility criteria for MCA Admission:

Admission to MCA Programme are done through 2 streams namely

Stream 1: MCA 3 Yrs-:

- Recognized Bachelor's degree of minimum 3 Yrs duration with Mathematics at 10+2 level or at Graduate Level.
- Obtained at least 50 % (45% for reserved category candidates) at the qualifying Examination.

Entrance Examination

GQ:

➢ The Candidate should have appeared for MAT/TANCET / Any Approved Entrance Examination for Admission in MCA Course.

MQ:

➢ The candidates should have appeared in the CONSORTIUM examination. The candidates who have already appeared for MAT/TANCET /Any Approved Entrance Examination is exempted from appearing in the CONSORTIUM examination.

GQ & MQ

50% of total intake is surrendered for Govt,Quota and 50 % for MQ

6.4 Welfare schemes

Beneficiaries	Benefits
Teaching , Non Teaching	Welfare facilities like staff quarters, medical facility with health card , free transportation facility, insurance ,PF, free accommodation for the staff with marital status single
Students	Govt. Scholarship ,VSET ,Scholarship to parentless & economically backward students free transport , Insurance ,YOGA, Coaching class for competitive exams.

6.5 Total corpus fund generated   Rs. 20,00,000/-

6.6 Whether annual financial audit has been done: Yes ✓   No -

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Faculty members external to organization	Yes	Faculty members
Administrative	Yes	Faculty members external to organization	Yes	Faculty members

6.8 Does the University/ Autonomous College declare results within 30 days?

For PG Programmers   Yes ☑   No -

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The Anna University has been using examination portal for the smooth conduct of examination and publication of results.

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

Framing of the Syllabus and Regulations for MBA and MCA is done by Anna University.

6.11 Activities and support from the Alumni Association

➢ Yearly Alumni Meet
➢ Feedback from Alumni collected and analysed

6.12 Activities and support from the Parent – Teacher Association

✓ Regular functioning of PTA is in force.

✓ One meeting is held per year to exchange views of college affairs.

✓ Feedback are collected from Parents and Analysed and are used for further development of the college.

6.13 Development programs for support staff

✓ Computer skill Training is given
✓ Stress Management program

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

✓ Plenty of trees, flower plants are planted and also properly maintained to make the campus eco-friendly.

✓ Gardeners are appointed exclusively for this purpose, Lawns and parks with eco-atmosphere are taken care. Rain water storage is also done regularly.

✓ All types of pollution are partially restricted in our campus.

✓ Water treated from the sewage treatment plant is recycled for use in gardening

CRITERION – VII

INNOVATIONS AND BEST PRACTICES

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1) Use of multimedia learning resources and learning strategies like student seminar, discussion, collaborative learning and interdisciplinary teaching to create a rich classroom environment.

2) Setting up student-activity groups to enable students to engage in activities which contribute to a holistic education out bound training

3) Supporting students study and recreational tours helping them to gain exposure

5) Students interact with industries and undergo in-plant training and do their project works.

Department invites eminent scholars, academicians and industrialists for guest lectures.

6) Department associations conducting symposia, conferences and guest lectures

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

Plan of Action	Achievements
To collect feedback from the students ,parents and Alumni and prepare an feedback analysis report.	Feedback analysis report submitted to the director for further action.
To Organize inter departmental and Intra departmental Symposia as a part of student support activity	Kalanjiam and Pegasus
To conduct placement training for the students	Placement Training successfully conducted with the help of Centralized placement cell and internal faculty members.
To conduct internal and External Audit	Completed
To Invite Academicians and Industrialists to share their knowledge among the students.	Various guest lectures and seminars arranged
To apply for the various research projects	Research proposals have been submitted but research funding received was only through industries.
To extend a helping hand for the self help group of women in and around Namakkal	College Bazaar-Trade fair conducted

To Promote Entrepreneurship among students .	
To become environmental friendly institution	Rain water Harvesting, waste water management carried out.

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

Best practice : TRADE FAIR

Best practice : VIVEKANANDHA SCHOLARSHIP ELIGIBILITY TEST (VSET)

7.4 Contribution to environmental awareness / protection

Rain Water harvesting

All the buildings are provided with Rain water harvesting facility to help in maintaining and improving the water table and due to this there has been a marginal improvement in the quality of the grounSd water in the campus.

Plant Plantation

The open area is covered with trees and lawns as suggested by Environmental Studies.

Carbon neutrality:

The college has taken up certain preventive measures to check the emission of carbon-dioxide. The dead leaves and the waste papers are not allowed to be put on fire. The leaves are buried in the soil itself and the papers are disposed off.

7.5 Whether environmental audit was conducted?   **Yes** ✓   **No** -

7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis)   **SWOT Analysis:**
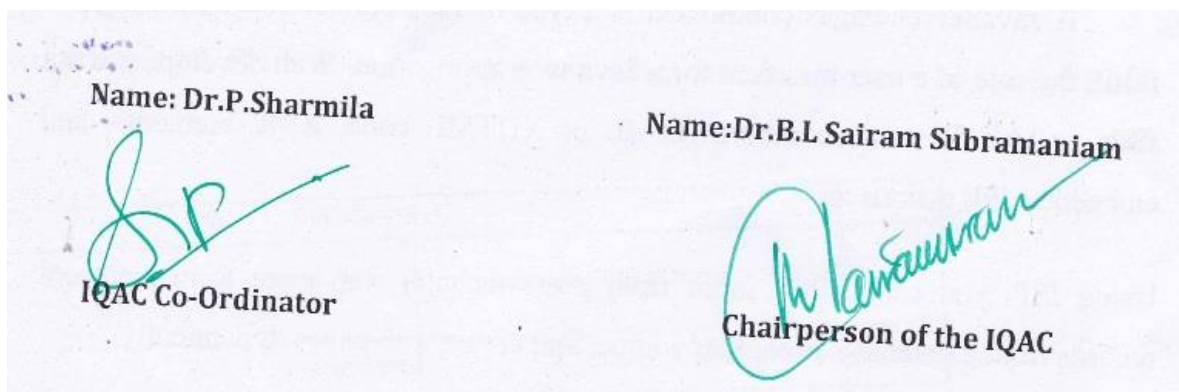
- ✓ On line feed back Collected and analyse.
- ✓ Compilation of data for AICTE and Anna University carried out
- ✓ NIRF data submitted
- ✓ AISHE data submitted

7   Plans of institution for next year

In addition to the regular work the IQAC plans todo the following the academic year 2018-2019

- ✓ Feedback to be collected from the supporting staff for the benefit of the institution.
- ✓ To conduct a workshop for Non teaching faculty.
- ✓ To conduct a Plastic awareness program & Road safety program through YRC.
- ✓ To inculcate the research mentality among the students.
- ✓ Improving Faculty Publications
- ✓ More projects and establishment of new committees to improve the quality research and easy administration
- ✓ Internship training and Industrial Exposure Training

Name: Dr.P.Sharmila

IQAC Co-Ordinator

Name:Dr.B.L Sairam Subramaniam

Chairperson of the IQAC

FEEDBACK

The Faculty is evaluated by the Students based on conceptual clarity, thinking ability, motivation, communication skill, regularity and punctuality, completion of course, practical examples, interaction and guidance, computer skill and overall performance through centralized feedback system per semester. Based on the feedback score, individual faculty is counseled and guided by the Director.

Stakeholders Feedback

Feedback is obtained from stakeholders for checking the fulfillment of the vision, mission and objectives of the Department.

Feed Back from Industries

Feedback from the industries is collected whenever industry experts visit the college for campus interview and recommendations made are also communicated to the university.

Parents Feedback

Feedback from the parents is collected and analysed .

ACADEMIC CALENDAR 2017 - 2018

June-2017

Date	Day	Day Order	Particulars	No. of Working Days
1	Thu			
2	Fri			
3	Sat			
4	**Sun**		**Holiday**	
5	Mon			
6	Tue			
7	Wed			
8	Thu			
9	Fri			
10	Sat			
11	**Sun**		**Holiday**	
12	Mon			
13	Tue			
14	Wed			
15	Thu			
16	Fri			
17	Sat			
18	**Sun**		**Holiday**	
19	Mon			
20	Tue			
21	Wed		**International Yoga Day**	
22	Thu			
23	Fri			
24	Sat			
25	**Sun**		**Holiday**	
26	Mon		**Ramzan Holiday**	
27	Tue			
28	Wed			
29	Thu			
30	Fri			
			July-2017	

Date	Day	Day Order	Particulars	No. of Working Days
1	Sat			
2	**Sun**		**Holiday**	
3	Mon			
4	Tue			
5	Wed			
6	Thu			
7	Fri			
8	Sat		**Monthly Holiday**	
9	**Sun**		**Holiday**	
10	Mon		**Monthly Holiday**	
11	Tue		**Monthly Holiday**	
12	Wed	1	**II MBA & II-MCA Reopening III Semester (2016-2018 Batch)**	1
13	Thu	2		2
14	Fri	3	**FDP**	3
15	Sat	4	**FDP**	4
16	**Sun**	-	**Holiday**	-
17	Mon	5		5
18	Tue	6		6
19	Wed	1		7
20	Thu	2		8
21	Fri	3		9
22	Sat	4		10
23	**Sun**	-	**Holiday**	-
24	Mon	5		11
25	Tue	6		12
26	Wed	1		13
27	Thu	2		14
28	Fri	3	**Inauguration for I MBA/II MCA (2017-2019 Batch)**	15
29	Sat	4		16
30	**Sun**	-	**Holiday**	-
31	Mon	1	**Placement Training for III MCA (2 weeks)**	17
Total No. of Working Days = 17				
August-2017				

Date	Day	Day Order	Particulars	No. of Working Days
1	Tue	2		18
2	Wed	3		19
3	Thu	-	**Aadi 18 Holiday**	-
4	Fri	4		20
5	Sat	5	**Graduation Day for (2014-2016 Batch)**	21
6	**Sun**	-	**Holiday**	-
7	Mon	6	**Induction Programme for I MBA & II MCA (10 days)** **Internal Test –I for II MBA & III MCA**	22
8	Tue	1	**Guest Lecture** **Internal Test –I for II MBA & III MCA**	23
9	Wed	2	**"Psychometric Games for students"** **Internal Test –I for II MBA & III MCA**	24
10	Thu	3	**Guest Lecture** **Internal Test –I for II MBA & III MCA**	25
11	Fri	4	**Internal Test –I for II MBA & II MCA & III MCA** **Industrial Visit for II MCA**	26
12	Sat	-	**Monthly Holiday**	-
13	**Sun**	-	**Monthly Holiday**	-
14	Mon	-	**Monthly Holiday**	-
15	Tue	-	**Independence Day Celebrations**	-
16	Wed	5	**Internal Test –I for II MBA**	27
17	Thu	6	**Personality development Programme for I MBA & II MCA** **Internal Test –I for II MBA**	28
18	Fri	1	**Yoga Programme for I MBA (2017-2019 Batch)** **Internal Test –I for II MBA**	29
19	Sat	5	**Yoga Programme for I MBA (2017-2019 Batch)** **Guest Lecture for II MBA**	30
20	**Sun**	-	**Holiday**	-
21	Mon	3	**Yoga Programme for I MBA (2017-2019 Batch)**	31
22	Tue	4	**Yoga Programme for I MBA (2017-2019 Batch)**	32
23	Wed	5	**Yoga Programme for I MBA (2017-2019 Batch)** **Industrial Visit for II MBA**	33
24	Thu	6	**Yoga Programme for I MBA (2017-2019 Batch)** **Guest Lecture for II MBA**	34
25	Fri	-	**Vinayagar Chathurthi Holiday**	-
26	Sat	1		35
27	**Sun**	-	**Holiday**	-

Date	Day	Day Order	Particulars	No. of Working Days
28	Mon	2		36
29	Tue	3		37
30	Wed	-	**National Conference - MCA**	38
31	Thu	-	**National Conference - MCA**	39
			**Total No. of Working Days 20 + 17 = 37	
			September-2017**	
Date	**Day**	**Day Order**	**Particulars**	**No. of Working Days**
1	Fri	6	**Guest Lecture for MBA**	40
2	Sat	-	**Bakrid**	-
3	**Sun**	-	**Holiday**	-
4	Mon	1		41
5	Tue	2		42
6	Wed	-	**Industrial Visit for II MBA**	43
7	Thu	4	**Educational Tour - MCA**	44
8	Fri	5	**Educational TOUR - MCA**	45
9	Sat	6		46
10	**Sun**	-	**Holiday**	-
11	Mon	-	**Trade Fair 2017**	47
12	Tue	-	**Trade Fair 2017**	48
13	Wed	-	**Trade Fair 2017**	49
14	Thu	-	**Trade Fair 2017**	50
15	Fri	2		51
16	Sat	3		52
17	**Sun**	-	**Holiday**	-
18	Mon	4	**Commencement of Classes for IMBA (2017-19 Batch)**	53
19	Tue	5	**Internal Test –II for II MBA & II MCA&III MCA**	54
20	Wed	6	**Internal Test –II for II MBA**	55
21	Thu	1	**Internal Test –II for II MBA**	56
22	Fri	2	**Internal Test –II for II MBA**	57
23	Sat	3	**Internal Test –II for II MBA** **Guest Lecture for II MCA & III MCA**	58
24	**Sun**	-	**Holiday**	-
25	Mon	4	**Internal Test –II for II MBA**	59
26	Tue	5	**Internal Test –II for II MBA**	60

Date	Day	Day Order	Particulars	No. of Working Days
27	Wed	6	**Internal Test –II for II MBA** **Guest Lecture for III -MCA**	61
28	Thu	1		62
29	Fri	-	**Monthly Holidays**	-
30	Sat	-	**Pooja Holidays**	-
			**Total No. of Working Days 22 + 37 = 59	
			October-2017**	
Date	**Day**	**Day Order**	**Particulars**	**No. of Working Days**
1	**Sun**	-	**Muharam Holiday**	-
2	Mon	-	**Gandhi Jayanthi Holiday**	-
3	Tue	2		63
4	Wed	3		64
5	Thu	4	**MODEL EXAM for II MBA II MCA &III MCA**	65
6	Fri	-	**MODEL EXAM for II MBA**	66
7	Sat	-	**MODEL EXAM for II MBA MEGA SCIENCE EXPO**	67
8	**Sun**	-	**Holiday**	-
9	Mon	6	**MODEL EXAM for II MBA**	68
10	Tue	1	**MODEL EXAM for II MBA&II MCA &III MCA**	69
11	Wed	2	**MODEL EXAM for II MBA**	70
12	Thu	3	**MODEL EXAM for II MBA**	71
13	Fri	4	**Guest Lecture for MBA**	72
14	Sat	5	**MODEL EXAM for II MBA** PSD Record and Internship Report work	73
15	**Sun**	-	**Holiday**	-
16	Mon	-	**Diwali/Monthly Holiday**	-
17	Tue	-	**Diwali/Monthly Holiday**	-
18	Wed	-	**Diwali/Monthly Holiday**	-
19	Thu	-	**Diwali/Monthly Holiday**	-
20	Fri	6	PSD Record and Internship Report work	74
21	Sat	1	**Internal Exam-I For I MBA(2017-19 Batch)** Summer Internship Report work for II MBA	75
22	**Sun**	-	**Holiday**	-
23	Mon	2	**Summer Internship Report work for II MBA**	76

Date	Day	Day Order	Particulars	No. of Working Days
			Internal Exam-I For I MBA(2017-19)	
24	Tue	3	**Summer Internship Report work for II MBA** **Internal Exam-I For I MBA(2017-19)**	77
25	Wed	4	**Internal Exam-I For I MBA(2017-19)**	78
26	Thu	-	**Internal Exam-I For I MBA(2017-19)**	79
27	Fri	-	**Internal Exam-I For I MBA(2017-19)**	80
28	Sat	-	**Internal Exam-I For I MBA(2017-19)**	81
29	**Sun**	-	**Holiday**	-
30	Mon	-	**Internal Exam-I For I MBA(2017-19)**	82
31	Tue	-		83

Total No. of Working Days 20 + 59 = 79

November-2017

Date	Day	Day Order	Particulars	No. of Working Days
1	Wed	-	**INDUSTRIAL VISIT** **I MBA(2017-19)**	84
2	Thu	-		85
3	Fri	-		86
4	Sat	-		87
5	**Sun**	-	**Holiday**	-
6	Mon	-		88
7	Tue	-	**JAPANESE LANGUAGE TRAINER CLASS (2017-19)**	89
8	Wed	-		90
9	Thu	-		91
10	Fri	-		92
11	Sat	-		93
12	**Sun**	-	**Holiday**	-
13	Mon	-	**Meeting with advisor**	94
14	Tue	-	**Children Day**	95
15	Wed	-		96
16	Thu	-		97
17	Fri	-		98
18	Sat	-		99
19	**Sun**	-		-

Date	Day	Day Order	Particulars	No. of Working Days
20	Mon	-	**Workshop for MBA**	100
21	Tue	-	**Workshop for MBA**	101
22	Wed	-	**Workshop for MBA**	102
23	Thu	-	**Guest lecture - MMA Sponsored Program**	103
24	Fri	-	**Monthly Holiday**	-
25	Sat	-	**Monthly Holiday**	-
26	**Sun**	-	**Holiday**	-
27	Mon	-	**Internal Exam-II For I MBA**	104
28	Tue	-	**Internal Exam-II For I MBA**	105
29	Wed	-	**Internal Exam-II For I MBA**	106
30	Thu	-	**Internal Exam-II For I MBA**	107
			**Total No. of Working Days 23 + 79 = 102**	

December-2017				
Date	**Day**	**Day Order**	**Particulars**	**No. of Working Days**
1	Fri	-	**Miladi Nabi Holiday**	-
2	Sat	-		108
3	**Sun**	-	**Holiday**	-
4	Mon	-	**II MBA (2016-18 Batch) Reopening of 4 Semester Internal Exam-II For I MBA**	1
5	Tue	-	**Internal Exam-II For I MBA**	2
6	Wed	1	**Internal Exam-II For I MBA**	3
7	Thu	2		4
8	Fri	3		5
9	Sat	4		6
10	**Sun**	-	**Holiday**	-
11	Mon	5		7
12	Tue	1		8
13	Wed	2	**Model Exam For I MBA**	9
14	Thu	3	**Model Exam For I MBA**	10
15	Fri	4	**Model Exam For I MBA**	11
16	Sat	5	**Model Exam For I MBA**	12
17	**Sun**	-	**Holiday**	-
18	Mon	1	**Model Exam For I MBA**	13
19	Tue	2	**Model Exam For I MBA**	14

20	Wed	3	**Model Exam For I MBA** **Guest Lecture - NSE**	15
21	Thu	4	**Via Exam-I MBA(2017-19)**	16
22	Fri	5	**I-SEM COMPLETED** **Campus Interview for IIMBA**	17
23	Sat	-		18
24	**Sun**	-	Holiday	-
25	Mon	-	**Christmas Holiday**	-
26	Tue	-		-
27	Wed	1	**SPORTS DAY**	19
28	Thu	2	**SPORTS DAY**	20
29	Fri	3	**SPORTS DAY**	21
30	Sat	4		22
31	**Sun**	-	**Holiday**	-

Total No. of Working Days 23+102=125

January-2018

Date	Day	Day Order	Particulars	No. of Working Days
1	Mon	-	**New Year Holiday**	-
2	Tue	5	ONLINE COURSE TRAINING - EDC	23
3	Wed	-	ONLINE COURSE TRAINING - EDC	24
4	Thu	-	ONLINE COURSE TRAINING - EDC	25
5	Fri	-	ONLINE COURSE TRAINING - EDC	26
6	Sat	-	**Internal Exam-I For II MBA**	27
7	**Sun**	-	**Holiday**	-
8	Mon	-	**Internal Exam-I For II MBA** ONLINE COURSE TRAINING - EDC	28
9	Tue	-	**CAMPUS DRIVE**	29
10	Wed	-		30
11	Thu	-	**CAMPUS DRIVE**	31
12	Fri	-	**Pongal Holidays**	-
13	Sat	-	**Pongal Holidays**	-
14	**Sun**	-	**Holiday**	-
15	Mon	-	**Pongal Holidays**	-
16	Tue	-	**Pongal Holidays**	-
17	Wed	-		-

Date	Day	Day Order	Particulars	No. of Working Days
18	Thu	1		32
19	Fri	2	**WORK SHOP for MBA**	33
20	Sat	3	**Pongal Celebrations**	34
21	**Sun**	-	**Holiday**	-
22	Mon	4	ONLINE COURSE TRAINING - EDC	35
23	Tue	5	**Industrial Visit for I MBA**	36
24	Wed	1	**Industrial Visit for II MBA**	37
25	Thu	2	**Guest Lecture on National Stock Exchange & Internal ExamI for II MCA**	38
26	Fri	-	**62th-Republic Day**	-
27	Sat	3	**CAMPUS DRIVE**	39
28	**Sun**		**Holiday**	-
29	Mon	4		40
30	Tue	5	**Kalanjayam work**	41
31	Wed	1	**Kalanjayam Inter Meet** Motivational Talk for II MCA	42
			**Total No. of Working Days 19 + 125 = 144	
			February-2018**	
Date	**Day**	**Day Order**	**Particulars**	**No. of Working Days**
1	Thu	2		43
2	Fri	3	**Internal Exam –II for IIMBA**	44
3	Sat	4		45
4	**Sun**	-	**Holiday**	-
5	Mon	5		46
6	Tue	-		47
7	Wed	-		48
8	Thu	-		49
9	Fri	-	**Guest Lecture-Personality Development**	50
10	Sat	-	**Guest Lecture for MCA**	51
11	**Sun**	-	**Holiday**	-
12	Mon	-	**Industrial Visit for II MCA**	52
13	Tue	-	**PEGASUS-Competition**	53
14	Wed	-	**PEGASUS-Competition**	54

Date	Day	Day Order	Particulars	No. of Working Days
15	Thu	-	**PEGASUS-Competition**	55
16	Fri	-		56
17	Sat	-		57
18	**Sun**	-	**Holiday**	-
19	Mon	-		58
20	Tue	-		59
21	Wed	-	**Industrial Visit** **Communication Skill Development for II MCA (2 weeks)**	60
22	Thu	-		61
23	Fri	-	**Guest Lecture for II MCA**	62
24	Sat	-		63
25	**Sun**	-	**Holiday**	-
26	Mon	1		64
27	Tue	2		65
28	Wed	3	**Science Day**	66
			**Total No. of Working Days 23 + 144 = 167	
			March-2018**	
Date	**Day**	**Day Order**	**Particulars**	**No. of Working Days**
1	Thu	4		67
2	Fri	5		68
3	Sat	1	**Internal Exam-I & Internal Exam II for II MCA**	69
4	**Sun**	-	**Internal Exam-I**	-
5	Mon	2	**Internal Exam-I**	70
6	Tue	3	**Internal Exam-I**	71
7	Wed	4	**Internal Exam-I**	72
8	Thu	5	**Internal Exam-I**	73
9	Fri	1	**Internal Exam-I**	74
10	Sat	2	**VSET-2018**	75
11	**Sun**	-	**Holiday**	-
12	Mon	3	**Internal Exam-I**	76
13	Tue	4	**Internal Exam-I& Internal Exam II for II MCA**	77
14	Wed	5		78
15	Thu	1	**Sports day**	79
16	Fri	2	**Industrial Visit- I-MBA(2017-19)**	80

Date	Day	Day Order	Particulars	No. of Working Days
17	Sat	3	**Industrial Visit-MMA Chennai I-MBA(2017-19)** **Guest Lecture for II MCA**	81
18	**Sun**	-	**Holiday/Telugu New Year**	-
19	Mon	4	**Culturals day**	82
20	Tue	5	**Culturals day**	83
21	Wed	1	**Culturals day**	84
22	Thu	2	**Annual day**	85
23	Fri	3	**Culturals day**	86
24	Sat	4	**Culturals day**	87
25	**Sun**	-	**Holiday**	-
26	Mon	1		88
27	Tue	2		89
28	Wed	3		90
29	Thu	-	**Monthly holiday**	-
30	Fri	-	**Good Friday -Monthly holiday**	-
31	Sat	-	**Monthly Holidays**	-

Total No. of Working Days 23 + 167 = 190

April-2018

Date	Day	Day Order	Particulars	No. of Working Days
1	**Sun**	-	**Holiday**	-
2	Mon	4		91
3	Tue	5		92
4	Wed	6	**Model Exam for II MCA**	93
5	Thu	-	**Model Exam for MCA**	94
6	Fri	1	**Model Exam for MCA**	95
7	Sat	2	**Model Exam for MCA**	96
8	**Sun**	-	**Holiday**	-
9	Mon	3	**Guest lecture for MBA** **Model Exam for II MCA**	97
10	Tue	3		98
11	Wed	4	**Internal Exam-II-I MBA(2017-19)**	99
12	Thu	5	**Internal Exam-II-I MBA(2017-19)**	100
13	Fri	6	**Internal Exam-II-I MBA(2017-19)**	101
14	Sat	-	**Tamil New Year/ Holiday**	-
15	**Sun**	-	**Holiday**	-
16	Mon	1	**Internal Exam-II-I MBA(2017-19)**	102

17	Tue	2	**Internal Exam-II -I MBA(2017-19)**	103
18	Wed	3	**Internal Exam-II-I MBA(2017-19)**	104
19	Thu	5	**Internal Exam-II-I MBA(2017-19)**	105
20	Fri	4		106
21	Sat	5		107
22	**Sun**	-	**Holiday**	-
23	Mon	6		108
24	Tue	1		109
25	Wed	2		110
26	Thu	3	**Model Exam-I MBA(2017-19)**	111
27	Fri	4	**Model Exam -I MBA(2017-19)**	112
28	Sat	5	**Model Exam -I MBA(2017-19)**	113
29	**Sun**	-	**Holiday**	-
30	Mon	6		114
Total No. of Working Days 23 + 190 = 213				
May-2018				
Date	**Day**	**Day Order**	**Particulars**	**No. of Working Days**
1	Tue	-	**May Day - Holiday**	-
2	Wed	1	**Model Exam-I MBA(2017-19)**	115
3	Thu	2	**Model Exam-I MBA(2017-19)**	116
4	Fri	4	**Model Exam -I MBA(2017-19)**	117
5	Sat	4	**Model Exam -I MBA(2017-19)**	118
6	**Sun**	-	**Holiday**	-
7	Mon	4		119
8	Tue	5		120
9	Wed	1		121
10	Thu	2	**II-SEM COMPLETED-I MBA(2017-19)**	122
11	Fri	3		-
12	Sat	4		-
13	**Sun**	-	**Holiday**	-
14	Mon	5		-
15	Tue	1		-
16	Wed	2		-
17	Thu	3		-

18	Fri	4		-
19	Sat	5		-
20	**Sun**	-	**Holiday**	-
21	Mon	1		-
22	Tue	2		-
23	Wed	3		-
24	Thu	4		-
25	Fri	5		-
26	Sat	1		-
27	**Sun**	-	**Holiday**	-
28	Mon	2		-
29	Tue	3		-
30	Wed	4		-
31	Thus	5		-
			Total No. of Working Days 07 + 213 = 220	

ANNEXURE III

DETAILS OF GUESTS FACULTY

S.NO.	NAME & DESIGNATION	DEPT. VISITED
1	**Mr.K.Parivallal,** CEO –DMW Erode	MBA &MCA
2	**Mr.K.Balasubramaniyan,** CEO,Creative Management Consultancy Trichy	MBA &MCA
3	**Dr.Mohan kumar,** Psychometric Games Chennai.	MBA &MCA
4	**Dr.R.Jagajeevan,** Associate Professor PSG Institute of Management Coimbatore.	MBA &MCA
5	**Mr.T.Antony Sahayaraj** Talent of Management Madurai	MBA &MCA
6	**Dr.A.V.R Pandiyan** Professor in Management , Jimma University	MBA
7	**Dr.J.Shanmugam Johee** Trainer ,Management Association	MBA
8	**Dr.Alexander** Associate Professor National Institute of Technology, Trichy	MBA
9	**Mr.P.Vijay** Healthcare Business Consultant, Chennai	MBA
10	**Mr.L.Balaji,** Finacial Trainer Management Association Security Exchange Board	MBA

11	**Mr.V.N Premanand,** Faculty and Coach, Institute of Directors from Madars Management Association, Chennai	MBA
12	**Mr.M.Balaji,** Project Manager, Capgemini Technology Services, Chennai	MCA
13	**Mr.S.Siva Kumar** Chennai	MCA
14	**Dr.George Dharma Prakash** Associate Professor Bharathidasan University, Trichy	MCA

INNOVATION PRACTICE

Best practice 1 : TRADE FAIR

Trade fair is conducted along with the Namakkal district administration, through the Mahalir Thittam department . College bazaar, an exhibition of self-help group products, has become a powerful tool for the groups to expand their market base. The self help group had adopted the latest marketing strategies, improved quality of products, packing method and product design, as recommended by MBA students

Best practice 2 : VIVEKANANDHA SCHOLARSHIP ELIGIBILITY TEST (VSET)

The goal of this practice is to motivate the meritorious undergraduate women students to pursue post graduate study in MBA and MCA by providing scholarship.The policy and procedure for the scholarship scheme is meticulously carried out from the beginning to the end. It is decided that the motto for scholarships will be based on merit and preference will not be given to the students from the same institute. The detailed information about the test is communicated through media and to all women colleges through brochures. The question papers are set on standard topics such as Quantitative aptitude, verbal reasoning and computer applications. The test is conducted in the college premises and evaluation is carried out with utmost care. The results are released along with counseling schedule in the college website.

The success is also evident by the fact that the enrollment of students for the scholarship test has been on the rise year after year.