

Internal Quality Assurance Cell (IQAC)

Annual Quality Assurance Report
For the Period 1st July 2015 to 30th June 2016

Of
C. Abdul Hakeem College
(Autonomous)



Enter to Learn, Leave to Serve

Submitted to



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

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

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year (for example 2013-14)

2015 – 2016

1. Details of the Institution

1.1 Name of the Institution	C. ABDUL HAKEEM COLLEGE(Autonomous), MELVISHARAM – 632 509.
1.2 Address Line 1	HAKEEM NAGAR
Address Line 2	Melvisharam
City/Town	Vellore
State	TAMIL NADU
Pin Code	632 509.
Institution e-mail address	principal@cahc.edu.in hakeemcollege@rediffmail.com
Contact Nos.	04172 – 266187
Name of the Head of the Institution:	Dr. S.A. Sajid, Ph.D.,
Tel. No. with STD Code:	04172 – 266187
Mobile:	94424 16730
Name of the IQAC Co-ordinator	Dr. A. K. Ibrahim Sheriff, Ph.D.,
Mobile:	9360372799
IQAC e-mail address:	principal@cahc.edu.in
1.3 NAAC Track ID (For ex. MHCOGN 18879)	OR
1.4 NAAC Executive Committee No. & Date: (For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate	EC/58/RAR/072, Dt.10.03.2012

1.5 Website address

www.cahc.edu.inwww.hakeemcollege.com

Web-link of the AQAR:

<http://cahc.edu.in/en/wp-content/uploads/2018/01/AQAR2015-2016.pdf>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	---	3/2005	3/2010
2	2 nd Cycle	A	3.14	2/2012	2/2017
3	3 rd Cycle				
4	4 th Cycle				

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

05/01/2006

1.8 AQAR for the year (for example 2010-11)

2015-16

1.9. Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

- i. AQAR 2012 – 2013 on 03.09.2016
- ii. AQAR 2013 – 2014 on 27.10.2016
- iii. AQAR 2014 – 2015 on 11.12.2017
- iv.

1.9 Institutional Status

University ☐ State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous College of UGC Yes ☒ No ☐

Regulatory Agency approved Institution Yes ☒ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☐ Men ☒ Women ☐

Urban ☐ Rural ☒ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☒ UGC 12B ☒

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

1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1. Diploma in Urdu Language
2. Diploma in Functional Arabic
3. Certificate in Arabic Language
4. Certificate in Persian Language
5. Diploma in Computer Application, Business Accounting & Multilingual DTP

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

THIRUVALLUVAR UNIVERSITY
SERKKADU, VELLORE

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

Autonomy by State/Central Govt. / University	<input checked="" type="checkbox"/>	<input type="text" value="---"/>		
University with Potential for Excellence		<input type="text" value="---"/>	UGC-CPE	<input type="text" value="---"/>
DST Star Scheme		<input type="text" value="---"/>	UGC-CE	<input type="text" value="---"/>
UGC-Special Assistance Programme		<input checked="" type="checkbox"/>	DST-FIST	<input checked="" type="checkbox"/>
UGC-Innovative PG programmes	<input checked="" type="checkbox"/>		Any other (<i>Specify</i>)	<input type="text" value="1. ICMR"/> <input type="text" value="2. DBT"/> <input type="text" value="3. DST"/>
UGC-COP Programmes		<input type="text" value="---"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="8"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="2"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="17"/>
2.10 No. of IQAC meetings held	<input type="text" value="32"/>

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

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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


Total Nos. International National State Institution Level


(ii) Themes


1) Challenges faced by Autonomous Colleges as Harbingers of Quality Need Based Education through Innovative Academic Strategies”


2) Workshop for applying Major & Minor Research Projects

2.14 Significant Activities and contributions made by IQAC

 The IQAC had the distinguished exaltation of collaborating with different Committees on the campus to organize the Golden Jubilee Celebrations for four days, from 5th to 8th February, 2016, in the august presence of Top Personalities from all over the country including Dr. H. Devaraj, Vice-Chairman, University Grants Commission, New Delhi.

 With the kind co-operation extended by the college Committee and the Principal, the IQAC had succeeded in obtaining from Thiruvalluvar University to start B.Sc., Chemistry as an un-Aided Course to meet the overwhelming demand for seats in B.Sc., Chemistry.

 The IQAC had paved way for getting permission to initiate the Diploma course in Computer Application, Business Accounting and Multilingual DTP sponsored by the NCPUL, New Delhi and the National Institute of Electronic and Information Technology, Government of India, New Delhi.

 Similarly, the strenuous efforts of IQAC had resulted in commencing the certificate course in Persian Language offered by the National Council for Promotion of Urdu Language, Govt. of India, New Delhi.


- Members of the IQAC had mobilized more number of student-athletes to win medals and shields in different Divisional, University, State and National-Level Tournaments.

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
<ul style="list-style-type: none"> To fill up teacher-vacancies in the Departments of Corporate, Zoology, Mathematics and Commerce by Sending detailed Proposals to the State Government. 	<ul style="list-style-type: none"> The plan was executed properly as per the Norms of the Government and almost all such vacancies, numbering six, were filled with qualified Staff by the State Government of Tamil Nadu.
<ul style="list-style-type: none"> To create academic avenues for maximum Teaching Staff to attend the Refresher or the Orientation Course to help the Staff to update their expertise. 	<ul style="list-style-type: none"> This Plan had yielded such dividends as 23 teachers in the regular vacancies had the privileged chance of attending the Refresher or the Orientation course at the UGC Academic Staff Colleges of different Universities.
<ul style="list-style-type: none"> To organize an International Seminar with financial support of the National Council for Promotion of Urdu Language, New Delhi. 	<ul style="list-style-type: none"> An International Seminar had seen the light of the day on 8th & 9th August, 2016, with the kind cooperation extended by NCPUL, New Delhi, in the form of financial aid to the tune of Rs. 2,50,000.
<ul style="list-style-type: none"> To Stage a National Seminar in Tamil to popularize Tamil as the First Language and to pay homage to Nawab C. Abdul Hakeem Saheb, the Philanthropist of National Standing and an Educationist of everlasting popularity 	<ul style="list-style-type: none"> As planned, National Seminar was organized in Collaboration with the International Tamil Research Studies centre, Chennai at which the biography of Nawab C. Abdul Hakeem Saheb was released.
<ul style="list-style-type: none"> To recruit more number of students in Service-oriented units to strengthen the units to cater to the genuine needs of patients in the near 	<ul style="list-style-type: none"> More number of students who enrolled in NCC, NSS, Youth Red Cross, Red Ribbon, Ranger, VIDES, Rotaract CCC and other

by hospitals, the natives of near by villages and students of schools in nearby vicinity.

 To encourage Staff and Students to attend more number of seminars and workshops to enrich their academic armor.

service-oriented units functioning on the campus.

 As many as 30 Regular Staff were extended the privilege of presenting Papers at various seminars and publishing their Papers in Journals of National and International repute.

** Attach the Academic Calendar of the year as Annexure.*

Please see Annexure – VIII

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐
 Management ☒ Syndicate ☐ Any other body IQAC ☒

Provide the details of the action taken

Approved to submit the AQAR 2015-2016

Part – B
Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D.	5	0	0	0
PG	5	0	2	0
UG	7	1	8	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	2	0	0	0
Certificate	2	0	0	0
Hardware & Tally	3	0	2	4
Total	24	1	12	4

Interdisciplinary	12	---	---	---
Innovative	---	---	---	---

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	27
Trimester	-
Annual	7











- 1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☒ Students ☒
(On all aspects)

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

**Please provide an analysis of the feedback in the Annexure*

Please see Annexure - VII

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

-  Being an Autonomous Institution, there had been revision in the syllabi with sole intention of updating textual information for students' progress in Academics.
-  In the second year of its Autonomy, the college facilitated avenues for the meeting of different Boards of Studies to restructure the syllabi for students of all I U.G. and I P.G. Courses.
-  Each Board had on its Panel members of the faculty concerned including the Head of the Department and Representatives from the Alumni and Industry in addition to a Professor nominated by the university, namely Thiruvalluvar University.
-  The components of the syllabi were given due importance in accordance with their relevance and in the light of their worth and necessity befitting the challenges posed by changing spectrum of learning, teaching and evaluation in the larger interest of career prospects of students.
-  The curriculum designed by the Departments was placed before the members of the Board for a detailed discussion and as per the suggestions made by the Board, certain components were deleted and some syllabus on par with the syllabi designed by Experts.
-  Lessons in Foundation English Urdu and Tamil were given a boost by including articles on great scientists and renowned Philanthropists such as Thomas Alva Edison and Nawab C. Abdul Hakeem Saheb to place them before students as fitting role models.
-  The Papers on English major I & Major II were given a Philip by preferring more Indian writers in English to carve a verbal hall of fame in their fond memory and reverence on the lines of English writers.
-  Major subjects in all the U.G. Courses were shown deserving consideration by incorporating components of topical significance to amplify the Textual knowledge of students in the courses concerned.
-  Similarly, Allied Papers were also streamlined by selecting such topics that would fit into the framework as more important components that would match the standard of all major papers.
-  The Electives were also duly altered to create awareness among students about the upkeep of environment and to include in them a regard for human values.

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
73	41	31	---	1

2.2 No. of permanent faculty with Ph.D.

45

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
6	8	---	---	---	---	---	---	6	8

2.4 No. of Guest and Visiting faculty and Temporary faculty




33

2.5 Faculty participation in conferences and symposia:





No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	22	65	60
Presented papers	10	45	48
Resource Persons	---	4	5

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

The College evinced keen interest in effectuating still further teaching and learning to make students everlasting beneficiaries. In addition to the existing mechanism, the college had implemented few more measures to make the process much more useful and much more effective.

-  More teachers were deputed to attend the orientation or Refresher course at the Academic Staff colleges of different Universities to ventilate avenues for them to update their knowledge in the field concerned to help students to benefit from their intense training.
-  Students were instructed and guided to learn more by tapping electronic resources like Internet to learn more and to equip themselves with much more authentic information to ampling their know-how in the segments concerned.
-  Special tutorial classes were organized to promote the prospects of students who could not fair well in unit Tests and CIA Tests I & II. They were exposed to personal coaching and written

Tests at periodical intervals. The tiresome efforts of teachers and students bore rich fruits in the subsequent Test and End Semester Examinations.

-  The Central Library was made to keep open from 8 a.m. to 6 p.m. on all Working Days to help students to consult more books and reference volumes and Journals of National and International Standing to Strengthen what they knew to make it stronger and more useful.
-  As usual, the Educational Aids were driven into action to tone up students' knowledge of Texts and to provide a large canvas for better and effective learning.
-  More silver medals were introduced to honour the Class Toppers in the End Semester Exams to encourage more students to win the medals as a fitting reward for their strenuous efforts and matchless merit.
-  Inter-class Seminars and Intra-class get togethers were increased to provide academic platforms to students to prepare papers on important lessons and sections of Text Books and present them at the Seminars in the same way of a State or a National Seminar. Students were extended all possible help and necessary guidance by teachers who were equally interested in the progress of students.

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

182

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

Double valuation including Photo copy

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

81	---	---
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2.10 Average percentage of attendance of students

82%

2.11 Course/Programme wise distribution of pass percentage year 2015 - 2016:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG	578	8	22	18	3	51
PG	89	15	52	12	-	79
M.Phil.	33	25	66	-	-	91

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

-  The Internal Quality Assurance Cell, a prestigious academic body functioning on the campus, is like an anchor supporting all academic exercises and like a catalyst accelerating their pace.
-  The IQAC encouraged different Associations to organize one-Day seminars by inviting scholars to deliver erudite lectures for the benefit of students in expanding the frontiers of what they knew.
-  Members of the cell, with good offices of the Principal, provided room for more teachers to attend orientation and refresher courses to update their knowledge to effectuate classroom instruction.
-  The Cell mobilized the Controller's office to conduct CIA Tests I & II and End Semester Exams as per the guidelines of UGC to assess the performance of students and to ascertain to what level students were able to grasp the lectures to fair better in the Exams.
-  The IQAC obtained feedback from students to evaluate teachers' role in imparting lessons and in equipping students with the knowledge to shine in the Examinations.
-  The feedback was analyzed with cooperation extended by the principal and the Heads of Departments and necessary steps were launched with students' progress as the ultimate goal.
-  The Cell, under the supervision of its co-ordinator, was always in the forefront in contributing its mite for streamlining the teaching-learning process and also in promoting it in the best interest of students and in safeguarding the aim and purpose of higher education.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	---
HRD programmes	---
Orientation programmes	22
Faculty exchange programme	---
Staff training conducted by the university	---
Staff training conducted by other institutions	---
Summer / Winter schools, Workshops , etc.	5
Others	---



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	19	13	0	36
Technical Staff	7	0	0	2

Criterion – III

3. Research, Consultancy and Extension

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

-  The College had been transformed into a busy Research Hub with so many Projects that were most successfully accomplished and with many more Projects on hand. The main motivated force being the initiatives launched by IQAC that were Manna to ongoing research in different disciplines.
-  The IQAC in collaboration with interest evinced by various Departments had set a pace for everlasting research by lighting the torch of Search and Research with the oil of proper planning and proper execution.

-  The Cell persuaded Research Departments to purchase leading scientific Journals to encourage more Researchers to apply for major and minor projects and to prepare the base for more research.
-  The Cell's continuous efforts coupled with the departments zeal resulted in the Researchers' obtaining Research Grants from Funding Agencies namely DBT, DST and so on and so forth to keep the flame of research burn day and night on the campus.
-  The co-ordination of the cell and the members sensitized the qualified staff to pursue research and advised them to involve in research to exemplify their knowledge and their expertise in the subject for the welfare of the society.
-  The Researchers were counselled properly to contribute articles for publication in the Journals of National and International repute to place the College on the map of everlasting glory.
-  The Strenuous efforts of the IQAC enriched the Research climate on the campus by paving way for more projects, more Funds, more Publications and more Research activities like presentation of papers at various National and International Seminars.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	8	2	3
Outlay in Rs. Lakhs	95.23	322	149.76	288

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	---	---	1	---
Outlay in Rs. Lakhs	---	---	1.2	---

3.4 Details on research publications

	International	National	Others
Peer Review Journals	34	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	1	-	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2-3	DBT, BIRAC	57.72 Lakhs	31.15 Lakhs
Minor Projects	---	---	---	---
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)	2	ICMR	5.99 Lakhs	5.99 Lakhs
Any other(Specify)				
Total			63.71 Lakhs	37.14 Lakhs

3.7 No. of books published i) With ISBN No. Chapters in Edited Books
 ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges Autonomy ☒ CPE DBT Star Scheme ☒
 INSPIRE CE Any Other

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	1	02	06	---	10
Sponsoring agencies	NCPUL	NCPUL &	College & UGC	---	College

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency	63.71 L	From Management of University/College	1.20 L
Total	64.91 L		

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
	---	---	---	---	---	---

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

17

161

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

19

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="10"/>	State level	<input type="text" value="---"/>
National level	<input type="text" value="---"/>	International level	<input type="text" value="---"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="64"/>	State level	<input type="text" value="---"/>
National level	<input type="text" value="7"/>	International level	<input type="text" value="---"/>

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:








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

3.25 No. of Extension activities organized





University forum	<input type="text" value="---"/>	College forum	<input type="text" value="5"/>	
NCC	<input type="text" value="1"/>	NSS	<input type="text" value="10"/>	Any other <input type="text"/>

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

The prime motto of the college is 'Enter to Learn, Leave to Serve'. This itself exemplifies the Institution's social responsibility. One of the routine activities on the campus is to cater to the social needs of the people in the villages nearby and also needy patients in the hospitals.

-  As blood is defined as the 'Elixir of life', student-volunteers were encouraged to donate blood to the patients who were undergoing surgery in the Internationally well reputed CMC Hospital at vellore and the Government Hospital in vellore and Apollo Hospital, Melvisharam.
-  Hon'ble collector of vellore presented an Excellence Certificate to the college praising its services to the patients and its deep concern for their welfare by deputing students to donate blood.
-  Students who were visually challenged were extended the expected help and co-operation by conducting classes, in which they were provided all possible assistance by arranging a healthy student to write the answers expressed by the blind during CIA Tests I & II and the university or End Semester Examinations.
-  A village was adopted by the College NSS units to pitch their Annual camp to cater to the genuine needs of the natives.
-  The college NSS volunteers laid roads, cleared the campuses of schools, library, mosque, temple, church and offices in the locality.
-  Efforts were made and succeeded in cleaning the Water tank meant for supplying drinking water to the entire village.
-  A rally of students was planned and executed on the 'Voters' Day' to create an awareness about the vote among the public. A meeting was organized in the college to inform students to know the importance of vote and all of them were

advised to exercise their franchise on the Election Day. The meeting was attended by the officials concerned.

-  On the 'World Suicide Prevention Day' yet another rally was organized to make the public aware of the purpose of life and to counsel them to live to the last minute as expected by God, All merciful.
-  The 'Flag Day' had been observed on the campus in all solemnity and the funds collected on that day were sent for the welfare of the Army.
-  Student-members of the college service-oriented units namely, the Rotaract, the Red Ribbon, the Youth Red Cross, the Rangers, the VIDES and the media club rendered yeoman service in the best interests of the well being of the people.
-  The NCC cadets extended their hearty cooperation under the command of the college NCC Officer, to the police in controlling the crowds and the vehicles on days of local festivals.











Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	20.92 acres	---	Management	20.92 acres
Class rooms	41	4		45
Laboratories	12	---	-Do-	12
Seminar Halls	3	1	-Do-	4
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	22	3	UGC & DST	25 Lakhs
Value of the equipment purchased during the year (Rs. in Lakhs)	29 Lakhs	6 Lakhs	-Do-	35 Lakhs
Others	---	---	---	---

4.2 Computerization of administration and library

-  The College had computerized its various wings of administration to maintain transparency and to expedite all official works and to achieve perfection.
-  Adequate number of computers were procured to computerize the work in every section in the College Office.
-  Process of finalizing the list of eligible students on the basis of merit and as per the Reservation norms of the Government for admission into various U.G. and P.G. courses and M.Phil. and Ph.D., Programmes was fed to the computers in the Student Admission Section. As the process was absolutely perfect, the college received no complaint from any student or any parent as regards to Admission.
-  Students' Attendance was also assigned to the computers whose outcome of work was perfect as the running of the standard clock.
-  The controller's Office of the Autonomous Stream worked out the Exam schedule and dates of valuation and publication of Results with the help of computers.
-  Hall-Tickets were also got ready by feeding necessary data to the computers.
-  Details regarding Exam Fee, Condonation fee and Penalty for belated submission of Exam Application Forms were finalized by computers installed in the college office and in the Examination section.
-  The Central library was fully automated to expedite the process of lending books and to trace the volumes that were long pending with Staff and Students.
-  The on-line facility was streamlined for the convenience of Staff and Students to download reference volumes and popular Journals and also to upload the research articles and Papers.
-  The College Office was directed by the State Govt. to upload Scholarship Applications with relevant details and the process was activated as majority of students were eligible for some scholarship or the other.





4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books & Reference Books	41666	3020657	533	58336	42199	3078993
e-Books	51746	25000	---	5000	51746	30000
Journals	80	163104	---	30798	80	193902
e-Journals	2154	---	---	---	2154	---
Digital Database	---	---	---	---	---	---
CD & Video	105	1575	---	105	1575	---
Others (specify)	---	---	---	---	---	---

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	160	4	Yes	1	---	13	12	4
Added	2	---	---	---	---	2	---	---
Total	162	4	Yes	1	---	15	12	4

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

-  To promote computeracy on the campus, the college had initiated measures to contribute impart computer training to non-computer knowing students and the office staff.
-  Free access to Internet had been facilitated to Staff and Students to download Texts or material relevant to their reference or study.
-  The Department of Computer Science and Computer Applications organized training sessions to the Non-Teaching Staff to learn the technique of operating computers to computerize all official works like preparation of Salary Bills, maintenance of Accounts under several heads and so on and so forth.
-  As Technology upgradation had been one of the chief goals of the Institution, new computers were procured for installation in Departments to prepare and distribute study material to students of all classes.






4.6 Amount spent on maintenance in lakhs:




i) ICT	1.70 Lakhs
ii) Campus Infrastructure and facilities	25 Lakhs
iii) Equipment's	3 Lakhs
iv) Others	---
Total:	29.7 Lakhs

Criterion – V







5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

-  As the College has students' progress as its vision and mission, the IQAC adopts various means to create awareness and even to enhance it among students for their well being and prosperity.
-  The IQAC put up circulars in the Central Notice Board and the Department Notice Boards to bring to the notice of students various student support systems functioning in the college.
-  Teachers were requested by IQAC to inform students about important Notices and helping wings of the College Union.
-  The IQAC succeeded in popularizing the significance and utilitarian value of NCC, NSS, Red Ribbon club, Anti Ragging Squad, Rangers, VIDES and other support systems and as a result more number of students were enrolled in all such service-oriented clubs.
-  The IQAC chalked out proper strategy to help students to be aware of various scholarships and also mobilized the Office Staff in-charge of scholarships to finalize duty filled-in Applications to place them on the online within the last stipulated date for due consideration by the Government.

-  The role of IQAC in encouraging students to donate blood, through NSS and NCC, for the sake of the sick in hospitals in the district was conspicuous and even commended by the Higher-ups concerned.
-  The Cell Collaborated with the Department of Physical Education on the campus and paved avenues for the College Sports Personalities to win medals and shields and Individual championships in scores of Divisional, Inter-Divisional and National Level Tournaments.
-  The Student support services on the campus were highlighted by the IQAC in all possible ways and by requesting the Principal to include them in the College Calendar for the ardent notice of Students.

5.2 Efforts made by the institution for tracking the progression

-  The College innovated several ways and means to track and assess the progress made by students, staff and the college in particular.
-  The Principal called for the meetings of Head of Departments at frequent intervals in his office to know about the progress made by students in Academics, Research and Sports & Games.
-  The Heads of Departments organized Departmental meetings to ascertain the progress of students in their respective course of study by assessing students' performance in various Tests and Examinations; regularity in attendance; ardent attention in the classroom; level of commitment while doing Practicals in the labs; behavior in general and response to questions in the classrooms.
-  The graph of Progress was maintained systematically and students who were lagging behind were exposed to proper and effective counselling.
-  The Internal Audit committee in the college played a vital role in recording the progress by visiting Departments to collect data to maintain a Ready Reckoner and to plan further to amplify the progress.
-  Teachers in-charge of classes were assigned the task of encouraging the class Toppers to touch Still greater heights and the Slow learners and the failed ones to attend Remedial classes that were conducted to help them to grasp the lessons and the subject with ease and with more attention.

5.3 (a) Total Number of students

UG	PG	Ph. D.	M.Phil.
1097	175	41	25

(b) No. of students outside the state

6

(c) No. of international students





Men	No	%	Women	No	%
	---	---		---	---

Last Year (2014-15)						This Year (2015-16)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
384	276	24	607	10	1281	405	224	1	706	6	1342

Demand ratio 1:3.5 Dropout %: Nil –

Discontinued 5% due to selection in the Army and Police services.

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

-  As the College is in good rapport with Alagiya Kadan IAS Academy, Chennai, the Trainees engaged by the Academy organized a written Test to select students for free coaching by the Academy in New Delhi. Two students passed Test with honours and were recommended for free coaching by the Academy.
-  The college brought up an Awareness Lecture by the Director of the Academy who presented a detailed survey of competitive Examinations with particular reference to IAS and other Civil Services Examinations.
-  The college encouraged students to prepare for competitive Exams by providing books useful for Exams conducted by the Tamil Nadu Public Service Commission and UPSC. A separate section to keep such books is reserved in the Central Library.
-  The Department of English had in its Departmental Library scores of such books and students were constantly kept in touch with Competitive Exams by passing on information through circulars and Notices displayed in the College Central Notice Board and the Notice Board of the Central Library.





No. of students beneficiaries

30

5.5 No. of students qualified in these examinations

NET	3	SET/SLET	---	GATE	---	CAT	---
IAS/IPS etc	---	State PSC	---	UPSC	---	Others	---

5.6 Details of student counselling and career guidance

-  One of the visions of the college is to equip students with sound knowledge to be eligible for decent Placements. Scores of students are getting recruited in the campus Interviews conducted by Top Brands and Popular Software Companies.
-  The career Guidance and Placement Cell operating on the campus organized counselling sessions for students on how they should prepare to be successful in the Job Interviewees.
-  Classes in Spoken English were conducted on Saturdays to train students in Communication Skills and Group Discussions as proficiency in English is a necessitated qualification for Placements in reputed Organizations.
-  Campus Interviews were conducted in association with Top Companies to help eligible students to obtain jobs.

No. of students benefitted

385

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
7	153	65	167

5.8 Details of gender sensitization programmes

--NIL--

5.9 Students Activities

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

State/ University level 41 National level 10 International level ---

No. of students participated in cultural events

State/ University level 2 National level --- International level ---

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students		Amount
Financial support from institution	44		5,15,500
Financial support from government	SC-182	769	11,36,372
	BC-587		12,05,495
Financial support from other sources	Minority Scholarship		
Number of students who received International/ National recognitions	---		---

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students




5.13 Major grievances of students (if any) redressed: No Grievances

Criterion – VI




6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution





VISION OF THE COLLEGE

-  To achieve academic excellence through the holistic approach.
-  To provide world class teaching in higher education and research for the upliftment of rural community.
-  To offer need-based, Job - oriented Courses of study relevant to the society.




MISSION OF THE COLLEGE










-  To strengthen youthful exuberance for contextualizing academic issues and career concerns.
-  To sensitize students' awareness to venerate quality as the defining element.
-  To foster the exultant spirit of Universal harmony by making education powerful and pervasive.


GOALS

-  To provide an ideal system of higher education to all, in general, and Muslims, in particular.
-  To train the youth in need - based Job - oriented Courses.
-  To inculcate in the minds of the youth a sense of discipline and creative thinking.
-  To bring about a complete and harmonious development of all factors that contribute to the formation of human personality.

6.2 Does the Institution has a management Information System







-  Yes. The Management Information System in the college is an effective means of proper administration.
-  The College Committee is the supreme body that manages and maintains the College.
-  The Secretary cum Correspondent of the College is at the helm of affairs who is endowed with rights related to appointment of teachers, sanctioning of medical leave, Granting Financial Aid to poor Students, Signing of the Bills of all kinds pertaining to Teaching and Non-Teaching Staff and Several other official routines.

-  The college Management Information System is like as golden chain with so many links in between.
-  The College Committee takes a resolution in its meeting and the same is passed on to the Principal through the correspondent.
-  The Principal calls for a meeting of the Head of Departments and explains the decision of the committee which is implemented with retrospective effect.
-  Heads of the Departments manages the affairs of the Department in consultation with his Colleagues in the Department. He designs the schedule for the unit Tests and holds meetings with the parents whose wards fail to make a mark in the unit Test, CIA Tests I & II and the End Semester Examinations or irregular for the classes.
-  The College has nominated Conveners for the Committees for the Smooth functioning of the College and to attend to the genuine needs of students.
-  These Committees are very many and carry out the works assigned to them most excellently and most perfectly.
-  Some of such Committees include:
 1. Admission Committee
 2. Anti-Ragging Committee
 3. Attendance Committee
 4. Scholarship Committee
 5. Students Grievance Cell
 6. Examination Section
 7. Student Discipline Committee
 8. Career & Guidance Cell and so on.
-  The Class Representatives who are nominated based on the marks secured in the previous End Semester Exam take care of the Classes and Pass on the information communicated by the Head of the Department to other students in the class.
-  The NSS Volunteers and NCC cadets shoulder the responsibilities assigned to them for the success of the centralized functions namely The College Day, Sports Day, Graduation Day and so on.



-  Each Department nominates the vice-president of its association on the basis of seniority of the Teaching Staff in the Department and the Vice-President organizes the meeting of the Association or One-Day Seminars seeking the support of the HOD and other Departmental Colleagues.





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

6.3.1 Curriculum Development









-  As Solid and well designed curriculum is the heart and soul of higher education, the college had evinced keen interest in framing the syllabi for various U.G. and P.G. courses and the M.Phil., Programme in different disciplines.
-  The College had requested the university to appoint its Nominee as the Subject Expert to be included in the Board of studies to standardize the syllabus in the subject concerned by seeking his advice and by implementing his valuable suggestions.
-  Room was created for inclusion of the Representative from leading Industry to update the syllabus that would match the demands of the career opportunities in Industry.
-  One of the College Alumni who was well versed in the subject a member of the Board of Studies in the subject concerned to obtain his advice in updating the syllabus.
-  The meeting of each Board of studies was designed to activate detailed discussion to improve the quality of content in the syllabus that would suit the requisites of Recruiting Agencies.
-  The curriculum was set to get restructured once in two years to welcome new components that would answer the needs of the day.



6.3.2 Teaching and Learning

-  The College believes that if teaching is effective, learning will be more interesting and more beneficial. And therefore, the teaching-learning process is made more an intense mechanism than a more causal academic exercise.
-  Teachers were deputed to be trained in orientation and Refresher courses to learn the latest trends in imparting instruction to make classroom work not a routine but an essential task to learn to grow academically.









-  Students were provided free access to Internet to download more authentic and detailed material to enlarge the canvas of their learning and to intensify their passion to gain mastery over what they learn.
-  Visual Aids were used most frequently to convert theoretical learning through lectures into visual experiences because 'Seeing is Believing'.
-  Inter-class Seminars were organized to train students in preparing Papers on various topics in the syllabus to harness a healthy competition to shine more in the Examinations.
-  Proper counselling was given to slow learners to fall in line with those that were well above by exposing them to additional lectures on the same lessons.

6.3.3 Examination and Evaluation



-  Examination and Evaluation go together like Juno's Swans. Evaluation of answer scripts was totally done by External Examiners in spite of the autonomy conferred on the college.
-  CIA Tests I and II, as preparatory Test, were made compulsory for students. Absentees were fined and the Parents were intimated about the absence of their wards.
-  A signed declaration from the parents of students who failed to score well was obtained by HODs as a warning to students.
-  Arrear Examinations were conducted on Saturdays to lessen the burden of students while taking the Regular Examination.
-  Practical Examinations were conducted by inviting Externals to maintain transparency and to make students to concentrate more on the Practicals concerned.
-  Students were extended the facility of applying for Revaluation of any Two Papers by relaxing the Rule that earlier permitted only one Paper.
-  Likewise, Students were given the concession of getting the Photocopy of any number of Papers by filing applications within the last date stipulated by the controller's office.
-  Internal marks were calculated based on the marks scored in CIA Test I & II and regularity in attendance and submission of Assignments.









-  Result were published within ten days from the last day of Examination and were kept online to avoid restlessness among students about their results.
-  Every written work connected with the conduct of Examinations including the finalization of Results were computerized to expedite the works and to strike the degree of perfection.

6.3.4 Research and Development




-  Research is being cultivated on the campus on the lines of a kitchen garden.
-  The College had emerged as the biggest Research Centre in the whole of Thiruvalluvar University.
-  The College had registered maximum number of Research Scholars in almost all the Departments.
-  Research Grants to the tune of 37.14 Lakhs were received from Funding Agencies like DBT.
-  Research Scholars and supervisors were encouraged to publish papers of Top Standard in leading National, International Standing to uphold the image of the College.
-  The Research Labs were given the privilege of procuring latest and sensitive Instruments to improve the quality and to speed up the process of innovation.
-  Vast majority of Scholars pursuing the Ph.D., Programme were awarded the Degree by Thiruvalluvar University as a result of total dedication on the part of the supervisors and painstaking efforts of their scholars.
-  The OIE lab functioning in the college had been showered rich encomiums as an exalted honour and in praise of its International Ranking and outstanding research innovations.



6.3.5 Library, ICT and physical infrastructure / instrumentation

-  The Central Library is a haven of Texts, Research Volumes, Reference Books etc., beautifully arranged in the sections marked for easy location.
-  A Reference section was kept open exclusively for Research Scholars to consult Reference Volumes and Journals and to contribute to the research climate prevailing in the campus.



-  More books were purchased in different subjects for the benefit of Staff and Students.
-  A free Net Centre was activated for use by the students of U.G., P.G., M.Phil., and Ph.D., disciplines to download more useful and otherwise unavailable information and also to promote computeracy among students.
-  Weekend classes in Hardware and Networking had been yet another effort of the College in its endeavor to help maximum number of students to be computerates.
-  A Ramp was raised just adjacent to the second Entrance and near by the prayer Hall for the convenience of the physically underprivileged students.
-  A well furnished room was kept open for saying prayers, within the main building, at the prescribed hours and to provide an easy access to many among staff and students to other prayers in case they skip main prayers for some official reason or the other.
-  Classrooms were fitted with more tube lights to provide more light for writing and reading.
-  New instruments were procured to meet the experimental demands in the lab befitting the restructured syllabus in science subjects for U.G. and P.G. students.
-  Sensitive instruments were also purchased to augment research in the labs and also to furnish the labs with latest tools and instruments to facilitate research as per the standards maintained on the campus.

6.3.6 Human Resource Management







-  The college had the pleasure of deputing Teaching Staff to attend the Refresher or orientation course at the Academic Staff Colleges affiliated to Universities to provide avenues of training to the staff who had not attended such training programmes earlier.
-  The Management exhibited the goodwill of maintaining cordial relations with Teaching and Non-Teaching Staff for the success of all academic exercises, research assignments and sports and games.
-  The college committee was more concerned about the employees' safety and evinced maximum interest in their welfare by extending all possible help and encouragement.

-  Several welfare measures were taken for students' progress by creating more facilities as requested by students.
-  The Human Resource Management had been given top priority on par with students' progress in studies.






6.3.7 Faculty and Staff recruitment

-  The College Committee was magnanimous enough in appointing eligible teachers as management staff in the vacancies not filled up by the State Government with the role instruction of rendering justice to students and to the classwork scheduled in the form of Time Table.
-  Qualified Non-Teaching Staff were also appointed in the vacancies caused by the Staff who retired during the Academic year.






6.3.8 Industry Interaction / Collaboration


-  As In-Service Training was a compulsory component in the syllabus for students of need based courses, the college had facilitated such training by deputing students to the companies that were well known product wise, business ethics wise and in earning the goodwill of their customers.
-  Students of Final year B.Com., Corporate Secretaryship attended a Training Programme in stitching shoes and apparel at the footwear design & development Institute, SIPCOT, Ranipet.
-  They had the privileged chance of undergoing the Institutional Training of vellore co-operative sugar mills Ltd., Ammundi; CSC Computer Education Centre, Arcot and at K.H.Arind Private Ltd., Perumugai.
-  Select students of II M.Sc., Mathematics had the good fortune of participating in the summer Training Programmme conducted by Ramanujan Institute for Advanced Study in mathematics, University of Madras, Chennai.
-  Students of Physics were exposed to intense training at the workshop brought up by the Sacred Heart College, Tirupattur.
-  Similarly students of I M.Sc., Zoology had their presence registered at the Seven-Day workshop conducted by sir Thiagaraja College, Madurai.

6.3.9 Admission of Students

-  The fact that as many as 550 or even more number of students are receiving their Diplomas at the Graduation Day function every year, gives a hint to what kind of students are given admission in the college.
-  The Admission committee, headed by the Principal, had resolved to provide free admission to students whose aggregate was more than 80 percent in the Intermediate (Plus Two) Examination. This concession drew the attention of the parents and encouraged them to admit their wards who scored more than 80% into various first year U.G. Courses.
-  Students who passed the qualifying Examination in the first attempt were alone selected by Admission committee for admission.
-  Admission of students was made transparent by adopting strictly the Reservation Norms of the Government.
-  As the demand for admission became more and more, the college sought and obtained permission from the State Government to fill up 10 percent more seats in each discipline.

6.4 Welfare Schemes

-  To harness a harmonious development of all sane factors that contribute to the formation of human personality and to achieve academic excellence through holistic approach, schemes for students' welfare were continued and few more were planned and executed for students' progress.
-  Suggestions put forth by students in the garb of feedback were given due attention.
-  More students were encouraged to apply for Scholarships with their eligibility as the main concern to provide financial assistance to continue their studies.
-  Cameras were installed in the College portico and at the main entrance gate to check and set right the movements of students for their better.
-  Such of those students who were irregular of bitten by the bug of late coming were counselled to give up such academic evils and their parents were informed by requesting them to be cautious about daily attendance and studies of their wards.

-  Anti-Ragging Squad was kept more alert in checking any untoward behaviour of students and in promoting a trouble-free campus.

6.5 Total corpus fund generated

NIL

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	Committee approved by the Governing Body	Yes	Committee approved by the Governing Body
Administrative	Yes	GOVT.	Yes	Head of the Institution








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

For UG Programmes Yes ☒ No ☐

For PG Programmes Yes ☒ No ☐

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






-  In the Second year of its Autonomy, the college prepared plans for reforming Examination system with a focus on conduction of Exams for students with Arrears and on the possibility of publishing results as the earliest possible date.
-  The task of setting the question paper in all the subjects was assigned to the Externals to make Examinations true acid tests to assess students' knowledge of the Tests.
-  Even the Question Paper for Practical Examinations was at the concern of the Externals who not only set the Questions but also conducted the Practical Examinations.
-  Examinations for students with arrears were planned and executed on Saturdays to reduce their burden during Regular Exams.
-  Efforts were made and proved to be successful regarding publication of Results as early as possible.
-  The Paper-Review committee was constituted to review the Question Papers to check whether the questions that were set were in accordance with the syllabus and to rectify spelling and grammatical errors.


-  Minimum Grace marks as decided by the Examination Committee were given to help students who were just near the Passing minimum.
-  The Invigilation Schedule was worked out with the Seniority of the Staff as the base.
-  Such of those students who indulged in Mal Practice were detected and sent out by marking '0' (zero) on the answerbook. They were warned severely not to repeat the mischief with a note sent to their parents.
-  Students who turned up half-an hour after commencement of Exam were not permitted to enter the Exam Hall or the room in which the Exam was conducted.
-  Students Attendance was given top priority in finalizing the list of eligible students for the Examination.
-  No Student was allowed to carry with him the mobile or any material to copy.
-  While assessing the Internal mark, students' regularity in submission of Assignments was taken into consideration.

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







Not Applicable

6.11 Activities and support from the Alumni Association







-  The Alumni Association is almost like an anchor supporting and contributing to the progress of the college.
-  As many of the Alumni are the well wishers of the college and students on rolls, their continued cooperation had been like greasing the brakes of an automobile.
-  They had the pleasure and heart of attending the Centralized Functions organized by the College to extend their moral support to the college.
-  They exhibited their goodwill by presenting well-made files to the New Graduates to keep the certificates and to preserve copies by the Testimonials to meet the career-demands in the days and months that were ahead.
-  The Alumni Association of the College is a well-knit organization with 'One for all and All for one' as its guiding star which was exemplified during the year, in its earnest desire to render financial aid or extend any possible assistance to such members who were rocked by financial stringency for some tragic reason or the other.




-  As Representatives of the Alumni Association, their role in the Boards of Studies had been amazing and remarkable in restructuring the syllabi for various U.G. & P.G. courses.

6.12 Activities and support from the Parent – Teacher Association







-  The Parent-Teacher Association in the college in like an academic bridge connecting parents with Teachers or like an academic link joining either or.
-  The support from this Association had strengthened the contents of the curriculum with a free access given to the parents to come forth with their healthy suggestions.
-  As some of them were intellectuals or standard of the syllabus were of immense help in enhancing the quality of the contents.
-  The meeting of the Parents and Teachers was like manna in improving discipline on the campus.
-  Parents of erring students were appealed to cast a proper eye on the demeanor of their wards in their larger interest and in the best interest of the functioning of the college.
-  The feedback obtained from parents by the teachers was like a book of guidance in transforming education into an academic passport to morals, career opportunities and educational advancement.

6.13 Development programmes for support staff

-  The support staff of the college are well placed and well attended their needs.
-  They were encouraged to get through the departmental Tests conducted by the State Government to qualify for higher Posts.
-  They were rendered financial assistance by the management on submitting applications for such support.
-  Sons of the support staff were extended the privilege of free education by the management paying their fee.
-  Such of the support staff who were not computerates were given free training in computers to promote computeracy among them.
-  Events in Sports & Games were held exclusively for them as part of the Sports Day Celebrations to harness a healthy competition and also to provide room for exhibition of their hidden talents.

-  They were given the privilege of perusing Newspaper and weeklies and Monthlies in the Central library and also borrowing books of their choice.
-  Their articles penned for publication in the College Magazine were given a Special consideration on par with the articles submitted by the Teaching Staff and Students.
-  The ministerial staff were provided with all necessary facilities to go ahead with the works assigned to them.

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



-  The campus is a shining badge of the true spirit of environmental friendship with so much care taken to promote palpable climate on the campus.
-  Gardeners were appointed to evince parental attention to maintain a green campus enriched with pied beauty of different flowers.
-  The College buildings were given a face lift by planting saplings on important days like Independence Day, the Republic Day, the NSS Day and so on.
-  The Enviro club functioning in the college had been an asset in enriching greenery by keeping a vigilant watch on the trees and plants in the college Quadrangle, near the canteen adjacent to the Seminar Hall and in front of the main building.
-  The College NSS units organized a meeting presided by our District Forest Office to create awareness among staff and students about environmental protection and preservation.
-  Essay competitions were conducted by the NSS Programme Officers on the theme of Environmental Protection for a healthy survival of mankind.










Criterion – VII

7. Innovations and Best Practices

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

The Institutions mission is to cater to the higher educational needs of maximum number of students by facilitating congenial academic atmosphere to prevail on the campus. It is also its passion to create avenues for students to acquire additional qualification without disturbing their regular routine.









-  During 2015-2016, the College had started an additional section in B.Sc., Chemistry as an Un-Aided course to meet the overwhelming demand for seats in Chemistry, one of the evergreen courses with plenty of job opportunities.
-  The management is providing Interest-free loan to the staff at the time of marriage or to meet medical expenses.

-  To promote students' linguistic skills not only in their vernacular but also in other languages, the College had initiated the certificate course in Persian Language Sponsored by the National Council for Promotion of Urdu Language, Government of India, New Delhi.
-  To amplify students' knowledge of computers and also to popularize computeracy on the campus, the college had opened gates for the empty of the Diploma course in Computer Application, Business Accounting and Multilingual DTP in collaboration with the National Institute of Electronic and Information Technology, Government of India, New Delhi.
-  For Sound functioning of the Departments and the Classroom work without any hindrance the college had succeeded in mobilizing the State Government to fill six regular vacancies existing in the Departments of Corporate Secretaryship , Zoology, Commerce and Mathematics. Thanks to the State Government of Tamil Nadu, the teaching process in these Departments had been Streamlined and accelerated.
-  To Channelize academic avenues for teachers to update their subject expertise, as many as Twenty-Three teachers were deputed to attend and benefit from the Refresher or Orientation Course offered by the UGC Academic Staff Colleges of different Universities.
-  A total of 382 Non-Urdu knowing and Non-Arabic knowing students were given admission in the certificate and Diploma courses in Urdu and Arabic conducted in the college with the National Council for Promotion of Urdu Language, Ministry of Human Resource Development, Government of India, New Delhi.
-  A Two-Day International Seminar was organized with financial assistance extended by NCPUL, New Delhi, to facilitate further research on languages and their growing importance with the advent of computers.
-  The Urdu Association, the Tamil Associations, the English Association, the Planning Forum, the Career Guidance Cell the NSS units prepared student of different courses to participate and win prizes, medals and Cash Awards in the District Level, State Level and University Level literacy competitions and workshops to provide ventilation to the writing and practical skills of students.
-  Scores of teachers were extended the privilege of presenting Papers at various National and International Seminars and Symposia conducted by Universities, Colleges and Associations in various parts of the Country.
-  The Principal and several teachers exhibited their goodwill by officiating as Guests of Honour, as Guest Lecturers, as Chairpersons of Seminar Sessions, as members of the Selection Committee for appointment of teachers in different Colleges, as the vice-chancellor's Nominee for recruitment of Principals and Teaching Faculty in the Colleges affiliated to Thiruvalluvar




University, as Reviewer of the articles for publication in International Journals and so on and so on.

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

It is the established tradition of the college to execute all the plans that it evolves for the growth of the College, for the academic advancement of students, for the progress of research on the campus, for reaping a harvest of shields and Trophies in Sports & Games, for splendid recognitions by the Higher ups concerned in the Government and for smooth and best functioning of the college. As in the years gone by, the College had chalked out its plans for the Academic Year, 2015-2016 and did justification by proper execution.



-  As planned, the Golden Jubilee of the College marking the completion of its 50 years of superb functioning, had been celebrated with pomp and due honour by inviting Top Personalities from all over the country including hon'ble Vice-Chairman of University Grants Commission, New Delhi.
-  As part of the celebrations, distinguished members of the college committee honored former Principals and the Retired Staff as a valid token of deep felt gratitude.
-  As per the Plan, the certificate course in Persian Language; the Diploma course in Computer Application and yet another section in B.Sc., Chemistry were started to fulfil the needs of students in the course of their academic journey.
-  It was planned to organize an International Seminar to foster research in Languages. As per the plan, a Two-Day International Seminar was organized on 8th and 9th August, 2015 in association with NCPUL by inviting Scholars of good repute from all over the country and from countries like Sri Lanka.
-  To execute what had been planned, a Two-Day International Seminar had been conducted on 28th and 29th March, 2016, with the financial aid from the Indian Council for Social Science & Research, Ministry of Human Resource Development, Government of India, New Delhi.
-  The plan to depute more teachers to attend the Refresher or Orientation Course to amplify their expertise was fulfilled with provision made for 23 teachers to attend such courses at the UGC Academic Staff Colleges of different Universities.
-  As planned at the beginning of the year to fill the 6 existing regular vacancies in the Departments, the college had justified the plan by succeeding in all the vacancies filled up by the qualified staff with the good offices of the State Government of Tamil Nadu.
-  The Plan to strive to increase the percentage of Passes in the university and End Semester Examinations by conducting Revision and Remedial Classes, resulted in nearly 600 New



Graduates and Post-Graduates Receiving their Diploma, a testimonial for their sincere study and committed devotion.

-  The Proposed plan to encourage more teachers to present Papers at the National and International Seminars had been successfully fulfilled with 25 Paper-Presentations at such academic Congregations in different venues.
-  It was planned to hoist the flag of research going on in the campus on the highest peak of popularity and it was realized with one Professor achieving the credit of publishing more than 75 International Publications in SC Journals netting a total Impact Factor of 140 and 750 citations. He had obtained encomiums as the only Indian Contributor to an International Journal published by the World Organization for Animal Health, Paris, France.
-  The plan to expose more students to Institutional Training to gain practical knowledge had seen its fulfilment with students of final year B.Com., C.S., undergoing the training at the Vellore co-operative sugar mills, Ammundi; CSC Computer Education Center, Arcot; K.H. Arind Private Ltd., Perumugai and K.H. Shoes Private Ltd., Ranipet; students of Final year M.Sc., Chemistry visiting the Tamil Nadu chromates Ltd; Ranipet as an Industrial visit and with students of B.Sc. Chemistry participating in the 30th National Science Day 2016 Celebrations at VIT University, Vellore.

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

The ladder that takes any College to heights that are higher and higher are its Best Practices. These Practices coupled with facilities for students are a springboard for the college to jump to touch the peaks of popularity and summits of recognition. Our College is a magnificent compendium of Best Practices and facilities that deserve high praise and due reverence. One of these Best Practices is Providing quality education to students of all communities though the Institution is a centre of learning managed and maintained by a minority Muslim Educational Society. The other Best Practice is to foster research by enrolling scholars from socially and economically underprivileged sections of the human society to elevate their status educationwise, innovationwise and Professionwise.

-  These Two Best Practices are the two exemplary wheels that catalyse the academic vehicle to move fast to fulfil its well-set vision and mission to exemplify the holistic approach that the college has adopted as a means for societal and individual progress.
-  The lushgreen realms of research in the college are getting greener and greener with the completion of scores of major and minor projects and with quite a sizeable number of Projects on hand.

-  The aim to strengthen students' potential has been mobilized feeding them with the palatable dishes such as values; academic merit; an awareness to protect the society for its development; a steadfast devotion to what should be learnt and what could be achieved; an inviolent love for the State and the Country; a commended cordial tie with the almamater; an unshakeable confidence to shine as a supra work force and a sting faith to succeed in all ennobled efforts.
-  These Two Best Practices have been the towering pillars on whom is raised the massive mansion of the college that has emerged, in these parts of Vellore District and in the northern parts of Chennai, as a beacon of guidance as an anchor of support; as a marble stepping stone for progress; as a well-laid pit to leap to land on the frontiers of learning; as a marked margin from where to run to reach excellence in Academics and as an ultimate treasure where from the wings of teaching and learning commence their flight.

1. Best Practice

The Blazing Torch of Research & Academic Excellence.

2. Goal

Please see Annexure - I

3.The Context

Please see Annexure - II

4. The Practice

Please see Annexure - III

5. Evidence of Success

Please see Annexure - IV

6. Problems encountered and Resources required



Please see Annexure - V





7. Notes (Optional)

Please see Annexure - VI

7.4 Contribution to environmental awareness / protection

The college evinced utmost interest in keeping the campus eco-friendly.








-  More saplings were planted by the Correspondent, Principal, NSS Programme Officers and College NCC Officer on the days of National importance to convert the campus into a green savannah with an eye on environmental protection.
-  Students were advised to present fresh saplings to their relatives and friends instead of regular gifts as part of their Birthday Celebration.



-  The NSS volunteers took out a rally on the NSS Day to harness and promote environmental awareness among the public.
-  Meetings were organized by the college NSS units to inculcate the need for protection of trees by inviting officials from the Forest Department to deliver Guest Lectures.
-  The college had continued the services of the gardeners and sweepers who were the management staff to foster and maintain a rubbish free campus.
-  The 'Eco Club' of the college took measures to enroll more number of students to propagate the message of environmental protection for a healthy living.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

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

The Institution, established in 1965, had experienced several problems in its journey over the years but tackled them with optimism and steadfast confidence as two weapons.

-  The course of the functioning of the college is quite normal as everything is well planned and well executed.
-  If any hindrance or obstacle rises up its head, the college committee in association with the Principal finds an apt solution to overcome the hurdle.
-  The college has banned ragging as an evil and no senior student is seen indulging in this brutal activity. If anyone is noticed ragging the junior, he is severely dealt with as per the norms of the Government and by sending prior intimation to his parent.
-  No evil practice is encouraged on the campus as the college focuses a strict vigilance.
-  The Best Practices of the College and the existing scores of facilities for students' progress are very highly appreciated by the parents and other stakeholders.
-  As the college is fully equipped with all the academic and research necessities, students never indulge in staging a protest or initiating a strike.
-  The college has conquered a niche in the good books of the Higher-ups in the Department of Higher Education and in the university on account of its healthy practices, strict rules of governance, academic supremacy, research advancement, excellence in sports & games and supra eminence in co-curricular and Extra-curricular activities.

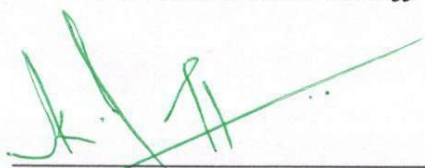
-  The college is rendering maximum service to the society with its innovations in research; by rolling out hundreds of Graduates and Post-Graduates every year as Solid workforce; by adopting one village every year to cater to the social and living needs of the natives through its NSS units; by encouraging students to donate blood to the needy patients in Government and Corporate Hospitals; by organizing rallies to create awareness among the public about social evils; by mobilizing NCC cadets to assist the traffic police on important days like local festivals; by conducting classes to students of schools to learn computers; by staging farmer get togethers to help them to know about modern system of farming; by brining up campus Interviews for recruitment of qualified students by prominent companies; by conducting rallies on the Voters' Day, Flag Day, World Suicide Prevention Day' and on all such important days and by organizing workshops to facilitate training of school teachers at the District Level in the segments concerned.
-  The progress of the college since its inception is itself a solid proof to how the vision and mission of the college are exemplified for the benefit of students, society, state and the Nation.

8. Plans of institution for next year

As planning is the seed to reap a harvest of plenty, the college has its own plans every year and executes them in the proper way for the Institutional progress and students' advancement in the expected sectors. The college has not failed in or neglected any of its Plans so far.

- 🏆 To encourage students to shine in Academics by lifting university Ranks.
- 🏆 To Promote their zeal to win more shields and Trophies in the University, State and National Level Tournaments.
- 🏆 To initiate more Research Projects to uphold the image of the college in the realms of academic exploration.
- 🏆 To facilitate more teachers to complete their Ph.D., Programme and qualify for the Degree.
- 🏆 To enroll more number of students in service-oriented units like NSS, Rotaract, Red cross etc
- 🏆 To organize Seminars and workshops for promotion of research caliber.
- 🏆 To create avenues for more number of teachers to present Papers at Seminars and Symposia to be organized by different Institutions.
- 🏆 To enhance publication of Papers by the Teaching Staff in Journals of higher repute to redouble the branded image of the college in the segments of search and Research.

Dr. A.K. Ibrahim Sheriff


Signature of the Coordinator, IQAC

Dr. S.A. Sajid


Signature of the Chairperson, IQAC

7.3 Best Practices (Contd...)

2. Goal:

The Vision and Mission as the engine of progress, the college is racing forwards its cherished destination of catering more and more to the educational needs of the cream of the near by human society. The Goal which is widening in its size and stature and which is expanding its frontiers has never been a mirage. It has always been a target to hit and a bull eye to reach. The yield is sumptuous in the garb of Ranks in Examinations; State and National Recognitions in the spectrum of Research. Shields and Trophies in Sports & Games and Showering encomiums on administration. There had been no need at all to look back as the march is towards future goals and future visions to transform the campus into an academic industrial establishment where the seekers of knowledge are trained to acquire expertise and groomed to be the sane and service-oriented workers for societal prosperity and individual's growth on the graph of values and moral assets and national responsibilities with redoubled Zeal to conquer what has been planned; with strengthened passion to execute what has been willed; with streamlined strategies to realize what has been wished, the College is always in the front line fulfilling all its academic dreams and research visions.

3. The Context












Research being the anchor supporting the scholars' and students set goal, the college is strong in its potential to sustain scientific progress on the campus. The varied vistas of research prospects are very many and even out numbering the gaudy petals of a full-blown flower. The Grants, periodically released by Funding Agencies, are an academic boost to expedite the pace of search and research by sidelining all hurdles like Androcles taming the lion. The lamp of scientific spirit is glowing bright nourished by the oil of hard labour and lighted by the match stick of nobility and sincerity. The fabulous fact that the college has in its academic armour maximum number of Ph.D.s and maximum scholars pursuing the Ph.D., Programme in different disciplines is a sparkling sapphire spreading the brilliance of everlasting popularity and growing demand for admission in almost all the courses. The administrative college committee is always a steering rudder to push the Hakeem vessel forward to reach the shore of scientific progress like Sindbad, the Sailor. Sizeable number of major and minor projects imported instruments to augment research, band of devoted votaries of science and teachers with high academic profile are the catalysts accelerating the progress of science on the campus.













4. The Practice




Healthy practices on the campus are nourishing the talented ones to excel in their chosen segment of study by exposing them to inspiring lectures and mind sharpening practicals in the labs and cosy counselling by the senior faculty to zoom to greater and greater heights in Academics, Research, Athletics, Co-curricular and Extra-curricular assignments, social service and career avenues. The Mission of the College is exemplified in accomplishing several Research Projects, in obtaining Patent for the benefit of the society; in registering maximum percentage of Passes in the End Semester Examinations; in making an indelible mark in the University, State and National Level Tournaments by winning Individual Championships, medals and shields; in organizing the Special camp every year in a near by village to serve and to cater to the social needs of the natives; in organizing Remedial classes to train students in the subjects concerned to secure the passing minimum and even more in the End Semester Examinations; in mobilizing the State Government to release communitywise Scholarships in time; in rendering financial assistance to students of poor families; in equipping labs with suitable and latest instruments to augment practicals; in enriching the infrastructural facilities to meet the needs of day-to-day functioning of the College; in imparting quality education to help students to rise up to the academic expectations of the university; in maintaining a lush green campus to be eco-friendly; in establishing and continuing cordial relationship with the Higher-ups in the Government machinery; in helping the university in the conduct of Examinations and in restructuring the syllabi as per the shifting scenario; in emphasizing the importance of Value Education, Environmental Awareness and sizeable number of Non-major subjects and so many and so forth.

5. Evidence of Success

The flight of the College in the sky of success had been amazing and rewarding with Staff and Students perching the College on the peak of Awards, Cash Prizes, Shields, Trophies and Individual Championships.





-  Having Completed 50 years of remarkable academic journey, the college had celebrated the Golden Jubilee from 5th to 8th February, 2016, thanks to the whole hearted co-operation extended by the College Committee, Principal, Staff and Students.
-  As prompt response to the overwhelming demand for seats in B.Sc., Chemistry, the College had started another section as an un-Aided course.
-  The certificate course in Persian Language had been initiated on the Campus by the National Council for Promotion of Urdu Language.
-  The NCPUL and the National Institute of Electronic and Information Technology, Government of India, New Delhi, had accorded permission for the Diploma Course in Computer Application, Business Accounting and Multilingual DTP.
-  A record number of 382 students had registered for all the five courses on the campus offered by NCPUL, New Delhi.
-  A grand All India Mushaira had been organized for the literacy pleasure of thousands of votaries of literary fervor.
-  An International Seminar had been conducted on 28th and 29th march, 2016, with the financial support of Rupees One Lakh extended by the Indian Council for Social Science & Research, Government of India, New Delhi.
-  Students had bagged scores of prizes in the Intercollegiate and State-Level Literacy competitions organized by different Institutions and Associations.
-  As many as 93 NSS cadets were selected to attend the Annual Training camp at Gudiyattam, Vellore and VIT University.
-  Two NCC cadets had the distinction of participating in the National Integration camp at Bhubaneswar.
-  Two cadets had the privilege of undergoing leadership training at the Advanced Leadership camp at Ahmedabad.

-  One cadet had the coveted honor of attending the Snow Skiing course at Gulmarg, Srinagar.
-  One cadet had the unique chance of participating in the Republic Day camp at New Delhi.
-  All the four units of College NSS went ahead with their schedule by observing 'The World Donors Day', the 'Sadbhavan Diwas', the AIDES Awareness Programme', the 'Voters' Day', the 'World Suicide Prevention Day' and so many others including an Annual Special camp at Valayathur.
-  The Service-oriented units functioning in the college rendered outstanding service through their channels namely Red Ribbon Club.
-  In Sports & Games, the college Athletes won laurels to the college by winning Gold and Silver medals in weight lifting; overall championship in power lifting and Best Physique in the National State and Inter-University Level Tournaments.
-  The College Hockey Team Secured First place in the State-Level Tournament held at VIT University, Vellore.
-  The Hand Ball Team came first in the same Tournament by winning applause and everlasting admiration from the organizers.
-  In high appreciation of their outstanding performance, 25 of the college super Athletes had been decorated with the most coveted Title, 'University Blue'.
-  In Academics, the College made an indelible impression with 650 new Graduates and Post-Graduate receiving their Diplomas at the Graduation Day function this Academic year.
-  As many as Forty Papers were presented by teachers of different Faculties at the National, International and State-Level Seminars and conferences.
-  One Professor had emerged as the only Indian contributor of maximum papers to the 'Manual of Diagnostic Tests for Aquatic Animals' owned by the world organization for Animal Health, Paris, France.
-  One more Professor had reached the milestone of 100 Publications in International Journals.

-  Students of Mathematics, Commerce, Chemistry, Computer Science and English had won several First Prizes in Quiz competitions, Poster Presentations, Paper Presentation and so on.
-  One Student of I M.Sc., Chemistry had attained 'The Bronze Standard' of the International Award for young people.
-  As many as 20 Scholars had obtained their Ph.D., Degree in different disciplines during 2015-2016.







6. Problems encountered and Resources required

Functioning of the College is like the course of life that has to overcome several speed breakers on its highway. But, our college had no chance of experiencing any problem of whatsoever dimension because of the management's goodwill and generosity and personal interest in the progress of the College and in the wellbeing of Staff and Students.

-  In Academics and Research, the Management's Contribution had been more and praiseworthy in catering to the educational and research needs of students and scholars for their excellence in studies and innovations.
-  Basic needs such as solid infrastructure, drinking water, perennial supply of power, fresh-up rooms and such others were made readily available in the best and larger interest of staff and students.
-  Financial help was also extended to the students hailing from economic wise marginalized families for completion of their courses of study.
-  The College office had worked out, in all sincerity and dedication, Scholarship applications submitted by vast majority of students and mobilized official avenues on line, as per the Government guidelines, to get the financial aid sanctioned for the benefit of such students who formed majority among total number of Students in the College.









7. Notes (Optional)

The College has registered its quantum of progress on the graph of development with all its superfine academic machinery in the garb of staff, superb administrative mechanism in the garb of Principal and the Office Staff; supreme research-operational supremos the garb of supervisors and scholars; super eminent bestowers of knowledge in the garb of qualified Teaching Staff. Supra learners in the garb of students and superstars in Athletics in the garb of student-Sports personalities. The ladder of progress that helps the College to Climb rung after rung have been its Best Practices.

-  The College began functioning in 1965 with just one Pre-university course.
-  In these 52 years, it has grown in size and stature and in fame and name by initiating more courses to suit the shifting scenes in academic and job scenario.
-  The college is now one of the biggest Institutions affiliated to Thiruvalluvar University with option to students to choose anyone of the 34 courses.
-  In 1992, the college initiated courses as unaided segments of Study in the Evening College to accommodate more students.
-  Apart from equipping students with sound and required knowledge to excel in the Examinations, the College has opened doors for the flight of search and research to reach destinations of everlasting popularity and National and International recognition.
-  The Best Practices of the college can also be the Eye openers for the college that are on the track of development.

8. Analysis of the Feedback

The feedback submitted by the students, Parents and the Stakeholders of the college had been given top priority as it was an analysis of teachers' performance, utilitarian value of the college curriculum and the functioning of the college. The Principal and Heads of Departments in association with the Senior Faculty had prolonged discussions on the feedback and they all passed the resolution to adopt the suggestions put forth in the feedback.

-  The Parents had the goodwill of appreciating the Standards maintained in the college in imparting quality education.
-  Some expressed their heartfelt view that marks secured by students in unit Tests and CIA Tests I & II should be mailed to them to assess the performance of their own sons in these Tests as the aggregate of marks secured in these Tests would be added up to the marks secured in the End Semester Examinations.
-  The feedback obtained from some of the Industrialists stressed the need of in-service training for students to enable them to acquire practical knowledge which will be an additional qualification in the job scenario.
-  The Alumni wished that the college should initiate measures to improve the communication skills of students to help them to succeed in Job Interviews and also to gain command over English to communicate freely.
-  Some of the students desired that the Arrears Exams should be conducted on Saturdays well before the commencement of Regular End Semester Examinations in November and April. They felt that their concession would lessen their burden and also help them to prepare thoroughly to score more marks.
-  Some of the feedback received from students wanted to consider the plea to allow revaluation of more number of Papers by permitting them to apply for revaluation of any number of papers in which they expect some more marks.
-  Students of Evening College courses required for their enrolment in NSS and NCC on par with students of the Day college.
-  These suggestions were considered in the light of their genuine need and in the best and larger interest of students.

THE COLLEGE ALMANAC 2015 - 2016**Saturdays & Sundays are Weekly Holidays****Any unexpected Holiday will be compensated on the following Saturday****JUNE 2015**

4	Thu	
5	Fri	
6	Sat	
7	Sun	
8	Mon	
9	Tue	
10	Wed	
11	Thu	
12	Fri	
13	Sat	
14	Sun	
15	Mon	
16	Tue	
17	Wed	
18	Thu	College reopens after summer vacation
19	Fri	
20	Sat	
21	Sun	
22	Mon	
23	Tue	
24	Wed	
25	Thu	
26	Fri	
27	Sat	
28	Sun	
29	Mon	
30	Tue	

No. of Working Days in June – 09

JULY 2015

1	Wed	
2	Thu	
3	Fri	
4	Sat	
5	Sun	
6	Mon	
7	Tue	
8	Wed	
9	Thu	
10	Fri	
11	Sat	Ramazan Holidays Begins
12	Sun	
13	Mon	
14	Tue	
15	Wed	
16	Thu	
17	Fri	
18	Sat	Ed-ul-Fitr (Ramzan) – Holidays
19	Sun	
20	Mon	College Re-opens
21	Tue	
22	Wed	
23	Thu	
24	Fri	
25	Sat	
26	Sun	
27	Mon	
28	Tue	
29	Wed	
30	Thu	
31	Fri	

No. of Working Days in July - 18

AUGUST 2015

1	Sat	
2	Sun	
3	Mon	
4	Tue	
5	Wed	
6	Thu	
7	Fri	
8	Sat	
9	Sun	
10	Mon	
11	Tue	
12	Wed	
13	Thu	
14	Fri	
15	Sat	Independence Day Holiday
16	Sun	
17	Mon	
18	Tue	
19	Wed	
20	Thu	
21	Fri	
22	Sat	
23	Sun	
24	Mon	Adi- Krithigai – Holiday
25	Tue	
26	Wed	
27	Thu	
28	Fri	
29	Sat	
30	Sun	
31	Mon	

No. of Working Days in August – 20

SEPTEMBER 2015

1	Tue	
2	Wed	
3	Thu	
4	Fri	
5	Sat	Krishna Jayanthi - Holiday
6	Sun	
7	Mon	CIA Test – I Begins
8	Tue	-do-
9	Wed	-do-
10	Thu	-do-
11	Fri	-do-
12	Sat	Working Day -do-
13	Sun	
14	Mon	
15	Tue	
16	Wed	
17	Thu	Vinayaka Chathurthi – Holiday
18	Fri	
19	Sat	
20	Sun	
21	Mon	
22	Tue	
23	Wed	Arafath - Holiday
24	Thu	Eid-ul-Azha (Bakrid) - Holiday
25	Fri	Holiday
26	Sat	
27	Sun	
28	Mon	
29	Tue	
30	Wed	

No. of Working Days in September – 19

OCTOBER 2015

1	Thu	
2	Fri	Gandhi Jayanthi - Holiday
3	Sat	
4	Sun	
5	Mon	
6	Tue	
7	Wed	
8	Thu	
9	Fri	
10	Sat	
11	Sun	
12	Mon	
13	Tue	
14	Wed	
15	Thu	
16	Fri	
17	Sat	
18	Sun	
19	Mon	
20	Tue	
21	Wed	Ayudha Pooja – Holiday
22	Thu	Vijayadasami – Holiday
23	Fri	10 th Muharam – Holiday
24	Sat	
25	Sun	
26	Mon	CIA Test – II Begins
27	Tue	-do-
28	Wed	-do-
29	Thu	-do-
30	Fri	-do-
31	Sat	Working Day -do-

No. of Working Days in October - 19

NOVEMBER 2015

1	Sun	
2	Mon	
3	Tue	
4	Wed	
5	Thu	
6	Fri	
7	Sat	Working Day
8	Sun	Terminal Holidays begin
9	Mon	
10	Tue	Deepavali Holiday
11	Wed	Semester Examination Commences
12	Thu	
13	Fri	
14	Sat	
15	Sun	
16	Mon	
17	Tue	
18	Wed	
19	Thu	
20	Fri	
21	Sat	
22	Sun	
23	Mon	
24	Tue	
25	Wed	
26	Thu	
27	Fri	
28	Sat	
29	Sun	
30	Mon	

No. of Working Days in November - 06

DECEMBER 2015

1	Tue	College reopens after Terminal Holidays
2	Wed	
3	Thu	
4	Fri	
5	Sat	
6	Sun	
7	Mon	
8	Tue	
9	Wed	
10	Thu	
11	Fri	
12	Sat	
13	Sun	
14	Mon	
15	Tue	
16	Wed	
17	Thu	
18	Fri	
19	Sat	Working Day
20	Sun	
21	Mon	
22	Tue	
23	Wed	Meelad – un – Nabi (PUBH) - Holiday
24	Thu	
25	Fri	Christmas - Holiday
26	Sat	
27	Sun	
28	Mon	
29	Tue	
30	Wed	
31	Thu	

No. of Working Days in December – 22

JANUARY 2016

1	Fri	New Year Day - Holiday
2	Sat	
3	Sun	
4	Mon	
5	Tue	
6	Wed	
7	Thu	
8	Fri	
9	Sat	
10	Sun	
11	Mon	
12	Tue	
13	Wed	
14	Thu	
15	Fri	Pongal - Holiday
16	Sat	Thiruvalluvar Day - Holiday
17	Sun	Ulavar Day - Holiday
18	Mon	
19	Tue	
20	Wed	
21	Thu	
22	Fri	
23	Sat	
24	Sun	
25	Mon	
26	Tue	Republic Day – Holiday
27	Wed	CIA Test – I Begins
28	Thu	Founder's Day -do-
29	Fri	-do-
30	Sat	
31	Sun	

No. of Working Days in January - 18

FEBRUARY 2016

1	Mon	CIA Test – I Continues
2	Tue	-do-
3	Wed	-do-
4	Thu	
5	Fri	
6	Sat	
7	Sun	
8	Mon	
9	Tue	
10	Wed	
11	Thu	
12	Fri	
13	Sat	
14	Sun	
15	Mon	
16	Tue	
17	Wed	
18	Thu	
19	Fri	
20	Sat	
21	Sun	
22	Mon	
23	Tue	
24	Wed	
25	Thu	
26	Fri	
27	Sat	
28	Sun	
29	Mon	

No. of Working Days in February – 21

MARCH 2016

1	Tue	
2	Wed	
3	Thu	
4	Fri	
5	Sat	
6	Sun	
7	Mon	
8	Tue	
9	Wed	
10	Thu	
11	Fri	
12	Sat	
13	Sun	
14	Mon	CIA Test – II Begins
15	Tue	-do-
16	Wed	-do-
17	Thu	-do-
18	Fri	-do-
19	Sat	Working Day -do-
20	Sun	
21	Mon	
22	Tue	
23	Wed	
24	Thu	
25	Fri	Good Friday – Holiday
26	Sat	
27	Sun	
28	Mon	
29	Tue	
30	Wed	
31	Thu	

No. of Working Days in March – 23

APRIL 2016

1	Fri	
2	Sat	
3	Sun	
4	Mon	
5	Tue	
6	Wed	
7	Thu	
8	Fri	
9	Sat	
10	Sun	
11	Mon	
12	Tue	Semester Examination Commences
13	Wed	
14	Thu	Tamil New Year / Ambedkar's Birth Day – Holiday
15	Fri	
16	Sat	
17	Sun	
18	Mon	
19	Tue	Mahaveer Jayanthi - Holiday
20	Wed	
21	Thu	
22	Fri	
23	Sat	
24	Sun	
25	Mon	
26	Tue	
27	Wed	
28	Thu	
29	Fri	
30	Sat	

No. of Working Days in April – 07

ODD SEMESTER		EVEN SEMESTER	
Month	No. of Working Days	Month	No. of Working Days
June – 2015	09	December	22
July	18	January – 2016	18
August	20	February	21
September	19	March	23
October	19	April	07
November	06		