Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**DR.R.K.SHANMUGAM COLLEGE OF ARTS AND SCIENCE**
Name of the head of the Institution	**DR.G.MOHANASUNDER**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04151226502**
Mobile no.	**9442658276**
Registered Email	**drrkscasnaac2017@gmail.com**
Alternate Email	**prlrkscas@gmail.com**
Address	**INDILI VILLAGE, ULAGANKATHAN POST**
City/Town	**KALLAKURICHI**
State/UT	**Tamil Nadu**
Pincode	**606213**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**DR.P.JOHN VICTOR**
Phone no/Alternate Phone no.	**04151226503**
Mobile no.	**9842586158**
Registered Email	**drrkscasnaac2017@gmail.com**
Alternate Email	**drrkscasiqac@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://rkscollege.com/assets/documents/DR.R.K.S.College-AQAR-2018-2019.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://rkscollege.com/assets/documents/2019-2020/ACADEMIC%20CALENDAR%202020-2021-merged.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.05**	**2018**	**03-Jul-2018**	**02-Jul-2023**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**01-Sep-2017**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

IQAC MEETING	06-Jun-2019 1	15
ANNUAL PLAN	06-Jun-2019 1	11
WORK SHOP ON OUTCOME BASED EDUCATION	27-Jun-2019 1	82
IQAC MEETING	03-Sep-2019 1	15
IQAC MEETING	03-Oct-2019 1	15
AQAR SUBMISSION	03-Oct-2019 1	15
REMEDICAL CLASSES FOR SLOW LEARNERS	09-Oct-2019 18	200
FEEDBACK FROM STUDENTS FOR ODD SEMESTER	28-Nov-2019 5	560
IQAC MEETING	17-Dec-2019 1	15
FACULTY DEVELOPMENT PROGRAMME	26-Dec-2019 5	82
[View File](#)		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
INSTITUTION/DEPARTMENT/FACULTY	0	Nil	2020 0	0
[View File](#)				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	6
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Research Course Application Submitted to University to start Ph.D., Research Programme in TAMIL, MATHEMATICS and CHEMISTRY. Proposals sent to the IGNOU to start Learners Supportive Centre Flash Point Programme for all students New Certificate Courses introduced New MOUs made

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
AQAR Submission	AQAR submitted on time after the review of the College Governing Body and the IQAC Members.
Feedback Collection and Analysis	Feedback Collected and Analysed as per the instructions given by the NAAC
Academic Administrative Audit (AAA) Conducted	College Academic council members and IQAC members jointly conducted AAA.
Preparation of Annual Plan for the year 2019-2020	Annual Plan for the year 2019-2020 was executed.
Remedial Class for the slow learners	Remedial class for the slow learners was conducted
Faculty Development Programme	Conducted Faculty Development Programme in the month of December 2020.
POCO Data Preparation	Data prepared and updated in the institution website
New MOUs to be signed	New MOUs were signed with Industry & Research Instituion

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14. Whether AQAR was placed before statutory body ? Yes

Name of Statutory Body	Meeting Date
COLLEGE GOVERNING BODY & IQAC COMMITTEE	22-Apr-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? Yes

Date of Visit 12-Apr-2018

16. Whether institutional data submitted to AISHE: Yes

Year of Submission	**2019**
Date of Submission	**30-Jan-2019**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**DR.R.K.Shanmugam College of Arts Science is having Management Information System. This system facilitates the Administration / Management to plan for the year. It plays a vital role in sound decision making. The storing of a large amount of data as hard copy will be reduced and the confusion are removed. This system encourages the Administration / Management to implement the Decentralisation of Authority to monitor every activities of the institution. It also helps in measuring performance and does the needful changes. It connects all departments with the Administration / Management to be aware of the needs and finding solutions to the problems. Beyond these, it minimises the cost of the institution in all its performance. Note: Our institution is going to replace the existing MIS and has planned to introduce a new MIS.**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The College follows the Choice Based Credit System (CBCS) for all the UG, PG, M.Phil and Ph.D. courses, as per the syllabus of the Thiruvalluvar University. The College is committed to provide the full benefits of the CBCS to the students by offering them exposure to interdisciplinary and multidisciplinary subjects. Students choose the ones which best suit their interest and career objectives. In addition, the College offers its first year UG students a Bridge Course of its own with an aim to orienting them to the higher education system. This Bridge Course, a brainchild of the Dr. R. K. Shanmugam College of Arts and Science, is a unique initiative in the Kallakurichi District. It has been designed keeping in view the needs of students coming to higher education from rural background and without much exposure. The College also offers Value-Added certificate courses in various fields of interest. These certificate courses help the students enrich their professional skills thereby increasing their employability. Students are also motivated to benefit from the various programs of the National Skill Development Scheme implemented by the Government of India. Best teaching and research practices are followed by the College in each

discipline. Qualified and experienced faculty members ensure quality education at all levels. Extension activities are conducted for the UG students in a meaningful manner so as to give them the first hand experience of the society they live in. Students are taken to various places of historical, industrial and social important place, and they write and submit a report about the experience and knowledge acquired from such fieldtrips. Field activities have also been made mandatory for the UG students in their final semester in any subject related to their course. Each student submits a thirty page project of this kind as an outcome of this extension activity. Project work is guided and supervised for the PG students with a aim to make them familier with the basics of research. Each student is required to submit a project dissertation of at least forty page length following proper research methodologies of their field. Students are motivated to select socially relevant and solution oriented research problems for their PG projects as well as for M.Phil and doctoral research. Students at all levels are taught various life skills, technical skills and social skills as a part of their education. They are thus motivated to become citizens filled with social responsibility and young minds ready to work for the progress of our nation and welfare of the people at large. As an important and integral part of education, the College has always been committed to provide gender sensitization to the students. Students are constantly taught and oriented to respect women and treat them with equal respect. Likewise, students are also ingrained to follow proper etiquettes and accord equal respect to the transgender, differently abled and other sections of people who are more vulnerable in the society. Students are also taught to live with social harmony by respecting people from different

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Basics of Computer Programming in C and its Application in Chemistry	–	03/08/2019	90	Employability	Self Development
Web Designing	–	07/08/2019	45	Employability	Self Development
Pechukalai	–	07/08/2019	40	Employability	Self Development
Quantitative Aptitude-I	–	07/08/2019	40	Employability	Self Development
Media Writing	–	07/08/2019	40	Employability	Self Development
Computer Fundamentals office Application	–	07/08/2019	90	Employability	Self Development
Electronic Training Course	–	19/08/2019	60	Employability	Self Development
Supply Chain	–	02/01/2020	30	Employability	Self Development

Management					
Accounts Trainee	-	05/02/2020	30	Employability	Self Development
Computer on Office Automation	-	05/02/2020	45	Employability	Self Development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	Nil	Nill

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	0	Nill

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	438	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Basic Components and Tv Maintenance	01/08/2019	32
Chemistry in Everyday Life	02/09/2019	37
Competitive Exams	02/09/2019	36
Electrical Electronics Training Course	05/09/2019	72
Tailoring Course	16/12/2019	159
Multimedia	16/12/2019	13
Tally	16/12/2019	49
Computer Network and Security	16/12/2019	60
Computer Hardware	02/01/2020	60
Introduction to Computers and SPSS	02/01/2020	23

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	BUSINESS ADMINISTRATION	23

MA	TAMIL	8
MA	ENGLISH	13
MSc	PHYSICS	13
MSc	COMPUTER SCIENCE	9
MCom	COMMERCE	5
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Students: Students can record their feedback through the form given at the end of each semester. Every semester feedback is collected for individual subject has done in which faculty member can enhance the effectiveness in their teaching methodologies. Also the feedback is collected regarding the infrastructure facilities, mentoring, internships and student training programmes (NCC, NSS, Sports). Feedback is also collected during the representative meetings conducted at the end of every month by the Principal and the Vice-Principal regarding the syllabus completion and other activities in the departments. The feedback is recorded and the necessary actions would be taken. During the common staff meeting the above mentioned issues will be discussed. Also the suggestion box is available within the administrative block to collect the feedback from the students regarding academics and other issues. If there are any grievances the necessary corrective steps are taken. Even the information regarding curriculum, teaching, learning, evaluation and infrastructure are received from the teachers to analyze their standard. Teachers: The feedback from the teachers will be kept confidential and will be used for the overall qualitative improvement of the the institution. Employer: The feedback from employers would be collected to find the opinions about the performance of the faculty members and the progress of the students. Alumni: Alumni feedback is considered more valuable as it provides the inputs regarding upgrading the available in facilities and also furthering the students' career. Alumni feedback is collected during the graduation day and alumni meet apart from the yearly once schedule of feedback collection. The suggestions thus received help to enhance our quality, also gives pointers for better teacher-student relationships and also placement progression. Based on the feedback of the alumni, the analysis is carried out and forwarded to the management. Parents: We also collect feedback from the parents during parents teachers meet. Parents meeting will be conducted once in a semester especially after the semester results. The parents, Principal, Vice-Principal, HODs and Staff Members will attend this meeting. This process emphasize the need for the involvement of parents in the education system of their children. The parents feedback focuses on environment, faculty, infrastructure, training campus placement, teaching and library. Through the above feedbacks the Principal, Management and IQAC will analyze, evaluate, find the result, give suggestions and formulate valuable guidelines for the further improvement.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	ENGLISH	40	22	19
BSc	PHYSICS	50	29	29
BSc	MATHEMATICS	70	45	22
BSc	COMPUTER SCIENCE	55	55	55
BSc	CHEMISTRY	50	45	45
BCom	COMMERCE	70	61	61
BCA	COMPUTER APPLICATION	100	85	83
BBA	BUSINESS ADMINISTRATION	70	30	29
BA	ENGLISH	70	75	70
BA	TAMIL	140	35	34
[View File](#)				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1105	191	82	74	82

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
82	82	9	9	3	10
[View File of ICT Tools and resources](#)					
[View File of E-resources and techniques used](#)					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The mentoring system is followed in our college for a better and effective relationship between the student and teacher. It helps the teachers to follow the progress of students in academic matters, sports and extra curricular interest. For each staff member a group of students will be allotted who will be under the care of the particular staff member. Regular counselling is given to the student regarding academic, psycho-social and personal problems. The mentor will maintain the attendance percentage of each semester, CIA marks (continuous internal assessment) and also their semester marks for reference. Mentors are completely concerned about their wards and their academic performance. Though the students are commonly motivated in the class, this system helps in

the personal assessment and also the personal encouragement which helps in uplifting the career of the students. The slow learners and the irregular students were identified and individual attention was given to them. Their parents were informed about their progress in their academics. In this system periodical reports are maintained and is updated to the concerned parents. Parents-Teachers meeting will be conducted after each semester results. Students are given proper guidance under this system and also opportunities are provided for the students to enhance their skills. The requirements of the slow learners are identified by the mentors and discussed with the head of the department. Then special coaching classes and bridge courses for improving their academic performance are conducted. Regular counseling is given to them. The overall development of the student is achieved by this system.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1296	82	1:16

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
82	66	16	16	20

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	DR.K.RAVICHANDRAN	Assistant Professor	DR.RASHAKRISHNAN AWARD, WORLD TAMIL RESEARCH INSTITUTE, TAMIL NADU
2019	MR.B.SRINIVASAN	Assistant Professor	GOOD TEACHER AWARD, PRABHA PUBLICATION. SANKARAN KOVIL, TAMIL NADU.
2019	MR.B.SRINIVASAN	Assistant Professor	GOOD EDUCATOR AWARD, UNITED ARAB EMIRATE (UAE)
2019	DR.R.JEYASEELAN	Assistant Professor	BEST SCIENTIST AWARD, AMARAVATHI RESEARCH ACADEMY, ANDHRAPRADESH, INDIA.
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	U04	VI / III YEAR	22/09/2020	30/09/2020

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

We follow the evaluation norms of the Thiruvalluvar University to which we are affiliated. We adopt assessment of performance as an integral part of teaching and learning process. The college has adopted the method of assessing the academic performance of the students on a continuous basis throughout the academic year. Students were also made aware of the evaluation process through the following ways such as, the orientation programme at the beginning of the every semester and through the academic calendar with the CIA examination dates and in case of any changes in the examination dates the students will be informed through the tutorial meetings. After CIA exams the class incharge prepares the result analysis. The result analysis will be analysed by the Principal of our institution and the students performance feedback is given to the faculty concerned. The internal marks for the theory is calculated with the CIA test performances of the students along with their assignment. For the science students along with their CIA and assignments, their model practical and records also will be considered. The corrected answer scripts are verified by the HODs to ensure the standard of the evaluation process. The corrected scripts are distributed to the students for verification and in case of any grievance the required action is taken immediately. The marks obtained by the students in the internal assessment is uploaded in the online portal of our University. For the slow learners, sports players, NCC and NSS students the special classes will be taken based on their requirements. This helps the slow learners to update their subject knowledge along with the other students. For the final year students the laboratory and the project assessment shall be conducted by the internal and external examiner appointed from the other colleges as per the decision of the University.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institute adheres to the academic calendar prepared according to the calendar scheduled by Thiruvalluvar University along with the suggestions received from the Principal, Vice-Principal and HODs of all the departments. Academic Calendar helps in conducting Continuous Internal Evaluation (CIE). The preparation for the academic calendar will be made in advance that is before the commencement of the academic year. After the commencement of the academic year the students are appraised of the academic calendar and the same is uploaded in our college website as well as displayed in the notice boards and at strategic locations. The academic calendar consists of the following examination related schedules: CIA 1, CIA 2, CIA 3, Assignments, Model Examinations, Model Practicals and the tentative University exam schedules. In case of any minor changes due to unforeseen circumstances only the head of the institution can make the necessary changes in it. The students will submit the assignment as per the dates given in the academic calendar. Internal Marks are also displayed as per the University scheduled dates.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://rkscollege.com/assets/documents/2019-2020/POCO%202019-2020.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage

U04	BA	ENGLISH	29	29	100

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<div align="center">https://docs.google.com/forms/d/e/1FAIpQLScxo172NWCdd5F2W3jgT4FV1nAE9fWHTDi4dK0eoSu2QhFt1w/viewform</div>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	10	ELIES BIO TECH	0.1	0.1

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
TAMIZHARKALIN PURA VAZHVU	TAMIL	29/07/2019
SERARKALIN ALUMAIKAL	TAMIL	29/09/2019
NEW VISTAS IN FEMINISM	ENGLISH	14/02/2019
MATHEMATIC AND CHEMICAL GRAPH THEORY	MATHEMATICS	03/10/2019
FACULTY DEVELOPMENT PROGRAMME	CHEMISTRY	26/12/2019
PRODUCT BRANDING	BBA	18/09/2019
GREEN MARKETING	BBA	09/08/2019
KALVETTIYAL	TAMIL	03/01/2020
KALANTHORUM IDHAZHIYAL	TAMIL	06/03/2020
FUZZY MATHEMATICS AND ITS APPLICATIONS	MATHEMATICS	28/02/2020
SCIENCE FOR SOCIETY	PHYSICS	03/10/2020
OPPORTUNITIES OF IT INDUSTRY	COMPUTER SCIENCE BCA	26/06/2020
TEMPORALPARALLELISM	COMPUTER SCIENCE BCA	20/02/2020
5 IS OF B.SECTORS IN INDIA	COMMERCE	27/02/2020
APPLICATION TO ELECTROCHEMICALSENSORS AND NANO SOLAR CELLS	CHEMISTRY	30/06/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
EDUCATION	DR.K.RAVICHANDIRAN	DR.RADHAKRISHNAN AWARD,given by ulaga Tamilarachi Niruvanan,chennai.	08/03/2020	MERIT
EDUCATION	B.SRINIVASAN	DR.RADHAKRISHNAN AWARD,given by ulaga Tamilarachi Niruvanan,chennai.	08/03/2020	MERIT
HIGHER EDUCATION	B.SRINIVASANB.SRINIVASAN	SIRANTHA KALVIYALAR AWARDgiven by Dubai Tamil Sangam	15/11/2019	MERIT
SOCIAL SERVICE	B.SRINIVASAN	SIRANTHA PANPALAR WARD given by Bharathiyar Illakkiyamandram	17/10/2019	MERIT
RESEARCH	DR.R. JAYASEELAN	INTERNATIONAL FACULTY AWARD, given by Amaravathi Academy	16/11/2019	MERIT
THIRUVALLUVAR UNIVERSITY	S ANU	UNIVERSITY 2ND RANK	31/05/2019	MERIT
THIRUVALLUVAR UNIVERSITY	P.SATHIYAMOORTHY	UNIVERSITY 5TH RANK	31/05/2019	MERIT
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
ERODE	ELIES BIOTECH	ELIES BIOTECH	DR.R.K.SHANMUGAM COLLEGE OF ARTS SCIENCE, KALLAKURICHI	ELIES BIOTECH	09/01/2020
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
3	0	2

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	TAMIL	2	4
International	PHYSIC	4	5.75

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
CHEMISTRY	2
PHYSICS	1

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
DIELECTRIC RELAXATION STUDIES OF DIETHANOLAMINE WITH 2-ALKOXYENTHANOL USING DOMAIN REFLECTOMETRY TECHNIQUE	DR. AMAL ANATHAN	JOURNAL OF COMPUTATIONAL INFORMATION SYSTEM	2019	1	ANNAMALAI UNIVERSITY , ANNAMALAI NAGAR, PG DEPARTMENT OF CHEMISTRY, DR.R.K.S. COLLEGE OF ARTS AND SCIENCE, INDILI, KALLAKURICHI	1
GREEN SYNTHESIS AND CHARACTRIZATION OF SILVER ACIDS NANO PARTICLES USING PLANT EXTRACT	DR. R. JAYASEELAN	JOURNAL OF APPLIED SCIENCE AND COMPUTATION	2019	1	DR.R.K.S .COLLEGE OF ARTS AND SCIENCE, THANTHAI HANS ROEVER COLLEGE OF ARTS AND SCIENCE.	1
HIERARCHICAL NANO FLAKE MORPHOLOGY OF Cr-SnO2 WITH ENHANCE	DR. R. JAYASEELAN	JOURNAL OF APPLIED SCIENCE AND COMPUTATION	2019	1	DR.R.K.S .COLLEGE OF ARTS AND SCIENCE, SRI VINAYAGA	1

Title of the Paper	Name of Author	Title of journal	Year of publication			Institutional affiliation as mentioned in the publication	
PHOTO CATALYTIC ACTIVITIES FOR THE DE GRADATION OF RR 120 DYE AND PHOTO PHOT OVOLTANIC PROPERTIES						COLLEGE OF ARTS AND SCIENCE.	
DIELECTRIC RELAXATION STUDIES OF TRIETHANOL AMINE WITH 2-ALKOXYEN THANOL USING DOMAIN REF LECTOMETRY TECHNIQUE	DR. AMAL ANATHAN	INTERNAT IONAL JOURNAL OF SCIENTIFIC RESEARCH IN PHYSICS AND APPLIED SCIENCES	2019	1		ANNAMALAI UNIVERSITY , ANNAMALAI NAGAR, PG DEPARTMENT OF CHEMISTRY, DR.R.K.S. COLLEGE OF ARTS AND SCIENCE, INDILI, KA LLAKURICHI	1
SYNTHESIS AND CHARAC TERIZATION OF BIMERALLIC NONO COMPOSITE AND ITS PH OTOCATALYT IC ANTIFUNGAL AND ANTIBA CTERIAL ACTIVITY	DR.A.SEN THILRAJA	SEPARATION AND PURIFI CATION TECHNOLOGY	2019	1		ANNAMALAI UNIVERSITY , ANNAMALAI NAGAR, PG DEPARTMENT OF CHEMISTRY, DR.R.K.S. COLLEGE OF ARTS AND SCIENCE, INDILI, KA LLAKURICHI	1

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
SYNTHESIS AND CHARAC TERIZATION OF BIMERALLIC NONO COMPOSITE AND ITS PH	DR.A.SEN THILRAJA	SEPARATION AND PURIFI CATION TECHNOLOGY	2019	1	5	ANNAMALAI UNIVERSITY , ANNAMALAI NAGAR, PG DEPARTMENT OF CHEMISTRY,

OTOCATALYT IC ANTIFUNGAL AND ANTIBA CTERIAL ACTIVITY						DR.R.K.S. COLLEGE OF ARTS AND SCIENCE, INDILI, KA LLAKURICHI
DIELECTRIC RELAXATION STUDIES OF TRIETHANOL AMINE WITH 2-ALKOXYEN THANOL USING DOMAIN REF LECTOMETRY TECHNIQUE	DR. AMAL ANATHAN	INTERNAT IONAL JOURNAL OF SCIENTIFIC RESEARCH IN PHYSICS AND APPLIED SCIENCES	2019	1	1	ANNAMALAI UNIVERSITY , ANNAMALAI NAGAR, PG DEPARTMENT OF CHEMISTRY, DR.R.K.S. COLLEGE OF ARTS AND SCIENCE, INDILI, KA LLAKURICHI
HIERARCH ICAL NANO FLAKE MORPHOLOGY OF Cr-SnO2 WITH ENHANCE PHOTO CATALYTIC ACTIVITIES FOR THE DE GRADATION OF RR 120 DYE AND PHOTO PHOT OVOLTANIC PROPERTIES	DR. R. JASEELAN	JOURNAL OF APPLIED SCIENCE AND COMPUT ATION	2019	1	1	DR.R.K.S .COLLEGE OF ARTS AND SCIENCE, SRI VINAYAGA COLLEGE OF ARTS AND SCIENCE.
GREEN SYNTHESIS AND CHARAC TRIZATION OF SILVER ACIDS NANO PARTICLES USING PLANT EXTRACT	DR. R. JASEELAN	JOURNAL OF APPLIED SCIENCE AND COMPUT ATION	2019	1	1	DR.R.K.S .COLLEGE OF ARTS AND SCIENCE, THANTHAI HANS ROEVER COLLEGE OF ARTS AND SCIENCE.
DIELECTRIC RELAXATION STUDIES OF DIETHANOLA MINE WITH 2-ALKOXYEN	DR. AMAL ANATHAN	JOURNAL OF COMPUTA TIONAL INF ORMATION SYSTEM	2019	1	1	ANNAMALAI UNIVERSITY , ANNAMALAI NAGAR, PG DEPARTMENT

THANOL USING DOMAIN REFLECTOMETRY TECHNIQUE						OF CHEMISTRY, DR.R.K.S. COLLEGE OF ARTS AND SCIENCE, INDILI, KALLAKURICHI

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	56	22	17	3
Presented papers	21	6	Nill	2
Resource persons	1	2	Nill	Nill

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood Donattion Awareness	NSS	2	300
Save water Awareness	NSS	2	300
Blood Donation Program	NSS	2	50
Corona Virus Awareness Program	NSS	2	200
Tobacco Awareness Rally	NSS	2	300
Save water Awareness	NCC	2	51
Awareness Rally	NCC	4	52
Clean Drive Park	NCC	2	52
NGOs Lectures	NCC	3	52
Debates in Swachhta Pakhwada	NCC	4	52

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited

Nil	Nil	Nil	Nill

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
SWACHH BHARAT	CHEMISTRY	Village cleaning	8	120
SOCIAL AWARENESS	CHEMISTRY	Tree plantation	8	120
AIDS AWARENESS	CHEMISTRY	Awareness Rally	8	112
LAB SAFETY	CHEMISTRY	Lab Awareness	8	125
ENVIRONMENTAL SAFETY AWARENESS	CHEMISTRY	Global warming	8	110
HELPING TO DISABLED STUDENTS	CHEMISTRY	Financial	8	115
WOMEN SAFETY AWARENESS	CHEMISTRY	Womens day	7	50
AWARENESS PROGRAMME	Commerce Police Department	Tree plantation	5	38
AWARENESS PROGRAMME	Commerce Police Department	Women Safety	3	38
AWARENESS PROGRAMME	Tamil	Avoid Plastic and tree plant	8	150

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
RESEARCH	9	Nil	15
RESEARCH PUBLICATIONS	10	Nil	180
GOVERNMENT COLLEGE, KALLAKURICHI (STUDENTS EXCHANGE - LAB UTILITY)	250	Nil	60
GOVERNMENT HIGH SCHOOL STUDENTS (CAMPUS FIELD VISIT)	1000	Nil	10
FACULTY EXCHANGE	8	Nil	30

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
PROJECT	INDUSTRIES	SURIYA OIL EXTRACTION PRIVATE LIMITED	02/01/2020	31/01/2020	8

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
AVVAIYAR TAMIL SANGAM	26/12/2019	PRACTICES WRITING, EASSY, DRAMA AND POETRY	150
ELIES BIOTECH PRIVATE LIMITED	09/01/2020	TRAINING, PLACEMENT and ENTREPRENEURS	90
MANO TECH SYSTEM BANGALORE	24/08/2019	PROJECT WORK ENTREPRENEURSHIP IN PHOTO COPIER	150
INDIAN ACADEMIC RESEARCHERS ASSOCIATION	09/01/2020	RESEARCH PROJECT	150
BIG ADS ADVERTISEMENTS	26/03/2020	TRAINING PLACEMENT	90
SILVERLINE MANAGEMENT SERVICES AND SOLUTIONS	08/04/2020	TRAINING COMPETITIVE EXAM COACHING	50

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
94.2	93.7

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing

Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Seminar halls with ICT facilities	Newly Added
Video Centre	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
MODERN LIB	Fully	4.5	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	12571	166598	296	58455	12867	225053
Reference Books	1757	104860	67	7650	1824	112510
e-Books	25500	5500	12000	Nill	37500	5500
Journals	50	10000	40	10000	90	20000
e-Journals	2	25370	300	Nill	302	25370
Digital Database	2	650	10	Nill	12	650
CD & Video	316	17070	30	Nill	346	17070
Library Automation	6	71850	Nill	Nill	6	71850
Weeding (hard & soft)	155	10576	35	Nill	190	10576
Others(specify)	332	16600	10	Nill	342	16600

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module	Date of launching e-

		is developed	content
Nil	Nil	Nil	Nill

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	200	3	40	1	0	7	5	30	2
Added	30	0	30	0	0	0	4	0	0
Total	230	3	70	1	0	7	9	30	2

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

<div align="center">

30 MBPS/ GBPS

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4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nill

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
69.5	69.3	24.7	24.4

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Campus Infrastructure New Hostel: Separate hostels for men – NEEM HOUSE and for women BASIL HOUSE are the added facility for the long distance students. Men's hostel is the recently constructed one and both the hostels are located within the campus and with all basic amenities and high tech infrastructures. Some of the salient features are: • Spacious and well ventilated hygenic kitchen • Spacious airy, neat and clean dining hall •Hygienic and nutritious food along with morning and evening tea/coffee/milk and healthy snacks in the evening •A/C rooms, single, double, triple occupant spacious rooms as per the need of the students •Well equipped dormitory hall for economically backward students • Common recreation Hall • Fitness centre • Guest room • Indoor games • Badminton and volley ball courts • First Aid room • Mini library • 24x7 Power supply • Orwo water supply • Well maintained garden with herbal plants •Various monthly activities, with sports and cultural competitions In a nutshell, it is a HOME AWAY FROM HOME for the students which caters the services at an affordable cost. Laboratories The College is equipped with three computer labs and three non-computer laboratories. These laboratories are effectively managed. Calibration and regular maintenance of each lab equipment are consistently carried out by the service personnel of the manufacturers. Stock register is maintained. List of new requirements and their purchase is being

fulfilled before the commencement of the academic year. The electronic and chemical wastes generated from the College labs are safely disposed as per the Government guidelines, without affecting the environment. Library The College has a library with books, journals, electronic materials and reference books that are most relevant to the students. Quality books required for each department are purchased for the library on every year. The Library automation infrastructure was updated to include the recently obtained resources and newly admitted students. Thousands of electronic books and resources were added to the Library's E-Resource section this academic year. Many Open Education Resource (OER) consortiums were utilized, and students were also trained to benefit from OER platforms. Sports and Physical Education The college boasts of an infrastructure that is outstanding in kallakurichi district. The college has conducted, participated and won many tournaments. Our students are with flying colours and bagged many zonal level places in Badminton, Volley ball and Hockey. Our Badminton, and Cricket and Kabaddi teams also participated in the inter-state tournaments and won prizes at the first three levels. ICT Infrastructure The college is equipped with ICT classrooms containing smart boards, audio visual aids and LCD projectors. The entire College administration is computerized with an exclusive software platform. Obsolete and own out computers were replaced with the new ones and 40 new high performance computers were added for the use of students. Hardware and software maintenance is carried out regularly by system engineers. The management funded for the routine expenses and repair works throughout the academic year. The students are trained to keep the campus clean and green.

http://www.rks.college.com

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	TRUST SCHOLARSHIP	870	2870817
Financial Support from Other Sources			
a) National	Nil	Nill	0
b)International	Nil	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
REMEDIAL COACHING	03/02/2020	200	ALL DEPARTMENTS
PERSONAL COUNSELLING	10/10/2019	5	VALARMATHI HOSPITAL, KATCHIRAYAPALAYAM
REMEDIAL COACHING	09/10/2019	200	ALL DEPARTMENTS
BRIDGE COURSE	19/08/2019	427	DEPARTMENT OF ENGLISH
COMPETITIVE EXAMINATION	16/08/2019	380	RADIAN IAS ACADEMY, VIRUDHUNAGAR

LANGUAGE LAB	05/08/2019	130	DEPARTMENT OF ENGLISH
MENTORING	01/08/2019	1200	ALL DEPARTMENTS
YOGA MEDITATION	29/07/2019	427	ARIVU THIRUKOVIL, KALLAKURICHI
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	COMPETITIVE EXAMINATION, CAREER COUNSELLING	95	15	6	6
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	5	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
1. Capital Pharma, puducherry – 605107 2. Rasi seeds Pvt Ltd, Attur 3. Raasi Seeds, Attur	150	25	1.AKT EDUCATIONAL INSTUTTION 2.LAKSHMI COLLEGE OF ARTS AND SCIENCE 3.TH IRUKKOVILURE COLLEGE OF ARTS AND SCIENCE 4.IDFC 5.GOVT JOB IN RATION SHOP 6.ICIC BANK 7.MITHRA PHARMACY 8.RELIANCE SMSL LIMITED	324	30

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| 5.2.2 – Student progression to higher education in percentage during the year | | | | | |

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	3	B.Sc.,	MATHEMATICS	GOVT ARTS AND SCIENCE COLLEGE, KALLAKURICHI	M.Sc.,
2020	2	B.Sc.,	MATHEMATICS	DR. R. K. S COLLEGE OF EDUCATION, INDILI, KALLAKURICHI	B.Ed.,
2020	1	BA	ENGLISH	PERIYAR E.V.R COLLEGE, TIRUCHIRAPPALLI	MA
2020	1	BA	ENGLISH	THIRU KOLANJIAPPAR GOVERNMENT ARTS COLLEGE, VIRUDHACHALAM	MA
2020	2	MA	ENGLISH	DR. R. K. S COLLEGE OF EDUCATION, INDILI, KALLAKURICHI	B.Ed.,
2020	7	BA	ENGLISH	DR. R. K. S COLLEGE OF EDUCATION, INDILI, KALLAKURICHI	B.Ed.,
2020	5	BA	ENGLISH	SRI BALAJI COLLEGE OF EDUCATION, AMMAIYAGARAM, CHINNASALEM	B.Ed.,
2020	1	MA	TAMIL	SRI VENGATESHWARA COLLEGE, KAZHUDUR	B.Ed.,
2020	2	MA	TAMIL	DR. R. K. S COLLEGE OF EDUCATION, INDILI, KALLAKURICHI	B.Ed.,

2020	4	BA	TAMIL	DR. R. K. S COLLEGE OF EDUCATION, INDILI, KALLAKURICHI	B.Ed.,

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	11

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
ESSAY COMPETITION	COLLEGE	1
DANCE	COLLEGE	4
BADMINTON	UNIVERSITY	1
KABADI	UNIVERSITY	7

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	FORM III	National	1	Nill	17UTA14	G.MAHANDHRAN
2020	FORM III	National	1	Nill	17UTA21	G. RADHA KRISHNAN
2020	FORM III	National	1	Nill	18UTA23	K. MUTHUKUMAR
2020	FORM III	National	1	Nill	18UTA48	J. FRANSIS XAVIER
2020	FORM III	National	1	Nill	17UBA15	M. RAYAR
2020	FORM III	National	1	Nill	20UEN07	HASANKHAN
2020	FORM III	National	1	Nill	17UPH06	ARUNKUMAR
2020	SENTHAMIZHPANI SEMMAL VIRUTHU	National	Nill	2	17UPH11	K. DHARANI

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Dr. R. K. Shanmugam College of Arts and Science is renowned for its generous inclusion of students into various governing bodies and academic committees with an ample opportunity to share their views freely with the College management. Students representatives are elected for each class by a open selection method. Along with academic performance, the leadership qualities and other merits of the students are taken into account for getting elected as a Student Representative of the class. These students, put together, form the Students' Council. The College Principal and Vice Principal hold meetings with the class representatives or student council members every month to get their feedbacks and address their concerns. Suggestions of students representatives are taken seriously and problems brought to the notice of the College Principal and the management through students' representatives are analysed and are immediately dealt with. All important committees relating to the academics, cultural activities, legal matters and social issues contain student representatives at the core of their forums. The class Tutors are given the choice to select the student representatives to various committees. Thus Anti-Ragging Committee, Women's Cell, Equal Opportunity Cell, Internal Quality Assurance Cell (IQAC) Etc. have student representatives actively participating in its activities. Their suggestions have helped the institution to rectify the lapses and improve the available facilities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Our institution always maintains good relationship with alumni. Alumni plays a major role in the success of our institution. We maintain good communication with our alumni always by updating the progress of our institution. Since there exists a good relationship between the alumni and the institution it brings benefits to both the sectors. Talented alumni always has a will to share their wealth of experience and skills with the current students. Even our alumni offer their practical support to the current students in work placement and helps them in launching their careers. Our alumni association always intends to build a strong natural bond with our institution by creating unforgettable experiences through a diversity of events. The alumni association continues to be a source of inspiration, support for the overall development of our institution.

5.4.2 – No. of enrolled Alumni:

279

5.4.3 – Alumni contribution during the year (in Rupees) :

139500

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni Association Meeting was conducted on 02/02/2020. 279 Members of the Alumni Association were participated from the last batch.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The chairman heads the governing body and the executive committee of the institution. He always considers the welfare of the students especially their academic development and introduces the schemes related to that effect. The

Correspondent is the next authoritative person in our institution and also directs us in our academic and administrative practices. The Board of Management of the College consisting of the Chairman, Correspondent and other managing trustees give sufficient authorization to the Principal, who is the academic head of our institution to function in order to achieve the vision and mission of the institution. The institution encourages the culture of the management participating at the strategic level, functional level and operational level. Almost every faculty member and staff form a part of one or other committee or wing of the College. The College strongly believes only through total involvement of each and every member of teaching and administrative staff that a holistic development can be achieved which would ultimately benefit the students. Various departments and centres of the College work with their own level of autonomy as well as in coordination with the Academic Committee, Administrative Committee, Research Committee, the NSS wing, NCC wing, the IQAC, Equal Opportunity Cell, Women's Cell and others. The institution ensures the decentralizing method by creating various committees under the headship of Principal and Vice-Principal as well as the faculty members of our college. The management always focuses on the development of a robust governing system which offers maximum autonomy to the faculty members, Heads and other authorities. Various committees ensure the effectiveness and efficiency of the Institutional function through the co-operation of teaching and non-teaching faculty members. This academic year, the College introduced a time-bound monitoring system for a constant and periodical review of the functioning of various committees, wings, governing bodies, departments and centres, among which independent and interdependent functioning is motivated and measures to that end are put in place. The College also introduced an email communication system through which the unnecessary amount of time wasted in moving the paper files in the hierarchy of authorities is saved and an expedited decision making process is sustained. Through this system, the communications and proposals are passed from a faculty member to the Head and then to the Vice Principal. The Vice Principal issues appropriate directions in the academic matters, and he passes on other administrative and financial matters to the Principal. The Principal, after a careful consideration of each matter, makes appropriate decisions or places the matters for the final decision to the Board of Management. These decisions / directions / suggestions are communicated in reverse order through the same email channel. Thus even a huge proposal or an important issue can be decided within a couple of hours and real-time work can begin. The College also has envisaged plans for expanding the autonomy within the institution and thereby amplify its efficient functioning.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Students are admitted to the College as per the rules laid down by the Thiruvalluvar University and the Government of Tamil Nadu. Admission notifications are publicised widely through newspapers, television channels and other modes. The entire admission process is conducted in a transparent and fair manner. The Admission Committee consisting of senior staff

	members takes care of the admission process. The College has a strict policy of fair admission process only to the meritorious students. Students from socially disadvantaged sections are given due reservation in admission, and the College deems it an honour to have most of its students from OBC/SC/ST/PWD categories. It is an added pride for the college that girl students outnumber the boys.
Industry Interaction / Collaboration	The College has established a strong rapport with the industries in and around the district of Kallakurichi. Industrial hubs in other important cities like Coimbatore, Chennai, Trichy and Bengaluru are also in close contact with of our institution. We make effective use of the industry for field visits, research purposes and placement opportunities for our students. We conduct regular field visits to the industries in relevance to the subject areas covered in each semester. Thus we conducted industrial visits for the students of all departments twice in the 2019-20 academic year. For the science discipline students, industries related to their subjects were chosen. For arts and humanities, the students were taken to the industries and other places of cultural and social importance. The students of management studies visited the marketing, advertising and banking sector companies for a real-hand experience. The research projects taken up by our students right from PG up to Ph.D., are focused to cater to the industrial demands.
Human Resource Management	The College considers its human resource as an invaluable asset, more vital than any other infrastructure. Human Resource Development Centre of the College is involved in providing faculty development programs and essential training workshops in collaboration with the IQAC. The newly inducted faculty members and administrative staff are provided advanced training in using the available infrastructure and facilities. The staff members have ample opportunity to represent their difficulties to the College HRD Centre. The management accords maximum importance for alleviating the possible

	hindrances face by the staff members in bringing out the best of their abilities. If the need be, staff members are also provided individual counselling for their personal level concerns. Specific requirements of our women staff members are adequately addressed. Important occasions like teachers' day and women's day are celebrated with zeal. The staff-management relationship is maintained with familial bonding rather than mere employee-employer relationship. That is exactly the reason for the high level of staff retention ratio of the College in this year.
Library, ICT and Physical Infrastructure / Instrumentation	Quality of the infrastructural facilities including the library, laboratories, ICT, hardware instrumentation and software platforms are constantly improved upon and their high-standard profile is sustained every year. This area of quality improvement and sustenance gets the highest priority in funding from the College management each year. The upgradation works were prioritised and carried out systematically in this academic year also. This year, the number of smart classrooms was increased from 8 to 12, 40 new computers were added, physics and chemistry labs were equipped with more brand-new instruments, mathematics and commerce Departments were provided with advanced software programs, the English communication lab was updated with latest set of CD ROMs and the Library automation software infrastructure was upgraded.
Research and Development	The College has taken many initiatives to inculcate scientific spirit and a solution-oriented critical thinking that inspires research and development activities among the students right from the UG level. A healthy research environment has been created and the same is sustained with an ever-growing body of books, articles, electronic database and laboratory facilities the faculty members are constantly engaged in research activities. The Research and Development Committee shoulders the responsibility of bringing out circulars, guidelines and announcements based on UGC and HRD Ministry

	notifications. This Committee also publicises the announcements for conferences, workshops, symposia and publication notifications for book chapters, journal and monographs held by various institutions across the world. Faculty members are encouraged to publish quality articles of interdisciplinary nature in SCOPUS and UGC CARE indexed journals. Such faculty members are also provided additional incentives. The College has a stringent antiplagiarism policy in place, following the UGC and HRD guidelines.
Examination and Evaluation	While the end-semester examination and evaluation are conducted as per the rules of the Thiruvalluvar University, the College ensures a meaningful and continual internal assessment and end-semester preparation method. The students are made to prepare assignments and presentations of exploratory nature. The tests are conducted from the beginning of the semester at the micro level, thereby splitting each unit into several parts. Oral presentations, quiz programs and classroom interaction are also taken as necessary parameters for evaluating the students' performance. Students with special skills are oriented to use their skill for the particular subject with an assurance for due credit. For instance, a student with painting / drawing skill is encouraged to submit her assignments in the form of a painting that could be displayed in the class.
Teaching and Learning	Target based, yet interactive teaching-learning methods are adopted by the College for all its courses. Our faculty members make a lavish use of the ICT platforms, open resources, quality online lectures and other really productive unconventional methods for teaching-learning practices. Besides, library books, articles and other reference materials, seminars and workshops are also used in teaching-learning activities. We constantly and strongly motivate our students to opt for MOOC courses related to their syllabus. We train them to enrol for MOOC courses on SWYAM platform. We plan to make SWYAM MOOC courses compulsory for our students from the next academic year.

Curriculum Development	The College has developed innovative and effective curriculum for the bridge course, value-added courses and certificate programs that are offered in addition to the regular syllabus prescribed by the Thiruvalluvar University. The course content is designed with the objective of enriching our students with more knowledge, skills, social values and employability. We also take fullest advantage of the various elective papers offered by the Thiruvalluvar University at the UG and PG levels. We encourage our students to make a diligent choice of value-added courses and elective papers to best suit their career and relevant to their interest.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	The College has setup a robust planning and development procedure for a sustained growth of the institution. Innovative plans are schemed out each year and their implementation is systematically carried out. The College Development Committee takes forward the planning and implementation targets in a time-bound manner. In this academic year, plans were devised for establishing two new labs, one new wing of building for classrooms and a special plan for making the entire administrative system paperless. This plan is being implemented and is expected to become fully operational by the end of the 2021 academic year. This E-administration system has become functional in our institution. Plans were also developed for on-campus recruitments and other placement-training activities. The Placement Cell had contacted many leading companies for this purpose. A sizable number of our students got placement opportunities through our planning at the end of 2019-20 academic year, even while the COVID19 pandemic has severely affected the job market.
Administration	Our administration has started practicing paperless admin work like admission, students' data storage, feedback collection, maintaining department wise records, etc. Our institution follows bio-metric attendance for both teaching and non-

	teaching staff members. Our campus is under CCTV Surveillance to provide safety and security to the students, staffs, parents and all visitors. Our admin is able to contact the students and parents through phone, whats-app and email to build and maintain the relationship.
Finance and Accounts	Finance, accounts and related matters are systematically and meticulously maintained by the Administrative Officer of the College. The College office takes care of the day-to-day financial matters. The Administrative Officer closely monitors all accounts, documents, receipts and financial status of the College. Most of the transactions of the College are carried out in the cashless manner using electronic payment methods. Financial reports and accounts are submitted for internal and external audit at regular intervals.
Student Admission and Support	The College has evolved an effective support system in order to guide the students to get the best out of the institution as well as to attain the goals and passions of their future. During admission, the students are clarified about the advantages and disadvantages of choosing courses, finding value-added courses of their interest and to put in extra efforts towards achieving their career plans. Hence, the students choose their course of interest only with their informed consent. Students have a week-long orientation program as well as a three month bridge course which enable them into higher education. Meritorious students who complete their higher secondary from government schools are provided special financial assistance and partial waver of fee. A total of 80 students benefited from this financial assistance scheme during the 2019-20 academic year.
Examination	The examination is conducted in a fair and strict manner during the Continuous Internal Assessment (CIA) tests and end-semester examinations. Rules and guidelines laid down by the Thiruvalluvar University are diligently followed. Proper invigilation arrangements are made, yet a peaceful and comfortable environment is maintained. The differently abled

students admitted in various courses at the College are also provided with scribe facility by the institution itself, without any financial commitment to such students. The seriousness of exams are constantly reminded to the students.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	DR.R.ANANDARA MAN	ADVANCEMENT IN BUSINESS IN THE DIGITAL ERA2019	FACULTY EMPOWERMENT	500
2019	Dr.R.Anandara man	Digitalization of business strategies and challenges	Faculty Empowerment fund	500
2019	Mrs.D.Sasikala	National level Conference on Nano science	Faculty Empowerment fund	500
2020	Dr.R.Anandara man	Indian banking sector: tend,prospect us and challenges	Faculty Empowerment fund	500
2020	Dr.R.Anandara man	current taxation scenar io- opportunities and challenges	Faculty Empowerment fund	500
2020	Dr.R.Anandara man	Digital Economy challenges and opportunities	Faculty Empowerment fund	500
2020	Dr.R.Anandara man	Indian- Srilanka trade relations- Ancient period to modern ERA	Faculty Empowerment fund	500
2020	Dr.R.Anandara man	Role of micro finance in rural empowerment	Faculty Empowerment fund	500
2020	Mr.G.Anguraj	International seminar on recent trends	Faculty Empowerment fund	500

2020	Mr.G.Anguraj	International workshop in Smart material- Periyar University	Faculty Empowerment fund	500

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Orientation Programme	Orientation Programme	27/06/2019	28/06/2019	82	48

[View File](#)

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Programme	82	26/12/2019	31/12/2019	6

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
82	Nill	48	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
• On duty is provided for the faculty members who are attending National/InterNational Conference/Seminars/Workshops conducted by various universities. • Free bus facility and accommodation is provided to interested faculty	• Regular Bata and one day salary. • Group Insurance Scheme to cover family members of the staff. • Uniform for service staff.	• Trust Scholarship. • Special Insurance scheme. • Fee concession on full payment. • Canteen facility at subsidized rate.

members. • System with internet facility is given to all the PG handling staff. • Department wise staff room.	

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal Audit: Internal audit of the College is conducted in a scrupulous manner, following the standard methods. The Financial Committee has been entrusted with the responsibility of conducting the internal audit. Day-to-day financial transactions of all kind including revenues in terms of students' fee, donations, fixed deposit interests and revenue from asserts recurring as well as nonrecurring expenditures for salary grants, exams, transport, sports, events, hostel, canteen, library, labs, computers, electricity, stationery etc. are carefully audited. The transaction documents including receipts, balance sheet, ledger books, pay acutance register and computer files are also thoroughly scrutinized in order to ensure their accurateness. Compliance of the College with standard rules and practices like TDS, EPF and tax payments are also routinely monitored. The help of financial experts and professional auditors is also employed by the Finance Committee for an efficient conduct of the internal audit. The internal audit report of the Finance Committee is prepared for each three month and the same is submitted to the College Management Board. External Audit: The College has put in place an intensive as well as strict statutory audit or external auditing system. The College's assets, liabilities, revenues, expenditures and overall financial stability of the Institution is thoroughly audited and the same is openly declared for each financial year. The balance sheet and other statutory financial documents are verified. Possible shortcomings are rectified and appropriate improvements are carried out by our expert auditors. This auditing system ensures a smooth and stable financial management that ensures the growth of the institution in the long run.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Philanthropist (Endowment)	220000	Academic Sports Achievements, Student Welfare, Competitive Examinations Coaching
[View File](#)		

6.4.3 – Total corpus fund generated

1000000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Principal, College Academic

				Council and IQAC Team
Administrative	No	Nil	Yes	Principal, College Academic Council and IQAC Team

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. PTA supports for more admission because of the quality education is offered in our institution. 2. PTA takes part in the institution development by presenting valuable suggestions. Accordingly, College transportation facilities have been extended to new routs. 3. PTA involves in social activities along with our institution. PTA Institution jointly organized awareness programme on PLASTIC FREE VILLAGE TREE PLANTATION.

6.5.3 – Development programmes for support staff (at least three)

1. We organized Training Programme to our Drivers with the help of the RTO Officer. 2. Fire Safety Programme was conducted to all spporting staff members. 3. Family get-to-gather programme for their Physical and Mental Refreshments.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. New Ph.D., Courses in Tamil, Mathematics and Chemistry have been applied. 2, New Boys Hostel has been constructed. 3. Green Campus Enrichment Activities (New Garden, New Tree Plantation, Kitchen Garden extension, etc.,)

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	Yes
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	IQAC REGULAR MEETING	06/06/2019	06/06/2019	06/06/2019	15
2019	ANNUAL PLAN FOR 2019 - 2020	06/06/2019	06/06/2019	06/06/2019	11
2019	WORK SHOP ON OUTCOME BASED EDUCATION	27/06/2019	27/06/2019	27/06/2019	82
2019	AQAR (2018-2019) SUBMISSION TO NAAC	03/10/2019	03/10/2019	03/10/2019	15
2019	REMEDIAL CLASSES FOR SLOW LEARNERS	09/10/2019	09/10/2019	30/10/2019	200

2019	FEED BACK FROM STUDENTS FOR ODD SEMESTER 2019-2020	28/11/2019	28/11/2019	02/12/2019	560
2019	FACULTY DEVELOPMENT PROGRAMME	26/12/2019	26/12/2019	31/12/2019	82
			[View File](#)		

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Motivation Program and Competitive Examination	03/07/2019	03/07/2019	249	512
20th Commemoration of Kargil War	26/07/2019	26/07/2019	Nill	52
Investors Security fund	13/08/2019	13/08/2019	35	132
Fresher's day	19/08/2019	19/08/2019	169	365
Teachers day	05/09/2019	05/09/2019	350	300
One day International Seminar on Mathematics & Chemical Graph Theory	03/10/2019	03/10/2019	63	46
Thiruvalluvar University Cuddalore Division Foot Ball Tournament	15/10/2019	16/10/2019	Nill	250
20th Convocation function	16/11/2019	16/11/2019	418	877
Alumni Meeting	16/11/2019	16/11/2019	150	300
Faculty Development Programme	26/12/2019	31/12/2019	72	120
State Level Seminar on Temporal	20/02/2020	20/02/2020	55	216

Parallelism				
International Seminar on 5 Is of B. Sectors in India	27/02/2020	27/02/2020	35	134
International workshop on "Fuzzy Mathematics & its applications"	28/02/2020	28/02/2020	63	46
International Women's Day Celebration	05/03/2020	05/03/2020	Nill	877
National Seminar on Science for Society (NSSS-2020)	10/03/2020	10/03/2020	60	70
Lockdown Period - Online Activities (Slip Test, Unit Test, Model Exam, Assignment, Quiz, Webinar, Awareness Events)	26/03/2020	30/06/2020	418	877

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Percentage of power requirement of the college met by the renewable energy sources 1 percentage.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	No	Nill
Ramp/Rails	Yes	2
Braille Software/facilities	Yes	Nill
Rest Rooms	Yes	2
Scribes for examination	Yes	2
Special skill development for differently abled students	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to	Number of initiatives	Date	Duration	Name of initiative	Issues addressed	Number of participating

	address locational advantages and disadvantages	taken to engage with and contribute to local community					students and staff
2019	1	1	Nill	1	Save Water Awareness Rally	Save Water	270
2019	1	1	Nill	1	Consumer Awareness Festival	Consumer Awareness	169
2020	1	1	Nill	1	Road Safety Awareness Rally	Road Safety	140
2020	1	1	Nill	1	Plastic Awareness Rally	Plastic Fee Zone	400
2020	1	1	Nill	1	Green Clean India Rally	Gree Clean India	192
2020	1	1	Nill	1	Tree Plantation Rally	Tree Plantation	68
2020	1	1	Nill	1	Corona Virus Awareness Programme	Prevent from Corona	260
2020	1	1	Nill	1	Womens Day - Awareness Rally	Importance of Womens Day	418
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Hand Boook	27/06/2019	Every year handbook will be distributed to the students and stack holders to expose the human values and professional ethics that are followed by our institution. The issue of our handbook will help everyone to understand the rules and regulations. The details of our college, Moto, Vision, Mission, staff

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Save Heart Awareness Programme	28/09/2019	28/09/2019	250
National Welfare Programme	22/11/2019	22/11/2019	200
Road Safety Awareness Programme	23/01/2020	23/01/2020	150
Republic Day Celebration	26/01/2020	26/01/2020	1260
Plastic Awareness Programme	30/01/2020	30/01/2020	300
COVID-19 Awareness Programme	07/02/2020	07/02/2020	250
Global Warming Awareness Rally	28/02/2020	28/02/2020	500
Save Water Awareness Rally	11/07/2019	11/07/2019	270
Independence Day Celebration	15/08/2019	15/08/2019	1090
Lavoisier Birthday Celebration Motivation Seminar	10/09/2019	10/09/2019	149

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Students and Staffs are using public transport, Pedestrian friendly roads in the campus, Plastic free Campus in practice, Paperless office, Green landscaping with Trees and Plants, Rain water harvesting and Bio Degradable and Non-Bio Degradable waste maintenance

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1.FLASH POINT PROGRAMME Meaning: In the Flash Point Programme regular tests are conducted in the Zero Hour apart from test in regular class hours. Goal: The aim of this practice in this programme is to kindle thirst for knowledge in the Rural Tribal students who are only dreaming of higher education. Economically poor and socially downtrodden, should enjoy the privilege of the higher education, is the principle of the programme. Context: Ours is a first Co-education self financing Institution in the region of Kallakurichi and Kalvarayan hills where the people belong to rural and tribal society. As most of the parents are illiterate, they want to give proper education to their children. Our students are going for part time jobs in the holidays to boost up

their parents' earning which is unable to meet their basic needs due to poor economical status. So, they are happy to receive good standard college education at affordable cost. So we put fort our best efforts to satisfy the rural education system. Practice: Flash Point (Zero Hour) programme is being conducted in our institution to provide the stimulus to raise the learning standard of the students. We practice this programme in both Odd and Even semester of every academic year. A month before each semester, the Heads of all Departments will submit the work load along with time table to the Head of the Institution through the IQAC. This would be examined thoroughly and Zero Hour (Flash Point) Test would be added in all 6 Days order of a week for all subjects and then passed to College Academic Council. Finally it would be implemented with the most care. Evidence of the Success: There is a record to register the performance of the students day-by-day. Students become aware of their educational status and find where they are weak and where they are strong. Accordingly the faculty members motivate the students to increase their concentration in the subject in which they are weak. This motivates the students to show good performance in the semester examinations. Also, we are able to verify the growth of individual student's performance. Problems Encountered and Resources Required: It is a fact that our students mostly come from rural and tribal region where they find poor public transportation facility and so they reach the campus with the help of the College Bus facilities. But a few students come from the remote villages with either poor road condition or nill transport facilities. So, they used to come by bicycle from their house to a nearby place where public transport is available to reach the institution. In such conditions, these students are not able to attend the Zero Hour (Flash Point) Test. Though faculty members show special care for them, these students find the difficult to upgrade their studies. Notes / Conclusion: The students are from the rural and tribal society. They need motivation and guidance to choose their future. This is the urgent requirement of younger generation especially who are from rural and tribal society. Every rural student must have accessed to good education to keep them a fighting chance to make their mark in this competitive world. 2.YOGA MEDITATION MEANING Yoga means "to join" or "to unite". Yoga leads to the union of individual consciousness with that of the universal consciousness. Yoga promotes a perfect harmony between the MIND AND BODY. Meditation is a practice where an individual uses technique such as mindfulness, or focusing the mind on a particular object, thought, or activity to increase level of attention and awareness, and achieve mental clearness and there by emotional stability. GOAL • To know one's inner self and bring union between an individual others in the universe harmoniously • To attain liberation from cares, anxieties, pains and sufferings of worldly life • To get inner peace and calmness • To unlock the source of inspiration • To achieve to well-being of mind and body CONTEXT Ours is the first co-education, self financing institution in the region of Kallakurichi and Kalvarayan hills where the people belong to rural and tribal society. Most of our students are coming from different cultures, different economical condition and different social background. Their parents start early in the morning for daily wage jobs while others would reside in Kerala, Andhra, Karnataka and Pondicherry and work as daily wage employee. Our students live a challenging life without parental, care unfulfilled daily needs, loneliness where peace calmness are lost without anyone to motivate then in their studies. So, our institution gives priority in training the students to develop a strong inbuilt quality to face life's challenges through Yoga Meditation. PRACTICE The Directors of our institution always have the welfare of the students in mind and device methods to help them in their education. As most of the directors were brought up in the rural society, they understand the social and psychological needs of the students. Our Indian government also has insisted on organizing a regular Yoga Meditation programme, in every organization and educational institution. So, our institution has signed MOU with Arivu

Thirukoil – Manavalakalai Mandram which was founded by Vethanthiri Maharishi, and has structured a platform where our students are trained in Yoga Meditation regularly. EVIDENCE OF THE SUCCESS Our institution motto is "We Can". So every student is ingrained with this motto "He Can" win, even if they come from a socio economical background. So our institutions' concentration is not only education but also in social and psychological needs of the students. This is achieved by encouraging the practice of Yoga Meditation to reach the above mentioned goal. Accordingly, our students get ample opportunity to learn Yoga Meditation. The trainers from Arivu Thirukoil – Manavalakalai Mandram come and train the students twice a week (i.e., one day for Boys and one day for Girls) PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED The Yoga Meditation programme is conducted regularly for the students so that they can train themselves to concentrate in their studies and learn to live with peace and harmony in the society. Many of the students abide and learn sincerely the practice of Yoga Meditation. But a few students do not take the trouble to learn and do it correctly because of their playful nature or troubled background at home. They use it as time of recreation. To these students the value of Yoga Meditation is explained patiently and are motivate to adopt it into their daily schedule. NOTES / CONCLUSION The students are to be motivated by indexing the importance of Yoga Meditation. Every students must have the opportunity to live a peaceful life and enjoy the privilege of the healthy mind and body. The students feel the changes within themselves when cares, anxieties, pains and sufferings are reduced and they are all to learn to be better citizens. Our institution continuously strives to motivate the students to practice Yoga and Meditation daily so that they can enjoy a happy, fruitful and trouble free life.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://rkscollege.com/best-practice/

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

During the 2019-20 academic year, Dr. R. K. Shanmugam College of Arts and Science made a couple of formidable interventions in order to give an effective shape to our priorities and vision. The first of them, we dedicated this academic year for women's empowerment by designing and implementing special schemes and empowerment strategies. The women's Cell, which has always been proactive, was expanded this year, and it was provided a special women's empowerment fund for implementing specialised schemes. Girl students were provided training in computer related works, fashion designing and personality development training using experienced experts. Many women entrepreneurs were invited to deliver special talks exclusively to women students and faculty in order to motivate their aspirations and perseverance. Likewise, interested girl students were selected to a special training program for entering uniform services. 14 girls who got trained by our college got selected for the Tamil Nadu Police Force, making it a rare moment of pride and satisfaction. Women police officers from Kallakurichi and Villupuram districts were invited to deliver motivational talks to the women students and faculty. Secondly, in this year for many of our students entered Government services. While hundreds of our students have already entered prestigious Government postings and positions, we felt the dire need for extra interventions for seeing this employability rate continue in this ever-growing competitive world. We conducted weekly training for various competitive exams conducted by the Tamil Nadu Public Service Commission, Central Staff Selection Commission, Railway Board, India Post, Union Public Service Commission and Indian Banking Personal Service exams. Students were provided state-of-the-art training for respective

competitive exams on each and every Saturday throughout the entire academic year. Along with our experienced faculty, designated trainers having sufficient field experience from Chennai and Bengaluru were hired for imparting these trainings. Girls and socially backward students were selected in higher number for these trainings in consonance with the mission of our institution to provide equal opportunity to the underprivileged students. Above all, the entire training course was provided without taking any special or extra or hidden fee from the students, as we deem our service as a social empowerment mission rather than profit-oriented endeavour. This training program also helped many students to crack difficult competitive exams. Results of many such competitive exams have been withheld due to the COVID19 pandemic crisis, yet many of our students are hopeful of getting into various services determined to work for people's welfare, thereby contributing their share for the betterment of our nation.

Provide the weblink of the institution
www.rkscollege.com

8.Future Plans of Actions for Next Academic Year

1. CAMPUS INTERVIEW The placement Cell of our institution usually conducts campus interview every year in association with few Multi-National Companies. Now, various steps are taken to bring more Multi-National Companies to our campus in upcoming years. 2. ONLINE ADMISSION Students admission through online is being practiced everywhere. Though we started this system, parents were not aware of it due to their illiteracy. Now during this COVID pandemic period we plan to spread awareness to the rural and tribal people so that quality education is imparted continuously to the students. 3. DRIVING LICENCE FOR GIRLS IN CAMPUS Many of the girls students are hailing from rural area. Some of them are going for part time job and they wish to go by two-wheeler for their practical purposes. So the institution has decided to get driving licence at the college campus with the help of RTO. 4. NEW CERTIFICATE COURSES Our institution introduces new certificate courses in various field every year which are very essential to the students future. Accordingly, some of the new certificate courses proposed are • Journalism • Tally • DTP • Mobile Phone Service • Water Purifier Services • Photoshop 5.NEW MOU SIGNING Our institution is signing MOU with industries/companies and institution / organization every year. We intend to sign MOU with MNC sectors. So, we plan to make it a reality in the near future. 6. SOCIAL AWARENESS The world population is living in a critical period where COVID 19 infection is leaving a devastating trail. Vast number of people have been affected and death rate has been rapidly increasing day-by-day. So, the Administrators, Directors and Faculty Members are doing social awareness to prevent from COVID in every nook and corner of our district. Our institution also has planned to give social awareness on Nutritious Food, Good Health, Rural Development and other social issues.