Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**ANNAI VEILANKANNI'S COLLEGE FOR WOMEN**
Name of the head of the Institution	**Dr. Anita Rajendran**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04465362757**
Mobile no.	**9884844372**
Registered Email	**mail4avc@gmail.com**
Alternate Email	**princyavc@gmail.com**
Address	**No.81, VGP Salai**
City/Town	**West Saidapet, Chennai**
State/UT	**Tamil Nadu**
Pincode	**600015**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**K. Shiva Shankari**
Phone no/Alternate Phone no.	**04424851309**
Mobile no.	**9940123439**
Registered Email	**avciqac2014@gmail.com**
Alternate Email	**kss22280@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://avcas.annaiveilankannis.com/

4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website: Weblink :	http://avcas.annaiveilankannis.com/wp-content/uploads/2019/12/COLLEGE-DIARY-2018-Proof.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.38**	**2014**	**29-Apr-2014**	**23-Sep-2019**

6. Date of Establishment of IQAC	**04-Jul-2013**

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
No Data Entered/Not Applicable!!!		
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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
No Data Entered/Not Applicable!!!				
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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 :	**4**
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)

Initiated the process for Online Attendance, Online Result Analysis, Online Feedback and proposed to conduct online Student Council Members Election. Framed HR Policy, Code of Conduct and Alumni Association Registration Started Egovernance in all areas of operation. Teaching Methodologies using ICT tools and innovation in teaching methods improvised. Initiated the work of Library Automation. Part time jobs were arranged for the needy students with pickup and drop facility. 100 percent placement assurance provided for the students and jobs were provided accordingly. NET Coaching Classes for Commerce and Management Stream conducted for staff and PG students University Approval for 25 faculty members applied and received from the Parent University Faculty members were encouraged to pursue Ph.D. and thereby 5 staff registered for Ph.D. Faculty were encouraged to go for FDPs, thereby 91 FDPs were attended by them. Knowledge Sharing Hour was arranged on weekly basis. To impart values, White Gift Day celebrated before Christmas. IQAC encouraged more extension activities thereby more than 100 activities were conducted by NSS, YRC, Rotaract and other quality circles.

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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
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Governing Body	**17-Oct-2019**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**23-Sep-2019**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**10-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)	**System Comprises of data relating to Publications, Sports, Paper Presentation, Staff Participation in workshop – FDP, Inter Intra collegiate details, Seminars, Field Trips, Special Skills, Placement, Internship details, Awards Achievements are collected from departments. Reports pertaining to all quality circles like Women Cell, Culturals, Antiragging Cell, Alumni Report, Library Day, ED Cell, Extension activities report of NSS Units, YRC, RRC, Rotaract, Knowledge Sharing Cell, Press Media etc., are collected and compiled year wise. SOP introduced with students database to make work more efficient.**

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

> • During the end of every year , the next year's Action Plan, Prospectus, Admission strategies, No. of staff required, Bridge Course, Activities to be organised, Faculty Developmental activities, Academic Calendar, Committee in-charges, proposed budget, Alumni , Employers and Exit feedback are collected & analysed. Other academic activities are also planned. • Semester-wise Teaching methodologies, Student Course Profile, Subject Allocation, Lesson Plan, Time table, Value Added Courses to be offered are finalised. • College Calendar contains all the details regrading Vision, Mission Statement, Governing Body, Anti-ragging Cell, Staff Council, History of the College, Students -related Policies, Department Workshop Dates, CIA- Examination dates, other common functions of the college and working days. CIA Exam and other activities adhere to the date as mentioned in the college calendar. • Lesson Plans are submitted by all departments and the teaching methodologies, evaluation methods are given in the Lesson Plan. • Meeting is convened by the Principal with the concerned Heads before organising events, conferences or any other workshops etc. Review meetings are conducted to assess the programmes and actions are taken accordingly.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
AEROBIC FITNESS		16/07/2018	30	SKILL DEVELOPMENT	40
HANDI CRAFTS		16/07/2018	15	SKILL DEVELOPMENT	120
BIBLE FOUNDATION COURSE		16/07/2018	30	LIFE SKILL	50
TALLYLEVEL I		06/08/2018	30	EMPLOYABILIT Y	36
COMPETITIVE EXAM COACHING		10/12/2018	30	ADD ON PROGRAMME	558
ADVANCED YOGA CERTIFICATE PROGRAM		12/12/2018	15	EMPLOYABILIT Y	20
WEB APPLICATION		10/12/2018	15	EMPLOYABILIT Y	32
MULTIMEDIA		10/12/2018	30	EMPLOYABILIT Y	28
WEB DESIGNING LEVEL I		10/12/2018	15	EMPLOYABILIT Y	22
PHOTOSHOP		10/12/2018	30	EMPLOYABILIT Y	25
ADVANCE TALLY -LEVEL II		10/12/2018	30	ADD ON PROGRAMME	36
MARSHALL ART		03/01/2019	15	SKILL	130

S(SILIAMBAM, KARATE)			DEVELOPMENT	
BEAUX ART(FINE ARTS)	28/01/2019	15	SKILL DEVELOPMENT	32
THEORETICAL SKILL	28/01/2019	15	SKILL DEVELOPMENT	33
DIGITAL MARKETING	28/01/2019	30	ADD ON PROGRAMMES	130
CONSUMER PROTECTION AND AWARENESS	28/01/2019	30	ADD ON PROGRAMMES	85
SPOKEN ENGLISH	28/01/2019	30	SKILL DEVELOPMENT	65
LOGISTICS AND SUPPLY CHAIN MANAGEMENT	28/01/2019	30	ADD ON PROGRAMMES	46
COOKERY AND BAKERY	28/01/2019	30	EMPLOYABILITY	15
MS EXCEL WITH HRIS	28/01/2019	30	ADD ON PROGRAMME	20
PENCIL,SKETCHING SHADING	28/01/2019	15	SKILL DEVELOPMENT	80
BASIC ETIQUETTE	28/01/2019	30	LIFE SKILL	20
DMLT	06/08/2018	30	EMPLOYABILITY	48
BLUE TOOTH TECHNOLOGY	16/07/2018	30	EMPLOYABILITY	74
MOBILE COMPUTING	16/07/2018	30	EMPLOYABILITY	68
MSOFFICE	16/07/2018	15	EMPLOYABILITY	31
SOFTWARE TESTING	16/07/2018	15	EMPLOYABILITY	62
BASIC COMMUNICATION AND LEADERSHIP SKILL	16/07/2018	30	EMPLOYABILITY	250
BASICS OF YOGA	16/07/2018	15	SKILL DEVELOPMENT	30

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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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
BA	ENGLISH	18/06/2018
BBA	BUSINESS ADMINISTRATION	18/06/2018
BCom	GENERAL	18/06/2018
BCom	ACCOUNTING & FINANCE	18/06/2018
BCA	COMPUTER APPLICATIONS	18/06/2018
BCom	INFORMATION SYSTEM MANAGEMENT	18/06/2018
BSc	COMPUTER SCIENCE	18/06/2018
BSc	BIO CHEMISTRY	18/06/2018
BSc	MATHEMATICS	18/06/2018
BCom	CORPORATE SECRETARYSHIP	18/06/2018
BCom	COMPUTER APPLICATIONS	18/06/2018

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

	Certificate	Diploma Course
Number of Students	2138	48

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
No Data Entered/Not Applicable !!!		
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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
BCom	CORPORATE SECRETARYSHIP	48
BCom	INFORMATION SYSTEMS MANAGEMENT	14
BBA	BUSINESS ADMINISTRATION	96
MCom	COMMERCE	17
MSc	COMPUTER SCIENCE	13
MA	HRM	3
MSc	BIOCHEMISTRY	8
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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
A feedback committee has been formed by the IQAC in which feedback forms are framed and the feedbacks are obtained from Faculty, Students, Alumni, and Parents. The feedback committee analyzes the feedback obtained from all and makes assessments of the facilities, teachers, teaching methodologies, curriculum and other practices. It submits its recommendations to the concerned authority. Feedback System is basically about institutional practices, processes and frameworks that takes into account students' opinion about the quality of the education they receive. This practice works towards assessing cordial relationship between the environment and learning process. Almost all the faculty participate in the feedback mechanism and gathers feedback from the students, parents, alumni. The prevalent feedback system facilitates in preparing SWOT analysis of the college and in understanding the expectations of the stakeholders. For the better understanding the questions are also printed in local language. It is a practice of our college to collect feedback from visitors and also from employers, who recruit our students. A summary of the Student's Feedback is submitted by the IQAC to the management through the Principal.Online feedback is collected from the students.

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
No Data Entered/Not Applicable !!!				
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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
2018	644	46	83	0	16

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
83	83	9	9	1	3
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentor Mentee meeting plays an integral part in building up the student staff relationship. Every staff as a mentor nurtures every student and provides mental support to face crucial moments in their life. H L Mencken an American journalist says "The best teacher is not the one who knows most but the one who is most capable of reducing knowledge to that simple compound of the obvious and wonderful.". Mentor –Mentee Meetings are organized twice a year, one in the odd semester and the other in the even semester. Previous semester university exam and internal exam results were discussed and students were motivated to perform well in the forthcoming exams. Mentees were advised to behave well and maintain the decorum of the college. They are encouraged to be more regular to the college. They were encouraged to actively participate in the Inter Collegiate competitions. Mentors emphasized the importance of reading habits. Students are made aware of the pros and cons of social media. Some mentees met their mentor individually regarding their personal problems and got their guidance. They were also informed about the educational loan by the bank at cheaper rate of interest. Various other issues were also discussed during this meeting by the mentors such students were insisted to pay the fees as soon as possible without fail, to prepare well for the forthcoming exams. To maintain discipline in class rooms as well as in all activities of the college. Students who are weak in studies were encouraged to work hard and some were apprehended for their irregularity in coming to college. Students were made to realise their short comings and taught ways as how to overcome these shortcomings. Overall the students found the session very enriching and useful.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2065	83	1:27

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
83	73	10	10	11

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
No Data Entered/Not Applicable !!!			
[View File](#)			

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
No Data Entered/Not Applicable !!!				
[View File](#)				

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

i. Assessment and evaluation are integral components of the teaching learning cycle. ii. Evaluation is the culminating act of interpreting the information gathered about students learning and subject knowledge. Internal Examination comprises of CA1, CA2 , Model Exam. Assignment, Attendance, Seminar constitutes 25 of the end semester examination. iii. There are two CIA and one model exam

every semester in the pattern of End Semester Examination. The best of any two examination mark are taken as Internal Test Marks and converted to 10 marks . Internal marks of 25 comprises of Assignment (5), Seminar (5), Attendance (5), Test marks(10) . This component of Internal 25 marks motivates the students to present good quality of Seminars, Assignments and Presentations. Attendance has been made integral part of evaluation. v. The division of syllabus are into first 2 or 2 ½ units for CA I and 3rd 4th Unit for CA II and Model comprises of the entire syllabus. All three Internal Assessment Test are in the University Paper Model and also conducted as per University Pattern. This practice helps the students to score better in the End Semester examination. Syllabus completion report is collected for each course for ensuring that the entire syllabus is covered. vi. To conduct the examinations in a free and fair manner, centralised examination system is adopted. Evaluation System : Evaluated papers are double checked by a Senior Experienced staff to ensure proper correction and evaluation of the answer sheets.

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

The institution adheres to the CIA examination schedule by strictly following the academic calendar prepared at the beginning of the year. Academic Calendar contains the Vision and Mission of the college, Students personal records, Declaration by parent or Guardian to follow the internal rules and regulations, brief history of the college, courses offered, functioning of various committees and cells, rules of attendance and discipline. The portion for Continuous Assessment – I, II and Model Examinations is distributed evenly. In unavoidable circumstances, the examinations are rescheduled and students are informed through SMS. Department wise activities are followed as per the academic calendar. Academic Calendar has the following details • Beginning of the academic year • Last working day of the semester • Continuous Assessment – I, II and Model examinations schedule

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)

http://avcas.annaiveilankannis.com/wp-content/uploads/2019/11/PROGRAMS-OUTCOMES.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

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)

http://avcas.annaiveilankannis.com/wp-content/uploads/2019/11/FEEDBACK.pdf

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
No Data Entered/Not Applicable !!!				
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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
The Inauguration of Annai Veilankannis Academy for Skill Development and Competitive Studies	Common Programme	16/07/2018
POSITIVE THINKING AND CAREER PLANNING	Computer Science	25/01/2018
Education and Student loans available from various institutions and banks	Common Programme	23/07/2018
Trends in etailing	B.Com CS CA	16/08/2018
Solar, The Future of the World	Common Programme	27/08/2018
Income Tax Efiling	Commerce AFISM	29/08/2018
Data Analysis, Cloud Computing , IOT and Generation of DataMr. M. Subramaniyan, Senior Solutions Architect, HC	BCA	30/08/2018
Career Development	B.Com CS CA	23/10/2018
Life is a Celebration	English	28/11/2018
BIG DATA in HRM 18	BBA	01/12/2018
Introduction to R Programming	Mathematics	04/12/2018
' THE HINDU' At Maraimalai Nagar, Chennai.	Common Programme	10/12/2018
Knowledge Sharing on Fire Safety	Common Programme	09/01/2019
VIRTUAL REALITY ARTIFICIAL INTELLIGENCEMr. Anand Mandava	BCA	27/02/2019

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
No Data Entered/Not Applicable !!!				
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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
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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	0

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)
No Data Entered/Not Applicable !!!			
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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
Tamil	8
Computer science	11
Commerce	6
Corporate Secretaryship Computer Applications	2
BBA	6
MATHS	3
Commerce AFISM	2
No file uploaded.	

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
Synthesis, characterization, antiproliferative and wound healing activities of silver nanopartic	Dr. S. Beulaja Manikandan	Process Biochemistry ELSEVIER	2018	4	Annai veil ankanni's college for Women	4

les synthe sized from Caulerpa scalpelliformis						
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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
No Data Entered/Not Applicable !!!						
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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	4	7	0	0
Presented papers	8	17	0	0
Resource persons	0	0	1	3
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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
No Data Entered/Not Applicable !!!			
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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
PARTICIPATION IN ESSAY WRITING COMPETITION	**ENORMOUS PARTICIPATION**	**QUAIDEMILLATH SOCIETY TRUST**	**100**
SEED BALL MAKING	**WORLD RECORD BREAKING**	**IYARKAI CHARITABLE AND SOCIAL TRUST**	**500**
ESSAY WRITING	**MAHAVEER AWARD FOR ESSAYS**	**BHAGAWAN MAHAVEER FOUNDATION**	**50**
No file uploaded.			

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	Name of the activity	Number of teachers participated in such	Number of students participated in such

	agency			activites	activites

No Data Entered/Not Applicable !!!

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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
nil	nil	nil	0

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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

No Data Entered/Not Applicable !!!

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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
DR UK INSTITUTE OF HEALTH SCIENCE AND RESEARCH	16/08/2018	HANDS ON TRAINING ON BIOCHEMICAL TECHNIQUE	49
OMS INFOTECH	02/07/2018	KNOWLEDGE ON TALLY	36
RIPE ACADEMY	30/08/2018	CAREER PLACEMENT TRAINING	450
KALA SANCHAY ACADEMY	09/07/2018	VALUE ADDED COURSES	232
SMART VII WALL ACADEMY	08/08/2018	VALUE ADDED COURSES	170
SRI TECH BUSINESS SOLUTIONS	16/10/2018	VALUE ADDED COURSES	270
WORLD COMMUNITIES SERVICE CENTRE	02/08/2018	VALUE ADDED COURSES	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
14300000	14237027

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	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Newly Added
Video Centre	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
No file uploaded.	

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
KOHA	Partially	19.5	2019

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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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 is developed	Date of launching e-content
RUBY HELEN FREDRICK	EASY GRAMMAR	YOU TUBE	01/10/2019
RUBY HELEN FREDRICK	TENSES	YOU TUBE	30/09/2019
RUBY HELEN FREDRICK	ENGLISH	GOOGLE CLASSROOM	09/09/2019
SHIVA SHANKARI	NET EXAM COACHING	GOOGLE CLASSROOM	22/11/2018
SARANYA	COMPUTER SCIENCE	GOOGLE CLASSROOM	11/12/2019
JONITHA STANY MARY	BUSINESS ENVIRONMENT	GOOGLE CLASSROOM	16/12/2019
MALLIKA.B	HRM	GOOGLE CLASSROOM	16/12/2019
JENNIFER	ENGLISH	AVC WEBSITE	31/12/2019
SATHYABAMA	GENERAL ENGLISH	GOOGLE CLASSROOM	07/12/2019
AVC	GRADUATION DAY	YOU TUBE	22/06/2019
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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	127	3	1000	0	0	10	11	116	0
Added	5	0	500	0	0	0	0	100	0
Total	132	3	1500	0	0	10	11	216	0

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

150 MBPS/ GBPS

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
No Data Entered/Not Applicable !!!	

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
14000000	13770262	500000	466765

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)

http://avcas.annaiveilankannis.com/wp-content/uploads/2019/12/Maintenance_policy.pdf

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
No Data Entered/Not Applicable !!!			
View File			

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
No Data Entered/Not Applicable !!!			
View File			

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	Number of benefited students by career	Number of students who have passedin the comp. exam	Number of studentsp placed

| 2019 | ANNAI VEILANKANNI ACADEMY FOR SKILL DEVELOPMENT AND COMPETITIVE STUDIES | 558 | 558 | 4 | 480 |

No file uploaded.

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
0	0	0

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
No Data Entered/Not Applicable !!!					
View File					

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
No Data Entered/Not Applicable !!!					
View File					

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
GMAT	1
Any Other	3
No file uploaded.	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

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
No Data Entered/Not Applicable !!!					
View File					

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

The Student Council comprises of the leadership roles namely Student President, General Secretary, Secretaries for the key areas namely Sports, Culturals, Placement, Library, Extension Activities and one secretary for each department. The deserving students are selected as Student Council leaders based on their academic performance and leadership qualities. From the academic year 2018 19 the members for the keyrole positions of the student's council were selected through elections. The selected council members render their fullest support towards the conduct of activities under various domains. The first student council election was conducted on 5th July 2018 in our college to elect students for the posts Student President, General Secretary, Cultural Secretary and Sports Secretary. Twelve students were nominated based on their academic credentials to contest the election. The campaigning for the same happened during morning assembly. All students casted their votes. Election polling happened the entire day from 9 am to 3 pm. The casted votes in the secret ballot were counted and the results were announced. The results declared were as follows NAME OF THE CONTESTANTS NO. OF VOTES PRESIDENT N. REKHA 670 S. SIVAKAMI SUNDARI 604 A. RIYANA FARVEEN 478 GENERAL SECRETARY S. PUGAZHSELVI 1410 P.RAJASHREE 383 CULTURAL SECRETARY P. JENIFER 1255 K. VISHNUPRIYA 492 A. SUSHMITHA MARY 58 SPORTS SECRETARY D. PAVITHRA 675 S. JEEVITHA 534 V. MEENAKSHI 384 C. USHA 233 The duties discharged by the student council members can be categorized as General Duties and Duties specific to their concern area. The general duties comprise of monitoring late comers and enforcing discipline during college programs and activities, Issuing ID cards to first year students, compering in functions etc. The secretaries of each department give their fullest contributions towards the departmental activities like workshops, seminars, conferences, guest lectures, industrial visits, tours, convocation programs, alumni meets etc. The President and the General Secretary are the pillars of the council to coordinate with staff and students for the effective conduction of all the events and discharging of duties towards the fullest satisfaction of all the stakeholders.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

 No

5.4.2 – No. of enrolled Alumni:

187

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

55800

5.4.4 – Meetings/activities organized by Alumni Association :

1

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)

A flow chart has been prepared comprising the hierarchy of work flow, starting with the Management, Principal, Deans, Criteria Heads, committee incharges and criteria members. This paved way for better work flow, decentralization and participative management. Criteria Work is allocated to all faculty members and committee incharges are nominated. For Example CRITERION – I 1 Ms.T.S. LAKSHMI HEAD VALUEADDED COURSE, MOU, PRESS MEDIA 2 Ms. P.SATHYASHREE FEEDBACK COMMITTEE 3 Ms.A.BANU 4 Ms.R.SANGEETHA LAKSHMI CULTURAL COMMITTEE – HEAD 5 Dr.V.S.SARAVANAN CULTURAL COMMITTEE MEMBERS 6 Ms.X.SILVIA 7 Ms.V.JENESISZODYKHA 8 Ms.J.ANJU CRITERION I DATA COMPILERS 9 Ms.M.DIVYA CRITERIA II 1 Ms.W.MARY MAGDALENE VIOLA HEAD 2 Ms. P.T.RANI EXTERNAL EXAM COMMITTEE – HEAD 3 Ms.C.S.REMYA MOL EXTERNAL EXAM COMMITTEE 4 Ms. K.DEEPA 5 Dr.S.VIJAYAKUMARI INTERNAL EXAM COMMITTEE – HEAD 6 Ms.W.MARY MAGDALENE VIOLA INTERNAL EXAM COMMITTEE 7 Ms.V.MAHALAKSHMI 8 Ms.W.MALINI PREMA KUMARI PLACEMENT COMMITTEE – HEAD 9 Ms.M.KALAICHELVI PLACEMENT COMMITTEE MEMBERS 10 Ms.S.BLESSY DEVA PRIYA 11 Ms.K.SARANYA ICT ACADEMY COORDINATOR 12 Ms.P.T.RANI NSS UNIT I – HEAD 13 Ms.MAHALAKSHMI NSS UNIT I 14 Ms.N.S.DHANALAKSHMI NSS UNIT II – HEAD 15 Ms.G.VASANTHI NSS UNIT II 16 Ms.S.SANGEETHA INTERNAL MARK ENTRY 17 Ms.V.VIDHYA INTERNAL MARK ENTRY 18 Ms.J.SHANTHI ARUL CRITERION –II DATA COMPILER CRITERION –III 1 Dr.M.SARASWATHI HEAD 2 Dr.S.AMBIGA AVC TIMES 3 Ms.N.KOMALA EDITORIAL BOARD 4 Dr.A.ARIVUMOZHI 5 Ms.RUBY HELEN FREDRICK 6 Dr.S.BEULAJA RESEARCH COMMITTEE 7 Dr.K.P.SAVITHA 8 Dr.P.JAYASELVI 9 Ms.D.SUJATHA YRC RRC 10 Ms.F.HEDAL MARY 11 Ms.C.NAVUKKARASI 12 Ms.S.KALA ROTARACT CLUB 13 Ms.R.AISHWARYA 14 Ms.N.ANGEL CRITERION –III DATA COMPILERS 15 Dr.N.SOWBARNIGADEVI Decentralisation Governing Body Council, Staff Council Members plays a key role in decision making. Later discussed in the General Staff Meeting to get their suggestions and ideas. Complete transparency is followed in decision making and concurrence is obtained. Works are decentralized and the coordinator of that particular committee is given freedom in organizing the event by submitting their proposals. Heads are part of the staff selection panel. All the decisions are taken by the Governing Body based on the minutes of Staff Council Meeting, IQAC Meeting, Parent Teachers Meeting, MentorMentee, Quality Circle Meeting. Therefore, every stakeholder has a say or participate in the functioning of the college. Two Practices for Decentralisation 1) Permission letter submitted by the students, is first to be signed by the course teacher followed by Head of the Department and then by the Principal. 2) Criteria wise work allocation. Participative Management 1) Feedback Mechanism from all stakeholders 2) Open door policy: Any staff , students , parents and others can meet the Principal and the Management during the working hours. They can contact them any time since their contact numbers are available in the college diary.

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
Curriculum Development	Annai Veilankannis College for Women is affiliated to the University of Madras and offers 11 UG and 4 PG courses. It follows Choice Based Credit System pattern from 2008 onwards. Curriculum

	is inbuilt with Soft Skill, Value Education, Environmental Studies, Non Major Elective Papers. Students are offered various Value Added Courses relevant to the current trend and markets resulting in holistic development.
Teaching and Learning	Teaching Methodologies are improvised to make the classes learner centric. • Innovative teaching methods like Game based learning, Activity Based Learning, You tube assisted learning are being practised. • Learning is integral part of teaching. Students actively participate in various programmes being organised by the clubs or cells hence, learning happens beyond classrooms also. Students gain knowledge and skill, beyond syllabus. • Values are being imparted to the students not only through subjects, it's a regular practice of us to inculcate Moral, Spiritual and Social values during Assembly session, Mentoring, counselling, classrooms and also by Making them a part of all extension activities.
Examination and Evaluation	For Conducting Continuous Internal Assessment (CIA) an Internal Examination Cell, comprising of a senior faculty member as Head and other teaching and nonteaching staff as members, is constituted. The End Semester examination is conducted by the Controller Office comprising of Senior faculty as a Chief Superintendent with a team of faculty members to facilitate her in the conducive functioning of University Examination. The COE is responsible for all examination related communication with the University. Ø The college follows strictly the guidelines and rules issued by the affiliating University while conducting Continuous Internal Assessment and End Semester Examinations. Ø Two internal assessment and one Model examination are components of Internal Examination. Ø Internal Examination Time table is printed well in advance as planned in the college diary and communicated to the students earlier and External Examination Schedule are given by the University of Madras. Ø Seating plan and table marking system are followed forInternal Assessment also and it is

		displayed on the notice board along with the Internal Assessment time table. Ø In order to improvise the evaluation process re checking of answer sheets was done by experts.
	Research and Development	Research Committee of Annai Veilankanni's College plays a significant role in imbibing research aptitude amidst teachers and students. The College promotes quality research culture among the teachers and students. Faculty members are encouraged to register for Ph.D and are given OD to attend Conferences, Workshops and Seminars. Teachers publishing papers in ISSN , ISBN UGC sponsored journals are honoured during the Assembly and at the Annual College Day. College also organizes National, International Conferences, Workshops and Seminars to promote research aptitude. Teaching – Learning is so framed to sow the seed of research in the minds of students
	Library, ICT and Physical Infrastructure / Instrumentation	Library : AVC library is spacious where books are neatly stacked in labelled racks . Students have reference books, magazine, journals, news papers, inflibnet facilities to enrich their knowledge. On August 12th, the Library celebrates the National librarian's day commemorating the 127th Anniversary of National Professor Dr. S.R. Ranganathan, Father of Library Science in India. Our college library has Book Bank Scheme for the needy and deserving students to get a set of books for the whole semester. A large number of students took benefit of this scheme from its inception. Job vacancies and Competitive Exam alert are put up on the notice board to create awareness about the competitive exams. To enable students to appear for the competitive examination, to get Government and Public Sector jobs, to get into public services the library disseminates the Government notifications and Recruitment details. It also provide reading materials for BANK EXAM, TNPSC, RAILWAYS, NET, SET and other competitive exams. The process of Introducing LMS is initiated. Teachers and students are given necessary information on Inflibnet facility, NPTEL online courses and NList journals. Faculty Members and students

		have cleared NPTEL online course. ICT : Faculty members use different Information Communication Technology for teaching. Faculty members are also working on econtent development. They also use Youtube assisted learning, Google Classrooms, PPTs, Activity based learning to ensure learning centric approach. This facilitates in easy control and maintaining standards. Our college is the member of ICTACT Academy and thereby the faculty members are encouraged to attend the workshop/ FDP programmes. Physical Infrastructure / Instrumentation : Maintenance policy is updated in the website.
Human Resource Management	Human Resource Management The Head of the Department gives the department staff requirements to the Management through the Principal. Heads are also involved during the panel interview. Faculty Development Programs are organized by the IQAC twice a year. A systematic Performance Appraisal System prevails in our institution. Faculty members were given with a Selfappraisal form to record their assessment which is verified by the head. Staff welfare is taken care of by the management by providing benefits like financial assistance for workshops and seminars, concession for the kids studying in their institution, Festival Advance, Advance for medical treatment, Medical Leave with salary are provided. HR policies is available and ehandbook are sent to the faculties.
Industry Interaction / Collaboration	All the departments organise various activities by inviting the Chief Guest/ Resource Person from different Industries and Corporate Houses. Industrial Visits, Internship Training, Field trips to companies like ParleG, Barclays bank, are organised and Part Time jobs are also organised to enhance Academia Industry relationship which directly benefit the student community by making them industrial ready. Due to the efforts taken by the Placement Committee 480 final year students were placed in reputed concerns.
Admission of Students	Admission of students is based on the norms of the University of Madras and Government of Tamilnadu. Admission Committee comprises of one member from the Management, Principal, VicePrincipal and three Senior

faculties of which one must be from SC community. Strategic plans are prepared and executed to make the admission process very smooth for the joining students and also making appropriate plans when there is more or less demand for a particular course. Admission is based on the marks secured by the candidates in their twelfth grade and the community they belong to. At least one faculty per department will be present during admission time to guide the students and parents in selecting the course. The faculty is asked to come for admission duty on rotation base.

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

E-governace area	Details
Planning and Development	yes
Administration	yes
Finance and Accounts	yes
Student Admission and Support	yes
Examination	yes

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
No Data Entered/Not Applicable !!!				
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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)
No Data Entered/Not Applicable !!!						
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

No Data Entered/Not Applicable !!!
[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
84	84	11	11

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Employee Provident Fund (EPF) with PF is provided for staff with equal contribution by the College Management. Out of that one portion goes towards PF and the other towards Pension Fund. Annual Staff Tour is being organised by the Management. 15 Days paid leave for staff marriage. One month paid leave for maternity. Concessions in Fees are given for the wards of the employees studying in any of the AV group of Educational institutions. Reimbursement of partial amount for staff attending conferences, workshops etc On Duty Facility. Staff can leave the college during their free time for their personal reason by signing in the Moving Register and the time is restricted to half an hour. One permission and two coming in late per month are permitted for the faculty members .	Employee Provident Fund (EPF) with PF is provided for staff with equal contribution by the College Management. Out of that one portion goes towards PF and the other towards Pension Fund. Annual Staff Tour is being organised by the Management. 15 Days paid leave for staff marriage. One month paid leave for maternity. Concessions in Fees are given for the wards of the employees studying in any of the AV group of Educational institutions.	• Guiding students for Private Scholarship • Full fee relaxation for deserving students. • Part payment is permitted for poor students. • Fee concession and free hostel facility for deserving students. • Thiru.Sabariananthan Asan Award –given annually

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 is conducted by the Chief Accountant. Departments and various quality circles' Budgets are submitted to the Principal for approval. After the expenditure the bills are verified by the Finance Committee, approved by the Principal before forwarding it to the Chief Accountant. Internal Quality Assurance Cells conducts regular academic audits to ensure quality. External Audit: External Audit is conducted by A.John Moris Co. in the month of March.

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
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

46331630

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	Yes	Dr. Sathyanarayanan, MEASI Institute of Technology	Yes	IQAC
Administrative	No		Yes	A John Moris Co.,

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

1. Parents enthusiastically involve themselves to know about their wards performance which is conducted once a semester. This helps the teachers to mould the students better and move towards holistic development. 2. On the Fresher's Day the Parents of all the first years are invited to know the rules and regulations of the college, the Evaluation Pattern, Credit System, Various Value Added Courses, Extension Activities, and Placement Opportunities and about various Scholarships schemes available. During this function the parents are also given an opportunity to state their expectations, this facilitates the Management, Principal and staff to work towards it. 3. Every class teacher maintains the student database with the contact number of the parents to regularly appraise them of their wards performance. Support: 1.Parents act as Resource Person 2. Parents render their support for all relief activities conducted by the college. (For example Ockhi cyclone, Kerala flood) 3. Parents act as an Ambassadors of the college, which helps to enhance the goodwill and which pays abundantly during admission.

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

To enhance the quality of work life, Workshop on Stress Management and educational trip were organized by the college for the supporting staff. To maintain their health and fitness various sports event were conducted for supporting staff during Sports Day Celebration. To ease them from day today work, pleasure trip was also organized for them

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

• Moved to Paperless Administration and day today operations. • Online students Internal Marks entry. • Parttime jobs for students. • Online Feedback collected from students. • Learnercentric Approach.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes

c)ISO certification	No
d)NBA or any other quality audit	Yes

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
No Data Entered/Not Applicable !!!					
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
MARSHALL ARTS SILAMBAM	03/01/2019	03/01/2019	130	0
Geo India Foundation, Wonder Women Fest' 19- Power Walk. Besentnagar	08/03/2019	08/03/2019	27	0
Sexual Harassment and violence awareness	20/08/2018	20/08/2018	500	0
Addiction Awareness Programme	21/02/2019	21/02/2019	500	0
Human empowerment Development	08/03/2019	08/03/2019	400	0
AROBIC FITNESS	16/07/2018	16/07/2018	40	0
ADVANCED YOGA PROGRAMME	12/10/2018	12/10/2018	20	0
BASIC YOGA PROGRAMME	16/04/2019	16/04/2019	30	0

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
In order to create Environmental Consciousness, Tree Plantation Programme and Marathon was organised by Chellammal College on 02.08.2018 and 18 students of our college participated. During the month of September Cleaning of Beach was done at Pallavakkam on 22.09.2018, 15 student volunteers participated. In Regreen Chennai Marathon was organised by us on 14.10.2018 at Madhyakailash, 100 students participated. Environmental Ecosystem was conducted on 02.11.2019. Road Safety Awareness Programme organised on Saidapet on 07.02.2019, 25 students participated. University of Madras celebrated NATIONAL WATER DAY, 30

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	Yes	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	Yes	0
Scribes for examination	Yes	12
Special skill development for differently abled students	Yes	4
Any other similar facility	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	0	24/12/2018	16	TNOU(LSC)	Classes Conduted	160
2019	1	0	08/01/2019	16	TNOU(Exam)	Exam Conducted	160
2019	1	0	08/04/2019	16	Manonmaniam Sundaranar University	Classes Exam Conducted	106
2019	1	0	08/11/2019	17	Institute of Chartered Accountant of India	Exam Conducted	1025
2019	1	0	30/10/2018	20	University of Madras	Exam Conducted	1040
2019	1	0	04/12/2019	20	University of Madras	Exam Conducted	1040
2019	1	0	22/12/2018	20	University of Madras	Exam Conducted	1040

2019	1	0	07/04/2019	20	University of Madras	Exam Conducted	1040
2019	1	0	27/05/2019	20	University of Madras	Exam Conducted	860
2019	1	1	04/08/2018	1	Street Cleaning	Cleaning	20
2019	1	1	10/08/2018	1	National Dewarming Day	Awareness and distribution of Medicine	20
2019	1	1	13/08/2018	1	Railway Station Cleaning	Cleaning	20
2019	1	1	14/08/2018	1	Govt Hospital	Service and Cleaning	20
2019	1	1	22/02/2019	1	Survey with Lepracy Dept	Data Collection	20
2019	1	1	19/12/2018	1	Chirstmas Gift Adopted School, Old age home ,Sadaya Illam	Distribution of Gifts	15
2019	1	1	22/02/2019	1	Lepracy Survey	Data Collection	57
2019	1	1	03/07/2019	1	Traffic Awareness Rally	Awareness	100
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
HR Policy	13/06/2018	Hand book is available in the college office. Separate register for Movement, Late, Permission, CL, OD are maintained in the office.
General College rules	16/05/2018	Through Student Council and College Council monitors whether the students adheres to the college rules.
College Dairy	16/05/2018	College rules and

regulations, code of conduct, are well defined and stated in the college diary and uploaded in the web site. Policies pertaining to Admission, College Rules are well stated and intimated to the students through college diary. Leave application proforma, Test and Examination details Percentage of attendance required for each student are well defined and stated to the students. Violation of general rules of the college or policies of college may result in disciplinary action against the students.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

1. Guest are honoured with sapling 2. Our campus is plastic free zone 3. Paperless office 4. reuse / reduce / recycle is being followed. For our day to day operations, we use one side papers and get it recycled once after usage.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

7.2 Best Practices Kerala was affected by floods relief and rehabilitation measures were the need of the hour to get people's lives back on track. The contribution of Annai Veilankannis College deserves appreciation. Students and staff with the support of the management immensely contributed towards Kerala floods. Flood relief materials such as grocery, diaper, napkin, biscuits. Dress materials, umbrella were sent to Kerala on 13/08/18. Cyclone Gaja created havoc in Tamil Nadu's Cauvery delta districts and Karaikal in Puducherry, people remain stranded without food and water in most of the areas. Drinking water, food materials, medicines, dress were sent in abundance on behalf of our college under the direct supervision of management. The college aims at helping the students to lead a healthy life style. The college always insists on the students to use ecofriendly products inside the campus. Also having in mind the health and hygiene of students the college conducted a workshop teaching and encouraging the students with the usage and manufacturing of cloth diapers. The college canteen also strictly avoids the usage of plastics and polythene bags. The institution insists and supports students lead an ecofriendly life. Students are suggested to take public transport. Having the environment in mind the nearby students are also suggested to use bicycles as their mode of commutation rather than using automobiles. The students are also moulded to be socially responsible and humane. The Christmas celebration of the college was started by White Gift Day in which students and staff wrap up gifts in white.

These gifts are segregated and distributed to Old Age home, Gurukulam schools, making the day special for them.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://avcas.annaiveilankannis.com/wp-content/uploads/2020/01/Best-Practice-2018-19.pdf

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

A dedicated Placement Cell addresses the imperative need of the students. Career opportunities are arranged for the students based on their own interest. Utmost importance is given in designing the career of our students as a result of which 85 percentage of our students are placed. Part time job opportunities are also arranged by the college. The year 201819 reached its peek in the graph creating good job opportunities. The college shoulders the responsibility in the conservation of environment. The college organized a workshop helping the students in manufacturing ecofriendly products. There by supporting the students to become entrepreneurs. The initiative was taken since ecofriendly products are gaining momentum and it can provide the students good career opportunities also. Palmyra or palm tree is considered as natured perennial gift in the face of climate crisis. The NSS units of the college took the responsibility of planting good number of palmyra trees at the nearest vicinity of our sister concern.

Provide the weblink of the institution
http://avcas.annaiveilankannis.com/wp-content/uploads/2020/01/Institutional-distinctiveness-2018-19.pdf

8.Future Plans of Actions for Next Academic Year

• To provide parttime jobs within the college campus, especially for Hostel inmates by signing MOU's with MNC's. • To build incubation centre through ED Cell. • To setup a Language Lab for enhancing students English speaking skills. • To bring more value added courses for the students as per the need of the industry. • To increase CCTV surveillance. • To work towards getting Government Projects and Funding. • To initiate the process of getting Autonomous status. • To conduct workshop in collaboration with other educational institution. • To encourage teachers to develop more Econtent modules for learner centric approach.