

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year (for example 2013-14)

2014-15

I. Details of the Institution

1.1 Name of the Institution

ANNAI VEILANKANNI'S COLLEGE FOR WOMEN

1.2 Address Line 1

81, VGP SALAI

Address Line 2

WEST SAIDAPET

City/Town

CHENNAI

State

TAMIL NADU

Pin Code

600 015

Institution e-mail address

mail4avc@gmail.com

Contact Nos.

044-65362757,044-43523712

Name of the Head of the Institution:

Dr. C. Shalini Kumar

Tel. No. with STD Code:

044-24851172

Mobile:

8754427136

Name of the IQAC Co-ordinator:

K. Shiva Shankari

Mobile:

9940123439

IQAC e-mail address:

avciqac2014@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

TNCOGN 17851

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC (SC)/03/A&A/08

1.5 Website address:

www.annaiveilankannis.com

Web-link of the AQAR:

http://www.annaiveilankannis.com/NAAC/IQAC/AQAR/AQAR2014-15.doc

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.38	2014-15	5
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

04/07/2013

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

- i. AQAR _____ (DD/MM/YYYY)4
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

University of Madras

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

Autonomy by State/Central Govt. / University	nil		
University with Potential for Excellence	nil	UGC-CPE	nil
DST Star Scheme	nil	UGC-CE	nil
UGC-Special Assistance Programme	nil	DST-FIST	nil
UGC-Innovative PG programmes	nil	Any other (<i>Specify</i>)	nil
UGC-COP Programmes	nil		

2. IQAC Composition and Activities

2.1 No. of Teachers	7
2.2 No. of Administrative/Technical staff	2
2.3 No. of students	2
2.4 No. of Management representatives	2
2.5 No. of Alumni	1
2.6 No. of any other stakeholder and community representatives	nil
2.7 No. of Employers/ Industrialists	nil
2.8 No. of other External Experts	nil
2.9 Total No. of members	14
2.10 No. of IQAC meetings held	

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

2.12 Has IQAC received any funding from UGC during the year? Yes No
If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

- FDP on Quality Sustenance through Management, Teachers and student Interface,
- SPSS for Research – In collaboration with Dept. of Mathematics - workshop
- Quality Higher Education through Technological Advancement –FDP
- Use of ICT as an aid in Teaching- workshop

2.14 Significant Activities and contributions made by IQAC

<ul style="list-style-type: none"> ➤ MIS Streamlined ➤ Feed Back Mechanism strengthened ➤ Grievance Redressal Reinforced ➤ ICT enabled Teaching improvised ➤ FDP's Conducted for Faculty members – enhanced their performance ➤ Internal Institutional Work systemized ➤ Academic Audit conducted twice ➤ Instrumental in implementation of pre-placement training & mock interview. With the guidance of IQAC, placement cell conducted a Job Fair ensuring placement for 63% of final years ➤ Mentor -Mentee meet created a encouraging atmosphere. PTA resulted in better student focus. ➤ Regular Remedial coaching for slow learners which helped them to clear their arrears. ➤ Committees/Clubs/Departments reports audited and submitted to IQAC ➤ IQAC reviewed the academic performance and conducted academic audit of all departments and suggested steps to improve overall teaching and learning. ➤ Introduction of online admission process. ➤ Upgraded library by subscribing to e-journals (INFLIBNET). ➤ Equipped the students with knowledge of latest trends in their respective fields and to prepare them to meet the requirement of competitive world. ➤ Organised gender sensitisation programme for staff and students under YRC. ➤ Organised orientation programmes for new faculty members. ➤ Developed social responsibility of students by various outreach programmes ➤ Work of Student Forum strengthened & streamlined ➤ Encouraged staff and student research contributions, as a result of which 17 international papers, 36 National Level papers were contributed by faculty members. 5 faculties registered their Ph.D. and one completed NET.

.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
* To merge Department of Business Administration & B.Com ISM, B.Com (CS) & CA and Internal and External Exam Cell.	Successfully implemented
* To automate the work of Admission, Students and Staff Database, Attendance and few	Systemised

<p>quality circles.</p> <p>* To conduct workshop and FDP programme for the staff members.</p> <p>* To conduct National Level Conference in the month of February 2015.</p> <p>* To conduct Seminar on Research Methodology and SPSS tools for the students and faculty members.</p> <p>* Teaching to be improvised</p> <p>* Document verification at regular intervals</p> <p>* Feed Back Mechanism to be strengthened</p>	<p>3 FDP and 1 Workshop conducted</p> <p>National Level Conference conducted by Department of Commerce & Management</p> <p>Workshop conducted</p> <p>Faculty Training conducted</p> <p>Documents verified at the end of the semester by IQAC</p> <p>Feed Back collected from stakeholders and based on the report necessary changes undertaken</p>
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** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

<p>Three Faculty Development Programme and 1 Workshop conducted</p> <p>National Level Conference conducted by the Department of Commerce & Management</p> <p>Feed Back collected from stakeholders and based on the report necessary changes were incorporated</p>
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Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	2	-	2	-
UG	11	1	12	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	7	1	8	3
Others	-	-	-	-
Total	13	1	22	3
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	14
Trimester	-
Annual	-

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

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

*Please provide an analysis of the feedback in the Annexure

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

University has revised M.Com Syllabus

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

B.A. ENGLISH

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
84	84	-	-	-

2.2 No. of permanent faculty with Ph.D.

5

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
19	19	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

31

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	-	8	8
Presented papers	17	36	-
Resource Persons	2	2	2

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

- Live Demonstration
- Drama & Novel through Movie Screening
- Peer Learning
- Management Games on Team Building
- Mock Interview

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

180

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

Open Book Examination
Retest
Remedial Coaching
Slip Test

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

1

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

85

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc. Mathematics	12		9	2	0	92
B.Sc. Bio Chemistry	15	1	7	0	0	70
B.Sc. Comp. Science	37	11	20	0	0	84
M.Sc. Comp.Science(PG)	14	7	7	0	0	100
B.C.A	63	4	34	0	0	63
B.Com (C.S)	50	-	31	1	0	64
B.B.A	48	-	30	4	0	71
BISM	31	4	20		0	75
B.Com	185	7	120	28	2	85
B.Com(A&F)	42	-	22	15	0	88
B.Com(CA)	17	-	17	0	0	100
M.Com(P.G)	11	1	8	0	0	82

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

- Result analysis is discussed in IQAC meetings
- Corrective actions are taken by conducting Remedial Coaching.
- Lesson Plan is collected from the faculties
- Academic Audit on Syllabus Coverage, Teaching Method is collected from Senior Faculties and necessary corrective actions are taken.
- Feedback from the students about teaching, teaching methods etc., are also collected by the IQAC.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	84
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	6
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	-
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	7	NA	NA	NA
Technical Staff	3	NA	NA	NA

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC along with Research Cell distributed the details of guides name with their contact details of various universities.
- With the help of this during the year 2014-15 **5** members registered for Ph.D and 20 applied for NET and 1 cleared NET examination in 2015.
- Due to the influence of Research Cell faculties were encouraged to attend and present papers. Hence **17 International Level Papers, 36 National Level, 8 State Level papers presented and 2 faculties** have been resource person during this year.
- Department of Commerce & Management conducted National Conference on 26/2/2015.
- E-Graph comprising of 153 papers was released during the function.
- On Duty facility, Leave Facility, Seed Money is provided for faculties pursuing Ph.D

3.2 Details regarding major projects NA

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

3.3 Details regarding minor projects NA

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	17	36	-
Non-Peer Review Journals	-	-	2
e-Journals	-	-	-
Conference proceedings	-	-	1

3.5 Details on Impact factor of publications: NIL

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	nil	nil	nil	nil
Minor Projects	nil	nil	nil	nil
Interdisciplinary Projects	nil	nil	nil	nil
Industry sponsored	nil	nil	nil	nil
Projects sponsored by the University/ College	nil	nil	nil	nil
Students research projects <i>(other than compulsory by the University)</i>	nil	nil	nil	nil
Any other(Specify)	nil	nil	nil	nil
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		1			
Sponsoring agencies		Self			

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

3.13 No. of collaborations
International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
nil	Nil	nil	nil	nil	nil	nil

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

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

3.23 No. of Awards won in NSS: (*intercollegiate cultural competition held at state level)

University level	<input type="text" value="-"/>	State level	<input type="text" value="1"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

* Ministry of Sports & Youth Welfare & NSS, TN – Cultural Competition – our college bagged 5th place - Rs.10,000/- cash award and shield on 20.2.2015 – held at Jawaharlal Nehru Stadium.

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="-"/>		
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="4"/>	Any other	<input type="text" value="12"/>

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

Health & Hygiene Awareness for Women – NSS -24/9/14

NSS Special Camp conducted from 19/11/2014 to 25/11/2014

Disaster Management by Dr. Angelin Selvaraj, Kilpauk Medical College - 24/11/14

Blood Donation Camp- YRC/RRC – 15/7/2014

YRC organised Legal awareness programme in collaboration with Tamil Nadu Federation of Women lawyers -18/3/15

Environment Club- Exhibition - 19/1/2015 – 74 students participated

ED Cell conducted ED Bazaar on 1/10/14 – 65 students participated

College students exhibited their Entrepreneurial Skill by setting up Stalls- Pongal Bazaar

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5.12 Acres	-	-	-
Class rooms	42,800sqft	-	-	-
Laboratories	6,500sqft	-	-	-
Seminar Halls	3,000sqft	-	-	-
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	2	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	31000	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

<ul style="list-style-type: none"> • Fees collection is computerised • Online exam fees payment to the University • Student and staff database maintained • Inlibnet facility (Nlist) - Library • E-journal facility available – Library • Website updation done at regular intervals • All Committees maintains a Group ID. • MIS - maintained
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4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	12,505	8,79,792	-	-	12505	8,79,792

Reference Books	380	-	-	-	-	-
e-Books	-	-	-	-	-	-
Journals	21	17,300	1			
e-Journals	INFLIB NET				INFLIBN ET	
Digital Database	-	-	-	-	-	-
CD & Video	60					
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	120	3	2 mb	-	-	10	9	-
Added	-	-	-	-	-	-	-	-
Total	123	3	2 mb	-	-	11	9	-

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

Group Mail-id is maintained for all Committees/clubs/cells
Faculties who are willing to learn computer are being trained by BCA and B.Sc. Faculties
Campus is under CCTV surveillance-it is placed in all strategic points.
Conference proceedings were released in E-Graph.

4.6 Amount spent on maintenance in lakhs :

i) ICT	59000
ii) Campus Infrastructure and facilities	-
iii) Equipments	31000
iv) Others	-
Total :	90000

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ✓ Alumni meeting held on January 26th of every year, this paves way for extensive support.
- ✓ Student Forum and Grievance & Counselling Cell helps in resolving issues of the students. Suggestion Box is open for all. Issues are resolved immediately.
- ✓ 2 students are part of IQAC, this enable us to function effectively.
- ✓ Other than govt. scholarship college Scholarship Committee also provides various private scholarship in order to assist deserving students in completion of their degree.
- ✓ NSS Students won Rs.10,000/- cash award and a shield from the Ministry of Sports & Youth Welfare and NSS Tamil Nadu.
- ✓ YRC conducted Legal Awareness Programme & Blood Donation Camp as per the suggestion given by IOAC.

5.2 Efforts made by the institution for tracking the progression

- Unit Examination is conducted for their continuous assessment thrice a semester.
- Remedial coaching classes conducted for slow learners. Being first generation learners with broken family and with various problems students find it difficult to get through their exams. Hence, exam point of view preparation are given by providing them with question bank and regular test.
- Mentor –mentee meeting conducted twice a semester. Counselling prior to examinations are given to students to perform better.
- PTA meeting held twice a year. Feedback regarding their ward's performance is provided. This has eventually resulted in improved performance.
- For meritorious students special counselling provided on taking up competitive examinations.
- Student Forum members were motivated to perform better and the best students are nominated and usually honoured during College Day as 'Star of AVC'.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2082	37	Nil	Nil

(b) No. of students outside the state

(c) No. of international students

Men	No	%

Women

No	%
2119	100%

Last Year						This Year 2014-15					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
32	564	5	1138	3		40	665	5	1407	2	2119

Demand ratio 1:1.2

Dropout % <1

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

- Manidha Neyam Academy, Saidapet funded by the Mayor of Chennai, conducts its classes for IAS, IPS aspirants and the college students get training from that academy
- College has AVACS centre (Annai Veilankanni's Academy for Competitive Studies)

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="-"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="-"/>

5.6 Details of student counselling and career guidance

- ❖ Counselling is taken care by Mentor Mentee committee. This system serves as a platform to identify and solve the students stress related, personal and academic problems. Teachers play the role of a parent in resolving issues. This enables them to perform better.
- ❖ Grievances are redressed through Grievances Redressal cell and Student Forum members bring the issues to the Redressal Cell.
- ❖ Career guidance is provided for final year students at regular intervals by the placement cell. Campus drive is organised annually to ensure employment opportunity.

No. of students benefitted

62% through Job fair

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
17	1070	479	30

5.8 Details of gender sensitization programmes

- ❖ Hygiene awareness specially for women on 24.09.2014 – NSS
- ❖ NSS organised special camps at 2 places - Tiruvalluvar Gurukulam Middle School and Chennai High School, Jafferkhanpet.
- ❖ Library-week was celebrated - 5/2/15- Ms. M.G. Selvi Panneer Selvam, - Guindy Campus Library – Resource person
- ❖ One day Legal awareness Programme organised by YRC on 21.01.2015.
- ❖ “Sexual Harrassment against Women at Work” - Mrs. Sumitra Chakkravarthi, Advocate, High Court
- ❖ “Offences against Women in IPC” – Ms. R. Sudha, Advocate, High Court
- ❖ “Laws of Eve Teasing” – Ms. Veeramarthini, Advocate, High Court

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	41	54000
Financial support from government	736	900000
Financial support from other sources	106	366000
Number of students who received International/ National recognitions	2	Free education

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: __

- * Mentally depressed due to family problems and this was resolved
- * L. Gomathi, I M.com, ---Problem due to love affair – resolved and made her to focus on her studies
- * S. Uma Maheshwari, III B.Com – Broken family – unable to continue her studies – economical support rendered

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

❖ **VISION**

To make quality higher education affordable and accessible to all especially to the First Generation and less privileged learners

❖ **MISSION**

To empower women with quality education towards employability.

To improve the socio-economic status of learners through higher education

To make students self-reliant and economically independent.

To inculcate democratic, moral and spiritual values in learners.

6.2 Does the Institution has a management Information System

YES. The college has well systematic Management Information System. Student database, staff database are available.

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

6.3.1 Curriculum Development

Curriculum is framed by the University of Madras. Hence, little scope for curriculum development. Suggestions are communicated through Academic Council Members.

College provides Certificate courses to ensure employment.

Evidence of Success – through Job fair, On & Off campus drive 479 students were placed.

6.3.2 Teaching and Learning

We adopted ICT technologies for teaching like

- PPT
- Smart board teaching
- Movie screening techniques
- Peer learning
- Hands-on Training
- Field trips & Mini projects
- Guest Lectures
- Case Study
- Group Discussion
- Seminars & Work-shop
- Creative thinking

6.3.3 Examination and Evaluation

- ✓ Open book Exam
- ✓ Slip test
- ✓ Retest (deserving students)
- ✓ Unit Examination & Feed back
- ✓ Remedial Classes
- ✓ Absentees are to undergo special class after college hours.

6.3.4 Research and Development

- SPSS workshop for all research scholars – 40 faculties & 50 students benefitted
- Due to the effort of Research cell and IQAC, three faculties registered for Ph.D. 13 members pursuing Ph.D. 3 members awaiting for their viva-voce.
- Continuous support of Research cell has resulted in 19 International papers and 36 national Papers. It is also recognised by the management in the college day.
- Management extend their support by providing the seed money..

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library has inflibnet facility accessed by faculty members
- The college is an institutional member in the British Council & University of Madras
- Library maintains the database of all Books, Reference Books, Journals etc.,
- ICT is used as an aid in teaching

6.3.6 Human Resource Management

- Yearly vacancies are reported to the Principal by the heads of the department.
- Recruitment is done through Newspaper Advertisement and vacancies are filled in by the college as per UGC norms.
- Teachers and students are covered under insurance.
- Appraisal is done based on the Feed backs
- Exit Interviews conducted and this helps in executing corrective measures.
- Faculties are encouraged to attend workshops, seminars and conferences.
- Sabatical leave for Ph.D's are offered to encourage research aptitude.
- Free transport & refreshments are provided

6.3.7 Faculty and Staff recruitment

- Yearly Vacancies are reported to the Principal & Advertisement is given in leading Newspaper and vacancies are filled up immediately and also through unsolicited applicants.

6.3.8 Industry Interaction / Collaboration

MOU's are signed with

- ✓ Bharat Infotech
- ✓ Uma Training Institute
- ✓ Academy for Career Excellence
- ✓ Annai Veilankanni's Pharmacy College

6.3.9 Admission of Students

- Admission as per University norms.
- Admission Committee takes care of Admission.
- Student Database maintained
- Internship training is given to the students to gain hands-on experience on the current happenings in the industry.
- Application can be downloaded in the website

6.4 Welfare

schemes for

Teaching	Insurance, Sabbatical leave, Refreshment, Seed Money, Free transport facility
Non teaching	Insurance, Refreshment
Students	Insurance, Management Concession & Scholarship

6.5 Total corpus fund generated

8,83,03,810.90

6.6 Whether annual financial audit has been done Yes

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	IQAC
Administrative	Yes		Yes	Administrative Officer

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

For UG Programmes Yes No

For PG Programmes Yes No

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

- Exam Registration made Online
- Internal marks, Staff database registration made online
- Hall tickets are sent online

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

University encourages the affiliated colleges to apply for autonomy.

6.11 Activities and support from the Alumni Association

- Alumni Meet is organised on January 26th every year
- They share their experience and support us in Placement, Sponsors, Seminars, Workshops and provide suggestions by being a member in IQAC.
- Feedback collected from alumni students.
- They are the pillars & ambassadors of our college

6.12 Activities and support from the Parent – Teacher Association

Parent Teachers meet is being conducted twice a year.
They give us feed back and suggestions during the meeting
They extend their support to the organisation in all possible ways

6.13 Development programmes for support staff

Meeting conducted for supporting staff and work flow streamlined.

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

- During the assembly students were given with environment friendly messages.
- Sapling planted every year by NSS team.
- Under Swatch bharat – NSS team cleaned the Government School were the camp was organised.
- Environment Club – Conducted exhibition- focussed on Reuse, Reduce and Recycle
- Honouring the guest with a Sapling
- Incinerators Used.
- Discipline & Cleanliness Committee aids in keeping campus litter free zone.

Criterion – VII

7. Innovations and Best Practices

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

- Three Faculty Development Programme and 1 programme on SPSS conducted by IQAC. This has resulted in enhancing the faculties potential and resulted in effective functioning.
- Research aptitude created by Research Cell and encouraged staff in presenting International, National and State level seminars.
- MIS streamlined and strengthened
- Feedback mechanism and analysis done on the feed back.

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

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

Annexure I

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

- Environmental Club conducted an Exhibition/Fair to create awareness on Reuse, Reduce and Recycle. It is their regular practice to readout news on protecting the Environment during the College Assembly.
 - NSS as part of their activities have planted sapling in Nedukundram and they have actively participated in Campus Cleaning.

7.5 Whether environmental audit was conducted? Yes No

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

NIL

8. Plans of institution for next year

- Proposed to conduct Workshop for faculty members
 - Major departments proposed to conduct events at intercollegiate level
 - To develop journal within the organisation in order to develop research aptitude among staff and students

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

BEST PRACTICES – ANNEXURE- I

Title of the practice	Placement Cell - Job Fair Conducted within Campus every year
Goal	To empower women and to make them economically independent
Context	Economically deprived and academically sound students require a good job. Hence pre-placement training for final years both off campus & On campus. Every year Job Fair conducted within Campus in order to provide opportunity for students to job market.
Practice	Periodical Pre-placement training, Mock Interview sessions are provided for the final years to make them industrial ready and to provide them employability skill. This year 20 reputed companies conducted the On campus interview. They were also sent to campus drive conducted by “The Hindu’, Sutherland, HCL, Creative Technologies., Axis Bank, Accenture etc.,
Evidence of Success	292 students received offer letter through On campus and Off campus drive.
Problems Encountered	Not encountered any problem

BEST PRACTICE -2

Title of the practice	Mentor-Mentee system
Goal	To promote healthy bond among the teachers and students
Context	Promotes healthy Student & Teacher relationship.
Practice	. Each Faculty is provided with 20 to 30 students and meeting is being held twice a semester. Points to be discussed are clearly informed to faculties prior to the meet. Record is maintained to analyse their progress. Academic, Personal, Psychological issues are addressed and healthy relationship is maintained within the campus. Since nowadays student community faces different problems almost all problems are redressed at the initial stages by providing them guidance & suggestions.
Evidence of Success	Depressed students, Love affair problems, Poor Health etc., are resolved.
Problems Encountered	None encountered so far.

BEST PRACTICE -3

Title of the practice	Weekly Assembly
Goal	To recognise the talents of the students
Context	Recognising students talents
Practice	. Every Wednesday college's Assembly Committee organises a common assembly for the students. Chairman/Secretary enthusiastically participates & distribute prizes for the winners among students & faculty members. Students & faculty members participating in intercollegiate events, conferences etc., are being recognised every week. This eventually resulted in healthy competition among students and faculty members.
Evidence of Success	Students participation in intercollegiate sports and cultural events increased. Students have won in Yoga competitions organised at state level.
Problems Encountered	None encountered so far.



ANNA VEILANKANNI'S COLLEGE FOR WOMEN

81, V.G. PANNEERDAS SALAI, WEST SAIDAPET, CHENNAI-600 015.

PHONE: 24851172, 43523712, FAX: 24851222

E-mail: mail4avc@gmail.com

www.annaiveilankannis.com

(Approved by Govt. of Tamil Nadu)

1) G.O.No.296/dated 10.07.2000

2) G.O.No.26/dated 09.02.2004

Affiliated to the University of Madras

Dr. S. DEVARAJ
Founder - Chairman

PERSONAL INFORMATION

NAME :

FATHER'S NAME :

ADDRESS :

YEAR :

DEPARTMENT :

CONTACT NO. : Father :
Student :

VEHICLE NO. :

DRIVING LICENCE NO. :

BLOOD GROUP :

VISION

To make quality higher education affordable and accessible to all especially to the First Generation and less privileged learners.

MISSION

- ❖ To empower women with quality education towards employability .
- ❖ To improve the socio-economic status of learners through higher education.
- ❖ To make students self-reliant and economically independent.
- ❖ To inculcate democratic, moral and spiritual values in learners

PROFILE OF THE COLLEGE

The Annai Veilankanni's Educational and Cultural Society, Saidapet, Chennai-15, was founded by Dr.S.Devaraj, in the year 1988, to cater to the educational needs of the student community in and around South Madras. The Society has established schools in Saidapet and Vandalur. The school in Saidapet is one of the best schools in Chennai. The Management was nursing the idea for a long time, to start a college for students in Saidapet and suburban areas to continue their higher education in a conducive atmosphere.

The Arts and Science College was started on 18-09-2000 at Saidapet. The college was approved by the Government of Tamil Nadu by G.O.No.296, dated 10-07-2000. Affiliation was granted by the University of Madras. The college offers under graduate courses in Bachelor of Computer Applications, B.Sc. Computer Science, Bio-Chemistry and Mathematics, B..Com. - General, B.Com. Accounting & Finance, B.Com. Corporate Secretaryship, B.B.A., B.Com. Information Systems Management, B.Com. Computer Applications, B.Com. Tamil medium, B.A. English and post-graduate courses in Commerce and Computer Science.

The college is located at the heart of the city on the northern bank of the river Adyar. It is a great boon to students of Saidapet, Guindy, Velachery, Vadapalani and several new suburbs which have only a few colleges.

The college has a four storey building with spacious and well-ventilated class rooms. It radiates contentment and happiness in an environmentally pure and calm atmosphere, away from the hustle and bustle of the busy city. Highly qualified and well-trained teachers with a great vision, prepare students to reach heights beyond their dreams. They are moulded into responsible, noble and global citizens of tomorrow.

The laboratories for the science streams are spacious and well-equipped. They provide the best hands on learning to students to complement their learning in classrooms. There is a well-stocked library with books on various subjects. Indian and foreign journals are also available.

The students must compulsorily enrol themselves in any one of the socially productive activities such as N.S.S. / Youth Red Cross / Physical Education for which credits are given every year.

Our motto is to endeavour and to enlighten, empowered by faith and power. The palmyrah tree when empowered and inspired by the cross, the Bible and the church stands tall and erect amidst the clashing forces of life and radiates hope and light to all around. The students of AVC will stand firm and strong like the palmyrah tree, amidst life's storms and go ahead with confidence.

The aim of the college is to prepare young women students to continuously search for truth, knowledge and light and to grow into mature and responsible citizens, ready to face the challenges of life at home, in society and in the nation at large. The students, when they leave the portals of the college, would be empowered to face life and overcome all obstacles having faith in God. The college, at a time when basic values are fast disappearing, strives to inculcate in the students a sound philosophy of life based on deep faith in God, respect for oneself and others, concern for the less-privileged, and on the ideals of the great angelic chorus "Peace on earth and goodwill towards men". St.Luke.2:14.

Dr. S. DEVARAJ
Founder - Chairman

THE ACADEMIC YEAR

As the University follows the semester pattern for all courses, each academic year is divided into two semesters.

- (a) The first academic year consists of first and second semesters, the second academic year, the third and fourth semesters and the third academic year, the fifth and sixth semesters respectively.

- (b) The odd semesters run from JUNE to NOVEMBER, and the even semesters from DECEMBER TO APRIL of each year.

COLLEGE TIMING : 8.40 a.m. to 2.00 p.m.

LUNCH BREAK : 11.35 a.m. to 12.10 p.m.

WORKING DAYS : Monday to Friday

Compensatory working days will be announced as and when necessary.

COLLEGE HYMN

1. There shall be showers of blessing
This is the promise of love
There shall be seasons refreshing
Sent from the saviour above

Showers of blessing,
Showers of blessing we need;
Mercy drops round us are falling.
But for the showers we plead

2. There shall be showers of blessing
Precious reviving again:
Over the hills and the valleys,
Sound of abundance of rain

3. There shall be showers of blessing
Send them upon us, O Lord!
Grant to us now a refreshing.
Come and now honour thy word,

4. There shall be showers of blessing
Oh, that today they might fall,
Now as to God we're confessing,
Now as on Jesus we call!

MANAGEMENT COMMITTEE MEMBERS

1. Dr. S. Devaraj - Chairman
2. Mrs. Delphin Devaraj - Vice Chairman
3. Dr. D. Dev Anand - Secretary
4. Dr. D. Johny Christopher - Director
5. Mrs. Sridevi Dev Anand - Executive
Committee Member
6. Dr. Deva Bala Nirmala - Executive
Committee Member
7. Mrs. J. Josphine - Treasurer
8. Mr.S.Arul Doss - Member
9. Mrs.A.Glory - Member

GOVERNING BODY MEMBER

1. Dr. S. Devaraj - Chairman
2. Mrs. Delphin Devaraj - Vice Chairman
3. Dr. D. Dev Anand - Secretary
4. Dr. D. Johny Christopher - Director
5. Dr. M. R. Srinivasan - University Nominee
6. Dr. C. Shalini Kumar - Principal
7. Mrs. Adlin Deva Sugin - Vice Principal
8. Mrs. B. Arasi - Member
9. Mr. V. S. Saravanan - Member
10. Mr. K. Ganesan - Member

COLLEGE COUNCIL

1. Dr. C. Shalini Kumar - Principal, Chairperson
2. Mrs.Adlin Deva Sugin - Vice Principal,
Council Secretary
3. Mrs.B.Sabana - Staff Secretary
4. Mr.V.S.Saravanan - Co ordinator
5. Mrs.P.T.Rani
6. Mrs. K. Vijayalakshmi
7. Mrs.J.Gayathri
8. Mrs.M.Priya
9. Mrs.V.Brindha
10. Mrs.B.Arasi
11. Mrs. J. Shanthi Arul
12. Mr. K. Ganesan

COURSES OF STUDY OFFERED

Foundation Course:

I. Language: Tamil, Hindi

II. Language: English

III. Major Courses: UG

- B.Sc. Bio-Chemistry
- B.Sc. Computer Science
- B.Sc. Mathematics
- BCA Bachelor of Computer Applications
- B.Com. General
- B.Com. Accounting & Finance
- B.Com. Corporate Secretaryship
- B.Com. Computer Applications
- B.Com. General (Tamil Medium)
- B.Com. Information Systems Management
- BBA Bachelor of Business Administration
- B.A English

PG Courses:

- M.Com.
- M.Sc. Computer Science

RULES RELATING TO ADMISSION AND WITHDRAWAL

1. Candidates seeking admission to the first year of the three year degree course should have passed the Higher Secondary Examination of the Tamil Nadu State Board or any other examination accepted as equivalent by the Syndicate of the Madras University.
2. Candidates who have qualified from other Universities or Boards should fulfil all the conditions of admission and such admissions are subject to the recognition and confirmation by the Madras University. Provisional admission is made at the risk of the candidate.
3. All admissions into this college are only provisional and subject to the approval of the Madras University. If at any time, after the admission, the admission of the candidate is not approved by the University, her name will be removed from the rolls. In such a case the Management cannot be held responsible for any inconvenience caused to the candidate.
4. A student will be dismissed from the college if she is found to have produced false representation and the fee paid will be fully forfeited.
5. No student will be allowed to attend classes until all her fee due has been paid. This is in accordance with the provisions of 92 M.E.R.(Madras Educational Rules)
6. A student who wishes to leave the college, should apply for the transfer certificate before the college reopens for the next academic year. If application for discontinuing or transfer is received after the re-opening of the college for the next academic year, the student must pay the term fee for the year.
7. Mobile Phones are not allowed. Violation of this rule is subject to any action by the Management.

ATTENDANCE

1. No student should absent herself from the college, without applying for leave. This must be made before hand in the prescribed form to the Principal countersigned by her Parent/ Guardian and the Class Teacher.
2. If a student absents herself for one week without permission her name will be struck off the rolls, unless she proves that her absence was unavoidable.
3. If a group of students does not attend classes, it will be viewed very seriously and will be dealt with severely.
4. The annual certificate of attendance required for the University Examination will not be granted if (i) the Principal is not satisfied with the student's progress and conduct, (ii) the student has attended less than three fourths of the number of working days in the academic year, iii) the student has not paid all the dues to the college.
5. Students who absent themselves from periodic tests and terminal examinations will be severely punished.
6. Attendance will be marked during every period. Students coming late to the class will be marked absent for that session.
7. 85% attendance separately for theory and practical is compulsory. Every month cumulative percentage of attendance will be displayed on the notice board. Students are asked to check the attendance.
8. Attendance is included in the Continuous Internal Assessment (CIA). Hence students are advised to attend classes regularly. 5 marks are allotted for attendance.

Break-up

Below 60%	-	No marks
60 - 75 %	-	3 marks
76 - 90%	-	4 marks
Above 90%	-	5 marks

LIBRARY

1. All the students of the college are members of the college library.
2. Strict silence must be observed in the library.
3. Students should not scribble on the books.
4. Students should not sub-lend the books of the library.
5. No students should keep a book for more than 2 weeks.
6. Members should pay 3 times the cost of the book lost by them.

TESTS & EXAMINATIONS

The college conducts periodic, unit tests and terminal examinations for all classes. Absence from unit tests and terminal examinations will be viewed very seriously.

Progress report will be sent to the Parent / Guardian after each terminal examination.

Scheme of Examination		Distribution of marks for Continuous Internal Assessment (CIA)		Practicals	
	Marks		Marks		Marks
External	75	Test	10	Attendance	5
Internal	25	Attendance	5	Record	5
		Seminar	5	Test	30
		Assignment	5		
Total	100		25		40

Compulsory passing minimum for external is 40%
 Aggregate internal & external passing minimum is 40%

APPLICATION FOR LEAVE

1. Name :
2. Class, Roll No. :
3. Date :
4. No. of days already
availed :
5. No. of days leave
applied for :
6. Reason :
7. Sign. of the student :
8. Sign. of the
Parent / Guardian :
9. Sign. of the Class Teacher:
(with attendance %)
10. Sign. of the Principal :

GENERAL DISCIPLINE

1. Every student must behave well in and outside the college to bring credit to herself and to the institution.
2. Every student should dress up in a decent and dignified manner keeping in view the traditions and culture of our country.
3. Students should maintain strict silence in the classroom irrespective of the presence or absence of the teacher.
4. No student should enter or leave the classroom without the permission of the teacher in the class.
5. Students should not leave the class to go to the office or canteen during class hours.
6. Students should not enter the office room, staff room or laboratories during unspecified hours.
7. When they move from one classroom to another, they should go in an orderly manner without disturbing other classes.
8. Students should handle the college property carefully and shall not cause any damage to it. Any indiscipline in this regard will be seriously viewed.
9. Students should be respectful and courteous to the members of the staff, members of the governing body, distinguished visitors and invitees of the college.
10. Students are not allowed to address any authority as a group. Individual representation will be allowed only if they are made through the proper channel.
11. No outsider should be invited to any function or meeting to the college by any student or group of students without the prior permission of the Principal/Management.

I have read the rules and regulations of the college in the diary and I agree to abide by them.

Signature of the Parent

Signature of the Student

TIME - TABLE

DAY ORDER	I HOUR 8.40-9.35 am	II HOUR 9.35-10.30 am	10.30-10.40 am	III HOUR 10.40-11.35 am	11.35a.m-12.10 pm	IV HOUR 12.10-1.05 pm	V HOUR 01.05-2.00 pm	
1			TEA BREAK		LUNCH BREAK			
2			TEA BREAK		LUNCH BREAK			
3			TEA BREAK		LUNCH BREAK			
4			TEA BREAK		LUNCH BREAK			
5			TEA BREAK		LUNCH BREAK			
6			TEA BREAK		LUNCH BREAK			

ACADEMIC CALENDAR

Date	Day	JUNE 2014	Working Day
01	Sun		
02	Mon		
03	Tue		
04	Wed		
05	Thu		
06	Fri		
07	Sat		
08	Sun		
09	Mon		
10	Tue		
11	Wed		
12	Thu		
13	Fri		
14	Sat		
15	Sun		
16	Mon		
17	Tue		
18	Wed	College Reopens (II&III Year)	1
19	Thu		2
20	Fri		3
21	Sat		
22	Sun		
23	Mon		4
24	Tue		5
25	Wed		6
26	Thu		7
27	Fri		8
28	Sat		
29	Sun		
30	Mon		9

ACADEMIC CALENDAR

Date	Day	JULY 2014	Working Day
01	Tue		10
02	Wed	College Reopens (I Year)	11
03	Thu		12
04	Fri		13
05	Sat		
06	Sun		
07	Mon		14
08	Tue		15
09	Wed		16
10	Thu	YRC Blood Donation Camp	17
11	Fri		18
12	Sat		
13	Sun		
14	Mon		19
15	Tue	Kamarajar Birthday	20
16	Wed		21
17	Thu		22
18	Fri		23
19	Sat		
20	Sun		
21	Mon		24
22	Tue		25
23	Wed		26
24	Thu		27
25	Fri		28
26	Sat		
27	Sun		
28	Mon		29
29	Tue	Ramzan	
30	Wed		30
31	Thu		31

ACADEMIC CALENDAR

Date	Day	AUGUST 2014	Working Day
01	Fri		32
02	Sat		
03	Sun		
04	Mon		33
05	Tue		34
06	Wed		35
07	Thu		36
08	Fri		37
09	Sat		
10	Sun		
11	Mon	Internal Assessment - I	38
12	Tue	Internal Assessment - I	39
13	Wed	Internal Assessment - I	40
14	Thu		41
15	Fri	Independence Day	
16	Sat		
17	Sun	Krishna Jayanthi	
18	Mon		42
19	Tue		43
20	Wed		44
21	Thu		45
22	Fri		46
23	Sat		
24	Sun		
25	Mon		47
26	Tue		48
27	Wed		49
28	Thu		50
29	Fri	Vinayaka Chathurthi	
30	Sat		
31	Sun		

Events : Department of English, Department of Mathematics, Department of Computer Science.

ACADEMIC CALENDAR

Date	Day	SEPTEMBER 2014	Working Day
01	Mon		51
02	Tue		52
03	Wed		53
04	Thu		54
05	Fri	Teacher's Day	55
06	Sat	Founder's Day	56
07	Sun		
08	Mon		57
09	Tue		58
10	Wed	Internal Assessment - II	59
11	Thu	Internal Assessment - II	60
12	Fri	Internal Assessment - II	61
13	Sat		
14	Sun		
15	Mon		62
16	Tue		63
17	Wed		64
18	Thu		65
19	Fri		66
20	Sat		
21	Sun		
22	Mon		67
23	Tue		68
24	Wed		69
25	Thu		70
26	Fri		71
27	Sat		72
28	Sun		
29	Mon		73
30	Tue		74

Events : Department of Bio - Chemistry, Department of Computer Applications, Department of Business Administration & Information System Management

ACADEMIC CALENDAR

Date	Day	OCTOBER 2014	Working Day
01	Wed		75
02	Thu	Gandhi Jayanthi, Ayutha Pooja	
03	Fri	Vijayadasami	
04	Sat		
05	Sun	Bakrid	
06	Mon		76
07	Tue		77
08	Wed		78
09	Thu		79
10	Fri		80
11	Sat		
12	Sun		
13	Mon	Model Exam Begins	81
14	Tue		82
15	Wed	Commencement of UG/PG Practical Exam	83
16	Thu		84
17	Fri		85
18	Sat		
19	Sun		
20	Mon		86
21	Tue		87
22	Wed	Deepavali	
23	Thu		88
24	Fri		89
25	Sat	Last Working Day	90
26	Sun		
27	Mon		
28	Tue		
29	Wed		
30	Thu		
31	Fri		

ACADEMIC CALENDAR

Date	Day	NOVEMBER 2014	Working Day
01	Sat		
02	Sun		
03	Mon	UG/PG University Exam Begins	
04	Tue	Moharram	
05	Wed		
06	Thu		
07	Fri		
08	Sat		
09	Sun		
10	Mon		
11	Tue		
12	Wed		
13	Thu		
14	Fri		
15	Sat		
16	Sun		
17	Mon		
18	Tue		
19	Wed		
20	Thu		
21	Fri		
22	Sat		
23	Sun		
24	Mon		
25	Tue		
26	Wed	College Re-opens -Even Semester	1
27	Thu		2
28	Fri		3
29	Sat		4
30	Sun		

ACADEMIC CALENDAR

Date	Day	DECEMBER 2014	Working Day
01	Mon		5
02	Tue		6
03	Wed		7
04	Thu		8
05	Fri		9
06	Sat		10
07	Sun		
08	Mon		11
09	Tue		12
10	Wed		13
11	Thu		14
12	Fri		15
13	Sat		16
14	Sun		
15	Mon		17
16	Tue		18
17	Wed		19
18	Thu		20
19	Fri		21
20	Sat		22
21	Sun		
22	Mon		23
23	Tue		24
24	Wed	Christmas Holidays Begin	
25	Thu	Christmas	
26	Fri		
27	Sat		
28	Sun		
29	Mon		
30	Tue		
31	Wed		

Events : Department of Corporate Secretaryship & Computer Application, Department of Commerce, Library Fest, NSS Camp

ACADEMIC CALENDAR

Date	Day	JANUARY 2015	Working Day
01	Thu	New Year	
02	Fri		
03	Sat	Milladi Nabhi	
04	Sun		
05	Mon	College Re-opens	25
06	Tue		26
07	Wed	Internal Assessment -I	27
08	Thu	Internal Assessment -I	28
09	Fri	Internal Assessment -I	29
10	Sat		30
11	Sun		
12	Mon		31
13	Tue		32
14	Wed	Bhogi	
15	Thu	Pongal	
16	Fri	Thiruvalluvar Day	
17	Sat	Uzhavar Thirunaal	
18	Sun		
19	Mon		33
20	Tue		34
21	Wed		35
22	Thu		36
23	Fri		37
24	Sat		38
25	Sun		
26	Mon	Republic Day / Alumini Meet	
27	Tue		39
28	Wed		40
29	Thu		41
30	Fri		42
31	Sat		43

Events : E.D Cell, Department of Tamil

ACADEMIC CALENDAR

Date	Day	FEBRUARY 2015	Working Day
01	Sun		
02	Mon		44
03	Tue		45
04	Wed		46
05	Thu		47
06	Fri		48
07	Sat		49
08	Sun		
09	Mon		50
10	Tue		51
11	Wed		52
12	Thu		53
13	Fri		54
14	Sat		55
15	Sun		
16	Mon		56
17	Tue		57
18	Wed	Internal Assessment -II	58
19	Thu	Internal Assessment -II	59
20	Fri	Internal Assessment -II	60
21	Sat		61
22	Sun		
23	Mon		62
24	Tue		63
25	Wed		64
26	Thu		65
27	Fri		66
28	Sat		67

Events : Job Fair

National Level Seminar - Department of Commerce

ACADEMIC CALENDAR

Date	Day	MARCH 2015	Working Day
01	Sun		
02	Mon		68
03	Tue		69
04	Wed		70
05	Thu		71
06	Fri	Holi	72
07	Sat		73
08	Sun		
09	Mon		74
10	Tue		75
11	Wed		76
12	Thu		77
13	Fri		78
14	Sat		
15	Sun		
16	Mon	Practical Examination Begins for UG/PG	79
17	Tue		80
18	Wed		81
19	Thu		82
20	Fri		83
21	Sat	Ugadi	
22	Sun		
23	Mon	Model Exam Begins	84
24	Tue		85
25	Wed		86
26	Thu		87
27	Fri		88
28	Sat		
29	Sun		
30	Mon		89
31	Tue	Last Working Day	90

ACADEMIC CALENDAR

Date	Day	APRIL 2015	Working Day
01	Wed	Study Holiday Begins	
02	Thu	Mahavir Jayanthi	
03	Fri	Good Friday	
04	Sat		
05	Sun	Easter	
06	Mon		
07	Tue		
08	Wed	Examination begins for UG/PG Courses	
09	Thu		
10	Fri		
11	Sat		
12	Sun		
13	Mon		
14	Tue	Tamil New Year	
15	Wed		
16	Thu		
17	Fri		
18	Sat		
19	Sun		
20	Mon		
21	Tue		
22	Wed		
23	Thu		
24	Fri		
25	Sat		
26	Sun		
27	Mon		
28	Tue		
29	Wed		
30	Thu		

ANNAI VEILANKANNI'S COLLEGE FOR WOMEN
81/33, V.G.P. SALAI, SAIDAPET WEST, CHENNAI - 15.
TEACHING STAFF

NAME	DESIGNATION
1. Dr. C. Shalini Kumar, M.Com., M.Phil., Ph.D	Principal
Department of English	
2. Ms. K. Adlin Deva Sugin, M.A., M.Phil.	Head, Asst. Professor
3. Ms. C. Mary Reena, M.A., M.Phil., SET	Asst. Professor
4. Mrs. N. Komala, M.A., M.Phil., PGDT, Ph.D.	Asst. Professor
5. Ms. M.Z. Annes Fathima Banu, M.A., B.Ed., SLET.	Asst. Professor
6. Ms. A. Ponnammal, M.A., M.Phil., M.Ed	Asst. Professor
7. Ms. C.S.Remya Mol, M.A., B.Ed., M.Phil., Ph.D	Asst. Professor
8. Ms. J. Maria Nancy, M.A., M.Phil.	Asst. Professor
9. Ms. K. Salomi Priscilla, M.A., B.Ed	Asst. Professor
10. Ms. A. Elsi, M.A., Ph.D	Asst. Professor
Department of Language	
11. Mrs. K. Vijayalakshmi, M.A. (Hindi Lit), M.A. (Hindi Trans), B.Ed., M.Phil.	Head, Asst. Prof. (Hindi)
12. Mrs. P.T. Rani, M.A., M.Phil., B.Ed., PGDCA., Ph.D.	Head, Asst. Prof. (Tamil)
13. Mr. V.S. Saravanan, M.A., M.Phil., B.Ed., Ph.D.	Asst. Professor
14. Ms. E. Menaka, M.A., M.Phil., Ph.D.	Asst. Professor
15. Ms. G. Jeba Sheela, M.A., M.Ed.	Asst. Professor
16. Ms. A. Kavitha Rani, M.A., M.Phil.	Asst. Professor
17. Dr. A. Arivumozhi, M.A., B.Ed., M.Phil., Ph.D.	Asst. Professor
Department of Biochemistry	
18. Mrs. B. Sabana, M.Sc., M.Phil., Ph.D.	Head, Asst. Prof.
19. Ms. J. Nomila Merlin, M.Sc., M.Phil., PGDBI, Ph.D.	Asst. Professor
20. Ms. A. Ruth Angeline, M.Sc., M.Phil.	Asst. Professor
21. Dr. S. Beaulaja, M.Sc., M.Phil., Ph.D.	Asst. Professor
Department of Mathematics	
22. Mrs. J. Gayathri, M.Sc., M.Phil.	Head, Asst. Prof.
23. Mrs. V. Meena, M.Sc., M.Phil.	Asst. Professor
24. Mrs. S. Hemalatha, M.Sc., M.Phil., B.Ed., Ph.D.	Asst. Professor
25. Ms. G. Priya, M.Sc., M.Phil.	Asst. Professor
26. Mrs. E. Chitra, M.Sc., M.Phil., B.Ed.	Asst. Professor
27. Mrs. S. Sangeetha, M.Sc., M.Phil.	Asst. Professor

28. Mrs. M. Kalaichelvi, M.Sc., M.Phil.	Asst. Professor
29. Ms. D.Rebekha Elizabeth, M.Sc.,M.Phil.	Asst. Professor
30. Ms.G.Jayakodi, M.Sc,M.Phil.	Asst. Professor
31. Ms.G.R.Mini Sahaya Mary, M.Sc.,M.Phil. M.Ed., Ph.D	Asst. Professor
Department of Computer Science	
32. Mrs. M. Priya, MCA, M.Phil., Ph.D.	Head, Asst.Prof.
33. Mrs. W. Mary Magdalene Viola, M.Sc., M.Phil., Ph.D.	Asst. Professor
34. Ms.T.S. Lakshmi, MCA, M.Phil.	Asst. Professor
35. Ms.V.Mahalakshmi, MCA	Asst. Professor
36. Ms.K.Saranya, M.Sc., M.Phil.	Asst. Professor
Department of Computer Applications	
37. Mrs. V. Brindha, MCA, M.Phil.	Head, Asst.Prof.
38. Mrs. S. Kala, M.Sc., M.Phil.	Asst. Professor
39. Mrs. W. Malini Prema Kumari, MCA, B.Ed., Ph.D.	Asst. Professor
40. Ms. T. Axcellin, M.Sc., B.Ed., M.Phil.	Asst. Professor
41. Ms. P. Radhika, MCA, M.Phil.	Asst. Professor
42. Mrs. T.R. Nisha Dayana, M.Sc., B.Ed., M.Phil., Ph.D.	Asst. Professor
43. Ms. D.Devikala, MCA, M.Phil.	Asst. Professor
44. Ms. N.Angel, MCA.	Asst. Professor
45. Ms.Sruthi Padmaraj, MCA	Asst. Professor
Department of Commerce (General) & (Accounting & Finance)	
46. Mrs. B. Arasi, M.Com., M.Phil., MBA	Head, Asst.Prof.
47. Mrs. B. Mallika, M.Com., M.Phil., B.Ed., MBA	Asst. Professor
48. Dr. M. Saraswathi, M.A.,Ph.D.	Asst. Professor
49. Ms. Premala David, M.Com., M.Phil., B.Ed.	Asst. Professor
50. Ms.R.Aishwarya, M.Com., M.Phil., MBA	Asst. Professor
51. Ms. A. Abiya, M.Com., M.Phil., MBA, PGDCA	Asst. Professor
52. Ms. T.A. Nirmala, M.Com., M.Phil., MBA, MLIS.	Asst. Professor
53. Ms. R. Santhi, M.Com., M.Phil., MCA.,PGDCA.	Asst. Professor
54. Ms. B.X. Jonitha Stany Mary, M.A., M.Phil.	Asst. Professor
55. Ms. N.S. Dhanalakshmi, M.Com, M.Phil, B.Ed, PGDCSA	Asst. Professor
56. Mrs. A. Benazir, M.Com., M.Phil., Ph.d	Asst. Professor
57. Ms. D. Sujatha, MFS., M.Phil., MBA.	Asst. Professor
58. Ms. D. Diksha, MBA	Asst. Professor
59. Ms. T. Bharathy, M.Com.,M.Phil.,	Asst. Professor
60. Ms. R. Sreethi Rebeka, M.Com.,M.Phil.,PGDCA.,DCFA.	Asst. Professor
61. Ms. E. Gowthami, M.Com.,M.Phil.,MBA	Asst. Professor

62.	Ms.G.Jothi, M.Com.	Asst. Professor
63.	Ms.R.Gandhi Priya, M.Com.,M.Phil.,MBA	Asst. Professor
64.	Ms.T.Parkavi, M.Com	Asst. Professor
Department of Commerce (Corporate Secretaryship) & (Comp. Application)		
65.	Ms. J. Shanthi, M.Com.,M.Phil.,B.Ed.,MBA.,NET.	Head, Asst.Prof.
66.	Mrs. S. Blessy Deva Priya, MCA., M.Phil.	Asst. Professor
67.	Ms. A. Brigid Kanmani, M.Com., MPhil	Asst. Professor
68.	Ms.K.Preeka, M.Com.,MBA.	Asst. Professor
69.	Ms.R.Ashwini, M.Com.	Asst. Professor
70.	Ms.G.Margaret Thatcher Clive, MBA	Asst. Professor
Department of Business Administration & Commerce (ISM)		
71.	Mr.K.Ganesan, M.A, M.Sc, M.Com, MBA, M.Phil, B.Ed, DHM	Head, Asst.Prof.
72.	Mrs. K. Shivashankari, M.A.,M.com., M.Phil.,MBA, PGDHRM, NET.	Asst. Professor
73.	Ms. M.L.Mayalekshmi, MBA, M.Phil., M.A., SET., PGDHRM, Ph.D	Asst. Professor
74.	Ms.S.Vijayakumari, MBA.,M.Phil.,M.L.M.,GNIIT.,Ph.D	Asst. Professor
75.	Ms. R. Sathiyapriya, MCA	Asst. Professor
76.	Ms. J. Anjana Jaishankar, MCA	Asst. Professor
Department of Physical Education		
77.	Ms.B.Vinothini, M.PEd., M.Phil.	Physical Directress
Library		
78.	Dr. A. Mary Isabella, M.A., MLIS, M.Phil, CCA., Ph.D.	Librarian
79.	Ms. J. Vini Freeda, M.A,MLIS	Asst. Librarian
NON TEACHING STAFF		
Administrative Staff		
80.	Mrs. J. Josephine, M.Com., B.Ed., M.Phil.	
81.	Mrs. Glory, M.A.	
82.	Mr. J. Murali, B.A.	
83.	Mr. J.Ramesh, MCom, MBA, DCA, P.C.P	
84.	Mrs. M. Padma Priya, M.Sc	
85.	Mr.T.S. Sathish Kumar, B.Sc., MBA, B.L.	
86.	Mrs.B.Mohanapriya, M.Sc.	
Lab Assistants		
87.	Mrs. P. Suriyalatha, D.E.C.E., MCA	
88.	Ms. P. Vijaya Bharkavi, B.Sc., M.B.A.	
89.	Ms.V.Rubini B.Sc.,DMLT	

**ANNAI VEILANKANNIS COLLEGE FOR WOMEN
INTERNAL QUALITY ASSURANCE CELL**

Name of the Department & Year

S.NO	SUBJECT	Name of the staff members																								
		5	4	3	2	1	5	4	3	2	1	5	4	3	2	1	5	4	3	2	1	5	4	3	2	1
1	Punctuality in the Class																									
2	Regularity in taking class																									
3	Completes the syllabus of the course on time																									
4	Focus on syllabi																									
5	Makes alternate class arrangement in her absence																									
6	Self-confidence																									
7	Communication skills																									
8	Discussion in class room																									
9	Use of teaching aids (OHP/ Black Board/ PPT's)																									
10	Innovative teaching																									
11	Instilling various academic interest in students																									
12	Helps students in realizing career goals																									
13	Class Control																									
14	Inspiration for ethical conduct																									
15	Acting as a role model																									
Additional Remarks:																										

Name of the Student(Optional):

Note : 5-Excellent; 4- Very good; 3- Good; 2- Average; 1- Below Average (Put tick mark in the relevant column)