

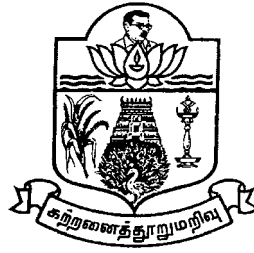
Annual Quality Assurance Report (AQAR)

I Report (2013-14)

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
Nagarbhavi, Bangalore - 560 072

By



Internal Quality Assurance Cell (IQAC)

AVC COLLEGE (AUTONOMOUS)

Mannampandal, Mayiladuthurai - 609305. Tamil Nadu

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution

A.V.C. College (Autonomous)

1.2 Address Line 1

Mannampandal, Mayiladuthurai

Address Line 2

Nagapattinam District

City/Town

Mayiladuthrai

State

Tamil Nadu

Pin Code

609 305

Institution e-mail address

**avcc@avccollege.net
avccollegeauto@gmail.com**

Contact Nos.

04364-222264, 229272

Name of the Head of the Institution:

Dr. M. Varadharajan

Tel. No. with STD Code:

04364-222264, 229275

Mobile:

944 3070 669

Name of the IQAC Co-ordinator:

Dr. R. Nagarajan

Mobile:

948 7112 627

IQAC e-mail address:

avcciqac@avccollege.net
avcciqacrn@gmail.com

1.3 NAAC Track ID

14562

1.4 NAAC Executive Committee
No. & Date:

EC/63/RAR/50
Dated 23 March 2013

1.5 Website address:

www.avccollege.net

Web-link of the AQAR:

<http://www.avccollege.net/aqar2013-14.pdf>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	Four Star Level	----	2000	1999-2000 to 2004-2005
2	2 nd Cycle	"A" Level	----	2006	17/10/2006 to 16/10/2011
3	3 rd Cycle	"A" Grade	3.34	2013	23/03/2013 to 22/03/2018
4	4 th Cycle				

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

1.8 AQAR for the year

2013-2014

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

- i. AQAR 2013-14 submitted to NAAC on 31/12/2014
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

Bharathidasan University,
Tiruchirappalli, Tamil Nadu

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="16"/>
2.10 No. of IQAC meetings held	<input type="text" value="02"/>

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? 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**

Teaching Pedagogy,
Communication Skill,
Effective Teaching Methods
Presentation by students of their Field Trip as Seminar on Glimpses of
North-eastern parts of India

2.14 Significant Activities and contributions made by IQAC

Motivated and Assisted the Staff members to write grand proposals for funding. Trained and enlightened the newly recruited staff on Teaching Pedagogy and Communication Skills.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Planned to have orientation course for newly recruited staff members	Achieved the same by conducting Three different workshops/training programmes
Planned to associate with department to enhance the presentation skill of the students	Completed the same by conducting a college level seminar with Department of Zoology on the Glimpses of North-eastern parts of India
Intended to encourage the young staff members to make grant proposals	Accomplished the same by assisting them to submit the proposals for the funding agencies.
Attempted to make applications for funding agency for organising scientific activities to various stakeholders viz., students, staff, etc.,	Proposals have been submitted for the same to possible funding agencies and it is being continued for the forthcoming years

* Academic Calendar of the year as Annexure-I.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body: Staff Council

Provide the details of the action taken

Approved by the Staff Council

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	07	-	-	-
PG	04	-	15	-
UG	10	-	14	-
PG Diploma	-	-	03	-
Advanced Diploma	-	-	-	-
Diploma	-	-	02	-
Certificate	-	-	-	-
Others – M.Phil.	05	-	-	-
Total	26	-	34	

Interdisciplinary	--	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester with CBCS pattern	53
Trimester	-
Annual	-

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

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

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

Yes: Syllabi being revised once in three years period by conducting Board of Studies every year.

- Revision takes into account the need of the hour/ trends in the subject concerned.

- Revision takes into account the need of the hour/ trends in the subject concerned.
- The Board of Studies consist of University Nominee, Subject Experts, Join-Director of Collegiate Education, Tiruchirappalli and all the faculty members of the respective department with HoD as a Chairman. In addition, an Alumni working as Eminent Scientists in Research Institutions, an Industrialist are also called to know the latest development in the field and incorporate them in the syllabi.

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	75	47	28	-	-

2.2 No. of permanent faculty with Ph.D.

43

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
	23	14	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

02

182

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	16	70	10
Presented	23	67	01
Resource Persons	01	21	17

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

- Classes using IQ Board, Visualizer, CCD, LCD, Chart, Specimens, PPT Lessons prepared by the staffs, Video CD,
- Use of internet to download and practice software, latest case studies, scientific papers, latest review papers for advanced leaning especially for PG Students,
- Hands on training programme according to the syllabus (e.g. Distance, Mapinfo),
- Field visits for UG and PG Science Students to important places like Industries, Forest Areas like Sanctuaries, National Parks, Zoos, Botanical Gardens, Wetland and Estuarine Ecosystems
- Participation of I & II PG and III UG Students in field based Annual Animal Census Programmes (two programmes of 4 days) in Forest and Protected Areas (Point Calimere

WLS: Annual Animal Census on 18th and 19th December, 2013 & Bird Census on 6th and 7th February, 2014).

- PG Students exposure to Research Institutes for advanced learning through lecture by Scientists, Experts and PhD Scholars from abroad Universities
visit to
 - Institute of Forest Genetics and Tree Breeding, Coimbatore on 28 Feb. 2014,
 - Salim Ali Centre for Ornithology and Natural History Society on 1st Mar. 2014,
 - Rajiv Gandhi Central Univ., Itanagar, Arunachala Pradesh 13th to 15th Sep. 2013,
 - Ph.D. Scholar Ms. Ambika Ayadurai, from Anthropology Dept., Singapore University & RGU visiting scholar, on 14th Sep. 2013
 - Pigmy Hog Breeding Centre, Guwahati, Assam (19th Sep. 2013),
 - *Aranyak*, Guwahati on 19th Sep. 2013,
- UG Students visit to Research Institute to understand the laboratory facility and listen to lecture by Scientist (Regional Centre for Aquaculture, Rajiv Gandhi Centre for Aquaculture at Karikal on 1.03.2014).
- Field based practical in Forest /Protected areas (one field programme of 16 days; Arunachala Pradesh and Assam from
 - 5th – 6th Sep. 2013 Practical in Botanical Garden in RGU Campus
 - 7th Sep. 2013 Itanagar Zoo and Garden/Lake
 - 20th Sep. 2013 Manas National Park, Assam
 - 21st Sep. 2013 Fragmented Reserve Forests, Kakoijana, Assam
 - 22nd Sep. 2013 Guwahati (Assam State Zoo)
- Participation of PG Students in Training/Workshop relevant to curriculum (Workshop/Training attended at Govt. College, Ooty, Crocodile Bank, Chennai Students Conference on Conservation Science and ‘R’ Programme Training in IISc)
 - Janice Vaz (I M.Sc. Wildlife Biology) 23rd Nov. to 7th Dec. 2013 Centre for Hepetology, Madras Crocodile Bank.
 - Himani Natiyal (I M.Sc. Wildlife Biology) HNB Garwal University Avian Diversity Assessment during November and December 2013.
 - Debaprasad Sengupta, (I M.Sc. Wildlife Biology), State Veterinary Dispensary, Assam 26th Dec. 2013 to 11th Jan. 2014.

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

182

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

Double Valuation & Photocopy

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

89	78	58
----	----	----

2.10 Average percentage of attendance of students

87.7 %

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG	1289	9.3	43.2	26.7	3.3	82.5
PG	412	23.2	59.2	9.1	1.4	92.7

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

- Through result analysis learning processes are monitored.
- Through IQAC meetings teaching and evaluations are monitored

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	15
UGC – Faculty Improvement Programme	01
HRD programmes	25
Orientation programmes	06
Faculty exchange programme	04
Staff training conducted by the university	16
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	57
Others	15

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	06	01	-	09
Technical Staff	06	03	-	17

Criterion – III

3. Research, Consultancy and Extension

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

- Conducting Workshops / Training on Research Tools through Research and Development Cell.
- Rewarding and Reimbursing Project Proposals submitted by Faculty Members
- Encouraging faculty members to participate & present in Seminar/Conference/Symposium
- Guiding the young Faculty Members in Research Papers Publications
- Encouraging the PG Student in Research Programme through Summer & Winter Internship available with various Agencies
- Circulating the latest research papers on thrust areas of the Dept. among the Faculty members.
- Reimbursing Conference/Seminar/Symposium Travel Expenses by Faculty Members
- Rewarding Research Publications by Faculty Members
- Providing Scholarship for Students Internship Programme

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	05	-	09
Outlay in Rs. Lakhs	-	44.312	-	213.32

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	05	03	-	06
Outlay in Rs. Lakhs	5.78	3.32	0.7	27.35

3.4 Details on research publications

	International	National	Others
Peer Review Journals	117	14	05
Non-Peer Review Journals	06	02	07
e-Journals	28	01	-
Conference proceedings	14	03	34

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned (in Lakhs)	Received (in Lakhs)
Major projects	3	UGC & DST	44.312	27.819
Minor Projects	1	UGC	6.22	4.885
Interdisciplinary Projects	1 (month)	CICT	2.5	2.5
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	5 (months)	College	0.25	0.25
Students research projects (other than compulsory by the University)	2 (months)	INA	0.32	0.32
Any other (Specify)	3 (months)	IIT, Pune Zoo, KCRFE	0.035	0.035
Total			53.637	35.809

CICT = Central Institute of Classical Tamil; INA = Indian National Academy; IIT = Indian Institute of Technology, Mumbai; KCRFE = Kalinga Centre for Rain Forest Ecology.

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	-	03	-	-	-
Sponsoring agencies	-	UGC (2 Nos), Shrilosani Varatharajalu Endowment (01 No.)	-	-	-

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	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

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

Total	International	National	State	University	Dist	College
31	13	11	04	01	-	02

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	<input type="text" value="01"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="02"/>	State level	<input type="text" value="04"/>
National level	<input type="text" value="03"/>	International level	<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="01"/>
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="03"/>	NSS	<input type="text" value="35"/>
		Any other	<input type="text" value="37"/>

Any other represents the Extension activities by PEKAK, Red Ribbon Club and Youth Red Cross.

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

- College acted as a Centre for Young Student Scientist programme sponsored by Tamil Nadu State Council for Science & Technology. Staff members of our college conducted lectures and practicals on various backgrounds.
- Entrepreneurship Awareness Programme to Self Help Groups belonging to the Villages nearby Mayiladuthurai (Sitharkadu, Moovalur and Malliam) on 12.02.2014.
- Issuing of Pamphlets on Government Schemes for Farmers to the villagers of Sitharkadu on 16.04.2014.
- Extension Programme on Sustainable Aquaculture for Local Self Help Women Group (No. 20) Organized by Department of Zoology, AVC Collège (Autonomus) and

Sponsored by Marine Products Export Development Authority (MPEDA), Nagappattinam from 25 -02-2014 to 01-03-2014 (5 days).

- Department of Computer Science Organized an Environmental awareness camp on 28/9/14 at Arupathi village as part of PEKAK activities.
- Department of Computer Science organized an Environmental awareness rally at Akkur village on 28/9/14.
- English Department Students cleaned the Siva Temple at Sitharkadu village, Mayiladuthurai on 09.03.2013
- Provided free consultancy services to needy people in Income Tax Calculation, Tax filing etc. during January and February 2014.
- Biotechnology Department organised Women Development Programme with Star Private Institution held on February 2013 held at Puthakaram Village, Mayiladuthurai through PEKAK .
- PEKAK Co-ordinator (B. Lalithambigai) Organised Campus Cleaning work in Govt High School and a temple in Puthagaram village, Mayiladuthurai held on September 2013.

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	58 acres			
Class rooms	87	5		
Laboratories	19			
Seminar Halls	2	3		
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	280	4		
Value of the equipment purchased during the year (Rs. in Lakhs)	67,28,462	4,50,000 Water analyzer, Camera and traps, Computer	Funding agencies UGC & DST	71,78,462
Others		Solar Experiment Kit	IIT Bombay	0.25 lakh

4.2 Computerization of administration and library

- For processing attendance and CIA components a programme was developed using EXCEL.
- Tailor-made macros are developed using EXCEL to perform calculations in the Office such as Finance Statements, Pension Statements, Arrear Bills, Income Tax Calculator, etc.,
- Tailor-made macros are developed for processing and printing in Controller of Examination office.
- AUTOLIB software was installed for library computerised services.
- Barcoding was done for all library books.
- OPAC Book Search facility with user interfaces is available.
- DELNET and NLIST Service are provided

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	75201	11400165	704	176798	75905	11,576,963
Reference Books	11864	3559200	81	42516	11945	3601716
e-Books & e-journals	DELNET	NLIST	Membership renewed			16500
Journals	130	1,70,000	18	18,113	148	1,88,113
Digital Database	----	----	LEET software for digital Lib		(with 20 systems)	5,75,000
CD	951	Supplement	65	sup	1016	----
Others (specify) CCTV	8	56,000	8	100000	16	1,56,000

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	327	27	68	01	03	17	12	04
Added	02	-	-	-	-	03	-	02
Total	329	27	68	01	03	20	12	06

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

- Free Internet access to Staff and Students in all departments and library.
- Internet training programme for faculty members organised by Computer Science Dept. on 3rd October 2013.
- Computer training programme for Staff members was arranged on 20th Feb. 2014.
- Winter School in English Communication Skills for College Teachers from 11 to 22 November 2013.
- Training Programme on Effective teaching Methods from 21 to 31 October, 2013
- Training for e-governance to the staff members has been given.
- Students are encouraged to utilise the Computers, LCD projector etc., for submission of assignments, presentation of seminars and Viva-voce.

4.6 Amount spent on maintenance in lakhs :

i) ICT	27,909
ii) Campus Infrastructure and facilities	20,22,341
iii) Equipments	15,800
iv) Others	7,00,000
Software Agreement License	3,75,580
Toilet cleaning & materials	
Total :	31,41,630

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The awareness is enhanced through department staff, the respective coordinators and persons concerned with the student support services.
- Also through individual counselling by the college and department IQAC members.

5.2 Efforts made by the institution for tracking the progression

- Tracking academic progression by monitoring CIA, tutorial ward and through result assessment meeting
- Tracking skill progression by skill oriented courses
- Tracking communicative progression through training.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others (M.Phil.)
3673	816	75	99

(b) No. of students outside the state

07

(c) No. of international students

Nil

Men	No	%	Women	No	%
	1691	36		2972	64

Last Year (2012-13)						This Year (2013-14)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
37	486		1153.	-	1676	48	239		955		1242

Demand ratio 1: 2.07

Dropout: 11 %

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

- Students from every batch were given training, orientation, and motivation to prepare and face the competitive examinations like, banking services, TNPSC group exams, UPSC exams for UG students, NET/SLET coaching for PG students using the local and external experts

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

Regular guest lectures were organized, alumni were requested to interact with students, teachers were interacting with students one to one basis,

No. of students benefitted

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
8	728	90	06

5.8 Details of gender sensitization programmes

- Debate was organized on Women's Day on 4th March 2014
- International Women's Day has been celebrated on 8th March 2014, and a guest lecture by Mrs. Deepa Sriram, H.R. Manager on "Health makes Wealth" was organized.

5.9 Students Activities

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

University level National level International level
 State 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: University level National level International level
State Level

#G. Karthika, II B.Com. represented Junior India and participated in the Lusofonia Games held at Goa and secured Bronze Medal in Long Jump

* 1. G. Kathiga II B.Com participated in the Nationals Level Athletics meet held at Bangalore and secured 1st Place in Long Jump and created a new record with a distance of 6.03mts.

2. S. VinothKumar PGDHRM secured 3rd Place in Open National World Marathon 21km race at Bangalore.

3. K. Vasantha All India Level III Place in Power Lifting Competition in Hindustan College of Engineering and Technology, Coimbatore on 4th to 7th March 2014.

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution (Sports)	45	2,83,161
Financial support from institution (Cultural)	35	50,000
Financial support from government	2582	91,95,757
Financial support from other sources Tamil Nadu State PhD Scholarship	1	50,000
Number of students who received International/ National recognitions		
Indian National Academy	2	32000
CPE-UGC grant	1	25000

5.11 Student organised / initiatives:

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

'World Photography Day exhibition' by Dept of Visual Communication
"Literary EXPO" by Department of English

5.12 No. of social initiatives undertaken by the students

Tiger Conservation Awareness among students through Video

5.13 Major grievances of students (if any) redressed: are as follows

- Improvement in bus facility offered by the institution
- Improvement in sports by opening a sports gallery worth of 60 lakhs.
- Establishment of eight lanes of 1200 metres track in the playground
- Provision of well equipped ambulance and full time staff nurse

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: The college is making a relentless pursuit to realize the **VISION** of its founders *i.e.*, to see the institution as a “**Citadel of higher learning offering quality education to downtrodden people**”.

Mission: In consonance with its Vision, the College has the following clear **MISSIONS** to make the dreams of the founders to be realities.

i) **Education of Rural Poor:** The College is situated in a rural environ where agriculture is the main occupation. Majority of the students are first generation learners from the downtrodden society. The main aim of the College is to impart education to youngsters of rural area and ensure their employability. By contributing to the economic well-being of rural people, the National Development is ensured, as the Father of our Nation also said that the economy of our Nation has its roots in its villages.

ii) **Empowerment of Rural Women:** Through the Evening section, the College is offering a number of courses for women students. In a few UG Courses of Day Section and in all PG Courses, women students are admitted in more numbers. By this the women’s literacy and employability are taken care of.

6.2 Does the Institution has a management Information System

Complete Management Information System is not used, but bar-coded ID cards are given for the students, and staff which is extensively used in the library for entry registration and for burrowing books

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

6.3.1 Curriculum Development

- Periodical revision of syllabus in Board of Studies
- Emphasis more on employment opportunities
- Syllabi based on self employment opportunities
- Inter disciplinary approach in designing curriculum
- Location specific curriculum such as History: History of Mayiladuthurai, Chemistry: Agriculture Chemistry, Commerce: Rural Entrepreneurship [as a

unit], Zoology: Apiculture in Sustainable Agriculture, PB & PBT: Introduction and Principles of Gardening etc., were introduced

- Feasibility of vertical mobility

6.3.2 Teaching and Learning

- Conducting Bridge course for beginners
- Conduction of remedial class for slow learners

6.3.3 Examination and Evaluation

- Introduction of evaluation of centralized CIA test
- Providing question bank for all the students

6.3.4 Research and Development

- Collaborative research with reputed institutions at PG and Research level.
- In Zoology Department, PG students make presentations on their research proposal, first one before starting the research and the final one before writing their thesis and another amidst these two.
- Research Scholars are encouraged to present their research in conference.
- Major thrust areas of research of Departments of Zoology, Commerce and Economics are oriented towards the welfare of the local community.
- With a view to motivate the self financing teacher for pursuing Ph.D. Degree, the management provide incentives to the staff members who has completed their Ph.D. Degree
- PG Wildlife Biology students are encouraged to avail internship to develop research skill during their vocation and if necessary during college working days with OD. They are also encouraged to present their research outcomes in the college seminar. Furthermore, they are also asked to present the paper in academic conferences

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Installation of LCD in Labs for effective demonstration
- Provision of fume hood in Chemistry Laboratory
- Provision of advance microscope with projection in Biology Laboratories
- Purchase of elevator to observe bird nest bee, hives, well equipped tree canopies inside the campus
- Provision of ambulance service
- Improvement of Broad Band and Internet facility

6.3.6 Human Resource Management

Based on pre established workload teaching and non-teaching staff are appointed and managed by the authorities.

6.3.7 Faculty and Staff recruitment

Through proper selection committee and interview as per UGC guidelines.

6.3.8 Industry Interaction / Collaboration

- Rajesh Associates Mayiladuthurai for Practical accounting knowledge.
- The Department of Zoology collaborates with Tamil Nadu Forest Department in Conducting Annual Wildlife Census, Vegetation analysis etc.,
- Department of Zoology curriculum encompasses field visits, educational tours and industrial visits at periodical intervals. Semester-wise practicals insist on field visit as mandatory component of the examination system .The Department of Zoology and Wildlife Biology collaborates with SACON, Coimbatore, Aduthurai Rice research institute, a unit of Tamil Nadu Agricultural University, Arignar Anna Zoological park, Vandaloor Chennai, Guindy National park, Chennai etc.
- Department Biotechnology students done project work in various research organization CLRI Chennai, CFTRI Mysore, IFGTB Coimbatore, IICPT Thanjavur, VCRC Pondicherry, DFRL, Mysore.
- Department of Chemistry students CPCL (Chennai Petroleum Corporation Limited, (Nagai), SANMAR Chemicals, Karaikal & Cuddalore, Shasun Chemical, Cuddalore
- Department of Computer Science, as part of the Curriculum, the M.Sc., (Computer Science) & M.C.A. students undertake a live project in the EDP center of an external organization during the final semester and submit a project report, which is evaluated by the qualified Examiners.

1. Invictus Technology Solutions (P) Ltd., T.Nagar, Chennai-600 017
2. Racy web solutions, Nandanam, Chennai-600 035
3. Clarosoft Solutions, Pallavaram, Chennai- 43
4. Integrity Technology Solutions, Valasaravakkam, Chennai-600 087

5. Bellatrix global solutions, Kodambakkam, Chennai – 600 024
6. Falconine Technologies Pvt Ltd, Virugambakkam, Chennai-600 092
7. I Dreams InfoTech Solutions, Kodambakkam, Chennai-600 024
8. UNIQ Technologies, T.Nagar, Chennai-600 017
9. Iwiz Hitec Solution Pvt Ltd., T.Nagar, Chennai-600 017
10. CYS Matrix Pvt Ltd., Nungambakkam, Chennai-600 034
11. Squaresoft Technologies, Kodambakkam, Chennai – 600 024

- Department of Visual Communication Interacted with Makkal TV and Puthiya Thalaimurai TV.
- Department of Microbiology Interacted/collaborated with following agencies
 1. Muthaiyah Research Foundation for Biological Science, Neithal Nagar, New Housing Unit, Thanjavur;
 2. Smart BioSolutions, Sathapadi street, Chidambaram;
 3. AmphiGene- Research Laboratories, Serfoji college post, Thanjavur;
 4. REFSYN-Biosciences Pvt. Ltd., Natesan Nagar, Pondicherry;
 5. Centre for Marine Biological Sciences, Parangipettai

6.3.9 Admission of Students

Admissions are made strictly following the Guidelines of the Tamil Nadu Government. Details of students admitted in various courses and its quota systems for Aided and Self finance courses are given in *Annexure - II*

6.4 Welfare schemes for

Teaching	Medical facilities, Incentives for Ph.D., & Insurance Schemes
Non teaching	Insurance benefits
Students	Sports excellence, academic excellence & financial support for differently abled students

6.5 Total corpus fund generated

Rs. 22.25.708

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Experts	Yes	Authority
Administrative	Yes	Local Fund Audit, RJDCE's Office Audit and Accountant General Audit	Yes	Authority

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?

- Immediate CIA improvement
- Centralized CIA test evaluation
- Exam Hall Ticker with Student Photo and Date of Examinations
- Use of Hologram/Watermark in Consolidated Mark List to improve its authenticity
- Special Board of Studies are conducted to identify equivalence subject for paper belongs to the period prior to 2000.

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

- University encourages the autonomous colleges to design the curriculum through the Board of Studies
- Encourages to start innovative courses & region specific courses.

6.11 Activities and support from the Alumni Association

- Alumni started a movement called "Mannin Mainthargal" through which they do many community related projects.
- Training to the students on cultural events by alumni and usage of live internet TV
- Encouraging Fine Arts students and B.Sc. Visual Communication students by inviting Cine Director Mr. T. Rajender, who is an alumnus
- Guest lectures and interactive sessions in various departments by the alumni
- Academic support for field studies in the Wildlife Biology course by alumni
- Financial support for the AMC for Video Conference by an alumnus Mr. K. Jayaraj

6.12 Activities and support from the Parent – Teacher Association

Not Existing

6.13 Development programmes for support staff

- Computer training on computer usage and office maintenance are given

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

- Initiatives to make the campus green and productive with tree saplings including fruit yield.
- Water conservation through rain water harvesting
- Vermicompost using leaf litter and organic waste

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.

- Centralized valuation of CIA Tests was implemented
- To promote the interest of students to understand and impart the mother tongue and its cultural value a three day Tamil festival covering the three dimensions of Tamil viz., *Iyal* (Story), *Isai* (Music) and *Nadagam* (Drama).
- Students are encouraged to avail internships with fund from funding agencies such as Indian National Academy, NGOs and other funding agencies.
- For some of the papers, in departments such as Biotechnology students are assigned to submit their assignment with relevant recent paper cuttings and by giving seminars by using audio visual presentation.
- In some of the departments the students such as Wildlife Biology, Bioinformatics etc., are encouraged to publish their project as research papers.
- Introduced practical classes in Tally for PG students of Commerce department.
- Department of History established "Reading Forum Exercises" for students to create reading and reviewing habit and also circulating Employment News among the students for learning job opportunities.
- Department of History established a museum for antiques
- Students are motivated to rectify the minor faults in physical equipments in the Department of Physics.
- Department of Tamil introduced *Hindi Ilakiyam* to the students to know about the uniqueness of other literatures
- Department of Zoology introduced the mandatory field trip to students of all classes on all semesters for better understanding of concepts.

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

- It was planned to improve the CIA of students and the action taken was centralized evaluation of CIA tests.
- To promote Sports activities of students and the action taken was incentives by financial support, provision of sports jerseys and gears and academic supports to outstanding sports students
- To create opportunity for CIA failure students, the action taken was immediate improvement on CIA component to make them eligible to appear for immediate supplementary examinations.
- To create full fledged medical facility, the action taken was permanent staff nurse and the well equipped ambulance facility were created.
- To elaborate the Public Addressing System (PAS) throughout the campus, the action taken was installation of speakers in each and every room including college administrative offices.

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

- Students are given a Hand Book with all the College and Examinations rules and regulations, facilities available Discipline, Service Organizations, Details of Fees, Scholarships and Endowments. In addition, the students and parents are informed about the rules and regulations of the college and undertaking is obtained from the parents. Subsequently, the progress of the student will be intimated to the parents and parent meetings are communicated, after the meeting a feed back is obtained from the parents. Since majority of the students are first generation graduates, the forms are given in regional language (Tamil – Please refer *Annexure - III*)
- Centralized valuation of CIA tests
- Students of all the departments have been publishing their creativity in a student Tamil magazine called "Ilanthudu" for past 25 years
- Students of Department of Computer Science have been bring out their talents through "SWIFT forum"
- Students of Department of English have been publishing a journal called "PEKAK Plumes" and conduct "Literary Expo" related to English literature.

7.4 Contribution to environmental awareness / protection

- Rainwater harvesting is established in eight buildings.
- Students are encouraged to plant trees on the occasion of college activities
- Our college was awarded the best college status for tree plantation by the department of Forests, Govt. of Tamil Nadu
- Plastic eradication is implemented inside the campus
- PEKAK and NSS students create awareness on the environment to the public during their village camps.
- Department of Zoology and Wildlife Biology celebrates the Wildlife Week during October month of every year by conducting various competitions for school and college students pertaining to the theme of Wildlife and Environmental Conservation and creating awareness .
- Department of Zoology and Wildlife Biology students and staff participate various celebrations such as World Wetland Day, World Environment Day, Sparrow Day, etc., by making their contribution.
- Awareness programme was conducted to public by Dept of Physics to use Compact Fluorescent Lamps (CFL) to reduce the heat and save electricity

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add.

- SWOT analysis is done on the performance of the students academic activities through the results analysis meeting.
- Status of the graduates gone out of the institution is analysed further higher studies, business or unemployment to help them to attain the next level.

8. Plans of institution for next year

- To promote research and publication interests our Institution is encouraging the faculties to apply for research projects and to publish research papers by providing financial supports.
- To promote the inter institutional research by creating MOUs with other institutions
- To make our students competitive in appearing for the administrative posts by IAS, IPS, IFS, etc.,
- To offer ICT enabled teaching, training, frequently for staff members using tools like IQ board, Video Conferencing, etc.,
- To promote the concept of e-library and digital resources for academic excellence
- To establish inter institutional research among the sister concerns of A.V.C. Institutions
- To install CCTV throughout the campus to monitor the welfare of the students.
- To use of information technology in education, students are taught about Internet and its applications by establishing a "Students Internet Club" and by providing free Internet access to the students.
- To enhance internet utility WiFi with firewall protection added.

Name **Dr. R. Nagarajan**

R. Nagarajan

Signature of the Coordinator, IQAC

Name **Dr. M. Varadharajan**

Dr. M. Varadharajan

Signature of the Chairperson, IQAC



ACADEMIC CALENDAR

A.V.C. COLLEGE (AUTONOMOUS), MANNAMPANDAL, MAYILADUTHURAI
ACADEMIC CALENDAR - 2013-14

Date	Event	Remarks
20/06/2013	Commencement of Odd Semester	
July 2013		
10/07/2013	Last date for payment of Tuition Fee without fine and Registration for CIA Improvement	
24/07/2013	Last Date submission of Assignment I	
August 2013		
14/08/2013	Last date for payment of Tuition Fee with fine	
20/08/2013	Last Date submission of Assignment II	
21/08/2013	Last date for payment of Exam Fee without fine	
29/08/2013	Last date for payment of Exam Fee with fine	
30/08/2013	Commencement of I CIA Test	
September		
4/09/2013	Last date for payment of Exam Fee under TATKAL	
17/09/2013	UGC Sponsored E-content Development Programme from 17 th to 22 nd September 2013 by IQAC	
18/09/2013	Last Date submission of Assignment III	
October 2013		
01/10/2013	World Wildlife Week Celebration	
07/10/2013	Commencement of CIA Test II	
22/10/2013	Effective Teaching Methods for faculty members by IQAC from 22 nd to 31 st October 2013.	
24/10/2013	Publication of CIA Marks	
28/10/2013	Last date for payment of Condonation Fee	
November 2013		
04/11/2013	Commencement of End Semester Examination	
11/11/2013	Training Programme on Communication Skills for the Teaching Staff from 11 th to 21 st November 2014 by IQAC	
December 2013		
02/12/2013	Commencement of Even Semester Class	
21/12/2013	Last date for Registration for CIA Improvement	

22/12/2013	Commencement of CATC NCC Camp (10 days Camp)	
	January 2014	
03/01/2014	Last date for payment of Tuition Fee without fine	
17/01/2014	Last date for submission for Assignment I	
29/01/2014	Semmozhi – Workshop - by Department of Tamil from 29 th January to 7 th February 2014.	
	February 2014	
07/02/2014	Last date for submission for Assignment II	
10/02/2014	Last date for payment of Tuition Fee with fine	
11/02/2014	Commencement of I CIA Test	
25/02/2014	Extension programme on Sustainable Aquaculture for local SHG by Zoology Dept. with MPEDA from 25 th February to 1 st March 2014.	
	March 2013	
11/03/2014	National Seminar on Bioscience and Conservation by Dept. Zoology	
12/03/2014	Last date for payment of Exam Fees without fine	
17/03/2014	Commencement of II CIA Test	
18/03/2014	Last date for payment of Exam Fees with fine	
27.03/2014	Publication of CIA Marks	
28/03/2014	Last date for payment of Exam Fees Under TATKAL	
	April 2014	
02/04/2014	Commencement of Yong Student Scientist Programme Sponsored by Tamil Nadu State Council for Science and Technology from 2 nd to 21 March 2014.	
03/04/2014	Commencement of Even End Semester Examination	
17/04/2014	Last Working Day	
23/04/2014	Publication of Even Semester Exam. Results	
	May 2014	
	Summer Vacations	
	June 2014	
13/06/2014	Commencement of Even Semester Class	

Aided Courses 2013-2014

Course (1)	Subject (2)	Sanc. Strength +30% Addl. Seats (3)	Details of students filled in the college															No. of Foreign students (11)	Name of the country (12)	No. of vacant (3-6) (13)				
			Male (4)	Female (5)	Total (6)	Community-wise																		
						B.C. (7)			M.B.C. (8)			SC/ST (9)			OTHERS (OC) (10)									
						M	F	T	M	F	T	M	F	T	M	F	T							
UG	History	50	21	22	43	-	1	1	3	-	3	18	21	39	-	-	-	-	-	-	-	-	-	7
	Economics	50	21	15	36	5	3	8	6	5	11	10	7	17	-	-	-	-	-	-	-	-	-	14
	English	33	31	-	31	7	-	7	7	-	7	17	-	17	-	-	-	-	-	-	-	-	-	2
	Mathematics	65	35	-	35	10	-	10	8	-	8	16	-	16	1	-	1	-	-	-	-	-	-	30
	Physics	52	38	-	38	8	-	8	11	-	11	19	-	19	-	-	-	-	-	-	-	-	-	14
	Chemistry	62	50	-	50	12	-	12	16	-	16	21	-	21	1	-	1	-	-	-	-	-	-	12
	Botany	52	24	28	52	3	2	5	4	9	13	17	17	34	-	-	-	-	-	-	-	-	-	0
	Zoology	62	17	40	57	-	2	2	7	13	20	10	24	34	-	1	1	-	-	-	-	-	-	5
	Comp. Sci.	65	60	-	60	31	-	31	18	-	18	10	-	10	1	-	1	-	-	-	-	-	-	5
	Commerce	65	65	-	65	28	-	28	17	-	17	18	-	18	2	-	2	-	-	-	-	-	-	-
PG	Economics	20	4	16	20	1	1	2	1	4	5	2	11	13	-	-	-	-	-	-	-	-	-	-
	Mathematics	20	-	20	20	-	8	8	-	9	9	-	3	3	-	-	-	-	-	-	-	-	-	-
	WLB	20	3	3	6	1	-	1	-	-	-	1	-	1	1	3	4	-	-	-	-	-	-	14
	Commerce	20	7	13	20	3	6	9	4	2	6	-	3	3	-	2	2	-	-	-	-	-	-	-

Annexure - II (Contd.)

Self Finance UG Courses 2013-2014

Course (1)	Subject (2)	Sanc. Strength +30% Addl. Seats (3)	Details of students filled in the college															No. of Foreign students (11)			Name of the country (12)	No. of vacant (3-6) (13)
			Mal e (4)	Femal e (5)	Tota l (6)	Community-wise																
						B.C. (7)			M.B.C. (8)			SC/ST (9)			OTHERS(OC) (10)							
			M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T		
UG	B.A. Tamil	60	5	31	36	-	5	5	-	10	10	5	16	21	-	-	-	-	-	-	-	24
	B.A. English A & B	125	13	94	107	-	29	29	2	26	28	11	39	50	-	-	-	-	-	-	-	18
	B.Com. A, B & C	164	40	100	140	16	51	67	13	33	46	6	9	15	5	7	12	-	-	-	-	24
	BBA A, B & C	190	56	81	137	24	33	57	24	29	53	7	18	25	1	1	2	-	-	-	-	53
	Physics	52	-	47	47	-	6	6	-	26	26	-	13	13	-	2	2	-	-	-	-	5
	Chemistry	52	1	49	50	-	13	13	-	23	23	1	11	12	-	2	2	-	-	-	-	2
	Comp. Sci.	65	3	59	62	2	31	33	-	18	18	-	5	5	1	5	6	-	-	-	-	3
	Elec. Sci.	39	12	27	39	6	12	18	6	14	20	-	1	1	-	-	-	-	-	-	-	-
	Mic. Bio.	52	3	41	44	1	16	17	-	8	8	2	15	17	-	2	2	-	-	-	-	8
	Bio-Tech	52	3	47	50	1	17	18	2	21	23	-	7	7	-	2	2	-	-	-	-	2
	Vis.Com.	50	24	9	33	8	3	11	9	6	15	5	-	5	2	-	2	-	-	-	-	17
	Mathematics	52	1	51	52	-	26	26	1	19	20	-	6	6	-	-	-	-	-	-	-	-
	BCA A, B & C	203	43	145	188	32	66	98	9	53	62	-	17	17	2	9	11	-	-	-	-	15
	Dip. in BPO Managt.	50	11	3	14	7	1	8	2	2	4	2	-	2	-	-	-	-	-	-	-	36

Annexure - II (Contd.)

Self Finance PG Courses 2013-2014

Course (1)	Subject (2)	Sanc. Strength +30% Addl. Seats (3)	Details of students filled in the college															No. of Foreign students (11)	Name of the country (12)	No. of vacant (3-6) (13)		
			Male (4)	Female (5)	Total (6)	Community-wise																
						B.C. (7)			M.B.C. (8)			SC/ST (9)			OTHERS(OC) (10)							
						M	F	T	M	F	T	M	F	T	M	F	T					
PG	Tamil	40	0	19	19	-	2	2	-	6	6	-	11	11	-	-	-	-	-	-	-	21
	English	34	6	28	34	3	11	14	1	3	4	2	14	16	-	-	-	-	-	-	-	0
	History	30	2	3	5	1	-	1	-	-	-	1	3	4	-	-	-	-	-	-	-	25
	Commerce	33	9	24	33	5	10	15	2	9	11	1	4	5	1	1	2	-	-	-	-	0
	Mathematics	33	3	30	33	-	10	10	1	16	17	2	2	4	-	2	2	-	-	-	-	0
	Botany	20	5	-	5	2	-	2	-	-	-	3	-	3	-	-	-	-	-	-	-	15
	Zoology	21	3	10	13	-	5	5	-	3	3	3	2	5	-	-	-	-	-	-	-	8
	Physics	25	1	17	18	1	4	5	-	8	8	-	5	5	-	-	-	-	-	-	-	7
	Chemistry	21	0	21	21	-	8	8	-	10	10	-	3	3	-	-	-	-	-	-	-	0
	Comp.Sci.	52	4	39	43	1	16	17	1	20	21	2	2	4	-	1	1	-	-	-	-	9
	Elec.Sci.	20	2	2	4	1	-	1	-	1	1	-	1	1	1	-	1	-	-	-	-	16
	Mic. Bio.	26	1	12	13	1	5	6	-	4	4	-	3	3	-	-	-	-	-	-	-	13
	Bio-Tech.	26	-	11	11	-	4	4	-	4	4	-	3	3	-	-	-	-	-	-	-	15
	Bio-Inf.	20	2	1	3	1	1	2	-	-	-	1	-	1	-	-	-	-	-	-	-	17
	MCA A&B	65	4	16	20	3	5	8	1	7	8	-	2	2	-	2	2	-	-	-	-	45
	PGDHRM	40	5	2	7	2	1	3	2	1	3	-	-	-	1	-	1	-	-	-	-	33

Forms Associated with Good Practices

A.V.C. COLLEGE (AUTONOMOUS), MANNAMPANDAL – 609 305

DECLARATION

I hereby declare that my son / daughter
admitted in

(i) will stay in private residence near the college campus only after getting permission
from the Principal.

(ii) will not use the cell phone inside the college campus.

(iii) will not indulge in indisciplined activities such as ragging, eve-teasing, etc.

SIGNATURE OF PARENT / GUARDIAN
Name :
(In Block letters)
Contact No.:

Station :
Date :

A.V.C. COLLEGE (AUTONOMOUS)
(Reaccredited and awarded "A" by NAAC)
(UGC Recognized "College with Potential for Excellence")



MANNAMPANDAL – 609 305
MAYILADUTHURAI
Phone : 04364-222264

நாள் :

ஐயா /அம்மா,

தங்கள் மகன் /மகள் _____ எங்கள்
கல்லூரியில் பகல்/மாலை நேரப் பிரிவில் _____ படித்து
வருகிறார். தங்கள் மகன் / மகள் கல்வி மேம்பாடு குறித்தும், தற்போதைய
கல்வி நிலை குறித்தும் தங்களுக்கு தெரியப்படுத்த _____ அன்று
_____ மணிக்கு தாங்கள் தவறாமல் கல்லூரிக்கு நேரில் வருமாறு
அன்புடன் கேட்டுக்கொள்கிறோம். இத்துடன் கடிதம் பெற்றமைக்கான ஒப்புதல்
கடிதத்தில் கையொப்பமிட்டு அனுப்பி வைக்கவும்.

நன்றி

துறைத்தலைவர்

ஒப்புதல் கடிதம்

மாணவர் பெயர் :

வகுப்பு :

பதிவு எண் :

கல்லூரியிலிருந்து அனுப்பிய பெற்றோர் - மாணவர் - ஆசிரியர்
சந்திப்புக்கான கடிதம் கிடைக்கப்பெற்றேன். மேற்சொன்ன சந்திப்பில் கலந்துக்
கொள்கிறேன்.

பெற்றோர் கையொப்பம்

RR.

Annexure - III (Contd.)

ஏ.வி.சி.கல்லூரி (தன்னாட்சி), மன்னம்பந்தல் - 609 305

நாள் :

அன்புடையீர்,

தங்கள் மகன்/மகள் எமது கல்லூரியில்
..... வகுப்பில் படித்து வருகிறார். அவர் கடந்த மூன்று
நாட்கள் தொடர்ச்சியாக கல்லூரிக்கு வரவில்லை. இதுகுறித்து விசாரிக்க
தாங்கள் இக்கடிதம் கண்டவுடன் கல்லூரிக்கு வந்து துறைத் தலைவரை
சந்திக்குமாறு தெரிவிக்கின்றோம்.

தலைவர்,

..... துறை

ஏ.வி.சி. கல்லூரி (தன்னாட்சி), மன்னம்பந்தல் - 609305

அவசர அறிவிப்பு

நாள் : 05.12.2014

அன்புடையீர்,

வணக்கம்.

தங்கள் மகன் / மகள்

படித்து வருகிறார். தற்போது மாணவர்களின் வேண்டுகோளின்படி பாரதிதாசன் பல்கலைக்கழகத்திற்கு இணையாகத் தேர்வுகளை நடத்த ஏற்பாடுகளைச் செய்துள்ளோம். இம்மாற்றத்திற்கு மாணவர்களே காரணம். இம்மாற்றத்தின்படி முதல் பருவத்தேர்வின் துணைத்தேர்வு இரண்டாம்பருவத் தேர்வுடன் இணைக்கப்பட்டுள்ளது. இதனால் மாணவர்களின் மேற்படிப்பு எந்த வகையிலும் பாதிக்காத வண்ணம் இம்மாற்றங்கள் செய்யப்பட்டுள்ளன.

இதன்படி ஏப்ரல் மாதத்தேர்வில் தவறிய மாணவர்கள் உடனடியாக ஜூன் மாதத்தேர்வில் பங்கேற்று, தேர்ச்சிபெற வாய்ப்பு உள்ளது. இது பாரதிதாசன் பல்கலைக்கழகத்திலோ தமிழகத்தின் வேறுஎந்தக் கல்லூரியிலோ இல்லாத வண்ணம் மாணவர்களின் நலன்கருதி செய்யப்பட்டுள்ளது.

கல்லூரியின் செயல்பாடு மாணவர்களின் நலனை நோக்கி இவ்வாறு இருக்க, தங்கள் மகன் / மகள் ஒரு சிலரின் தூண்டுதலால் வகுப்பறையைப் புறக்கணித்து, கல்லூரிக்கு வருவோரைத் தடுக்கும் வண்ணம் மறியலில் ஈடுபட்டுவருகின்றனர். அவர்கள் மீது கல்லூரி ஒழுங்கு நடவடிக்கை எடுப்பதற்குமுன் இம்மடல் கண்டவுடன் 08.12.2014 திங்கள் அல்லது மறுநாளில் உடனடியாகக் கல்லூரி முதல்வர் மற்றும் துறைத்தலைவரைச் சந்திக்குமாறு கேட்டுக் கொள்கிறேன்.

(முனைவர் முத்து. வரதராஜன்)
முதல்வர்



அ.வ.அ. கல்லூரி (தன்னாட்சி)

பெற்றோர் கருத்துக் கணிப்பு

மாணவர் பெயர் :

வகுப்பு :

பெற்றோர் பெயர் :

வரிசை எண்

தொழில் :

முகவரி :

மகன் / மகள் கல்வி பற்றித் தங்கள் கருத்து

கல்லூரிப்பற்றி தங்கள் கருத்து

நாள் :

கையொப்பம்.