

**RAJAH SERFOJI GOVERNMENT COLLEGE (AUTONOMOUS)
THANJAVUR 613005**

**Annual Quality Assurance Report (AQAR) of the IQAC
2017-2018**

Part – A

1. Details of the Institution

1.1 Name of the Institution	RAJAH SERFOJI GOVT COLLEGE
1.2 Address Line 1	NEAR NEW BUS STATION
Address Line 2	THANJAVUR
City/Town	THANJAVUR
State	TAMIL NADU
Pin Code	613005
Institution e-mail address	tnjrsgc@yahoo.com
Contact Nos.	04362-226417
Name of the Head of the Institution:	Dr. V. SENTHAMIL SELVI
Tel. No. with STD Code:	04362-226417
Mobile:	9443735769
Name of the IQAC Co-ordinator:	Dr.P. MARIAPPAN
Mobile:	9865423322
IQAC e-mail address:	iqacrsrg@gmail.com
1.3 NAAC Track ID:	TNCOGN10061
1.4 Website address:	www.rsgc.ac.in
Web-link of the AQAR:	www.rsgc.ac.in/iqac/AQAR-17-18.pdf

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
01	1 st Cycle	***	--	2000	5 years
02	2 nd Cycle	B+	--	2007	5 Years
03	3 rd Cycle	A	3.17	2016	2016-2021

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

24/07/2008

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

2017-2018

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

i) AQAR 2015-16 submitted to NAAC on : 20.12.2018

ii) AQAR 2016-17 submitted to NAAC on : 31.12.2018

1.9 Institutional Status

University/College	State	<input checked="" type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Regulatory Agency approved Institution	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>		
	Urban	<input type="checkbox"/>	Rural	<input checked="" type="checkbox"/>	Tribal	<input type="checkbox"/>		
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>		
Grand-in-aid + self financing		<input type="checkbox"/>	Total Self-financing	<input type="checkbox"/>				

1.10 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input checked="" type="checkbox"/>		
Others (Specify)	<input type="text" value="NA"/>								

1.11 Name of the Affiliating University

BHARATHIDASAN UNIVERSITY
THIRUCHIRAPALLI TN

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

Autonomy by State/Central Govt. / University	<input checked="" type="checkbox"/>	
University with Potential for Excellence	<input type="checkbox"/> NA	UGC-CPE <input type="checkbox"/> NA
DST Star Scheme	<input type="checkbox"/> NA	UGC-CE <input type="checkbox"/> NA
UGC-Special Assistance Programme	<input type="checkbox"/> NA	DST-FIST <input type="checkbox"/> NA
UGC-Innovative PG programmes	<input type="checkbox"/> NA	Any other <input type="checkbox"/> NA
UGC-COP Programmes	<input type="checkbox"/> NA	

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

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

Functioning Autonomous & Research Methodology

2.14 Significant Activities and contributions made by IQAC

- Submission of Proposal to RUSA for infrastructure development
- Facilitation of UGC autonomous extension review committee visit
- Coordinating with various departments of college for the enhancement of quality in all the academic activities
- Motivation of eligible PG Students to apply for PG Merit Scholarship and Indira Gandhi National Single Girl Child Scholarships

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<ul style="list-style-type: none"> • Submission of proposal for autonomy extension and facilitation in UGC expert committee visit • Implementation of bridge course to the newly joined UG students • Revision in curriculum effectively • Taking steps for up-gradation and development of infrastructure 	<ul style="list-style-type: none"> • Continuous effort was made in submission of the report and facilitation in committee visit. The UGC Expert committee visited the college and gave extension of autonomy extension till 2023. • A three course on different aspects of higher education including health management was given to the newly joined UG students • Worked with the CoE office for effective revision of syllabus for the academic year 2018-2019 • Proposal for construction of additional class rooms have been submitted to the local MP

2.15 Whether the AQAR was placed in statutory body: Yes ☒ No ☐

Management ☐ Syndicate ☐ Any other body ☒

Provide the details of the action taken

- 5 Class rooms and a laboratory was constructed with Rajyasabha MP and Local MLA constituency development with SSS
- Renovation of Gallery Hall and Mini Seminar Hall with ICT facility (Physics Dept)
- Publication of semester results on the college website on time (within a month of last examination)
- Conduct of soft skills development programmes for students
- Construction of additional class rooms under RUSA Phase I is initiated
- Physics and Computer labs are provided solar power supply

Part – B
Criterion – 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	19	1	-	-
PG	14	-	-	-
UG	22	-	-	-
PG Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	01	-	-	-
Others-M.Phil.	09	-	-	-
Total	65	-	-	-

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

UG and PG students were given guidance and counselling for selecting electives under CBCS

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	45 (UG-22; PG-14; M.Phil. 09)
Trimester	--
Annual	--

1.3 Feedback from stakeholders

Alumni ☒ Parents ☒ Employers ☐ Students ☒

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.

Nil

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

Criterion – II
Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
143	128	14	-	01

2.2 No. of permanent faculty with Ph.D. 95

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
0	13	0	0	0	0	0	0	0	20

2.4 No. of Guest and Visiting faculty and Temporary faculty 34 0 8

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International Level	National Level	State Level
Attended Seminars/ Workshops	01	19	01
Presented papers	07	39	02
Resource Persons	00	12	06

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

- Continuous monitoring of academic activity of students.
- Student seminars are organized periodically to give them exposure in descriptive and explorative methods and presentation skills.
- Organized Group discussions for effective teaching learning process
- Quiz programmes are organized for the students
- Soft skill training to students

2.7. Total No. of actual teaching days during this academic year 182

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

Nil

2.9. No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 142

2.10 Average percentage of attendance of students

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. Lit. Tamil	52	-	51	-	-	98.08
B.A. English Shift-I & II	76	-	4	49	-	69.74
B. A. Economics TM & EM	83	-	45	23	7	92.85
BBA-Shift I & II	104	-	88	-	-	84.62
B. Com.	99	4	73	20	-	98
B. Sc. Maths-TM & EM	72	-	35	2	-	51.38
B. Sc. Statistics	23	-	6	9	-	82
B. Sc. Physics TM & EM	73	9	40	1	-	68.5
B. Sc. Chemistry	66	10	14	4	-	43.93
B. Sc. Zoology-TM & EM	70	3	49	1	-	75.71
B. Sc. Comp Sci Shift I & II	65	5	47	-	-	80
B. Sc. Biochemistry	34	1	4	8	-	38
B. Sc. Biotechnology	27	-	11	1	15	44
M.A. Tamil	28	-	28	-	-	100
M.A. English	35	-	25	5	-	85.71
M. A. Economics	17	-	17	-	-	100
M. Com.	34	3	26	5	-	100
M. Sc. Maths Shift I & II	47	-	46	-	-	97.87
M. Sc. Statistics	24	2	20	-	-	91
M. Sc. Physics	24	4	15	-	-	79.2
M. Sc. Chemistry Shift I & II	50	-	20	29	-	98
M. Sc. Zoology Section A & B	32	7	16	8	-	97.84
M. Sc. Comp Science	39	26	13	-	-	100
M. Sc. Biochemistry	20	1	17	-	-	90
M. Phil. Comp Sci	20	20	-	-	-	100
M. Phil. Economics	15	05	09	-	-	93.33
M. Phil. Commerce	9	9	-	-	-	100
M. Phil. Mathematics	33	-	33	-	-	100
M. Phil. Chemistry	17	12	5	-	-	100
M. Phil. Zoology	11	3	8	-	-	100

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

- Feedbacks on course content and teaching methodology from the students.
- Analysis of End semester results
- Motivation of staff members to attend in-service training, refresher courses and orientation courses periodically.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	31
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	02
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	01
Others	00

2.14 Details of Administrative and Technical staff

Category	Number of			
	Permanent Employees	Vacant Positions	Permanent positions filled during the Year	Positions filled temporarily
Administrative Staff	48	30	00	12
Technical Staff	18	07	04	05

Criterion – III
Research, Consultancy and Extension

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

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	2	0	-
Outlay in Rs. Lakhs	0	1600000	0	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	7	1	1	4
Outlay in Rs. Lakhs	1420000	100000	185000	400000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	91	0	0
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	0	6	1

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Years	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	1	UGC	185000	100000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (<i>other than compulsory by the University</i>)	7	TANSICHE	105000	105000
Any other(Specify)		--	--	--
Total		--	290000	205000

3.7 No. of books published i) With ISBN No. iii) 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	0	13	0	0	4
Sponsoring agencies	0	UGC, ICSSR, NCW	-	-	-

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
1	0	1	0	0	0	0

3.18 No. of faculty from the Institution who are Ph. D. Guides
 Students registered under them
 3.19 No. of Ph.D. awarded 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 State level
 National level International level

3.23 No. of Awards won in NSS:
 University level State level
 National level International level

3.24 No. of Awards won in NCC:
 University level State level
 National level International level

3.25 No. of Extension Activities organized
 University Forum College Forum
 NCC NSS Any other

3.26. Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility (ISR)

NCC

Swatch Bharath Rally at Neelagiri Panchayt

Swatch Bharath Rally at Thanjavur Railway Junction

Clean India Rally at Thanjavur Bus Station
Blood Donation Camp at Thanjavur Medical College Hospital
Sapling Plantation at college campus
Environmental Awareness Programme for Women students by Zoology Department

NSS

Awareness Program on Smokeless Bogi Festival (11.01.2018)
Voters Day Awareness Rally (25.01.2018)
Special Rural Camp at Reddipalayam, Kamatchipuram, (09.03.2018-15.03.2018) Ravusha-
patti and Ealupatti (11.03.2018-17.03.2018)
Participation in Illicit Liquor related programmes with district administration (20.03.2018)

Criterion – IV
Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	44 Acres	-	-	-
Class rooms	62	2	-	64
Laboratories	21	1	State Govt	22
Seminar Halls	1	0	0	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	- CCTV Copier Genset Smart Class Room	UGC RUSA- MHRD	-
Value of the equipment purchased during the year* (Rs. 1 Lakhs)	-		-	-
Others	-	-	-	-

4.2 Computerization of administration and library

- Admission process was done through office automation.
- All departments are provided with computers with WLAN internet facility.
- Office of the Controller of Examinations is fully computerized. From this academic year internal marks, attendance were managed through office automation
- Students are issued computerized hall tickets with their photo for the semester examinations.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	66038	2025483	1021	280698	67059	2306181
Reference Books	201	17390	53	7297	254	24687
e-Books	--	--	-	-	-	-
Journals	9	245708	27	41490	27	287198
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (specify)	--	--	--	--	--	--

4.4 Technology Up-gradation (overall)

	Total Computers	Computer in Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	181	59	11	Nil	Nil	8	19	84
Added	0	0	0	0	0	0	13	03
Total	197	59	11	-	-	8	32	87

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

- Internet facility with Wi-Fi connection is available in all the departments. Faculty members, scholars and students have free access to e-resources through internet facility.
- All staff members have easy access to NLIST of UGC-INFLIBNET
- Digital library is another source of information portal, which provides access to online journals and other e-contents.
- For the benefit of Science students a Virtual Lab has been established.

4.6 Amount spent on maintenance in lakh:

i) ICT	0.13
ii) Campus Infrastructure and facilities	2.50
iii) Equipments	2.27
iv) Others	1193.78
Total :	1198.78

Criterion – V

Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC takes the responsibility of quality improvement in academic as well as co-curricular activities of the students.
- IQAC coordinates with staff coordinators of the departments and with students to ensure better utilization of services available for the students.
- Soft skills and personality development programmes are conducted for students to enhance their employability in private as well as public sectors.
- Feedbacks from students on curricular, co-curricular and extracurricular aspects are collected through forms issued to the students through the faculty. The forms are returned to the IQAC for analysis. The results of the analysis are provided to the faculty for remedial action if needed. Feedback on course content and evaluation is forwarded to the COE for further action.
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5.2 Efforts made by the institution for tracking the progression

- Tutorial system is functioning to track the progression of the individual students in their academics.
- An Associate/Assistant Professor is appointed as a tutor for every class (UG/PG). The tutor maintains the personal as well as the academic records of each student during the entire course of study.
- Achievements of students are widely publicised among the students to boost up the motivation and morale of the fellow students. The college management and the faculty always congratulate and encourage the student achievers to scale new heights.

5.3 (a) Total Number of students

UG	PG	Ph.D.	Others	Total
3082	792	283	131	4228

(b) No. of students outside the state

0

(c) No. of international students

0

No	%
0	0

Men

No	%
0	0

Women

Last Year	This Year
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General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3	578	5	942	12	1528	1	521	2	1119	13	1643

Demand ratio : 3.02

Dropout %: 2.65

5.4 Details of student support mechanism for coaching for competitive examinations

-

No. of student 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

No. of students benefitted

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2	100	68	8

5.8 Details of gender sensitization programmes

- Staff members are given orientation in gender sensitization by the college management.
- Periodical awareness meeting and seminars for students are conducted on gender issues.

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	-	-
Financial support from government	2719	7497223
Financial support from other sources	291	435452
Number of students who received International/National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ Univ level National level International level

5.12 No. of social initiatives undertaken by the students: 02

5.13 Major grievances of students (if any) redressed:

- Photocopy facility at Students Cooperative store

Criterion – VI **Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Vision:

To provide the youth with quality higher education, with values of nationalistic and moralistic spirit, in order to empower them to overcome social and economical backwardness and to equip them to meet the standards of academic knowledge and research at the national and international level.

Mission:

- To provide quality higher education to all with a special focus on educationally, economically and socially disadvantaged and under-privileged sections of the society.
- To provide quality higher education incorporating the latest developments in all spheres of knowledge in order to empower the students to cope with the changing needs and demands of professional excellence at all level.
- To impart knowledge with practical, ethical, social and moral approaches, in order to hone the competencies of the students for enhancing their employability.
- To provide the students a value based education to inculcate a sense of responsibility, righteousness, patriotism, and social awareness to make them responsible citizens of the country.
- To promote academic excellence and research aptitude among the students.

6.2 Does the Institution has a management Information System

- Scholarship, student records, bus/train passes and curricular aspects are managed by separate sections in the office in coordination with the staff members. These sections coordinate among themselves, provide timely information and fulfil the requirements of the stakeholders.
- Examinations administered by the Office of the Controller of Examinations.
- Service records, salary and other benefits of all the teaching and non-teaching staff members are looked after by the college office.

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

6.3.1 Curriculum Development

- The syllabi for UG/PG/M.Phil are revised for the academic year 2018-19.

6.3.2 Teaching and Learning

- Faculty members are using Mind Mapping Techniques, Concept Tests, Micro-seminar, Power Point Presentation, Videos, Virtual Laboratory and Digital Library apart from conventional method of teaching, to make the teaching and learning process effective
- Field Visits, Industrial Visits and Educational Trips are arranged to supplement the learning experience of the students on the college campus.

6.3.3 Examination and Evaluation

- Centralised valuation in continuous internal assessment examination is introduced
- External question paper setting is in force for all the programmes.

6.3.4 Research and Development

- The College Research Committee (CRC) monitors the overall development in research in the campus. The CRC recommends the viable projects received from the faculty for funding and conducts various programmes related to quality research and publications.
- The Departmental research committee (DRC) monitors the development of the research activities of the scholars.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- IQAC ensures that students and scholars, who wish to have access to digital resources, are benefited through the digital library and Virtual Laboratory.
- All the departments are provided with WLAN internet facility which is useful for staff, scholars and students.
- All the application forms regarding leave, OD, scholarship, train pass, grievance redress, alumni association, feedback, loans and advances are posted on the college website as downloadable forms.
- New class rooms have been added by renovating the existing structure.
- To ensure uninterrupted power supply one 15Kv diesel generator has been installed for the college auditorium.

6.3.6 Human Resource Management

- Soft skills training was provided to the students by the Support of Tamil Nadu State Council for Higher Education, Chennai and ICT Academy of Chennai
- A total of 500 students trained in 10 batches by master trainers. Total No. of Hours 40. Modules for the Student Training: 1 Computer Operating Skills, Personality Development and Interview Preparatory Skills. 2 Awareness on IT & ITES Sector. 3 Awareness on Banking Financial Services & Insurance Sector. 4 Awareness on Retail Sector. 5 Awareness on Hospitality Sector. 6 Assessments and Feedback

- An add-on course on solar cell testing sponsored by MHRD, NCPRE and IIT, Bombay is being conducted in the department of Physics. Fifty students are trained apart from their regular academics and made them certified solar cell testing technicians. It is expected that the course will give them employability.

6.3.7 Faculty and Staff recruitment

- As per the norms of the UGC, the Teachers Recruitment Board, Chennai recruits eligible candidates and the Director of Collegiate Education appoints them in the cadre of Assistant Professors.
- Tamil Nadu Public Service Commission recruits non-teaching staff members and the Director of Collegiate Education appoints them for various positions.

6.3.8 Industry Interaction / Collaboration

- Students from Zoology, Chemistry, Biochemistry and Business Administration periodically visit the industries and institutes to develop their knowledge in practical aspects
- A member has been nominated from the industry to ensure the participation of the industry in the curriculum development.

6.3.9 Admission of Students

- Admissions to UG/PG courses are done through single window system, based on the merit and the entire process of admission is done as per the norms and regulations of Director of Collegiate Education, Chennai.
- Admission to M. Phil. course is done as per the guidelines given by Bharathidasan University, Thiruchirappalli. The merit list is prepared based on the marks obtained in the entrance exam, interview and the marks in the qualifying examinations (PG).
- For Ph.D. the performance in the entrance test and viva-voce conducted by the Departmental Research Committee forms the basis for admission.

6.4. Welfare schemes for:

Teaching and Non-teaching

- Medical insurance scheme is being implemented by the government for the welfare of the staff and their family members.
- An employee's cooperative thrift society is functioning in the college. Members of the society can avail personal loans up to 6 lacs at low interest.
- Festival advance is being given once in a year for those who apply for and the staff can avail the same for their religious festival.
- Government loan schemes to purchase house and vehicles are available for all the staff members.

- The staff members are eligible to get accommodation in Tamil Nadu Housing Board at subsidised rent.

Students

- Government scholarships are available for all SC and ST students. In case of BC and MBC students scholarships are available for those who belong to low income group. Minority students are also provided scholarships.
- All the day scholars are eligible to get free bus passes issued by the state government.
- Train passes on concessional rates are also issued for students who are from long distances.
- Three free hostels run by government welfare boards offer accommodation to SC/ST, BC/MBC male students who are in need of hostel accommodation.
- For female students a separate hostel is run by the government.
- Group Insurance Scheme is available for all the students.
- Free health check up and blood grouping are done every year.
- Student Cooperative Store is functioning for the benefit of students

6.5 Total corpus fund generated:

Being a government institution all the corpus fund is with the government and all the financial commitments are met by the state government.

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	Academic Council	Yes	IQAC
Administrative	Yes	AG & DCE	Yes	College Governing Body

6.8. Does the University/ Autonomous College declare 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?

- Syllabus has been revised. Job oriented skill based electives are introduced in the UG courses.
- Dummy numbering system is introduced

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges? Not applicable

6.11 Activities and support from the Alumni Association

- Alumni Association and College Management shoulder the responsibility of conducting the convocation every year. Students were motivated about their career through organizing seminars by renowned alumnus of the college

6.12 Activities and support from the Parent – Teacher Association

- Parent Teacher Association generously contributes financial assistance for various academic activities. Appointment of temporary teaching faculty and office assistants wherever necessary
- PTA helps the college management in matters of student discipline and welfare.

6.13 Development programmes for support staff

- Necessary permission and encouragement is given to support the staff members to update themselves in administrative and technical oriented fields. They are permitted to attend periodic in-service programmes provided by Government of Tamil Nadu to develop their academic and administrative abilities.

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

- Saplings were planted through a mass sapling programme by NSS in the campus to make the campus green.
- Animal use in Zoology Practical Curricula is minimized and digital alternatives are also used. Students are encouraged to use Virtual Dissection through the facility provided through Virtual Lab of MHRD
- Replacement of Street Lamps with LED
- Installation of solar power system in Physics and Computer Science Department Laboratories

Criterion – VII **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.

- Improvement of student's attendance by the way of continuous monitoring.

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

- All the departments conducted a national seminar/workshop. Department of Economics, Zoology and Tamil organized ICSSR, CICT and NCW sponsored national seminar
- Final year PG students are encouraged to present their project work in National Seminars and Symposia. They are also advised to publish their research findings in peer reviewed journals.

7.3 Give Best Practices of the institution

Continuous Monitoring of Student Attendance through tutorial system

7.4 Contribution to environmental awareness/protection

- Traditional tube lights are replaced with LED
- Newton Hive is installed in Zoology department
- Vermicomposting pit is maintained by the Department of Zoology by utilizing the garden waste
- NCC and NSS volunteers take the responsibility of maintaining a clean and green campus.
- The college is serving as a member of 'Clean Thanjavur' project
- Students and staff members are encouraged to keep the college campus "Plastic Free"

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

A SWOT analysis was done by the faculty to get a glimpse of the overall profile of the college. The following are the findings of the SWOT analysis:

- Improvement in research activities through sponsored research projects

- Improved success rate of students in competitive examinations and National Eligibility tests.
- Construction of a class room complex.
- Improvement in ICT application in teaching and learning
- Development in Communication Skills in English.

8. Plans of institution for next year

- Submission of proposal for DST-FIST program
- Submission of proposal to DBT for DBT sponsor programm
- Improving infrastructural development through MP constituent development
- To provide ICT (Information and Computer Technology) training to all teaching staff members and computer training to non-teaching staff members
- To conduct entrepreneurship training in collaboration with national skill development corporation.

Signature of the Coordinator, IQAC

Name: Dr. P.MARIAPPAN

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Signature of the Chairperson, IQAC

Name: Dr. V.SENTHAMIL SELVI

PRINCIPAL,
Rajah Serfoji Govt. College,
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THANJAVUR - 613 005.

**Academic Calendar
2017-2018**

Date	Particulars
16.06.2017	College Reopening for the academic year 2017-2018
10.08.2017	Internal Examinations
22.09.2017	Pre-semester Examinations
23.10.2018	Model Examination
31.10.2018	Odd Semester Last Working day
02.11.2018	Autonomous Examination for ODD semester
01.12.2018	Reopening for even semester
26.02.2018	Mid semester Examination
24.02.2018	M. Phil. Examinations
08.03.2018	Women's Day
27.03.2018	Annual Convocation
28.03.2018	Sports Day
02.04.2018	Model Examinations
07.04.2018	College Annual Day
10.04.2018	Last Working day for the academic year 2017-2018
16.04.2018	Autonomous Examination for EVEN semester
10.05.2018	Passing Board Meeting of UG & PG Examination
10.05.2018	Publication of autonomous examination results