SHRIMATI INDIRA GANDHI COLLEGE, TIRUCHIRAPPALLI-2.

(NATIONALLY REACCREDITED

AT 'A' LEVEL BY NAAC)

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ANNUAL QUALITY ASSURANCE REPORT (2012-13)

GENERAL PROFILE

1. Kindly provide the details of the institution

Name of Instituion	SHRIMATI INDIRA GANDHI COLLEGE
Year of Establishment of the Instituion	15 October 1984
Address Line 1	Post Box No. 369
Addreess Line 2	Chatram Bus Stand, Tiruchirappalli-2
City/ Town	Tiruchirappalli.
State	Tamil Nadu
Postal Code	620 002
Email Address	sigctr@gmail.com

2. NAAC Accreditation / Reaccreditation Details

Year of Accreditation / reaccreditation	2004,2009
Current Grade	A+
CGPA	3.11

3. Institutional Status

Self financing affiliated college for women

4. Contact Person Details

Name of Head of Institution	Dr. S. Vidhyalakshmi
Contact Phone	0431-2702797,0431-2701453
Email	sigctr@gmail.com
Website URL	www.sigc.edu
Name of IQAC Co-ordinator	Dr. M. Manimekalai
Email	pmmanimekalai07@yahoo.com

SECTION I

This section is related to institution goals, vision and mission, academic programmes and activities ,strategies and action plans for institution building.

5. Number of academic programmes existing (Enter a number ; 0 for nil)

Undergraduate (BA/B.Sc/B.Com etc.)	17
Post Graduate (MA/M.Sc./M.Com etc.)	12
Research Programmes (M.Phil/Ph.D)	6
Certificate Programmes	2
Professional Programmes	0

(B.Tech/M.Tech/B.Ed/M.Ed/Medicine/
Pharmacy/Nursing)
/Nursing etc.)

Other value added programmes	0
Any other programmes offered (Specify)	6

6. Details on programme Development (Enter a number ; 0 for nil)

New programmes added during the year	0
New programmes designed	0
Programes under revision	0
Interdepartmental collaborative programmes	6
Inter institutional collaborative programmes	6
Number of review committee recommendation implemented (Total)	0
Number of NAAC peer team recommendation implemented	9
Number of UGC/ any other expert committee recommendation implemented	0
Number of review committee recommendation under implementation	0
Number of NAAC peer team recommendations under implementation	0
Number of UGC/any other expert committee recommendation under implementation	0

7. Faculty Details (Enter a number ; o for nil)

Total faculty strength required as per norms for all programmes	262
Total faculty on rolls	262
Faculty added during the year	40
Faculty positions vacant	0
Faculty left during the year	26
Total number of visiting faculty	0
Total number of guest faculty(vide pages 28-30)	35

8. Qualification of Faculty

PhD and above	17
MPhil	220
Master	20
Any other (specify)(Vide pages 32)	5

9.Faculty qualification improvement

PhD awarded to existing faculty	3
MPhil awarded to existing faculty	9
Any other degree awarded to existing faculty	0

10. Administrative Staff Details (Enter a number ; o for nil)

Administrative Staff (total sanctioned)	42
Administrative staff (Actual Strength)	42
Added during the year of reporting	4
Left during the year	5
Number of posts vacant	0

11. Technical Support Staff Details (Enter a number ; o for nil)

Technical Support Staff (Total sanctioned strength)	28
Technical Support Staff (Actual Strength	28
Added during the year	11
Left during the year	5
Number of posts vacant	0

SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC. It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) in line with the vision, mission and goals of the institution.

12. Establishment details

Year of establishment of IQAC   25   06   2004

13. Composition of IQAC (Enter a number ; 0 for nil)

Number of IQAC members	47
Number of Alumni in IQAC	0
Number of Students in IQAC	9
Number of Faculty in IQAC	27
Number of Administrative Staff in IQAC	1
Number of Technical Staff in IQAC	0
Number of Management Representatives	2
Number of Externals experts in IQAC	3
Number of any other stakeholders and community representatives	3

14. IQAC Meetings

Number of IQAC meetings held during the year 2012-13	2

15. Whether Calendar of activities of IQAC formulated for the academic year

	Yes

16. IQAC plans for Development (Enter a number ; 0 for nil) — 4

Number of academic programmes proposed	2
Number of value added programmes proposed	8
Number of skill oriented programmes proposed	5
Number of faculty competency and development programmes proposed	4
Number of other staff development programmes proposed	2
Number of student mentoring programmes proposed	7
Number of co-curricular activities proposed	6
Number of inter departmental cooperative schemes proposed	4
Number of community extension programmes proposed	5
Any other programmes proposed (Specify)	0

17. IQAC Plans for development & Implementation (Enter a number ; 0 for nil)

Number of academic programmes implemented	0
Number of value added progremmes implemented	0
Number of skill oriented programmes implemented	11
Number of faculty competency development programmes implemented	2
Number of other staff development programmes implemented	6
Number of student mentoring programmes implemented	121
Number of co-curricular activities implemented	6
Number of inter departmental cooperative programs implemented	12
Number of community extension programmes implemented	3
Any other programmes suggested that are implemented (Specify)	1

18. IQAC Seminars and Conferences (Enter a number ; 0 for nil)

Number of seminars/ conferences/workshops organized by IQAC within the institution	0
Number of participants from the institution	0
Number of participants from outside	0
Number of external experts invited	0

Number of external conferences/seminars/workshops on institutional quality attended	0
Number of events conducted with IQACs of other institutions as collaborative programmes	0

19. Did IQAC receive any funding from UGC during the year?

No

20. If the response to Qn. 18 is Yes, please provide the amount received from UGC – (Input o – if NA/Nil-) Any other source including internal financial support from the management (Specify amount)

Amount Received from UGC	0
Amount Received from any other source including the college management	0

21. Any significant contribution made by IQAC on quality enhancement during current year (please provide details in bullet format)

- List of healthy practices to be followed in teaching, learning and evaluation was given due analysis during IQAC meetings and suggestions given for improvement
- A formal way of presenting institution details to enable easy comparative analysis during IQAC meetings was implemented upon suggestion by external experts
  1. Conduct of IQAC meetings at regular intervals.
  2. Conduct of remedial coaching for slow learners.
  3. Conduct of Bridge courses for I^{st} U.G. & I^{st} P.G. Students.
  4. Conduct of Placement Training Programmes through Career Guidance and Placement Cell.
  5. Conduct of Add-on Programmes.
  6. Conduct of Social Outreach Programmes through Part 4 activities.
  7. Conduct of Faculty Development Programmes.
  8. Conduct of Short-Term Summer Courses.
  9. Preparation of Study Materials for Advanced Learners.

SECTION III

In this section the events, activities, and outputs in the fields of research and academic areas are being surveyed.

22. Academic Programmes

Number of new academic programmes developed or designed by faculty	0
Number of faculty members involved in curriculam restructuring /revisions/ syllabus development	13

Number of programmes in which evaluation process reformation taken up and implemented	0
Number of active teaching days during the current academic year	207
Average percentage of attendance of students	85%
Percentage of classes engaged by guest faculty and temporary teachers	19%
Number of self financed programmes offered	48
Number of aided programmes offered	0
Number of programmes discontinued during the year	0

23. Whether any systematic student feedback mechanism is in place?

Yes

24. Feedback Details (If answer to Question 20 is Yes)

Percentage of course where student feedback is taken	100%

25. Is feedback for improvement provided to the faculty?

Yes

26. Faculty Research, Projects, and Publication details for the year

Number of major research projects undertaken during the year	Nil
Number of minor research projects undertaken during the year	Nil
Number of major ongoing projects	Nil
Number of minor ongoing projects	Nil
Number of major projects completed	Nil
Number of minor projects completed	Nil
Number of major project proposals submitted for external funding	Nil
Number of minor project proposals submitted for external funding	Nil
Number of research publications in peer reviewed journals	185
Number of research publications in international peer reviewed journals	183
Number of research publications in national peer reviewed journals	2
Number of research papers accepted for publications in international peer reviewed journals	33
Number of research papers accepted for publications in national peer reviewed journals	Nil
Average if impact factor of publications reported	1.57
Number of books published	Nil

Number of edited books publications reported	Nil
Number of books (single authored)published	Nil
Number of books (coauthored) published	Nil
Number of conferences attended by faculty	10
Number of papers presented in international conferences attended	5
Number of papers presented in national conferences attended	5
Number of papers presented in conferences	17
Number of papers presented in international conferences	5
Number of papers presented in national conferences	12
Number of conferences organized by the institution	0
Number of faculty acted as experts resources persons	1
Number of faculty acted as experts resources persons- international	0
Number of faculty acted as experts resources persons- national	1
Number of collaborations with international institutions	0
Number of collaborations with national institutions	4
Number of linkages created during the year	4
Total budget for research for current year as a percentage of total institution budget	0
Amount of external research funding received in the year	0
Number of patents received in the year	0
Number of patents applied for in the year	0
Number of research awards/recognitions received by the faculty and research fellows of the institute in the year	0
Number of PhDs awarded during the year	3
Percentage of faculty members invited as external experts / resources persons/ reviewers/referees or any other significant research activities	1.2%

SECTION IV

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

27. Student Details and Support Mechanism

The total intake of students for various courses(sanctioned)	4147
Actual enrollment during the year	2827
Student dropout percentage during the year	9.51%
Success percentage in the final examination across the courses	97.2%
Number of academic distinctions in the final examination and percentage	414,20.6%
Number of student who got admitted to institution of national importance	Not known
Number of student admitted to institutions abroad	Nil
Number of students qualified in UGC NET/SET	3
Number of students qualified GATE /CAT/other examination(specify)	Nil

28. Does student support mechanism exist for coaching for competitive examinations?

Yes

29. Student participation, if response is yes to Qn. 28

Number of students partcipated   2947

30. Does student counseling and guidance service exist?

Yes

31. Student participation , if answer to Qn. 30 is Yes

Number of students participated   755

32. Career Guidance

Number of career guidance programmes organized	4
Percentage of students participated in career guidance programmes	70%

33. Is there provision for campus placement?

Yes

34. If yes to Qn.32

Number of students participated in campus selection programmes	3592
Number of students selected for placement during the year	203

35. Does gender sensitization program exist?

Yes

36. If Answer is Yes to Qn. 34

Number of programmes organized   Nil

37. Student activities

Number of students participated in external cultural events	35
Number of prizes won by students in external cultural events	17

Number of students participated in national level sports and games events	9
Number of students participated in state level sports and games events	48
Number of students participated in university level sports and games events	31
Number of prizes won by students in international level sports and games events	Nil
Number of prizes won by students in national level sports and games events	5
Number of prizes won by students in state level sports and games events	Nil
Number of prizes won by students in university level sports and games events	1
Number of sports and games events conducted by the institute for the students	1
Number of cultural events conducted by the institute for the students	2
Number of students participated in international sports and games events	1

38. Composition of Students

Percentage of Scheduled Caste	21.13%
Percentage of Scheduled Tribe	0.53%
Percentage of other backward communities	75.52%
Percentage of women students	100%
Percentage of physically challenged	0.041%
Percentage of rural students	43.8%
Percentage of urban students	56.2%

39. Scholarships and Financial Support

Number of students availing financial support from the institution	2113
Amount disbursed as financial support from the institution	5,46,385
Number of student awarded scholarship from the institution	**214**
Number of students received notable national/international/achievements/recognition	1,25,000

40. Student initiatives

Number of community upliftment programmes initiated by students	18
Number of literary programmes initiated by the students	4
Number of social action initiatives based on science/environment initiated by students	4
Number of student research initiatives	3

SECTION V

This section surveys the governance and innovation related at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focused.

41. Whether perspective plan for overall development activities is created?

Yes

42. If the answer for Qn.40 is Yes, is the plan implemented and monitored?

Yes

43. Whether benchmarking is created for institutional quality management efforts?

Yes

44. If the answer to Question 42 is Yes , please list the benchmarking in various areas of development bullet format

No. of Ph.D holders and pursuers	50%
No. of publications in international and national peer reviewed journals	250
No. of major and minor projects	5
No. of students pursuing Ph.D per year	300
No. of research departments	10
Funds tapped for research	Rs. 10 lakhs
No. of students placed through placement cell	500
No. of campus recruitment initiatives	10
No. of interdepartmental linkage programmes	10
No. of prizes won in sports and cultural events s	25 at national level

45. Is a Management Information System (MIS) in place?

Yes

46. If answer to question 44 is Yes, please provide details of MIS applied to
    1. Administrative procedures including finance
    2. Student admission
    3. Student records
    4. Evaluation and examination procedures
    5. Research administration
    6. Others
    (enter the respective details corresponding to the serial numbers)

1. Payroll, Income Tax, Accounts administration, etc have been computerized.
2. Particulars of students who apply to various programmes every year are entered into a database using a custom built software. The software also provides features like consolidation of admission particulars programme-wise, datewise, community-wise, and produces required reports.
3. These student records are integrated into another program module that takes care of attendance, internal assessment, and fees payment.
4. Exam reappearance, internal assessment timetable and room allotment cum attendance, external assessment room allotment cum attendance, preparation of consolidated internal mark statement, attendance statement and lack of attendance statement, and result analysis are also computerized.
5. Separate information systems are maintained for storing research details like details of faculty who have completed / pursuing Ph.D, Research publications, M.Phil Guidance particulars, minor project details and funds provided for research and cash awards given to inculcate research culture
6. Library management software is used for access of library resources, library attendance, and bar-coding books and other resources.
   Access to e-resources is enabled through internet access in the library
   Application for government scholarships is done on-line through government web portals and distribution of the scholarships is consolidated on computer systems

47. Existence of learning resources management

e- database in library	Yes
ICT and smartclass room	Yes
e-learning sources (e-Books, e-Journals)	Yes
Production of teaching modules	Yes
Interactive learning facilities	Yes

48. Internal resources mobilization : Kindly provide the amount contributed

Research	0
Consultancy and training	0
Student contribution	0
Alumni contribution	7,300
Wellwishers	1,25,000

49. Infrastructural and welfare spending: please specify the amount

Amount spent for infrastructure development	15,22,732
Amount spent for student welfare	79,69,924
Amount spent for staff welfare	7,32,341

50. Is delegation of authority practised?

Yes

51. Does grievance redressal cell exist?

Faculty	Yes
Students	Yes
Staff	Yes

52. Grievances received from faculty and resolved(Enter a number ; o for nil)

Number of grievances received	0
Number of grievances resolved	0

53. Number of grievances received from students and resolved (Enter a number o ; for nil)

Number of grievances received	73
Number of grievances resolved	73

54. Number of grievances received from other staff members and resolved(Enter a number ; o for nil)

Number of grievances received	0
Number of grievances resolved	0

55. Has the institution conducted any SWOT analysis during the year

Yes

56. The SWOT analysis was done by internal or by external agency

Internal agency - IQAC

57. Kindly provide three identified strength from the SWOT analysis (in bullet format)

- Adequate Academic & Administrative Infrastructure
- Committed Faculty & Non-Teaching Staff.
- Large number of innovative & Job oriented courses.

58. Kindly provide three identified weakness from the SWOT analysis (in bullet format)

- Lack of general tutorial system.
- Inadequate Research Activities.
- Lack of Inter-Department Linkages.

59. Kindly provide two identified opportunities from the SWOT analysis (in bullet format)

- Interdepartmental Linkages in Teaching & Learning.
- Better Computer cultures & Research Activities.

60. Kindly provide two identified challenges / threats from SWOT analysis (in bullet format)

- Production of good Human Resources.
- Inculcation Research Culture & Professional Development.

61. Identify any significant progress made by the institution towards achieving the goals and objectives during the year (list below in bullet format)

- Increase in the number of placements.
- Increase in number of Ph.D Scholars.
- Increase in the number of Linkages with external agencies.
- Increase in Inter-Department Linkage activities .
- Increase Conduct of Lecture programmes, seminars & workshops by all the Departments made a significant mark.
- Involvement of students in Research initiatives like publications, and paper presentations.
- Participation of students in Sports Activities has been increased.
- Immense Interest has been shown by faculty members in attending seminars, conferences, workshops conducted by other educational Institutions & organizations.
- Societal contribution activities have been increased.
- As far as the academic curriculum is concerned the role of faculty members in designing the curriculum has been increased.

62. How do you perceive the role of NAAC in the quality development of your institution (Suggestions in bullet format to be given below)

- Helps to assess the quality profile of the institution, as compared with the previous years.
- Urges the Institution towards further enhancement of quality in Teaching/Research & Societal contribution.
- Provoke the staff in areas of innovative thinking and planning.