THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

2012 – 2013 REPORT

1. Kindly provide the details of the institution

Name of Institution:	Fatima College (Autonomous)
Year of Establishment of the Institution:	1953
Address Line 1:	Mary Land
Address Line 2:	
City/Town:	Madurai
State:	Tamil Nadu
Postal Code:	625 018
Email Address:	fatimacollegemdu@gmail.com, info@fatimacollegemdu.org

2. NAAC Accreditation/ Reaccreditation Details

Year of Accreditation/ Reaccreditation:	2006 (Re-Accreditation)
Current Grade:	A
CGPA:	88 30

3. Institutional Status:	Autonomous College

4. Contact Person Details

Name of Head of Institution:	Dr. Sr. A. Jospin Nirmala Mary
Contact Phone:	0452 2669015, 9944050580
Email:	fatimacollegemdu@gmail.com
Website URL:	www.fatimacollegemdu.org
Name of IQAC Co-ordinator	Dr. B. Shyamala
Email:	iqac@fatimacollegemdu.org

SECTION   I

This section is related to institutional 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.)	18
Post Graduate (MA/M.Sc./M.Com etc.)	11
Research Programmes (M.Phil/PhD)	9
Certificate Programmes	18

Professional Programmes (B.Tech/M.Tech/B.Ed/M.Ed/Medicine/Pharmacy/Paramedical/Nursing etc)	2
Other value added programmes	12
Any other programme offered (Specify)	3

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

New programmes added during the year	2
New programmes designed	2
Programmes under revision	0
Interdepartmental collaborative programmes	3
Inter institutional collaborative programmes	5
Number of review committee recommendations implemented (Total)	0
Number of NAAC peer team recommendations implemented	0
Number of UGC/any other expert committee recommendations 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 recommendations under implementation	0

7. Faculty Details (Enter a number; 0 for nil)

Total faculty strength required as per norms for all programmes	173
Total faculty on rolls	152
Faculty added during the year	21
Faculty positions vacant	0
Faculty left during the year	6
Total number of visiting faculty	0
Total number of guest faculty	0

8. Qualification of Faculty

Qualification of Faculty PhD and Above	65
MPhil	103
Masters	5
Any other (Specify)	0

9. Faculty qualification improvement

Faculty qualification improvement PhD awarded to existing faculty	5
MPhil awarded to existing faculty	0
Any other degree awarded to existing faculty	0

10. Administrative Staff Details (Enter a number; 0 for nil)

Administrative Staff Details (total sanctioned)	80
Administrative staff (Actual strength)	55
Added during the year of reporting	25
Left during the year	4
Number of posts vacant	0

11. Technical Support Staff Details (Enter a number; 0 for nil)

Technical Support Staff Details (Total sanctioned strength)	4
Technical Support Staff (Actual strength)	4
Added during the year	0
Left during the year	0
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	13.11.2004

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

Composition of Number of IQAC members	23
Number of Alumni in IQAC	2
Number of Students in IQAC	2
Number of Faculty in IQAC	7
Number of Administrative Staff in IQAC	4
Number of Technical Staff in IQAC	1
Number of Management Representatives	4
Number of External experts in IQAC	2
Number of any other stakeholder and community representatives	1

14. IQAC Meetings

IQAC Meetings Number of IQAC meetings held during the year	8

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

Yes

16. IQAC Plans for Development (Enter a number; 0 for nil)

Number of academic programmes proposed	2
Number of value added programmes proposed	3
Number of skill oriented programmes proposed	0
Number of faculty competency and development programmes proposed	6
Number of other staff development programmes proposed	2
Number of student mentoring programmes proposed	6
Number of co-curricular activities proposed	35
Number of inter departmental cooperative schemes proposed	1
Number of community extension programmes proposed	54
Any other programmes proposed (Specify) **Quality Circle**	18

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

Number of academic programmes implemented	2
Number of value added programmes implemented	3
Number of skill oriented programmes implemented	0
Number of faculty competency and development programmes implemented	6
Number of other staff development programmes implemented	2
Number of student mentoring programmes implemented	6
Number of co-curricular activities implemented	30
Number of inter departmental cooperative programs implemented	1
Number of community extension programmes implemented	18
Any other programmes suggested that are implemented (Specify)	18

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

Number of seminars / conferences / workshop organized by IQAC within the institution	2
Number of participants from the institution	173
Number of participants from outside	0
Number of external experts invited	10
Number of external conferences/seminars/ workshops on institutional quality attended	75
Number of events conducted with IQACs of other institutions as collaborative programes	0

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

○   Did IQAC receive any funding from UGC during the year ?   Yes ◉   No

20. If the response to Qn. 18 is Yes, please provide the amount received from UGC - (Input 0 - if NA/NIL-) Any other source including internal financial support from the management (Specify amount)

If the response to Qn. 18 is Yes, please provide the amount received from UGC - (Input 0 - 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)

- Five depts. Signed MoU
- Economics Dept. upgraded to Research Centre
- MPhil Mathematics introduced
- 143 students placed through campus interviews
- Preparation of Question Bank for odd Semester
- Online fee payment
- Equipping and strengthening e-Content development
- ICT enabled teaching
- In service training for non-teaching staff
- Placement training for staff and students
- Upgradation of pedagogic styles and customized texts enhanced pass percentage in languages
- Establishing eco-friendly campus through Green Audit.

SECTION III
In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.
22. Academic Programmes

Number of new academic programes developed or designed by faculty	2
Number of faculty members involved in curriculam restructuring/revision/syllabus development	21
Number of programes in which evaluation process reformation taken up and implemented	0
Number of active teaching days during the current academic year	180
Average percentage of attendance of students	95
Percentage of classes engaged by guest faculty and temporary teachers	3.5
Number of self financed programmes offered	24
Number of aided programmes offered	16
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)

Feedback Details (If answer to Question 20 is Yes)   Percentage of courses 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 | 1

Number of minor research projects undertaken during the year | 3

Number of major ongoing projects | 2

Number of minor ongoing projects | 7

Number of major projects completed | 0

Number of minor projects completed | 3

Number of major project proposals submitted for external funding | 1

Number of minor project proposals submitted for external funding | 6

Number of research publications in peer reviewed journals | 21

Number of research publications in international peer reviewed journals | 15

Number of research publications in national peer reviewed journals | 4

Number of research papers accepted for publication in international peer reviewed journals | 3

Number of research papers accepted for publication in national peer reviewed journals | 1

Average of impact factor of publications reported | 1.18

Number of books published | 6

Number of edited books published | 0

Number of books (single authored) published | 5

Number of books (coauthored) published | 1

Numbers of conferences attended by faculty | 136

Number of international conferences attended | 29

Number of national conferences attended | 95

Number of papers presented in conferences | 0

Number of papers presented in international conferences | 29

Number of papers presented in national conferences | 95

Number of conferences organized by the institution | 25

Number of faculty acted as experts resource persons	25
Number of faculty acted as experts resource persons - international	0
Number of faculty acted as experts resource persons- national	25
Number of collaborations with international institutions	3
Number of collaborations with national institutions	0
Number of linkages created during the year	5
Total budget for research for current year as a percentage of total institution budget	2%
Amount of external research funding received in the year	12,49,600/-
Number of patents received in the year	0
Number of patents applied for in the year	0
Number of research awards/ recognitions received by faculty and research fellows of the institute in the year	0
Number of PhDs awarded during the year	5
Percentage of faculty members invited as external experts/resource persons/reviewers/referees or any other significant research activities	20.23

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 Mechanisms

Total intake of students for various courses (Sanctioned)	2011
Actual enrollment during the year	1740
Student dropout percentage during the year	
Success percentage in the final examination across the courses	84
Number of academic distinctions in the final examination and percentage	43
Number of students who got admitted to institutions of national importance	0
Number of students admitted to institutions abroad	0
Number of students qualified in UGC NET/ SET	9
Number of students qualified GATE/ CAT/ other examination (Specify) TANCET	

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

29. Student participation, if response is yes to Qn. 27

Number of students participated | 245

30. Does student counselling and guidance service exist?

Yes

31. Student participation, if answer to Qn. 29 is yes

Number of students participated | 140

32. Career Guidance

Number of career guidance programmes organized | 28

Percentage of students participated in career guidance programmes | 58

33. Is there provision for campus placement?

Yes

34. If yes to Qn. 32

Number of students participated in campus selection programmes | 780

Number of students selected for placement during the year | 143

35. Does gender sensitization program exist ?

Yes

36. If Answer is Yes to Qn 34

Number of programmes organized | 12

37. Student activities

Number of students participated in external cultural events | 198

Number of prizes won by students in external cultural events | 146

Number of cultural events conducted by the institute for the students | 2

Number of students participated in international sports and games events | 0

Number of students participated in national level sports and games events | 3

Number of students participated in state level sports and games events | 72

Number of students participated in university level sports and games events | 134

Number of prizes won by students in international sports and games events	0
Number of prizes won by students in national level sports and games events	0
Number of prizes won by students in state level sports and games events	70
Number of prizes won by students in university level sports and games events	99
Number of sports and games events conducted by the institute for the students	60

38. Composition of students

Composition of students Percentage of Scheduled Caste	11.4
Percentage of Scheduled Tribe	0.6
Percentage of other backward communities	88
Percentage of women students	100
Percentage of physically challenged	0.6
Percentage of rural students	53
Percentage of urban students	47

39. Scholarships and Financial Support

Number of students availing financial support from the institution	77
Amount disbursed as financial support from the institution	5,79,400.00
Number of students awarded scholarship from the institution	1,688
Number of students received notable national/international achievements/recognition	3

40. Student initiatives

Number of community upliftment programmes initiated by students	33
Number of literary programmes initiated by students	21
Number of social action initiatives based on science / environment initiated by students	18
Number of student research initiatives	1096

SECTION V

This section surveys the Governance and Innovation at the institution related to quality management. The educational management strategies adopted and in practice for acheiving the objectives are focussed.

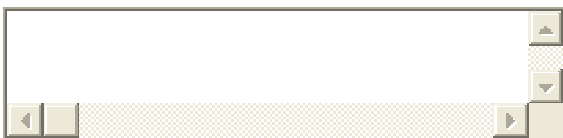## 41. Whether perspective plan for overall developmental activities is created ?

○ Yes

○ No

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

◉ Yes

○ No

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

◉ Yes

○ No

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

[text area]

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

◉ Yes

○ No

46. If answer to question 44 is Yes, please provide details of MIS applied to

1. Administrative procedures including finance
   - Office automation enabled effective administration
   - Transparency in Financial Management
2. Student admission
   - Database for application received, Selection List, Admission List on Website
3. Student records
   - Student database maintain
4. Evaluation and examination procedures
   - Student database, Examiners database and on time publication of results
5. Research administration
   - Database of thesis submitted
6. Others
   - OPAC, ILL, INFLIBNET, DETNET in Library
   - Intranet for effective dissention of information
   - Fully automated Documentation Centre
   (enter the respective details corresponding to the serial numbers)

47. Existence of learning resource management

	Yes	**No**
e-database in library	◉ *Existence of learning resource	○ e-database in library No

	Yes	**No**
	management e-database in library Yes	
ICT and smart class room	⦿ ICT and smart class room Yes	○ ICT and smart class room No
e-learning sources (e-Books, e-Journals)	⦿ e-learning sources (e-Books, e-Journals) Yes	○ e-learning sources (e-Books, e-Journals) No
Production of teaching modules	⦿ Production of teaching modules Yes	○ Production of teaching modules No
Interactive learning facilities	⦿ Interactive learning facilities Yes	○ Interactive learning facilities No

48. Internal resource mobilization: Kindly provide the amount contributed

Research	11004
Consultancy and training	25,000
Student contribution	20810
Alumni contribution	2,80,600
Wellwishers	26375

49. Infrastructure and welfare spending: Please specify the amount

Infrastructure and welfare spending: Please specify the amount Amount spent for infrastructure development	27,72,000
Amount spent for student welfare	5,00,000
Amount spent for staff welfare	1,50,000

50. Is delegation of authority practiced?

⦿ Yes
○ No

51. Does grievance redressal cell exist?

	Yes	**No**
Faculty	⦿ *Does grievance redressal cell exist? Faculty Yes	○ Faculty No
Students	⦿ Students Yes	○ Students No
Staff	⦿ Staff Yes	○ Staff No

52. Grievances received from faculty and resolved (Enter a number; 0 for nil)

Number of grievances received	0
Number of grievances resolved	0

53. Number of grievances received from students and resolved (Enter a number; 0 for nil)

Number of grievances received from students and resolved (Enter a number; 0 for nil)   Number of grievances received

`0`

Number of grievances resolved

`0`

54. Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)

Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)   Number of grievances received

`0`

Number of grievances resolved

`0`

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

○ Has the institution conducted any SWOT analysis during the year   Yes

◉ No

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

○ The SWOT analysis was done by internal or by external agency   Internal

○ External

57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)

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

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

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

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 Research Centres
- Increase in MoU
- Increase in no. of PhDs
- Centralized service learning
- Increase in ICT enabled courses
- Increase in the teaching –learning methodology

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

- Assessment is made mandatory
- Consistent guide for sustenance of quality

- Motivates to set benchmarks
- Serves as a quality check

CONCLUDING REMARKS

This exercise is intended to make a self analysis of the quality development of the institution during the year. The perspective plan and implementation for every year is to be documented and analyzed to get a cumulative index for the period of accreditation and reaccreditation. Any substantial changes / initiative in this direction to be separately listed. The best practices in various areas can be listed as a separate annexure. The data will be used to create a quality profile based on the total score index arrived at and this would help to map the institutions' strengths and areas of improvement. NAAC will provide feedback and a quality profile based on analysis of your inputs if you desire so.