Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**J.K.K. NATARAJA COLLEGE OF ARTS AND SCIENCE**
Name of the head of the Institution	**P.Saraswathi**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04288-265793**
Mobile no.	**9500704560**
Registered Email	**arts@jkkn.org**
Alternate Email	**saraswathi.p@jkkn.ac.in**
Address	**NH-544 (Salem to Coimbatore) Natarajapuram, Komarapalayam-638183**
City/Town	**Namakkal**
State/UT	**Tamil Nadu**
Pincode	**638183**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**C.SEERANGANAYAKI**
Phone no/Alternate Phone no.	**04242430818**
Mobile no.	**9443929596**
Registered Email	**seeranganayaki.c@jkkn.ac.in**
Alternate Email	**veena.k@jkkn.ac.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://arts.jkkn.ac.in/arts-institutional-best-practices/#

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://arts.jkkn.ac.in/wp-content/uploads/2019/07/aided-2018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.37**	**2019**	**09-Aug-2019**	**08-Aug-2024**

6. Date of Establishment of IQAC	**27-Mar-2014**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Participating in NIRF	**14-Mar-2019**	**40**

	1	
Motivated the students and members of faculty to enroll/register the online courses offered by SWAYAM and NPTEL	05-Jan-2019 1	102
FDP	18-Aug-2018 1	105
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	No
Upload latest notification of formation of IQAC	No Files Uploaded !!!
10. Number of IQAC meetings held during the year :	5
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	[View Uploaded File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

IQAC has defined roles and responsibilities with action plans for each year to institutionalize the quality assurance at varied levels to ensure the augmented strategies and processes throughout the year.IQAC prepares widespread action plans for deployment each year for overall development of the institution.Each department also prepares action plans to achieve every year for the benefits of students.Activities carried out by the departments based on their action plans always adhere to the action plans of IQAC. During the academic year 20182019,FDP was organized for a week to the newly appointed members of faculty A flagship national program of the Ministry of Human Resource Development (MHRD), Government of IndiaUnnat Bharat Abhiyan was undertaken in the current year Conduct of special lectures in each department was ensured in the current academic year The extension activities for the year 201819 were intensified The

Clubs/committees/Cells activities were enhanced in the year 20182019 As a result of these, quality assurance is ensured in each department as well as in institution.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Special lectures Workshops Seminars/Conferences Extension Activities Competitions Clubs/Committees/Cells	Participants updated themselves on current trends, Learnt through hands on training, Shared knowledge among themselves on the thrust areas, Social Orientations and Community participations were built, Elicited the inherent talents of students, Interests of students were kindled and exhibited
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	23-Jul-2019
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	24-Jan-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Institution has an exclusive portal for these under egovernance system "WRIKE". It fetches reports of tasks performed based on demand. The filter option of the portal enables to filter as per the requirements to assist in day to day activities. The processing, accounting and admin teams of our institution use this portal to have an easy track on various tasks. With the help of "Exotel" App, wrike gateway enables to

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

As our institution is affiliated to Periyar University the CBCS pattern of syllabi of the parent University is followed under OBE at teaching-learning level by/after framing programme educational outcomes, programme outcomes and course outcomes. The lesson plans are made for each and every courses to be taught by all members of faculty well-in-advance and the same is adhered blending various teaching methods depending upon the needs in terms of topics of courses, skills and mindsets of students, available time management, etc., Three members of faculty Dr. S.Gokila, Department of Commerce and Dr. M. Nalini, Department of Mathematics at Madurai Kamaraj University,Dr. P. Vennila, Department of History at Pondicherry University and Dr. S. Uma, Department of Tamil at Bharathiar University attended refresher courses. Members of faculty represent as members every year in the Board of Studies of parent university to revamp the syllabi entailing industrial expectations and individual needs. In relation to the conceptual transformations in the corresponding disciplines, the members of faculty discuss among themselves in the department meetings and recommend the same to the board of studies of Parent University, for the inclusion of course content in the syllabi as part of their contribution towards curriculum enrichment. Besides, members of faculty are engaged in Question Paper setting, Practical Examination and Central Valuation at University every year. In addition, members of faculty share their expertise at Board of Studies, Question Paper setting, Practical Examination and Valuation in different autonomous institutions. At the beginning of every semester, staff meetings are conducted in all departments to share the courses among members of faculty based on their interest, expertise and experience to teach the students. The first two units of each course are usually covered by the members of faculty for about 30 hours to conduct the first internal test. Subsequently, units three and four are handled by the members of faculty within 30 hours and the second internal test encompasses the topics of the same units. The model examinations are conducted in the last week of each semester as similar to University pattern in order to equip the students on the whole. Every year,all the departments conduct Seminars, Conferences, Workshops and Symposia on thrust areas so as to create platforms for the participants to know the emerging trends and suit themselves to face the real world. The Department of Computer Science,English,Tamil, Textile and Fashion Designing, Zoology and Mathematics conducted Seminars/Workshops/Symposia on "Practical Aspects of Mobile App Development Tools" on 19.9.2018, "Communication for Placement" on 07.01.2019, "Ilakkiya solai" on 25.01.2019 and "Glass Painting" on 20.09.2018 & 21.09.2018 ,CAD/CAM in Apparel Industry on 28.12.2018 and "AFZARILA-Designer contest" on 25.03.2019, "Research Tools in Biological Science(ISRTBS-18)" on 17.12.2018 & "Emerging trends in applied mathematics" on 24.01.2019 respectively. Laboratory manuals for practical-oriented courses are prepared every year in the respective departments and practical sessions are handled accordingly. In the process of acquiring new knowledge and understanding ground reality,BBA students are motivated to engage in field-surveys and submit their reports every year.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year					
Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
00	**0**	**Nil**	**0**	**0**	**0**

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	**Accounting and Finance**	**01/06/2018**
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	**Accounting and Finance**	**01/06/2018**

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	**0**	**0**

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Yoga	**01/06/2018**	**520**
Environmental Studies	**01/06/2018**	**517**
Human Rights	**01/06/2018**	**114**
Saalaip Paathukappu Vithigal	**01/06/2018**	**246**
Vilambarakalai	**01/06/2018**	**154**
Creative Writing	**01/06/2018**	**24**
Communication for placement	**01/06/2018**	**24**
Presentation Skills	**01/06/2018**	**24**
Personality Development	**01/06/2018**	**24**
Women Studies	**01/06/2018**	**7**
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	**Business Administration**	**39**
MCom	**Commerce**	**25**
MSc	**Chemistry**	**24**
MSc	**Zoology**	**10**

MA	English	10
MSc	Maths	8
MSc	Computer Science	8
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Feedbacks are collected from the students, members of faculty, alumni, employers of alumni and parents. The collected feedbacks are analyzed, discussed and reckoned with appropriate measures initiated by the members of faculty, Head of the departments and Head of the institution to achieve academic excellence. The institution reviews teaching-learning process, structures and methodologies of operations and learning outcomes at periodic intervals through IQAC by dint of conducting internal audit, collection of feedbacks and performance appraisal. Separate structured formats are used to collect feedbacks from afore-mentioned stakeholders and analyzed properly. Inferences made after analysis are used for updation and upgradation in the institution. As per the feedbacks of students, each department of the institution represent the changes required in the curriculum to the University. Subsequent to the feedbacks collected from members of faculty, the facility through Google classroom, Kissflow, etc.,for enrichment in teaching- learning is provided. Based on the feedback of alumni and employers of alumni, the students are provided placement training and as a result 21 candidates were recruited by IDBI Federal Life Insurance, 101 students were appointed by UNIVERSAL POWER SUPPLIES and 2 members were absorbed by HICITIZEN LIFE SKILLS as Agency Leader, Trainee and project trainee respectively. On the request of the parents, the marks scored by the students in the University exams are sent to the registered/updated mobile numbers every semester.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Physics	40	30	25
BSc	Computer Science	120	55	55
BBA	Business Administration	60	33	27
BCom	Computer Applications	180	136	102

BSc	Zoology	40	59	24
BSc	Mathematics	132	64	62
BA	English	198	64	64
BA	History	60	36	25
BCom	General	60	48	48
BSc	Chemistry	50	60	29
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1177	174	29	6	77

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
106	72	7	21	0	12
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The institution has a substantial number of full-time faculty members with Ph.D and significant years of experience in teaching. Each member of faculty assumes responsibility being a mentor and provides guidance and directions to the students. The students are admitted to different programmes on the basis of merit, State Government rules and reservation norms against communal categories in Government-aided programmes. In Self-financing programmes, eligible students are admitted based on first-come first-served. After admission of students to various programmes, preliminary test is conducted to identify the slow and advanced learners every year. Appropriate teaching-learning efforts are taken by the members of faculty to make the slow learners face the University examinations. The advanced learners are provided with opportunities to excel in their academic performances. Student-centric education focuses on experiential learning, problem identifying, investigatory, experimental project works, role play and brainstorming. The internet facilities at the library and department libraries help the learners to access a wide range of references. The absentees to internal tests on account of unavoidable and emergency reasons are considered for supplementary tests or examinations. As an affiliated institution, the Outcome Based Education (OBE) is followed at the teaching-learning process. Continuous internal assessment tests and model examination are conducted. Formative and summative methods are adopted by the members of faculty to analyze the strengths and weaknesses of the learners and measures are taken to improve their performances. The ICT enabled sessions and e-learning sources through INFLIBNET are offered to the students. Students mentoring for academic and stress-related issues are provided. The differently abled students are taken appropriate care to feel comfortable and be equivalent with his/her peers.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1656	114	1:15

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
130	120	10	19	39

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	-	Nill	-
2019	-	Nill	-

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MCA	-	II/IV/VI	21/05/2019	16/06/2019
MCom	-	II/IV	21/05/2019	16/06/2019
MA	-	II/IV	21/05/2019	16/06/2019
MSc	-	II/IV	21/05/2019	16/06/2019
BBA	-	II/IV/VI	21/05/2019	16/06/2019
BCom	-	II/IV/VI	21/05/2019	16/06/2019
BSc	-	II/IV/VI	21/05/2019	16/06/2019
BA	-	II/IV/VI	21/05/2019	16/06/2019
BCA	-	II/IV/VI	21/05/2019	16/06/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Depending on the curriculum, various teaching methods are used to enable the learning facilities of the students . As per the university norms the outcomes are evaluated. Student centric method is fostered in the learning process. Students actively participate in both academic and co-curricular aspects like workshops, inter-collegiate competitions, seminars, conferences, field and educational trips, guests lectures, etc., Final year Undergraduate and Postgraduate students are assigned with group or individual projects and class assignments to motivate self-study and independent learning through individual projects and peer-learning through group projects. Experts are also invited to address and motivate the students to grow with their thrust areas. These activities equip the students to resolve the real time problems. Practical knowledge is gained through experiential learning by taking part in extension activities and internships. UG students involve themselves in group classroom discussion, brainstorming, presentation, creating mind maps, assignments, role play and quiz to facilitate participatory learning. Thus, the students acquire

the theoretical concepts through practical knowledge. Care is taken to make changes in the teaching -learning process so as to ensure quality education reforms by the staff members for the welfare of the students in terms of participatory learning, creative learning, personalized learning and Hi- Tech learning. Students are exposed to the issues and challenges in various fields and thus the members of faculty encourage problem based learning. Experiential learning makes the students to convert their perceptions into processes by applying the knowledge and skills. The students are motivated to collect the required data in order to get desired information after the tabulation of collected data, analysis of data collected and exploration of related results to face the challenges in contemporary society. The College has a professional link with ICT Academy to provide Multimedia-based learning in classrooms. Library and the computer centre are the main source of information to the students and members of faculty. Students are also exposed to community services through Swachh Bharat, Swachh Pakhwada, Unnat Bharat Abhiyan, NSS, NCC, YRC and RRC . The Textile and Fashion Designing department takes effective steps to provide the students with first-hand training and thus develops their individual skills. The department enhances the participative learning opportunities to the students by exposing them to industries and craftsmen.

 2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

IQAC, being the central functionary of the institution, supervises the activities of all departments, cells, clubs, committees and plans for further improvements in all academic and cultural activities through its constructive suggestions. Meetings are conducted in the respective sections and the related agenda and minutes of the meeting are presented to the IQAC for reviews and revivals. Academic calendar plays a vital role in carrying out all the activities throughout the academic year. The calendar committee plans for the academic year containing a number of working days, continuous internal assessments, model examination, details of departments, committees, clubs, cells, rules and regulations, code of conduct, etc., Slow and advanced learners are identified as mentioned earlier and are put up with the respective teaching methods for upliftment and enlargement of the respective learners. Hence the continuous internal evolution could be measured in the teaching-learning outcome and in other aspects. Two internal assessments and a model exam are conducted in each semester. First internal assessment commences tentatively on the 26th working day. The portions for the same are the first two units. Usually in the odd semester, first internal test is conducted at the end of July, second internal in August/September and model examination in October. The second internal assessment starts tentatively on the 51st working day covering the next two units i.e 3 and 4. Followed by, the model examinations are conducted after completion of 75th working day comprising the entire syllabus of each course and thus the students get prepared for the forthcoming university examinations. In the even semester, the same are followed in the month of January, February and March/April every year. Out of 90 working days, 15 working days are meant for revision. Examination time table is prepared for internal tests and model examination accordingly. Answer scripts of students are valued within a week's-time after each test and model examination. Valued answer sheets are made transparent to the students, to get them aware of their performances and marks scored in each course in their internal tests and model examination. The marks scored in internal tests and model examination are added with assignment and attendance marks and finally the total score is arrived at and awarded to the students as per parent university norms. Academic audit is conducted in each semester to review the academic process and upraise the standards.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://arts.jkkn.ac.in/arts-po-psoco/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	MA	English	11	4	36
Nill	MPhil	English	8	8	100
Nill	BA	History	15	1	7
Nill	MA	History	7	2	29
Nill	MPhil	History	2	2	100
Nill	BCom	General	49	42	86
Nill	MCom	General	10	7	70

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://arts.jkkn.ac.in/feedback/#online

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	-	0	0

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
--	-	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
--	-	-	Nill	-

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
--	-	-	-	-	Nill

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
00	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Chemistry	1	0
International	English	1	0
International	Geography	1	5.1
International	Economics	1	0
National	Chemistry	1	0
National	English	1	0
National	Economics	1	5.1

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Zoology	9
Tamil	2

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
-	-	-	Nill	0	0	0

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
00	0	0	Nill	0	0	0

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local

Attended/Seminars/Workshops	16	9	10	0
Presented papers	6	4	0	0

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Cleaning Public Places and Rally	NCC	2	20
Road Safety Awareness	NSS	1	20
Swatch Bharat Summer Internship Programme 2018	NCC/NSS	4	104

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	0

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat Summer Internship 2018	NCC,NSS,Swachh bharat	cleaning public places	1	30

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab	Duration From	Duration To	Participant

		with contact details			
Job Traning	Global Business Foundation Skills	Infosys BPM Ltd., Chennai	29/05/2018	06/06/2018	Faculty
Training	Internship	Eastern Clothings, Tiruppur	10/12/2018	18/12/2018	Students
Training	Internship	AGT Textiles, Pallipalayam	10/12/2018	18/12/2018	Students
Training	Internship	KKSK Leathers, Erode	10/12/2018	18/12/2018	Students
Training	Internship	Ponni Sugars, Pallipalayam	10/12/2018	18/12/2018	Students
Training	Internship	Dinesh Exports, Tiruchengode	10/12/2018	18/12/2018	Students
Training	Internship	Aavin Milk Diary, Chithode	10/12/2018	18/12/2018	Students
Training	Internship	Rajaguru Spinning Mills, Vediy arasampalaya m	10/12/2018	18/12/2018	Students
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
IBM India Pvt. Ltd.	24/04/2019	IBM Training Programmes	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4718982	4718982

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Campes i lib	Fully	6.1.9	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	25771	2997040	273	35524	26044	3032564
Reference Books	2420	738485	8	5584	2428	744069
Journals	58	92444	4	2340	62	94784

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	Nill

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	200	165	60	50	0	7	12	50	9
Added	40	40	0	0	0	0	0	0	0
Total	240	205	60	50	0	7	12	50	9

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
0	0

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites

| 4151618 | 4151618 | 567364 | 567364 |

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The administrative wing provides, ensures and revives the civil, mechanical, electrical works in the institution. The administrative staff supervises and carries out the works by the direction of the administrator and with the approval of the management. The inhouse-technicians, carpenters, electricians, masons of the institution carry out their respective works in the campus. The electrician takes care of the central power zone, genset, Language lab, computer lab and solar power. Entry registers for the users are maintained in the laboratories and Gymnasium. In addition, the grants received from UGC are utilized for construction of Gymnasium with full fledged facilities and indoor stadium. The Chemistry, Physics, Textile and Fashion Designing and Zoology laboratories are supported by the respective assistants. Stock verification is done in Physics, Chemistry, Computer Science, Zoology, Textile and Fashion Designing and Language laboratories every year. The sport-equipments, Furniture, History and Geographical maps are also verified. The playground and basketball court are maintained by the department of physical education. The special fee collected from the students is spent towards purchase of books, chemicals, sport-equipments and laboratory apparatus, repairs and renewals of damaged articles, etc., Fees from the students of self -finance are used to meet the salary of self- financing teaching and non-teaching staff, adding new facilities and purchasing equipment. The institution holds the pride of taking part in Swachh Bharat, Swachh Pakhwada and Unnath Bharat Abhiyan and thus each student is conscious of maintaining the cleanliness of the campus. A committee is formed for stock verification of library books, journals and magazines. The damaged and lost books are to be replaced by the borrowers. The damaged apparatus of the laboratories are replaced through breakage fee collected from the students. Each floor is maintained by a house-keeping staff. The herbal garden and trees are maintained by the gardeners. The canteen facility is outsourced. A huge RO system is maintained periodically. In-house garage facility is available for maintenance of buses. Established systems and procedures for utilizing / maintaining the facilities of laboratory, library, sports complex, computers and classrooms are followed in the department or segment concerned. Institution has an exclusive portal for these under e-governance system "WRIKE". Usage of Wrike.com in our campus: Wrike.com is used to manage the functioning of administrative, teaching and non-teaching departments of our institution. It fetches reports of tasks performed based on demand. The filter option of the portal enables to filter as per the requirements to assist in day to day activities. The processing, accounting and admin teams of our institution use this portal to have an easy track on various tasks. With the help of "Exotel" App, wrike gateway enables to integrate with the mail and to keep track of the phone calls and updates of the calls which we receive regularly. It is also integrated with the Adobe viewer enabling the collaborators and users to view the portable document format without opening it as a separate file. Wrike App could be used to access the workplace from anywhere.

https://arts.jkkn.ac.in/arts-procedures-and-policies/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees

Financial Support from institution	Fees Concession	115	473500
Financial Support from Other Sources			
a) National	BC/MBC/SC/ST	615	2082545
b)International	0	0	0
	[View File](#)		

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Bridge Course	14/06/2018	115	J.K.K.Nataraja College of Arts Science
Bridge Course	18/06/2018	133	J.K.K.Nataraja College of Arts Science
Bridge Course	05/07/2018	261	J.K.K.Nataraja College of Arts Science
Remedial Coaching	16/07/2018	1320	J.K.K.Nataraja College of Arts Science
Remedial Coaching	18/07/2018	10	J.K.K.Nataraja College of Arts Science
	[View File](#)		

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
Nill	-	0	0	0	0
		No file uploaded.			

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations	Number of students	Number of stduents placed	Nameof organizations	Number of students	Number of stduents placed

visited	participated		visited	participated	
Hicitizen Life Skill, Coimbatore, IDBI Federal Life Insurance Co Ltd., Universal Power supply	144	40	Nill	0	0

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	1	BA(English)	English	J.K.K.Nataraja College of Arts Science	MA(English
2019	2	BA(History)	History	J.K.K.Nataraja College of Arts & Science	MA(History
2019	6	B.Com.	Commerce	J.K.K.Nataraja College of Arts & Science	M.Com.
2019	1	B.Com.	Commerce	Nandha Arts & Science College, Perundurai	M.Com(CA)
2019	5	B.Sc(Mathematics)	Mathematics	J.K.K.Nataraja College of Arts & Science	M.Sc(Mathematics)
2019	1	B.Sc(Mathematics)	Mathematics	J.K.K.Nataraja College of Arts & Science	M.C.A.
2019	1	B.Sc(Mathematics)	Mathematics	Erode Arts and Science College	M.Sc(Mathematics)
2019	1	B.Sc(Mathematics)	Mathematics	Sri Vasavi College of Arts and Science	M.Sc(Mathematics)
2019	1	B.Sc(Mathematics)	Mathematics	Komarapalayam Government College of	B.Ed.

| 2019 | 1 | B.Sc(Mathematics) | Mathematics | Bharathiar University Constituent College, Perundurai | M.Sc(Mathematics) |

[View File](#)

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nill	0

No file uploaded.

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Fine Arts	College	180
English Literary and Debating Association	College	86
Quiz	College	15
Oratorical	College	29
Essay Writing	College	93
Poem Writing	College	41
Singing	College	19
Chess(Men)	Intramural	45
Volley Ball(Men)	Intramural	30
Carrom(Singles-Men)	Intramural	72

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Runner	National	1	Nill	13277	E.Prabhu
2018	Second	National	1	Nill	5137	S. Karthick Raja
2018	First	International	1	Nill	5137	S. Karthick Raja
2018	Third	International	1	Nill	5137	S. Karthick Raja
2018	First	National	1	Nill	5703	S.Krishna

[View File](#)

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college council members select the student representatives and form the committee.The Principal, a faculty member, two students from III year UG and two students from II year UG are President, Vice -President, Chairperson and Secretary, and joint-secretaries respectively. The class representatives along with the office bearers of various associations are selected by the head and the faculty members of the departments concerned. The student - representatives and the office bearers of various associations constitute the college union. Subsequently, the inauguration of the college union and its allied associations are organized. This council is valid for an academic year. An eminent orator is invited as the chief guest and in this programme the representatives of the students union and its allied associations administer an oath to discharge their duties effectively. The institution creates a platform to take active participation by the students in various activities assuming roles and responsibilities, thus the leadership skills are honed. These student-representatives share their views for enhancing the programmes of the institution such as welcoming the freshers, extending farewell to the out-going students, organizing competitions, association and cultural activities, seminars, conferences, workshops and symposia. They ensure discipline on campus and represent the views and grievances of the students to authorities concerned. Represented grievances are redressed positively after panel discussions. Programmes for overall development of stakeholders like cultural events, social activities and community services are organized through the student council. Each department has its own association with required members.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

628

5.4.3 – Alumni contribution during the year (in Rupees) :

19600

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni meet held on 01/12/2018

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Institution has an organizational chart flowing authority and accountability from top-level to lower-level coverage having a decentralized and participative management system for its perpetual succession. Participatory management is practiced in both academic and administrative processes. Institutional democracy is depicted through systematic sharing and execution of works with respective responsibilities. Head of the departments assume responsibilities to accomplish the vision and mission of the institution through determining, coordinating and carrying out the activities of respective departments every year in cooperation with members of faculty holding their departments' vision and mission. Class advisors are allotted to each class who take care of the

academic requirements of students in each department. Student representatives of each class are encouraged by class advisors, members of faculty and the Head of the department to express their opinions for enhancing teaching-learning and administrative processes, keeping pace with the vision and mission of the institution. Non-teaching staff are also provided freedom and responsibility to increase clarity and cooperative conditions on ease of management process. The ideals of democratic inclusion and participation are reared up with progressive amplification of administrative process. The institution has Assistant (SG), Junior Assistant, Typist, Record Clerk, Store Keeper, Laboratory Assistant, Library Assistant, Office Assistant and Administrative officer with their respective roles /responsibilities for smooth administration of the institution. Pronouncing the decentralization and participative management, Wrike.com is used in the institution to manage the following: 1.Administrative and non-teaching departments' practices: The communications pertaining to the admission of students, allotment of roll numbers, Database of students, entry of University Exam hall tickets, download of hall tickets,etc., are done by the administrative and non-teaching staff through Wrike.com. 2.Teaching practices : The members of faculty share the academic sources in terms of MS documents, video clippings, e-books, etc., among the teaching fraternity and students. As and when the status of tasks performed in administrative, teaching and non-teaching aspects could be fetched by the users of Wrike.com. The filter option of the portal enables to filter as per the requirements to assist in day to day activities. The processing, accounting and admin teams of our institution use this portal to have an easy track on various tasks. Besides, With the help of "Exotel" App, Wrike gateway enables to integrate with the mail and to keep track of the phone calls and updates of the calls which we receive regularly. It is also integrated with the Adobe viewer enabling the collaborators and users to view the portable document format without opening it as a separate file. Wrike App could be used to access the workplace from anywhere.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Students are admitted to different degree programmes offered under aided-wing based on merit cum state government and university norms. Under self-financing wing, "first-come first-served" policy is followed in admitting the eligible students to varied degree programmes. The system for admission of students is done through the e-portal "Wrike.com".
Industry Interaction / Collaboration	The institution envisages Institute-premier industry alliances for the betterment of the students and society. As a part of it, the institution has invited industrial experts/ entrepreneurs for interactions with members of faculty and students. The MOUs have been signed with IBM, EEDISSIA, TEXVALLEY, GREEN CONNECT, ICT Academy etc., for knowledge exchange

	and hands on training.
Human Resource Management	Institution has strategic plans with convergence mode to divergently implement the plans at each level and department. IQAC prepares widespread action plans for deployment each year for overall development of the institution. Each department also prepares action plans to achieve every year for the benefit of students. Activities carried out by the departments based on their action plans always adhere to the action plans of IQAC. The IQAC insists the faculty members to concentrate on workshops, conferences and seminars on functional and allied areas of the streams concerned. While organizing the programmes on current trends, the departments are requested to invite resource persons of high potential. such planning would invite and educate more number of students, researchers, teaching faculties and corporate delegates. The outcome of the programmes are to be published as conference proceedings and books with ISBN. The selected papers contributed by the delegates are to be screened by an expert committee consisting of researchers, corporate experts and faculty members and the same could be published in ISSN journals. The members of faculty are encouraged to participate and present papers in international conferences, seminars and workshops. They are also motivated to publish research articles in scopus, web of science, science direct, google scholar, IEEE and other indexed journals and chapters in books at international level. In order to motivate the spirit of participation and leadership skills, the inter and intra- department competitions are to be planned and conducted. The staff members are requested to prepare quality research proposals to approach different funding agencies like UGC, ICSSR, DST, TNSCST,etc., to obtain research funds. The activities of various associations, cells, clubs and committees are to be accelerated in accordance with the changing needs of the society. All the departments are requested to engage in community participation activities as extension activities. Internal audit is conducted

		using an exclusive format once in a year to analyze the present status of activities and to review the existing system of governance in order to restructure the mechanisms, to boost up the forthcoming activities for deployments in academic and administrative areas. The institution follows a decentralized pattern of shouldering responsibilities to discharge the duties effectively.
	Teaching and Learning	The lesson plans are made by each member of faculty in a log book for the courses to be handled by them at the beginning of each semester with the number of hours required to complete the contents of courses unit wise from the day one to the end of the semester after allotting time slots for conducting internal tests and model examination, details of reference books/materials, tools for delivery of course - contents. The different teaching methods are adopted to ease the learning process and enrich knowledge on different courses/fields like group discussions, quiz, powerpoint presentation, brainstorming, mind mapping, etc., The portions taught in each course are also recorded in the personal log book of members of faculty with the date and session.
	Curriculum Development	The alumni meets are conducted in each department and institutional levels. In the department meetings, the members of faculty discuss with their alumni with regard to industrial expectations in the core areas and allied sectors. In addition, the members of faculty obtain information/advice/suggestions from the real time industrial experts in different fields. The inputs like, emerging trends in the core fields, additions to be made in the existing courses, substitutions to be made in the contents of courses, hands on trainings required for practical exposures, etc., received from alumni and industrial experts are communicated to the board of studies of the parent University to revamp the syllabi of the programmes offered by the University to the students of the affiliated institution. As a result of aforementioned practice, the curriculum design and development is motivated and

		ensured by the institution.
Examination and Evaluation		Examination time table is prepared for internal tests and model examination accordingly. Answer scripts of students are valued within a week's-time after each test and model examination. Valued answer sheets are made transparent to the students, to get them aware of their performances and marks scored in each course in their internal tests and model examination. The marks scored in internal assessment tests conducted by the institution and end-semester examinations conducted by the University are added together and finally the total score is awarded to the students as per the university norms.
Research and Development		The institution has a centre for research which promotes the thirst of members of faculty to carry out research in different areas. The members of faculty obtain grants from funding bodies through the support of centre for research. In the process of acquiring new knowledge and understanding ground reality, students are motivated to engage in field-surveys and submit their reports. The submitted reports are appropriately evaluated by the members of faculty and suggestions are offered to enrich the knowledge of the students on the relevant courses. In order to set a seal on this process, the students are asked to present their project reports in a forum and the best survey reports are selected by a team of faculty members based on the parameters like content, appropriateness, reliability, validity and social-relevance etc. Being a decisive mandate, the selected project reports are appreciated during the College Day celebration.
Library, ICT and Physical Infrastructure / Instrumentation		Totally, the institution has 50 class rooms for Under Graduation, 20 for Post Graduation and 6 for Research Programmes. Spacious classrooms are available for UG students. Each classroom is equipped with appropriate, comfortable furniture, good ventilation and adequate light. In addition, each department has an ICT enabled classroom. All the departments are given separate computers with internet facilities to have access to the

contemporary data in their respective subject. There are 4 computer laboratories with 194 computers for students of various streams. Adequate lab coordinators, lab attendants, sports trainers are appointed to ensure the effective utilization of the infrastructure. Besides, an exclusive language lab for Communication mentoring is available to English major students. The departments of Chemistry, Physics, Zoology and Botany have laboratories. There are two Seminar halls, an Exam cell and an auditorium. The Library is automated with OPAC (CAMPESILIB 6.1.9) services like cataloguing, searching, member / patron management, acquisitions and circulations (issues, returns and reserves), gate entry register (records the users entry through barcode scanners). CCTV cameras are installed in the library for surveillance. Steps are taken to develop the institutional repository for collecting, preserving and disseminating digital copies of the intellectual output of the institution. The library is well equipped with 25,974 books, 26 National and 10 International journals, 30 magazines, 7 Newspapers and 636 Back-volumes. It is an institutional member of the N-List (idjkkncaslibrary@ gmail.com) and NDL. Remote access is available and e-resources can be accessed through these two websites. The library is under CCTV surveillance. The students are encouraged to use the available facilities optimally. The students are encouraged to use the lab and library beyond their class hours to gain knowledge. The college is well equipped to conduct competitive exams like TNPSC and other such exams. The institution intends to upgrade its standards every year to cater to the needs of the current generation of students. The Department of physical education has the following facilities to accelerate sports and games. Sports infrastructure: The institution provides ample opportunities for the students to practice under the guidance of the physical directress and special coach. The play-field is well maintained for practice. Outdoor games: The outdoor games facilities with Ground I [6300 sq.mt (106 Mts. × 60

Mts.)] and Ground II [4700 sq.mt (76 Mts. × 62 Mts.)] for Volley ball, Basket ball (Concrete court with flood lighting), Tennis, Handball, Kabaddi, 200 Meter track and Athletic events such as long jump, high jump, shot put and Discus throw are available in the campus. Indoor Games: The indoor game opportunities for Carrom, Chess, and Table Tennis are available. An Indoor stadium [828 sq.mt 241 sq.mt 1069 sq.mt (height: 16.75 mts)] is under construction with the help of UGC grant. Gymnasium: Gymnasium [282sq.mt373sq.mt 655 sq.mt (3 Floors)] is equipped with fitness wellness equipments, weight training facilities, dumbbells and other equipments. The College has separate Gym facilities for boys and girls. The students are trained to participate in Inter-Collegiate, District, State and National level Tournaments. They are provided with all sports equipments to play various games and sports. Periyar University Inter- Collegiate Basket ball tournament was held in our college from 2013-14, 2014-15 and in 2016-17. Intramural Sports meet is conducted annually.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	Budget is prepared every year for infrastructure augmentation, to improve academic, research and sports activities. In the line of attack, the budgets for all the departments are collected every year. Funds are allocated to different departments after evaluation of the budgets.
Administration	Institution has an organizational chart flowing authority and accountability from top-level to lower-level coverage having a decentralized and participative management system for its perpetual succession. Participatory management is practiced in both academic and administrative processes. Institutional democracy is depicted through systematic sharing and execution of works with respective responsibilities. Head of the departments assume responsibilities to accomplish the vision and mission of the institution through determining, coordinating and carrying out the

| | | activities of respective departments every year in co-operation with members of faculty holding their departments' vision and mission. Class advisors are allotted to each class who take care of the academic requirements of students in each department. Student representatives of each class are encouraged by class advisors, members of faculty and the Head of the department to express their opinions for enhancing teaching-learning and administrative processes, keeping pace with the vision and mission of the institution. Non-teaching staff are also provided freedom and responsibility to increase clarity and cooperative conditions on ease of management process. The ideals of democratic inclusion and participation are reared up with progressive amplification of administrative process. The institution has Assistant (SG), Junior Assistant, Typist, Record Clerk, Store Keeper, Laboratory Assistant, Library Assistant, Office Assistant and Administrative officer with their respective roles / responsibilities for smooth administration of the institution. |
| Finance and Accounts | | Institution regularly conducts internal and external financial audits to ensure effective fund mobilization and utilization. During admission of students to various programmes, financial balance is calculated and verified every day for the application money received and admission fee collected. In addition, financial dues are also ensured after each collection of fee from the students. The transactions relating to purchase of required materials are audited duly examining related quotations and bills or receipts. The confirmations of payments are made by inspecting the vouchers. The receipts payments accounts are prepared entering the particulars of receipts payments every year. Balance sheet is also prepared every year as per accounting and taxation procedures. External auditing is conducted by Regional Joint Director and Internal auditing is conducted by examining vouchers and records pertaining to fund mobilization and utilization by Institution's auditor who certifies the financial statements |

	of the institution every year as per government norms.
Student Admission and Support	Students are admitted to different degree programmes offered under aided-wing based on merit cum state government and university norms. Under self-financing wing, "first-come first-served" policy is followed in admitting the eligible students to varied degree programmes. The system for admission of students is done through the e-portal "Wrike.com".
Examination	Two internal assessments and a model exam are conducted in each semester. First internal assessment commences tentatively on the 26th working day. The portions for the same are the first two units. Usually in the odd semester, first internal test is conducted at the end of July, second internal in August/September and model examination in October. The second internal assessment starts tentatively on the 51st working day covering the next two units i.e 3 and 4. Followed by, the model examinations are conducted after completion of 75th working day comprising the entire syllabus of each course and thus the students get prepared for the forthcoming university examinations. In the even semester, the same are followed in the month of January, February and March/April every year. Out of 90 working days, 15 working days are meant for revision. Examination time table is prepared for internal tests and model examination accordingly. Answer scripts of students are valued within a week's-time after each test and model examination. Valued answer sheets are made transparent to the students, to get them aware of their performances and marks scored in each course in their internal tests and model examination. The marks scored in internal assessment tests conducted by the institution and end-semester examinations conducted by the University are added together and finally the total score is awarded to the students as per the university norms.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/	Name of the	Amount of support

		workshop attended for which financial support provided	professional body for which membership fee is provided	
		No Data Entered/Not Applicable !!!		
		No file uploaded.		

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Programme	**5**	**11/09/2018**	**12/09/2018**	**2**
Faculty Development Programme	**1**	**09/07/2018**	**13/07/2018**	**5**
Faculty Development Programme	**1**	**04/07/2018**	**05/07/2018**	**2**
Faculty Development Programme	**1**	**20/06/2018**	**25/06/2018**	**5**
Faculty Development Programme2	**2**	**15/11/2018**	**16/11/2018**	**2**
Faculty Development Programme	**1**	**16/11/2018**	**17/11/2018**	**4**
Refresher Course	**1**	**04/12/2018**	**24/12/2018**	**21**
Refresher Course	**1**	**16/11/2018**	**06/12/2018**	**21**
[View File](#)				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

0	19	0	6

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group Insurance, New Health Insurance Scheme, Free Bus Facility	Group Insurance, New Health Insurance Scheme, Free Bus Facility	Free Notebook, Free Bus Facility

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Institution regularly conducts internal and external financial audits to ensure effective fund mobilization and utilization. During admission of students to various programmes, financial balance is calculated and verified every day for the application money received and admission fee collected. In addition, financial dues are also ensured after each collection of fee from the students. The transactions relating to purchase of required materials are audited duly examining related quotations and bills or receipts. The confirmations of payments are made by inspecting the vouchers. The receipts payments accounts are prepared entering the particulars of receipts payments every year. Balance sheet is also prepared every year as per accounting and taxation procedures. External auditing is conducted by Regional Joint Director and Internal auditing is conducted by examining vouchers and records pertaining to fund mobilization and utilization by Institution's auditor who certifies the financial statements of the institution every year as per government norms.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Founders Memorial Fund, Mrs.S.Jeyageetha, Mrs.C.Chellamuthu	120000	Awards and Rewards - Academic and Sports Excellence, Infrastructure Development
	View File	

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	Department Staff
Administrative	Yes	JDCE	Yes	Auditor

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The College does not have an established Parent – Teacher Association. However, the following are the points to be considered: ? The College office maintain a comprehensive parent database so as to contact them as and when required. ? A special Orientation programme is conducted for the parents along with the newly admitted students on the first day of College. ? The Class In-charges are

always in touch with the parents of their respective students.

6.5.3 – Development programmes for support staff (at least three)

Orientation programmes are organised for the newly appointed members of faculty every year UGC - Orientation programmes and Refresher courses are attended by the members of faculty in lucid intervals Trainings are given to the non-teaching staff members periodically FDPs are organised to enhance the knowledge level of the members of faculty The activities of each department/cell/club/committee are reviewed at the end of each year for the enhancement of the overall performance of the institution.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

FDPs were organized for the growth of members of faculty Flagship programmes like., Swatch Bharath, Unnat Bharat Abhiyan, etc., were undertaken Publications of quality research papers with h-index were added Special lectures on thrust areas were organized by every department The extension activities were intensified The Clubs/committees/Cells activities were increased

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Institution regularly conducts internal and external financial audits to ensure effective fund mobilization and utilization. During admission of students to various programmes, financial balance is calculated and verified every day for the applicatio	18/08/2018	18/08/2018	18/08/2018	105
2019	Motivated the students	05/01/2019	05/01/2019	05/01/2019	178

| 2019 | Participating in NIRF | 14/03/2019 | 14/03/2019 | 14/03/2019 | 40 |

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
-	Nill	Nill	0	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Power requirement met by renewable energy sources : Solar PV Panels of 95 KW capacity which is expected to offset 60 of Annual energy consumption is in process Total power requirement : 350000KWH Renewable energy source : Solar energy Renewable energy generated and used : 140000KWH Energy supplied to the grid : TNEB

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	2
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nill	Nill	Nill	Nill	000	Nill	Nill	Nill

No file uploaded.

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
-	Nill	-

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
-	Nil	Nil	Nil
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Institution has green practices in the form of bicycle users, plastic free campus, green landscaping with trees plants and pedestrian friendly road from main entrance. Institution has a "Green" eco-friendly campus like use of solar energy. Solar PV panels of 95 KWH capacity which is expected to offset 60 of annual energy consumption is functioning. Students are encouraged in the phase of "green strive to save trees and environment" in the following ways like avoiding chopping down of trees, planting at least a sapling on celebration of their birth days in their respective or relatives' houses and composing poems, caption writing, essay writing and elocution on "tree". Institution has an exclusive portal "WRIKE" for e-governance and computer systems in each department which ensure paperless office. Swachh Bharat Summer Internship – As per the norms of the Government, about 20 students were engaged in internship for promotion of cleanliness in nearby villages.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Institution has best practices at institutional level. Each department has honesty shop and joy of donating books as best practices. Best practice 1: Honesty shop Title: Honesty shop Objective of the practice: To make the student-users of the shop to pick up edibles and stationery items on their own and drop money in coin boxes without anyone to monitor The context: Inculcating spirit of honesty among the students overlooking their needy position The practice: Goods are kept orderly with price tags in order to facilitate the self-purchases of chosen items Evidence of success: The honesty shop has received substantial reception from the users. The profit earned out of shop is used for assisting needy students. Problems encountered and Resources required: Initially, few users dropped mutilated currency notes during shopping however the same was eradicated by counseling. In order to compare the healthy competitive-honesty, mobile shopping facilities are expected to be adapted to each class with schedule. Existing decentralized-institutional level of honesty shop functioning at each department could be made as centralized-institutional level of honesty shop. Best practice 2: Joy of donating books Title: Joy of donating books Objective of the practice: To build a bridge between the students who read the books and the students who need the books The context: To nurture the virtue of donating books The practice: The books are collected from students who aspire to donate and given to the students who require the books or like to read Evidence of success: The students of different disciplines and each class exchanged the books through this mission. The teaching-learning process is enriched and outcome is accelerated by the joy of donating books Problems encountered and Resources required: No specific problem was encountered in it. Rather, it was an opportunity to donate. Nevertheless, the joy of donating books is to be stretched out in the days to come.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://arts.jkkn.ac.in/arts-institutional-best-practices/

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The institution is distinctive in its vision, priority and thrust by contributing towards indigenous growth. Institution was an eye-opener in imparting education to rural female students from 1974. Ever since, institution has been infusing values to the texture of its domicile. INSTITUTIONAL DISTINCTIVENESS Institution has comprehensive activities distinctive to its overall vision and mission as detailed below. Empowerment of indigenous underprivileged people: Underprivileged female pupils get free education from the institution every year. Financial support has been extended towards education of indigenous underprivileged people. Education of abandoned children: The institution provides an entire fee waiver to abandoned children who stay in orphanage. Recognition, fortification and promotion of livelihood of differently abled people: Institution recognizes the confidence of differently abled people, fortifies their entrepreneurial skills and promotes livelihood by purchasing chalks, mattress and phenoyl from them regularly. Further, institution outsources the services of differently abled people to repair and renew furniture every year. Beggar - free India Movement: Nearly 100 of our students joined hands with Mr.P.Naveen Kumar, social activist who is working in our educational institution. He is the founder and president of Atchayam Trust that strives to create a beggar free India. The abandoned elders who are terminally ill, insane and mentally retarded who turn up as beggars are given counselling, medical care and dress materials at free of cost. They are rescued, cleansed, given life and shelter in orphanages or old age homes. Some of them are provided job opportunities also. Awareness is provided to the public not to extend financial support to the able handed people but to create an atmosphere where they can earn their livelihood. Recognition to sports: Our institution recognizes the importance of sports activities and provides entire fee waiver or fee concession to sports-students based on their aspirations and previous achievements. Conduit to save lives: Institution conducts blood donation camps regularly to bond the people whose lives are to be saved by blood donors. Health conscious phase: General treatment and Dental care facilities are available at free of cost. Institution organizes breast cancer and dengue awareness rally campaigns. Deworming day is held by providing Albendazole tablets. 24x7 free ambulance facility is extended to the general public in the name of our Founder Correspondent Thiru. J.K.K. Natarajah. Highway security alertness: In order to infuse awareness on road safety, road safety week is celebrated every year to regard travel as a pleasure through rallies. Motorcycle users are inculcated to wear helmets. Enforcement of social duty: The Electoral Literacy Club of our Institution pervades students to take a pledge of voting as a part of social duties every year. Students are guided to get electoral cards through the District Collector's office. Combating corruption: In collaboration with Indian Bank, an essay competition is conducted on "Corruption free India" every year. Three best performers are honoured by the bank. Youth awakening programme: Youth awakening day is celebrated for the holistic development of students to shape up the future of India every year. Drug abuse: Awareness programme on Drug

Provide the weblink of the institution
https://arts.jkkn.ac.in/

8.Future Plans of Actions for Next Academic Year

The institution aspires the following for further footsteps. Research funds from corporates and international agencies : Though the institution is located in a rural area, the quality of education imparted is tantamount to urban society. In sequence of activities, the members of faculty attend various programmes organized by premier institutions at national and international levels. The experience gained at different platforms by the members of faculty would open up chances for obtaining funds from corporates and international agencies. Register

for patent rights for the intellectual properties of the members of faculty: The innovative ideas of students are tapped through design thinking workshops conducted every wednesday which would pave the ways for registering patents after innovation of products under the guidance of members of faculty and utilization of the differential agility of students for exponential mobility through motivating innovative entrepreneurships Establish industry-institute partnership for knowledge exchange and consultancy: The institution is self-sufficient with its resources to engage in industrial partnerships for knowledge exchange and consultancy. The MOUs with astute industrial partners would fetch consultancy services and also contribute towards nation building.