



CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the College.

Vision of the college:

- Madurai Institute of Social Sciences as a learning organization, strives to educate with the spirit of cultural values and develop Human Resources in order to serve mankind in general and weaker sections in particular and to establish global peace and prosperity.

Mission of the college:

- Providing quality education with affordable cost by designing academic agenda in tune with the changing needs of the society, scanning the external environment through strategic planning, building faculty power in tune with the modern trend in teaching, interacting creatively with the Government and the civil society, promoting applied and action research on governance and community problems and establishing System Management.

6.1.2 Does the mission statement define the College's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, College's traditions and value orientations, vision for the future, etc.?

- The annual exercise of SWOT analysis as presented in Criterion I, enables the college to understand the changing external environment better which in turn makes it possible to review and revise the curriculum and to bring changes that would invigorate students to address the changing needs of the society.
- In order to open the avenues of education to the disadvantaged in the society which was hitherto denied to them, the college has fixed affordable fee which has been yielding the desired fruit as found in the increased enrolment of students from these sections in various programs offered by the college.
- The college has developed professional network with the field based agencies,(where the students are placed for their Field Work training) through which the college educates the students to address the challenges of the society.
- The programs of the college are designed in such a way as to fulfil the vision of the college namely, global peace and prosperity.
- The various practices like Morning prayer, Study Team, Quality Circle, Rotaract Club of the college (where the members extend their community service) promote and reinforce the values of





CRITERION VI : Governance, Leadership and Management

compassion, cooperation, respect, tolerance and thereby which in turn motivate the students to render selfless and tireless service to society especially to the downtrodden.

- The Centre for Vivekananda Studies of the college enriches the culture and spiritual values and ensures the holistic development of the students.

6.1.3 How is the leadership involved in

◆ Ensuring the organization's management system development, implementation and continuous improvement

The leadership of the college guides the faculty members in following protocols for various aspects of governance and monitors closely to ensure strict adherence to the established protocols. The leadership provides feedback to faculty members and supports them in developing their competencies.

◆ Interaction with stakeholders

The leadership further facilitates interaction with the stakeholders once a year and also during their visit to college on a specific purpose, and suggestions are carefully listened to and suitable action is initiated to realize those ideas.

◆ Reinforcing culture of excellence

As a custodian of culture and tradition, the college time and again instructs the staff and the students to keep the torch of culture and tradition unextinguished by strictly following them in the college.

◆ Identifying needs and championing organizational development (OD)

The leadership identifies the felt needs, the basic requirements, welfare facilities of students, Teaching and Non-teaching staff and taking various steps to fulfill the above and thereby moulds the overall development of the college.

6.1.4 Were any of the senior leadership positions of the college vacant for more than a year? If so, indicate the reasons.

- No. The senior leadership positions of the college have never been vacant





CRITERION VI : Governance, Leadership and Management

6.1.5 Does the College ensure that all positions in its various statutory bodies are filled and conduct of meetings at the stipulated intervals?

- The college meticulously follows the statutory provisions and as such all the positions in the various statutory bodies are filled and meetings are convened as per the provisions.

6.1.6 Does the College promote a culture of participative management? If yes, indicate the levels of participative management.

- The College Committee consists of management representatives, University nominee, two senior most teaching faculty, one non-teaching faculty and the Principal of the college, as per the Tamilnadu Private Colleges Regulations Act. The chairman and secretary of the Students Council voice the grievances and suggestions of the students to the College Committee.
- Academic and administrative decisions are taken after a series of consultations with the stakeholders at the levels of the class, department and the college as a whole.

6.1.7 Give details of the academic and administrative leadership provided by the University to the College?

The Affiliating University through its nominees in the Academic body of College, Academic Council, Governing Body, Board of Studies, Awards Committee and Management Committee, advises, guides and monitors the progress of the college. The list of the University Nominees in various bodies is as follows:





CRITERION VI : Governance, Leadership and Management

Table No.6.1.1 University Nominees for various Committees.

S.No	Committee	Member/s
1	Academic Council	Dr.P.Ilangovan, Dr.U.Surya Rao (2009 to 2011) Dr.G.Marimuthu, Dr.R.Jayaraman, Dr.N.Saraswathi (2011 to 2013)
2	Governing Body	Dr. K.Muthuchelian (2009 to 2011). Dr.P. Chelladurai (2010 to 2013)
3	Board of Studies	Dr. R. Kannan (2009-2011) Dr. C. Chandran (2009-2011) Dr. RM. Nagammai (2009-2011) DR. G. Arumugam (2009-2011) Dr.Caroline Nesabai (2012 to 2014) Dr.P.Suriyarajan (2012 to 2014) Dr.M.Sakthivel (2012 to 2014) Mr.R.S.Mohan (2012 to 2014)
4	Awards Committee	Dr.P. Chelladurai (2010-2011), Dr.R.Madanagopal (2010,2011), Dr. G.Marimuthu(2012,2013), Thiru Agri.K.P.T.Ganesan (2012), Dr. N.Saraswathi(2013)
5	Management Committee	Dr. K.Muthuchelian

- The members through their valuable contributions have put the college in the right direction to perform the academic and administrative functions of the college has a result of which the quality of services of the college is improved manifold.





CRITERION VI : Governance, Leadership and Management

6.1.8 How does the College groom the leadership at various levels?

- The college offers plenty of opportunities to the faculty members and students to practice leadership in the campus so as to help them develop and sustain leadership qualities to shine the work
- The mechanism designed by the college to identify students with potential to lead and in nurturing the talent is:

At the class level: The practice as class representatives, elected by the students themselves, brings to the fore their leadership talents.

At the department level:

The practice of having student advisors

At the college level: Students Council and Rotaract Club.

- The Student Council organizes the Morning Prayer which includes briefing them important News items, reciting Thirukkural and Inspirational Verses. The Council also organizes cultural competitions.
- The Council also conducts the Pongal Festival to uphold the traditions of Tamil Culture during the Pongal Festival. They prepare the traditional pongal department wise, and also conduct traditional sports like Kabaddi.
- The students who volunteer themselves are trained in Organizing skills, through the Rotaract Club in the college and every year they are sent to Intensive leadership training organized by the District Rotary called, RYLA. They have won district awards too.
- To develop leadership quality among the faculty members, the following mechanism is followed:
 - ⊙ Faculty in-charge for each class
 - ⊙ Faculty advisors for each quality team.
- Leadership talent is identified in the students and the faculty members and in order to develop their talents, challenging responsibilities are given to them with a firm hope that in the process of discharging responsibilities, they will gain experiences that will hone their skills and they are further deputed to participate in academic events of other colleges to get themselves exposed to various practices and expand the horizon of their skill and abilities.





CRITERION VI : Governance, Leadership and Management

6.1.9 Has the College evolved any strategy for knowledge management? If yes, give details.

- As part of knowledge management, the college facilitates knowledge sharing among the faculty members and students.
- The college organizes a monthly faculty and **student open corner meeting** with an objective of sharing and reflecting the academic experiences.
- Google groups are started exclusively for the faculty members and students to post their experiences, and initiate discussions on issues of concern.

6.1.10 How are the following values reflected in various functions of the College?

◆ Contributing to national development

The College, realizing its social responsibility, has taken the initiative of extending its expertise in serving development needs of the community through its extension programs. (List enclosed in Criterion III)

◆ Fostering global competencies among students

Apart from the classroom instructions, regular programmes are organized to either update the global realities or to develop the competencies necessary to work in a changing global environment.

Study tours are organized to sensitize the students on the challenges of working in a multi cultural environment.

◆ Inculcating a value system among students

- The college has consciously evolved a practice to instill certain pro social values among the students:
- The Daily Morning Prayers organized before the start of the classes helps in nurturing the values of gratitude, spirituality, cooperation and sharing.
- The study teams formed in each class promotes the values of cooperation, sharing, tolerance, patience and team work.
- Celebration of festivals of all religions sustains the value of secularism.
- Field work and field visits promote the value of compassion.
- The Social Service programmes organized through the NSS, Rotaract Club, like Polio Plus campaign, Visiting Homes of the Senior Citizens on occasions and festivals, acting as scribes for the differently abled students, educational service, inculcate the service mind among the students and educate them on the need of taking care of the elderly in their families.





CRITERION VI : Governance, Leadership and Management

◆ Promoting use of technology

- Use of technology like Internet, LCD, is widely encouraged and used in teaching, presentations and in data base management.
- All the students are advised to create their own e-mail ids, if they don't have one.
- To ensure the use of technology, LCD projectors are made available in each department and all the departments are connected by LAN for effective functioning.

◆ Quest for excellence

The practice of Benchmarking has helped the college in identifying the best practices and adopt such practices to aim at and achieve the peak.

6.1.11 Give details of the UGC autonomous review committee's recommendations and its compliance.

The Autonomous College Management Committee Meeting is convened every year.

Table 6.1.2: Dates of Autonomous College Management Committee Meeting

S.no	Date	Members attended
1	22.1.2010	Management committee members, UGC nominee, Govt. nominee (JDC), University nominee.
2	28.7.2010	UGC Nominee and Management committee members
3	31.5.2011	University nominee, Management committee members
4	27.1.2012	Management committee members, UGC nominee, Govt. nominee (JDC), University nominee.
5	21.4.2012	Management committee members, GOVT. nominee (JDC)





6.2 Strategy Development and Deployment

6.2.1 Does the College have a Perspective Plan for development? If so, give the aspects considered in development of policy and strategy.

Yes, The College has a perspective plan. Aspects covered are:

◆ Teaching and learning

Aspects covered are: pass percentage, teacher and student competence, attendance, monitoring of teaching, learning and evaluation and student support activities, co-curricular, extracurricular activities, job readiness and placement, demand ratio for various programs and Alumni network.

◆ Research and development

Research projects (minor and major), research infrastructure, publications, involvement of faculty members and students

◆ Community engagement

Identification of the vulnerable population, need based community outreach programmes, scope for participation of students, consultancy to community projects

◆ Human resource planning and development

Recruitment of staff, upskilling/reskilling and retaining the valuable employees.

◆ Industry interaction

College and Industry collaborations. The Participation of Representatives of Industries in the activities of the college.

◆ Internationalisation

- Increasing the admission of overseas students

Table No.6.2.1 Overseas students of the college.

S.No	Year	No.of Students	Department	Country
1	2007-2009	1 (M)	MHRM	KENYA
2	2009-2011	1(F)	MHRM	UGANDA
3	2009-2011	1(F)	MSW	SRI LANKA





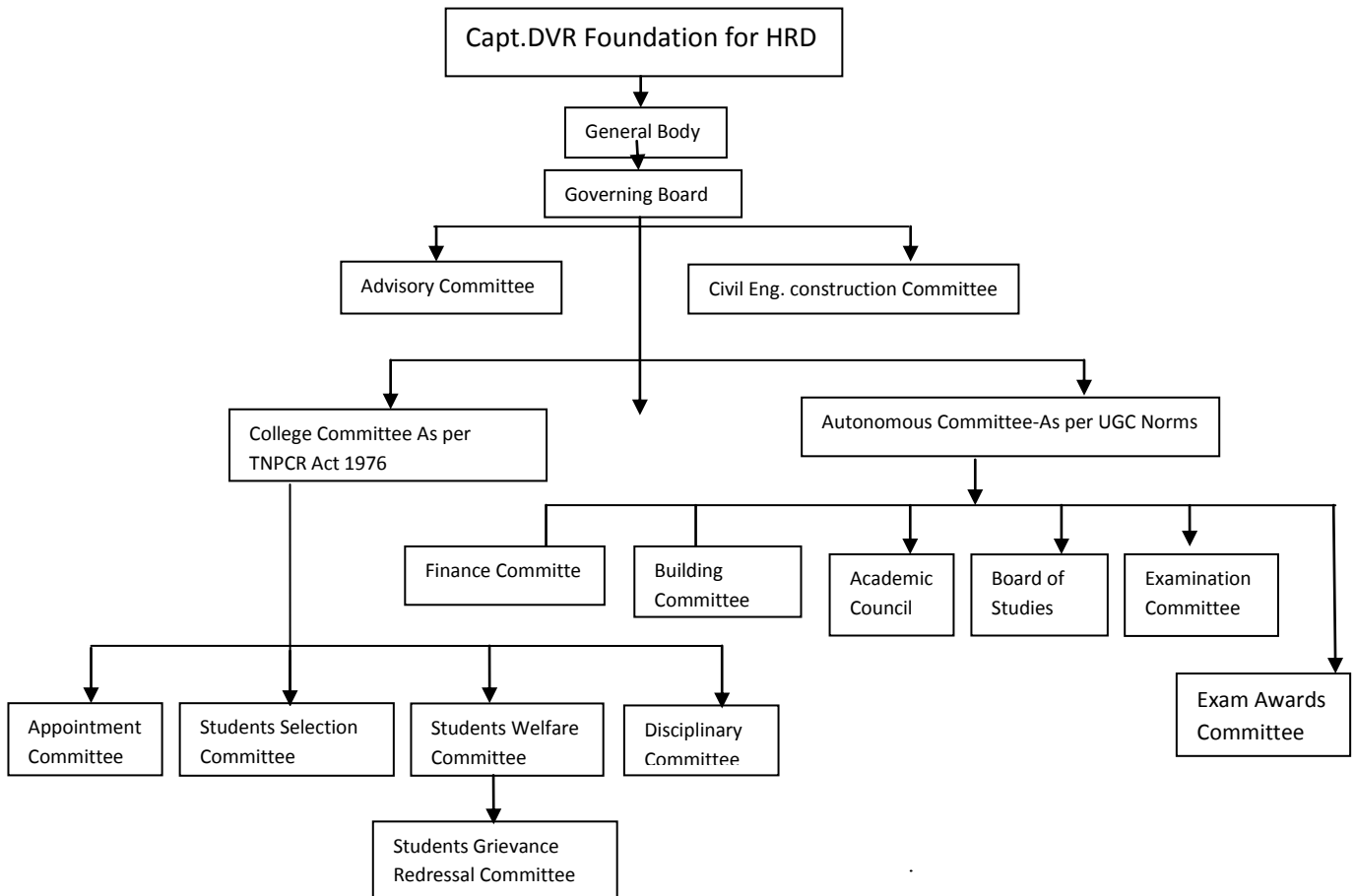
CRITERION VI : Governance, Leadership and Management

- Development of International Alumni Network and International Collaborations.

Sl.No	Name	Country
1	Mr. Mohaideen Pitchai	UAE
2	Dr. S.Janaki	USA
3	Mr. Ravichandran	UAE
4	Mrs. Meena Venkataraman	USA
5	Mr.Francis	Singapore
6	Dr.Senthilnathan	Australia
7	Dr.BalaSubramanian	Germany
8	Dr.A.Mohan	Canada

6.2.2 Enunciate the internal organizational structure of the College for decision making processes and their effectiveness.

The college has the following structure to take decisions relating to administration:





CRITERION VI : Governance, Leadership and Management

Academic decisions: Through Board of Studies and Academic Council

Members of the Board of Studies:

- Principal
- University Nominee
- Subject Experts, Members of Alumni, Field Expert, Representatives of Industry
- Deans and Controller of Examinations
- Heads of Departments
- Faculty in-charge of the class

6.2.3. Specify how many planned proposals were initiated/implemented, during the last five years. Give details.

17 Proposals were initiated/implemented during the last four years.

Table 6.2.2: Planned Proposals were initiated / implemented

S. No	Topic / Details	Organization	Remarks
1.	An Action Research towards creating a Tobacco Free Zone (F.No.5/51/2010 dt 27.02.2010)	UGC / New Delhi	Ongoing
2.	Causes and Consequences of Begging: A study in Madurai City. (F.No.5/48/2010 dt 29/12/2010)	UGC / New Delhi	Ongoing
3.	National Seminar on Social Defence Issues (F.No.33/09/2010-Trg(SD) dt 25.03.2011.	NISD, Ministry of Social Defence & Empowerment	Conducted
4.	A Study on Life realities on Beggars in TamilNadu (F.No.40/03/2010(R&D) dt 16.12.2011.	NISD, Ministry of Social Defence & Empowerment	Ongoing
5.	Proposal for Course on Yoga & Sanskrit	Dev Sanskrit University	Proposal submitted
6.	Evaluation Study on the Performance of Kalaaignar Kaappeettu Thittam, 2009.	Govt. of Tamil Nadu	Completed & Submitted
7.	Capacity Building of Women Managers in Higher Education, March 2012.	UGC	Organized
8.	Life realities of beggars in Tamilnadu	NISD, Ministry of Social Defence & Empowerment	Ongoing





CRITERION VI : Governance, Leadership and Management

9.	Three days state level training programme on Social Defence for Govt/NGO functionaries, January 2009	NISD, Ministry of Social Defence & Empowerment	Organized
10.	Five day Training Program on Counseling Skills for Stakeholders of Social Defence, January 2010	NISD, Ministry of Social Defence & Empowerment	Organized
11.	Regional level training program on Social Defence for Social work professionals, February 2010	NISD, Ministry of Social Defence & Empowerment	Organized
12.	Regional level training program on Social Defence for Social work professionals, February 2011	NISD, Ministry of Social Defence & Empowerment	Organized
13.	Five day Training program on Counseling skills for Stakeholders of Social defence, February 2011	NISD, Ministry of Social Defence & Empowerment	Organized
14.	National Seminar on Changing trends in Research Methods in Professional Social Work, February 2010	UGC, New Delhi	Organized
15.	Three day training programme on social defence issues for Govt/NGO / Panchayat functionaries, January 2012	NISD, Ministry of Social Defence & Empowerment	Organized
16.	3 day training programme on social defence issues for Social Work professionals, January 2012	NISD, Ministry of Social Defence & Empowerment	Organized
17.	Three day training programme on social defence issues for social work professionals, February 2013.	NISD, Ministry of Social Defence & Empowerment	Organized

6.2.4 Does the College have a formally stated quality policy? How is it designed, driven, deployed and reviewed?

Yes. The college has a formally stated quality policy.

- Better Quality of Teaching
- Ensuring higher exposure for students
- Strengthening Institution – Industry linkage
- Increased placement of the students

Based on the suggestions and feedback of stakeholders in the review meetings the input is modified periodically.





CRITERION VI : Governance, Leadership and Management

6.2.5 How does the College ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder-relationship?

The college has a **Grievance Redressal Cell** with the following members:

- ⊙ Principal
- ⊙ Deans / Controller of Examinations
- ⊙ Heads of the Department
- ⊙ Counsellor

- The committee meets once a month, collects and examines the complaints received, takes necessary corrective action and informs the complainants.
- Complaint boxes are placed in each block for the use of students. Confidentiality is maintained to safeguard the students from victimization.
- The parents also have an opportunity to express their grievances during their regular visit to the college. Usually, Parents-Teachers meetings are conducted in the last week of October every year for odd semester, and in the last week of March for even semester.

6.2.6 Does the College have a mechanism for analyzing student feedback on institutional performance? If yes, what was the institutional response?

- Yes, The college has evolved a format to solicit the feedback of all the outgoing students about the institutional performance every year.
- Dean of academics conducts this exercises and on the basis of the feedback prepares a report which is presented to the Principal.
- The Principal, in turn, presents the report to the management highlighting the areas which need immediate attention of the management.
- The academic issues are placed before the heads of departments for discussion and appropriate action. The outcome of the discussion is then communicated to the management and the faculty members.





CRITERION VI : Governance, Leadership and Management

The above feedback has enabled the college to bridge the gaps in the services and some of the actions taken are:

- Creation and development of infrastructure.
- Curriculum Changes.
- Strengthening of Alumni Network.

6.2.7 In what way the affiliating University helped the College to identify the developmental needs of the College?

The University through its nominees (As seen in Criterion 6.1.7) who periodically visit the college to attend the meetings of the statutory bodies has helped the college to understand the emerging needs, best practices in higher educational institutions and suggest a road map to raise up to the level.

6.2.8 Does the affiliating university have a functional College Development Council (CDC) or Board of College and University Development (BCUD)? If yes, In what way College is benefitted.

Yes, The affiliating University has a functional College Development Council and the college seeks its guidance in matters relating to academics.

6.2.9 How does the College get feedback from non-teaching, teaching, parents and alumni on its functioning and how it is utilized.

Every year, the college gets the feedback on its functioning in the format designed for this purpose. The feedback is reviewed and analyzed by the Principal with the Dean of Academics and appropriate suggestions are submitted to the management.

6.2.10 Does the College encourage autonomy to its academic departments and how does it ensure accountability?

- Yes, The college has empowered the departments to draft curriculum of their own to various academic programs, develop internal mechanisms to monitor the teaching and learning and take decisions relating to discipline issues, prepare the academic calendar and formulate a development plan.
- Every department is instructed to submit a monthly report in the prescribed format to the principal which helps in assessing and monitoring the performance of each department.





CRITERION VI : Governance, Leadership and Management

6.2.11 Does the College conduct performance auditing of its various departments?

Yes. Every year, performance audit of each department is conducted internally in the following core areas:

- ⊙ Demand ratio
- ⊙ Pass percentage
- ⊙ Dropout rate
- ⊙ Research
- ⊙ Publication
- ⊙ Participation of students and faculty members in external events.
- ⊙ Placement
- ⊙ Extension activities
- ⊙ Innovative practices





CRITERION VI : Governance, Leadership and Management

6.3 Faculty Empowerment Strategies

6.3.1 What efforts are made by the College to enhance the professional development of teaching and non teaching staff?

The college adopts the healthy practice of organizing a in-house professional development program for the teaching and non teaching staff every year to focus on the expressed needs of them.

Table 6.3.1 Faculty Enrichment Programmes

S.NO	DATE	TOPIC	GUEST FACULTY
1	02.07.07, 23.06.09, 25.06.09	Orientation program for beginners (do's and don'ts, curriculum, field work, research and evaluations)	Chairman, Principal and Dean.
2	04.07.08	Refresher course on basic statistics	Dr.M.Kannan
3	23.06.09	Art of counseling for faculties	Mr.G.Gurubharathy and Dr.Janet shankar
4	25.06.09	Orientation on research methodology and project writing	Dr.P.N.Narayana Raja, Dr.M.Kannan, Dr.P.Ramasamy.
5	22.06.10	Advance course on quantitative methods	Dr.M.Kannan
6	29.06.10	Qualitative research	Dr.L.Saraswathy, Thiyaga Raja College, Madurai.
7	20.06.11	Basic course on accounting	Dr.Manikandan
8	27.06.11	Entrepreneurial skills	Mr.Jeyaram,CED, Madurai.
9	18.06.12	Managerial skills for faculties	Mr.D.Dharmasingh & Dr.Manikandan
10	25.06.12	Updating field work program in social work	Mr.David, Fennar India Ltd, Madurai

- Besides, they are also deputed to attend professional events like conferences, seminars, workshops etc to update themselves.
- They are also encouraged to join Professional Associations to develop and strengthen their professional network.





CRITERION VI : Governance, Leadership and Management

6.3.2 What is the outcome of the review of the Performance Appraisal Reports? List the major decisions.

- The review of the performance appraisal reports enables the college to categorize staff members on the basis of their interest and potential.
- Faculty members with high interest and potential are entrusted with additional responsibilities.
- Faculty members with high interest and low potential are deputed for training programs.
- Faculty members with low interest and high potential are given personal counseling by the Principal.
- Faculty members with low interest and potential are advised to improve or quit.
- This process has helped in sustaining a performing skilful team in the college.

6.3.3 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last six years?

- The Aided teaching and non-teaching faculty have P.F., Gratuity, Commutation of Pension, Health Insurance facilities. In the last four years 4 Faculty have utilized P.F. and Gratuity and one Faculty has utilized Health Insurance.
- Through Management sources, EPF, Financial Assistance as Loan for Medical treatment and family functions and Health Insurance for Staff. Management support for pursuing Higher Education like M.Phil, Ph.D as part time scholars. They are issued NOC without delay. Availability of Library sources, System and Net facilities including INFLIBNET facilities.

6.3.4 What are the measures taken by the College for attracting and retaining eminent faculty?

- The college recognizes the talents, offer opportunities to grow and contribute to the college, assigns challenging assignments and rewards them suitably.
- Such practices have attracted talents to the college and helped in retaining the eminent faculty in the college.





CRITERION VI : Governance, Leadership and Management

6.3.5 Has the College conducted a gender audit during the last four years? If yes, mention a few salient findings.

Though a formal gender audit was not conducted, the centre for women studies of the college makes sure that the stakeholders are gender sensitive and gender-free space is created in the college.

Table 6.3.2: Gender Audit

YEAR	MALE	FEMALE	TOTAL	FEMALE %
2007-08	166	110	276	40 %
2008-09	237	85	322	26 %
2009-10	185	58	243	24 %
2010-11	189	85	274	31 %
2011-12	271	124	413	30 %
2012-13	300	121	421	29 %

6.3.6 Does the College conduct any gender sensitization programs for its staff?

The centre for women studies organizes a gender sensitization program for the students, with focus on gender-friendly practices.

Table 6.3.3: Gender sensitization programs

S.N	Date	Programme	Expert	No.	Departments
1	8.9.2010	Gender Sensitisation	Mrs.Pavalam	120	BSW, B.Com(R) , B.Com(CA),
2	14.9.2010	Gender Sensitisation	Mrs.Pavalam	140	B.Sc (CS), B.Sc(IT), BA Eng
3	21.9.2010	Gender Sensitisation	Mrs.Pavalam	100	MSW(Aid), MSW(SF),MHRM
4	6.9.2011	Gender Sensitisation	Mrs. Sugantha Ramamoorthy	110	BSW, B.Com(R) , BCOM(CA)
5	12.9.2011	Gender Sensitisation	Mrs. Sugantha Ramamoorthy	120	B.Sc(CS) , B.Sc (IT), B.A(Eng)





CRITERION VI : Governance, Leadership and Management

6	20.9.2011	Gender Sensitisation	Mrs. Sugantha Ramamoorthy	80	MSW(Aid), MSW(SF),MHRM
7	13.8.2012	Gender Sensitisation	Mrs. Latha	135	BSW, B.Com, B.Com(CA),
8	20.8.2012	Gender Sensitisation	Mrs.Latha	110	BSc CS , BSC IT, BA Eng
9	27.8.2012	Gender Sensitisation	Mrs.Venilla	110	MSW(Aid), MSW(SF),MHRM

6.3.7 What is the impact of the University's UGC-Academic Staff College Programmes in enhancing competencies of the College faculty?

The impact of the UGC Academic Staff College is:

In the last four years totally 7 Faculty members have attended the Orientation and Refresher programmes organized by the UGC Academic Staff College. The impact of the programmes is as follows.

- Improved performance of the faculty members
- Updating the curriculum
- Enhanced motivation





CRITERION VI : Governance, Leadership and Management

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of financial resources?

The financial resources are monitored as per the Budget Proposal and Approved in the General Body Meeting. The Finance Committee of the College closely supervises the Financial aspects of the college.

6.4.2 Does the College have a mechanism for internal and external audit? Give details.

Yes.

- Internal Audit, by the Management by Chartered Account.
- Annual External Audit, by Department of Higher Education Audit namely Office of the Joint Director of Collegiate Education.
- Also through Accountant General (AG Audit)

6.4.3 Provide audited income and expenditure statement of academic and administrative activities of the previous Six years.

- Enclosed-vide Appendix No.

6.4.4 Have the accounts been audited regularly? What are the major audit objections and how are they complied with?

- Yes, the accounts are regularly audited. There are no major objections raised in the past 6 years.
- The Internal Audit is over upto the Financial Year 2011-2012.
- The Department and AG Audit is over until the Financial Year 2009-2010. Their visit for the Years 2010-11 and 2011-12 is awaited.

6.4.5 Narrate the efforts taken by the College for resource mobilization.

The College mobilizes financial resources through the following:

- TamilNadu State Government Higher Education Department provides Salary Grants for the Teaching and Non-Teaching Staff for the Aided Course.
- UGC for the Development activities like, building construction, purchase of furnitures, computers, LCD, energy processor.
- Management contribution through individual members and the sister concern like Raja Bama Trust and SPREAD.
- Alumni for construction and infrastructure facilities.





CRITERION VI : Governance, Leadership and Management

6.4.6 Is there any provision for the College to maintain the ‘corpus fund’? If yes, give details.

- Long Term Deposits as per AICTE Norms to the tune of Rs.15,00,000.
- Long Term Deposits as Endowment Fund as per TamilNadu Government Regulations to the tune of Rs.1,00,000 since the inception of the College, jointly with Madurai Kamaraj University.
- As per Madurai Kamaraj University ‘s Rules and Regulations, the college management has Endowment funds jointly with Madurai Kamaraj University for Rs.86,000.
- As per Madurai Kamaraj University’s norms Endowment was created for Rs.5,00,000.





6.5 Internal Quality Assurance System

6.5.1 Does the College conduct an academic audit of its departments? If yes, give details.

- The timely review of the monthly reports submitted by the departments helps the college both in assessing the academic performance and in giving inputs for further development.
- The Faculty members' detailed weekly reports to the Principal through the HOD concerned, on the topics they have covered, methodology used, details of Tests conducted, details regarding Assignments, Seminars, presentations, quiz conducted, throw sufficient lights on the teaching – learning process and progress.
- Student Representatives of each class also submit about their learning, understanding in each paper in that week to the Principal.
- Every department submits a consolidated report at the end of the academic year and this is reviewed by the Principal and the Dean of Academics.
 - The Principal and the Dean review these reports and the Principal in his personal meeting with the faculty concerned finalizes the appropriate action. If any teacher is found weak or defective in fulfilling his/her teaching obligation he/she is given sufficient time to develop his /her talents.

6.5.2 Based on the recommendations of academic audit what specific measures have been taken by the College to improve teaching, learning and evaluation?

- **Study teams** are formed in each class to facilitate sharing among the students and the process of sharing, leads to better comprehensiveness which is a sign of advanced learning.
- **Internal marks** for attendance in each paper increases the rate of attendance in the classes.
- **Leave protocols** strengthened.
- **Performance feedback** system strengthened.
- **Use of ICT** in teaching widely practiced.





CRITERION VI : Governance, Leadership and Management

6.5.3 Is there a central body within the College to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

College has different committees for reviewing the teaching - learning process. Committees are headed by Principal, Dean, HODs and other faculty members of the college. Monthly meetings are conducted in all the departments and the various aspects of the academics are discussed and steps are taken to enhance the quality. Implementation of decision of steps taken for the betterment of quality result in rich harvest.

6.5.4 How has IQAC contributed to institutionalizing quality assurance strategies and processes?

- The IQAC of the college has helped in evolving various practices like quality circles which constantly looks into quality issues and works towards improving the quality.
- Further, it helps the development of internal mechanisms and to monitor the progress in the key result areas as enlisted by NAAC.

6.5.5 Does the IQAC have external members on its committees? If so, mention any significant contribution made by such members.

- The external members in the IQAC are:
Dr.Dhulasi Birundha Varadarajan Former Senior Professor, M.K.University.
Dr.Venkatraman, Principal, Raju's College, Rajapalayam.
Mr.Arunachalam, HR Consultant, UCAL Fuels Ltd, Chennai.
Mr.Venkatachalapathy, Freelance consultant, Sivagangai.
- The internal members of IQAC are:
Chairman/ Secretary
Principal
Deans
Controller of Examinations
Heads of the Departments.
- The objective way of thinking and approach of the external members give us a new perspective to think and act which in turn results in having a holistic view of quality and understanding the best practices in the field and in initiating practices that improve the quality.





CRITERION VI : Governance, Leadership and Management

6.5.6 Has the IQAC conducted any study on the incremental academic growth of students from disadvantaged sections of society?

No formal study is done in this regard. But each department is advised to monitor the academic performance of the students of disadvantaged sections and organize supportive programs for the incremental academic growth of such students.

6.5.7 What policies are in place for the periodic review of administrative and academic departments, subject areas, research centres, etc.?

- Annual review is done by the Principal based on the performance standards developed by the team.

Any additional information regarding Governance, Leadership and Management, which the institution would like to include.

The initiatives taken regarding the Governance, Leadership and Management after NAAC Accreditation are as follows:

Autonomous status has given more freedom for improving the quality of education and interaction with the management

- ⊙ Interaction and participation with Stake holders increased
- ⊙ Restructuring done in various committees and statutory bodies.
- ⊙ New strategies evolved for teaching and learning, research and development, community engagement, industry interaction, human resource planning and development.
- ⊙ Formation of Study Team
- ⊙ Increasing the ICT enabled atmosphere
- ⊙ Inculcating Values and ethics through Centre for Vivekananda Studies.
- ⊙ Continuous monitoring through Management Committee after attaining Autonomous.
- ⊙ Strengthening the Grievance Redressal Cell.
- ⊙ Established Internal Quality Assurance Cell (IQAC) for enhancing the quality in education.

