ANNUAL QUALITY ASSURANCE REPORT(AQAR) OF THE IQAC
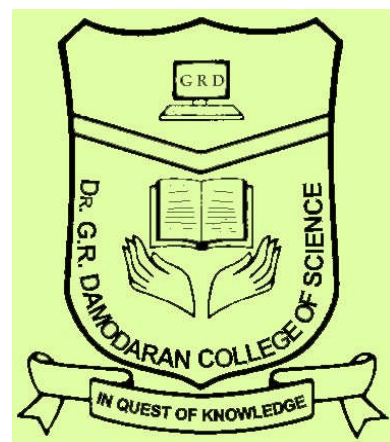
2015-2016

Dr. G.R. DAMODARAN COLLEGE OF SCIENCE

(Autonomous)

Civil Aerodrome Post, Avanashi Road,

Coimbatore – 641 014.

The Annual Quality Assurance Report (AQAR) of the IQAC

Year of Report: 2015 - 2016

Part – A

1. Details of the Institution

1.1 Name of the Institution

> Dr. G.R.D College of Science

1.2 Address Line 1

> Civil Aerodrome Post

Address Line 2

> Avinashi Road

City/Town

> Coimbatore

State

> Tamil Nadu

Pin Code

> 641014

Institution e-mail address

> grdcs@grd.org

Contact Nos.

> 2572719, 2576557, 2591863-64

Name of the Head of the Institution:

> Dr.T.SANTHA

Tel. No. with STD Code:

0422-2572719

Mobile:

9842221162, 9842256114

Name of the IQAC Co-ordinator:

Dr. S.BRINDHA

Mobile:

9952830174

IQAC e-mail address:

grdcsiqac@grd.edu.in

1.3 **NAAC Track ID** : **TNCOGN10125**

1.4 Website address:

http://grd.org/grdcs/IQAC/IQAC 2015-2016.pdf

1.5 Accreditation Details:

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	-	-	-	-
2	2nd Cycle	A	3.18	2009-2014	5 Years
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.6 Date of Establishment of IQAC :

06/04/2006

1.7 AQAR for the year :

2014-2015

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

i. AQAR **2009-2010** (03/11/2014)
ii. AQAR **2010-2011** (13/07/2015)
iii. AQAR **2011 -2012** (16/07/2015)
iv. AQAR **2012-2013** (31/07/2015)
v. AQAR **2013-2014** (04/07//2016)
vi. AQAR **2014-2015** (04/07//2016)

1.9 Institutional Status

University   State ✔   Central ☐   Deemed ☐   Private ☐

Affiliated College   Yes ✔   No ☐

Constituent College   Yes ☐   No ✔

Autonomous college of UGC   Yes ✔   No ☐

Regulatory Agency approved Institution   Yes ✔   No ☐
AICTE approved

Type of Institution   Co-education ✔   Men ☐   Women ☐

                 Urban ✔   Rural ☐   Tribal ☐

Financial Status   Grant-in-aid ☐   UGC 2(f) ✔ UGC 12B ✔

                 Grant-in-aid + Self Financing ☐   Totally Self-financing ✔

1.10 Type of Faculty/Programme

Arts ☐   Science ✔   Commerce ✔   Law ☐   PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐   Health Science ☐   Management ✔

Others   (Specify)

1.11 Name of the Affiliating University

> BHARATHIAR UNIVERSITY

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

Autonomy by State/Central Govt. / University | ✓

University with Potential for Excellence | No | | UGC-CPE |

DST Star Scheme | No | | UGC-CE |

UGC-Special Assistance Programme | Yes | | DST-FIST | ✓

UGC-Innovative PG programmes | No | | Any other (*Specify*) |

UGC-COP Programmes | Yes

2. IQAC Composition and Activities

2.1 No. of Teachers | 9

2.2 No. of Administrative/Technical staff | 2

2.3 No. of students | 20

2.4 No. of Management representatives | 1

2.5 No. of Alumni | 7

2. 6   No. of any other stakeholder and community representatives | 1

2.7 No. of Employers/ Industrialists | 1

2.8 No. of other External Experts | 5

2.9 Total No. of members | 46

2.10 No. of IQAC meetings held | 2

2.11 No. of meetings with various stakeholders: No. | 1   Faculty |

Non-Teaching Staff Students | 1   Alumni | 1   Others | ✓

2.12 Has IQAC received any funding from UGC during the year? Yes ☐   No ☑

If yes, mention the amount ☐

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | 3 | International | 2 | National | 1 | State | | Institution Level | ✓

(ii) Themes

International Conference on "International Marketing – Asia Pacific Issues and Challenges" Date on 18-09-15 &19-09-15

National conference   on Achieving Business Excellence:
Through the Convergence of Globalization, Technology and Innovation date on 4.2.2016
International Conference on "Advances in Information Technology & Networking

(ICATN'16)Date: 11.02.2016

2.14 Significant Activities and contributions made by IQAC

The IQAC plays an active role in internalising quality sustenance within the institution.

Orientation sessions were conducted for the faculty and periodical meetings/ discussions with department faculty representatives were conducted to collect the data pertaining to various activities of the departments.

The IQAC has been involved in preparing many reports highlighting the activities of the college. Capacity building programmes are regularly organised for both teaching and non-teaching staff.

The IQAC, through its activities, has been an agent of change in the institution ensuring efficient performance of academic and administrative tasks.

100% Completion of syllabus with teaching & learning through audio visual aids, assignments, activities and outside resources(experts from media industry, academicians and professionals).

Apart from classroom teaching, students get hands on experience by organising and participating in various activities like film festival, photography exhibition, street theatre workshop, PR events, and Advertising campaigns. Students are also motivated for their socialising & leadership skills, by organising various events like Brand Expo, Off Beat, etc.,

- IQAC serves as a nodal office for the performance appraisal of teachers.

- Teaching quality improvement

- Research based work culture

- Organizing National/international Seminars/Workshops/Conferences

- Conducted National Conferences targeting on specific areas of Interest.

- Updating the curriculum.

- Strengthening the Career Guidance and placement cell.

- Sensitising students to ecological and environmental issues.

- Motivate and create opportunities for students to engage in community services.

- Motivating the faculty in enriching the teaching effectiveness

- Encouraging the faculty members and Research Scholars to enrich their Research & Publication and make use of in house journal WIDE SPECTRUM.

2.15   Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. **Teaching & Learning**	Celebrities, Mentors and experts like Mr.SamCawthorn, Motivator, Australia; Dr.KiranBedi, Social Activist, Former IPS Officer, New Delhi; Mr.KetanBhagat, Author – Child-God; Hip Hop Thamizhan, Film Actor, Music Director; Mr.Jeyam Ravi (Film Actor), Mr.Raja Mohan (Film Director); Mr.AnilSrinivasanClassical Pianist; Mr.Madhavan, Tamil Film Actor; Ms.Amy Jackson,Film Actress; Mr.ArunachalamMuruganantham, Menstrual Man, Padmasree Awardee, Social Entrepreneur, Coimbatore; Ms.Eunice Elisabeth Olsen, Actress, Model, Musician, Business woman, Parliamentarian, Singapore, were invited in a program called Face-to-Face and the students learned a lot by listening their successful stories and interacting with them. In order to have a practical industrial exposure, the students were taken to visit a number of industries in local and abroad which includes Invest Expo at Suguna kalyana Mandapam, Coimbatore; Industrial Visit to Kirtilals – Diamond Jewellery Manufacturing, Coimbatore; Adithya Aluminium Company, Coimbatore; Roots Industries Ltd, Coimbatore, Texshan Exports, Tiruppur and International Industrial Visit to Malaysia where they visited • Royal Selangor Visitor Centre, Saloma - Cocoa Boutique, North Port, Watch Emporium • Union Budget - Observing live telecast of the presentation of Union Budget in the Parliament and having a panel discussion on the budget issues. AVTAR - an International Film Fest and a good Platform for students from all over the world to exhibit their creativity and excellence. There were 80 entries from all over the country and 22 international entries from seven countries. FRAMES **-** Students short films, television commercials and documentaries were screened and their work were appreciated with awards and recognitions (Held on 4th March 2016). SCOPE **-** Students photographs were displayed throughout the year, (every week new photographs) , and their participation and talent were appreciated

with awards at the end of the academic year.

FOCUS **-** Annual photography exhibition on different genres was held on 4th March 2016.

ACADEMICS **-** Along with premier institutions of India like IIT, IISc many hands on sessions, workshops and aptitude tests were organized for the students and the students were duly awarded for their participation and success in the competitions

- Kovai Techathon- a non-stop coding event for 30 hrs conducted in association with TiE in which our students participated and won prizes.

- Conducted Intercollegiate and Intracollege cultural meet "SEIZEL where students had an opportunity to exhibit their talents both technically and culturally.

- Soft Skill Training Programme was conducted in the language lab to improve students vocabulary

- Conducted Workshop by Spoken Tutorial Project - Indian Institute of Technology (IIT), Bombay on C & C++

- Organized Intra Mural Sports Meet, events for the students.

- Boot Camp and Industrial visits were organized for both UG and PG students.

- Contest on Mobile Apps development was conducted.

- Conducted seminar on Interpersonal Communication Skills, Mathematics Made Easy - Series – III by Mr.Centum Suresh, Managing Trustee, Vidyaa Vikas Institution

- Conducted seminar on Current trends in Nanotechnology by Dr. R. Balachandran, Faculty of Engineering, Multimedia University, Malaysia. & Dr. K.S. Subramanian, Department of Nano Science & Technology, Tamilnadu Agricultural University, Coimbatore.

- Basics of Investments – Mr.Alwar, Branch Manager,Yes Bank LTD, Coimbatore on 07/12/2015

- BOOT CAMP Organised by Master Stroke @ Munnar for I BBA and II BBA Students on 05/02/2016 - 08/02/2016

- Finance for Non-Finance by I-MBA Students.

- Budget 2016-17 Presentation by MBA Students.

- COMPASS – International Business Management Forum, Exploring

2. Research	New Directions by Mr.Anupam Tiwari, Head Corporate Affairs HPCL.
	• CEO Words Series on Business Intelligence by Mr.Radhakrishnan,General Manager – Operations Functional, HPCL.
	• Conducted Workshop on 'SPSS and its applications' by Dr.S.Brindha and Dr.S.Kavitha
	• Feedback was collected from the students at the end of each semester and on this basis plan of action is initiated
	• Several Publication of research articles by faculty in (National &International) journals
	• Seminar on WEKA – A Data Mining Tool by Dr. N. Karthikeyani Visalakshi, Department of Computer Applications, Kongu Engineering College, Perundurai.
	• Seminar on Analyse Big Data with Orange by Dr. T. Senthil Kumar, Department of Computer Science and Engineering, Amritha University.
	• Research Problems in Image and Video Computing by Dr. P.Nagabhushan, Professor, Department of Computer Science , University of Mysore
	• Seminar on Web Designing and 3D Animation by Ms. Sapna Agarwal, Branch Head- Apex Institute of Multimedia, Coimbatore
	• Organised Second International Conference on "Advances in Information Technology and Networking"
	• Research discussion on Data Mining & Security with Dr. D S Guru, Professor & Nodal Officer, CBCS Education, Department of Studies in Computer Science, University of Mysore
	• World Zero Emission Day with Geo Green computing club, to issue pollution certificate to vehicles in our campus
3. Community Reach	• Geo Green Computing Club celebrated the World Sparrow Day. • A special lecture on AIDS Awareness programme delivered by Dr. K. Mahadevan, Prof & HOD (Retd.) Dept. of Venereology, Coimbatore Medical College, Coimbatore.

- Visited Sri Ramakrishna Ashram, Pallapalayam, Irugur and conducted games and provided stationaries on 19.10.2015

- Visited Green Valley Charitable Trust, CheranMaa Nagar and Provided rice and groceries on 20.10.2015

- Visited Bethesda Mission at Kallar, Mettupalayam conducted games and served lunch. Students also provided stationaries and two bags of rice

- Contributed money, cloths and eatables (biscuits, water bottles etc.) to Chennai Flood Relief

- 35 saplings were planted in the college campus by I Year MBA students as an initiative of Afforestation.

- Blood donation, Walkathon, Chennai Flood Relief fund, Tree Plantation, Joy of Giving were also organised

- 'Say cheese' Photo booth was organised in the campus to collect funds for Cancer affected children in palliative care, Coimbatore Cancer Foundation, GKNM hospital, CBE.

- Breast Cancer awareness campaign was conducted by National Service Scheme to bring awareness about Breast Cancer.

- Social awareness advertising campaign were part of the course. Various social issues like ill effects of smoking piracy, expiry date of drugs, Swacch Bharath, Stress Management, autism was carried out by students.

- Advertising campaign to promote products was organised.

- Department of Bio Technology organized a Faculty Development Program titled "Preventive Measures for cardiovascular Disease" addressed by Dr. Muralidharan, Consultant

- Conducted Mobile Strategies & Entrepreneurship by Mr. Abdul, Technical Architect, Georgia Technology Authority, (State of Georgia), US

- Visited Orphanges like El-Shaddai Children, United Orphanage for disabled and Aravanikkum Anbu Illam,

4. Workshops / FDP, MDP	• Students Donated Dress materials, Groceries and stationeries for children
	• Short term course on 'Emotional Intelligence'by Mr.ShriKandiah, Professor, Southampton Business School, UK.
	• Certified course on 'Business Analytics' by IBM
	• Yes + ! by Ms. SasirekhaVenkatesh, Chartered Accountant, Volunteer, Art of Living, Coimbatore
	• Workshop on 'SPSS and its applications' by Dr.S.Brindha and Dr.S.Kavitha
	• Mentoring Program on Foreign Trade for I-Generation entrepreneurs in International Trade, an Initiative by DGFT by Smt. K. Suganya, Asst. Dr. Gen. of Foreign Trade
	• Short term course on 'Change Management' by Mr.ShriKandiah, Professor, Southampton Business School, UK.
	• 'Compass' A directive program for enhancing the employability skills by Mr. PasupathySankaran, Sr.Vice President, HR, Careernet Solutions, Bangalore.
	• 'Compass' -Exploring new directions by Mr.T.Baalaajee, Media Consultant, Chennai
	• 'Compass' -Exploring new directions by Mr.AnupamTiwari, Head, Corporate Affairs, HPCL, Mumbai
	• 'Compass' - Leveraging business intelligence for supply and operation by Mr.R.RadhakrishnanGeneral Manager, Information system (Functional), HPCL, Mumbai
	FDPs conducted:
	• FDP on 'Effective Teaching using experiential learning methods' was conducted by Dr.M.J.Xavier, Former Director, IIM, Ranchi
	MDPs conducted:
	• MDP on 'Corporate Citizenship leading through sustainability' by Mr.ShriKandiah, Professor, Southampton Business School, UK.
	• MDP on 'Triangle of Leadership, Change and Strategy' by Mr.ShriKandiah, Professor, Southampton Business School, UK.

5. **Entrepreneu- rial Initiatives**	• MDP on 'Building a brand for nothing' by Mr.AlvinSaldanha, Founder and Chief Creative Officer, Brandarms, Mumbai • Workshop to enhance the skills of the students like street theatre, film making, television production,Writing for media and Soft skill training were planned and executed. • One day seminar on Financial securities and Risk Management, Organized by CED, Anna University Regional campus, Coimbatore in association with GRD Institute of Management. • Dr.T.ArockiaSagayaraj, GRDIM Faculty as a Resource person in Entrepreneurship Awareness Camp conducted by EDC and School of Bio – Scienceand delivered a lecture on 'Women Entrepreneurship'Vellanaipatti village, Coimbatore. • Mr.R.Muthukrishnan, GRDIM Faculty as a Resource person in Entrepreneurship Awareness Camp conducted by EDC and School of Bio – Science and delivered a lecture on 'Self Motivation' Vellanaipatti village, Coimbatore. • 04.02.2015- CEO's Words Series on "Business Skills for Life" - Prof.Srikandiah, University of Southampton, UK • 05 & 06.08.2015 -CEO's Words Series on "Change Management " - Prof.Srikandiah, University of Southampton, UK • 25/11/2015 Mrs.VIjayalakshmi Nachiar, Managing Director, Nachiar textiles, Pollachi. • 29/01/2016 Padhma Shri. Arunachalam Muruganandham, Social Entrepreneur, Coimbatore.

2.16   Whether the AQAR was placed in statutory body   Yes ☐   No ☐

Management ☑   Syndicate ☐   Any other body ☐

Provide the details of the action taken

> The department wise proposal / plan of action of AQAR for the year 2014-2015 was placed in the meeting. The meeting comprises of Management, Principal & IQAC Committee members. All the items mentioned in the proposal are briefed by the individual HOD. Upon approval by the members, the activities which are sanctioned can be organised by the College in future.

Part – B
Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	**4**			
M.phil	**2**			
PG	**8**	Additional Section(1)	1	
UG	**14**		1	
PG Diploma	**1**		3	
Advanced Diploma	**1**		1	1
Diploma	**1**		1	1
Certificate	**1**		1	1
Others	**1**			
Total	33	1	6	3

Interdisciplinary	3			
Innovative	1			

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

Pattern	Number of programmes
Semester	**10**
Trimester	-
Annual	-

1.3 Feedback from stakeholders* Alumni ☑ Parents ☑ Employers ☑ Students ☑

Mode of feedback : Online ☑ Manual   Co-operating schools (for PEI)

Annexure: 1 Feed Back form Stackholders:-

1. Students feedback are collected on the following parameters on 1-5 Scaling .

a) Teaching Effectiveness

b) Teaching Methods

c) Report of the Students.

d) discipline

2. Interaction with the parents, and alumni are done on regular basis .Frequent follow up with parents regarding the students attendance updation and discipline Alumni are included as part BOS their suggestions and contributions are incorporated at various levels of the system.

3. Employers: Corporates are approached by the student for availing projects which would help them for placements. Their inputs are also highly appreciated in molding students to set them in a career.

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

- Introduced new paper Core Self study – Business Analytics, Core Practical – Statistical Software Lab
- Introduced new Electives - Digital Marketing, Information Security Mgt, IT Governance, Lean Manufacturing, Project Management
- Introduced Activity based Assessment as CA criteria.
- Introduced new paper Core – Business Organization, Business Communication
- Introduced new paper Core – Media Management
- Introduced New Elective: Direction / Media Planning, E-Content Development (Theory and Practical), Web Designing (Theory and Practical)
- Introduced Skill Based Subject : Soft Skill Training
- Minor Modifications have also been carried out in majority of the courses in terms of updation of recent trends in the respective fields.

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
130	106	21	3	-------

2.2 No. of permanent faculty with Ph.D. | 37 |

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
28	-	2	-	-	-	-	-	30	-

2.4 No. of Guest and Visiting faculty and Temporary faculty | 5 | | 7 | | Nil |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	18	42	16
Presented papers	20	36	4
Resource Persons	1	3	2

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

- Audio visual technologies are used to facilitate and enhance communication capabilities of students. It improves the concentration of students and makes the learning process interesting.
- Students are trained to work in Communications Lab as part of Placement Training Programme. Soft skills, personality development, communication skill development, interview techniques are being taught using softwares such as Study skills success, Start Learner and Apex *Learning*.

- Wi-Fi Campus makes possible for the students to access internet any time

- Laptops and LCDs are used in classrooms to make presentations both by the faculty and students' .Wifi connectivity is provided for internet access. Video CDs are used for certain topics.

- The following are the important innovative practices adopted by the institute to facilitate effective Teaching –Learning programme outside the classroom environment.

- E – Learning module on "Career Strokes" By Mr. Kris Srikkanth, Former Indian Cricket Captain offered to students to enhance their skills and bring out their professionalism.

- Personality Development (Out bound training) activities by Master Stroke.

- Class rooms are equipped with Audio (Speakers with Amplification) & Visual aids which enable the learning process more effective, provide a realistic approach and experience, build interest in teaching-learning process and facilitate the students for their vicarious understanding on the concepts discussed in the class room

- "Finance for Non-Finance" organized by I MBA students for II BBA students. The main objective is to educate them on the Financial Institutions and various Financial Services (on 23.02.2016)

- "Union Budget 2016-17 - Presentation" done by I MBA students with the main objective of analyzing and learning the advantages, disadvantages and the notable changes made in sectors-wise (Business, Agriculture, Infrastructures, Automobiles etc) (on 02.03.2016)

- "Marketing Road Show" Organized by I MBA students to showcase and sell various consumer products inside the college campus by setting various stalls. Students got experience in selling, customer handling, budgeting, negotiation, team management and financial management skills (on 04.03.2016)

- "HR Exotica – World of Difference" -a HR activity structured by I MBA students, with the overall goal of Self and Mutual Awareness, Team Building, Team Management, Adoptability, Participation in Planning and Execution of an event, Communication etc.

- Simulation and role play, Language games, Drilling with flash cards, Individual tasks with review were also being practiced as innovative approaches to Teaching and Learning

2.7 Total No. of actual teaching days

during this academic year

90 days

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

MBA examination papers are valued by two examiners –one internal and the other external.

The internal assessment is done by following a composite system with continuous assessment with multiple components .The part I consists of Mid-Term Test ,MCQ test and Model Exam with 15 marks and the part II consists of Attendance ,Assignment ,Seminar and Term paper with 25 marks respectively.

The MBA full time students are assessed by their Learning Diaries they maintain in which they record all their learning from their Co-curricular activities. This component is named as Career and Life skills and forms a component in part I. PG examination papers are valued by two examiners –one internal and the other external.

UG examination papers are valued by external examiners.

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

| 145 | 69 | 58 |

2.10 Average percentage of attendance of students   75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
MBA (FT)	58	31	53	-	-	84
MBA (PT)	4	-	50	-	-	50
I BA	59		61	39		97.75
II BA	43		88	5		96
III BA	36		20	12		97.92
I MA	15		86	13.3		86
II MA	5		100			100
BBA	46	13%	26%	58%	3%	
(Bio-Tech)UG	54	-	44.44	42.59	-	93

(Bio-Tech) PG	6	-	83.33	-	-	83.33
I Bsc	104	-	53%	17%		70%
II Bsc	89	-	52%	-		52%
III Bsc	50		84%	12%		96%
I MJMC	14	-	93%	7%		100%
IIMJMC	10		100%	-		100%
Odd						
I Bsc	88	9%	52%	24%		85 %
II Bsc	105	3%	57%	13%		73%
III Bsc	82	40%	45%	13%		98%
I MJMC	13	-	85%	15%		100%
IIMJMC	14	14%	86%	-		100%

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

IQAC, with its checks and balances, immensely contributes, monitors and evaluates the teaching –learning processes. With its rigorous stipulations about qualification requirements of faculty members, it ensures that the quality of faculty members to teach the subjects is in the world standard. With its various requirements, IQAC, encourages the faculty members to publish research articles and attend FDPs, MDPs and national & international conferences. This has its own spill-over effect on their quality of teaching in the class rooms. As IQAC encourages the institution to partake inputs from people from industry and alumni to structure the syllabi of various subjects and introduce industry relevant new subjects into the curriculum, these things go a long way in enhancing quality of education in the institute. IQAC puts in place a good feedback system wherein students evaluate every teacher, in the light of parameters like Teaching ability and effectiveness, teaching methods and discipline

The academic council of the college and the Board of studies of all courses have places for external academicians, professional experts and University nominees. The members of board of studies interact and become aware of current developments in job specifications, skill set needs and technology development in the fields of their interest. They also meet with their own students and alumni and become aware of student views and experiences.

Introduction of quality audit procedures for ISO 9001:2000 has enabled the faculty to become aware of quality maintenance systems and engage in quality monitoring. Teacher performance and achievements are assessed by an annual self-evaluation /performance appraisal and student opinionnaires on each teacher and subject .The teachers are encouraged to take improvement action to fill in their shortcomings. The ISO audit on set targets also helps in this regard and triggers retaining and remedial action.

Continuous assessment carries 25% weightage in the UG and 40% weightage in the PG programme and this component is used not only to keep the students working steadily but also to include various curricular components and assess development of different kinds.

Students are clearly informed about the modalities of continuous assessment and the requirements for credit. Model examination is given and model question papers are sent to Q.P setters .Results are reviewed by the Director, HOD and Tutors for remedial action where needed

Bridge course is conducted for non mathematics students to get rid of their fear about mathematics. The learning is made student centric by arranging regular and scheduled lectures on all subjects. Along with these extra mural lectures, add on lectures by subject experts are also arranged to facilitate enhanced learning to the students. Our institute is fully equipped with latest Information and Communication Tools like Wi-Fi Campus, Internet facility, E-learning, Audio visual Aids for classroom teaching etc. The faculty members use modern teaching aids such as Power-Point during their lectures. The students are also encouraged to submit and present their assignment in PowerPoint and other latest format to facilitate learning by doing. The institute has its unique regular assessment system for the students. The assessment gives equal weightage to the written, verbal and presentation skills which is assessed by regular presentations, seminars, assignments and internal test of the students. This process helps to identify slow learning students from the advanced learning students.

Our institute regularly organizes symposium, seminar, conferences, Guest lectures and counseling session for helping the slow learners in a course. Remedial classes are conducted for the students to clear their arrears. The advanced learners are given opportunities to present their research work in various national and international conferences. The institute has two step evaluation processes. The first step is through conduction of internal assessment which is done for each subject in every semester for all the students. The internal assessment includes component of Midterm and Model Examination which ensure the performance of the student in its subject. The other components include assignment, seminar presentation, MCQ online examinations etc., The evaluation of student feedback helps the faculty member in improving the teaching pedagogy and also motivates the faculty members for doing better research work and publication.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	1
UGC – Faculty Improvement Programme	10
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	3
Summer / Winter schools, Workshops, etc.	9
Others– FDPs	23

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	18	Nil	18	Nil
Technical Staff	9	Nil	9	Nil

Criterion – III

3. Research, Consultancy and Extension

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

- GRD Institute of Management is providing on-line research Journals like J-Gate and EB-SCO for scholars. Availability of Wi-Fi connection in Research Center makes the scholars more comfortable in doing research. The institute has sufficient number of recognized guides for both M.Phil and Ph.D in the field of management. Once in every three months once institute is conducts research circle meeting to review each scholars progress and Doctoral committee meeting for Ph.D scholars. To enrich the research, the Institute is organizing number of research related programme like Workshop on SPSS, Application of EXCEL in management research, and Workshop on AMOS etc.
- Encouraging Faculty members to attend conferences and workshops.
- Encouraging faculty members to publish the research papers in peer reviewed journals
- Financial Support for procurement of Books, Equipment additions, consumables and travel, Digital Library Access etc.
- Motivating faculty members to submit Research Proposals to various funding agencies.
- Organizing International Conferences and workshops in the current technologies.
- Providing support to attend Fellowship programmes in leading institutions in the country.
- Research groups in specific domains to organize research seminars and workshops
- Providing support to collaborate with Research labs in leading institutions in the country.

3.2   Details regarding major projects - **NA**

	Completed	Ongoing	Sanctioned	Submitted
Number	-	3	3	-
Outlay in Rs. Lakhs	-	-	37,30,900	-

3.3   Details regarding minor projects -NA

	Completed	Ongoing	Sanctioned	Submitted
Number	--	4	4	-
Outlay in Rs. Lakhs	--	-	6,50,000	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	23	27	-
Non-Peer Review Journals	1	20	-
e-Journals	4	8	-
Conference proceedings	16	17	2

3.5 Details on Impact factor of publications:

Range | 1.507 – 8.1920 | Average | 4.7106 | h-index | 74 | Nos. in SCOPUS | 11 |

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3 Years	UGC	36,90,900	28,32,600
Minor Projects	2 Years	UGC	6,50,000	4,25,000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	43,40,900	32,57,600

3.7 No. of books published   i) With ISBN No. | 11 | Chapters in Edited Books | NIL |

ii) Without ISBN No. | 1 |

3.8 No. of University Departments receiving funds from

UGC-SAP | - | CAS | - | DST-FIST | -

DPE | - | DBT Scheme/funds | -

3.9 For colleges   Autonomy | - | CPE | - | DBT Star Scheme | -

INSPIRE | - | CE | - | Any Other (specify) | -

3.10 Revenue generated through consultancy | -

3.11 No. of conferences organized by the Institution | 27

Level	International	National	State	University	College
Number	1	5	1		21
Sponsoring agencies		AICTE			

3.12 No. of faculty served as experts, chairpersons or resource persons :14

3.13 No. of collaborations   International | 2 | National | 5 | Any other | NIL

3.14 No. of linkages created during this year | 13

3.15 Total budget for research for current year in lakhs : -

From Funding agency | 3.75 lakls | From Management of University/College | -

Total | 3.75 lakhs

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	NIL
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions   received by faculty and research fellows
     Of the institute in the year

Total	International	National	State	University	Dist	College
6	-	-	-	6	-	-

3.18 No. of faculty from the Institution   11
      who are Ph. D. Guides
      and students registered under them   40

3.19 No. of Ph.D. awarded by faculty from the Institution   8

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) Nil

JRF 2   SR NA   Project Fellows NA   Any other   1

3.21 No. of students Participated in NSS events: (NA)

University level   135   State level   98   National level 9   International level 2

3.22 No. of students participated in NCC events: (NA)

University level   8   State level   9   National level -   International level -

3.25 No. of Extension activities organized

University forum   1   College forum   49

NCC   -   NSS   5   Any other   7

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

"Joy of Giving": A Team of Management students involved in the following activities during October 2015

- Visited Sri Ramakrishna Ashram,Pallapalayam,Irugur and conducted games and provided stationaries
- Visited Green Valley Charitable Trust,Cheran Maa Nagar and Provided rice and groceries
- Visited Bethesda Mission at Kallar, Mettupalayam conducted games and served lunch. Students also provided stationaries and two bags of rice
- Contributed money, cloths and eatables (biscuits, water bottles etc.) to Chennai Flood Relief

- Students visited orphanage and tribal area to donate clothes and stationery items .They also showed interest in cleaning and gardening and provided food to the poor and needy at DRDO, Thudiyalur on 22.08.2015

- Contribution in the form of money and resources for Chennai flood relief both from Staff and Students.
- Regularly conducting Programmes like Helmet Awareness Programme, Free Medical Camp Breast Cancer Awareness Programme, Free Eye Screening Camp, Road Safety Awareness Rally, Blood Donation Camp, Tree sapling plantation, NSS Special Camp (Vellanaipatti, Andakkapalayam and Serayampalayam and Free Yoga for Physical Fitness

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area		NIL		
Class rooms	77	NIL		
Laboratories	19	1		
Seminar Halls	9	NIL	Self Financing	
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	22	9		27
Value of the equipment purchased during the year (Rs. in Lakhs)	5,07,538	Rs.25 Lakhs		30,07,538
Others				

4.2 Computerization of administration and library

- Enhanced "EduManage" software allow the faculty to operate and maintain complete automation environment for the academic activities such as Automated student attendance, computerized management of marks and grades, Time table creation and management, Centralized data repository for trouble free data access, etc.

- Automation of the library administrative activities through library management software installed makes the librarian to get all details about a specific book / journal, etc., and it is fully adaptable with Bar code which eases the everyday tasks of Library.

- The library, department administration operations are integrated using the application "EDUMANAGE" which incorporates the timetable, attendance entry, and continuous assessment marks etc. The department students, teaching and non teaching staff have access to internet with WiFi facilities. All the classrooms have projector facility for teaching. Separate Audio Visual Hall is available to incorporate multimedia in teaching. E-Learning module enables student to easily download the class notes, lecture slides and submit assignments online. The continuous assessment mark includes a component 'Multiple choice Questions"

4.3 Library services:

GRDIM LIBRARY:

	Existing		Newly added		Total	
	No.	**Value**	**No.**	**Value**	**No.**	**Value**
Text Books	8750	5846423	-	-	8750	5846423
Reference Books	263	112379	-	-	263	112379
e-Books	From N-List	-	From N-List	-	From N-List	-
Journals	-	-	30	61780	30	61780
e-Journals	-	-	-	-	-	-
Digital Database	N-List	5000	N-List	34350	N-List	39350
CD & Video	497		-	-	497	-
Others (specify)	-	-	-	-	-	-

Eng Dept:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	590		NIL		590	
Reference Books			NIL			
e-Books			NIL			
Journals	4		NIL		4	
e-Journals			NIL			
Digital Database			NIL			
CD & Video	Available		NIL		Available	
Others (specify)	---	---	NIL	---	---	---

Computer Dept :

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	No.	Value	No.	Value	No.	Value
Reference Books	7796	2517858	91	53330	7887	2571188
e-Books	311	8295	-	-	311	8295
Journals	90000 (From N-List)	-	45000 (From N-List)	-	135000 (From N-List)	-
e-Journals	-	-	18	63537	18	63537
Digital Database	-	-	16	27300	16	27300
CD & Video	N-List	5000	N-List	34350	N-List	39350
Others (specify)	497		-	-	497	-

Commerce :

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4086		2		4,088	
Reference Books	-		NIL		-	
e-Books	02		NIL		02	
Journals	08		5		13	
e-Journals	03		NIL		03	
Digital Database	01		NIL		01	
CD & Video	Available		NIL		Available	
Others (specify)	-	-	NIL	-	-	-

Communication:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1678	13,50,616	186	2,55,757	1803	16,06,373
Reference Books	242	8,64,155	61	29,139	303	8,93,294
e-Books	-	-	-	-	-	-
Journals	4	2100	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	N-List	5,000	N-List	34,350	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

GRDIM

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	61	01	61	NIL	01	01	2 PC + 4 Laptops	---
Added		NIL	61 (Up graded)	NIL	NIL	NIL	NIL	----
Total	61	01	61	NIL	01	01	2 PC + 4 Laptops	---

Eng Dept :

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	60+1	-	60	NIL	-	-	2 PCs+ 1 Laptop	---
Added	-	NIL	-	NIL	NIL	NIL	NIL	---
Total	**61**	**-**	**60**	NIL	-	-	**2 PC+ 1 Laptop**	---

Configuration of Upgraded PCs in Computer Laboratory – Language Lab

- Zenith Eco PC, i3 / 1.56GHz / 512 MB RAM / 80GB HDD / 17" Display Monitor

Computer Dept:

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	406	344	35 Mbps			2	31	29
Added			35 Mbps					
Total	**406**	**344**	**70 Mbps**			2	**31**	29

Commerce :

	Total Computers	Computers	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	78	64	78	NIL	01	3	9	2
Added	2	NIL	2 (Upgraded)	NIL	NIL	-	-	2
Total	80	64	80	NIL	01	3	9	4

Communication :

	Total Com-puters	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Oth-ers
Existing	143	3	3	-	-	-	-	-
Added	-	-	-	-	-	-	-	-
Total	143	3	3	-	-	-	**-**	-

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

- Training Students with Information System Software "EduManage" is provided to the Freshers & Existing Faculty for their better utilization of the software
- 70 Mbps 1:1 Fibre leased line Internet Access
- 1:2 Computer ratio
- Conducted seminar on "Fundamentals of Networking" for M.C.A Students

4.6 Amount spent on maintenance in lakhs :

i) ICT   -

ii) Campus Infrastructure and facilities   26,39,042

iii) Equipments   1,53,41,004

iv) Others   43,24,298

Total :   2,23,04,344

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The Director / HODs and class tutors are directly involved in giving Student Support Services. Whenever students are in the need of support from the department in connection with the college hostel issues, the department issues, other issues connected with fellow class mates and even their personal issues are addressed by the department immediately. However, IQAC does not have any direct role as far as this aspect is concerned.

- The department regularly conducts Personality Development Programmes which enhance the IQ level and communication skills of the students.
- The department also invites guest speakers from the industry which provides employment opportunities for the students.

Industrial visits and break through programs are organized for the students

Enhancing quality Syllabus formation, conducting systematic examination, Internal and external examination assessment, Results follow – up, Mentoring and Placement guidance and opportunities for the students. Tete - a – tete a forum is created where students are given an opportunity to interact with eminent personalities within the managerial levels from various companies. Ted X – an independent event was created to spread experiential learning.

Students committee is formed to organize various events and Industrial visits. They voice their expression in a News letter - Foot Prints.

The students, at the time of the admission, are helped by the faculty present in choosing right stream. They are informed about the scope and nature of the various subjects that form the syllabus. They are given right kind of counseling which helps them shape their career.

5.2 Efforts made by the institution for tracking the progression

The Institution supports with Finance, Library, Hostel, Transportation, Career Guidance & Counselling, NSS, NCC, YRC, Sports & Games, Placement, Soft Skill, Internship, Medical facilities and Students Insurance.

There is no separate, exclusive mechanism to track the academic and non-academic progression of students. However, the institute has well placed examination and evaluation system. These systems continually keep track of students' progression in all dimensions through Regular observation, Regular meetings/monitoring, Faculty involvement through counseling system, Regu-

lar feedback from students through class committee meetings and remedial classes conducted for the slow learner students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2811	562	12	15

(b) No. of students outside the state

371

(c) No. of international students

14

Men

No	%
11	79

Women

No	%
3	21

Dropout 2%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2957	91	2	130	-	3180	3155	93	3	122	-	3373

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

No. of students beneficiaries

276

- o   Aptitude sessions are conducted for final year students to face competitive exams.

- o   Coaching for CA exams.

- o   Coaching for ICWA exams.

5.5 No. of students qualified in these examinations

NET **Nil**   SET/SLET **Nil**   GATE **Nil**   CAT **Nil**

IAS/IPS etc **Nil**   State PSC **Nil**   UPSC **Nil**   Others **70**

5.6 Details of student counselling and career guidance

No. of students beneficiaries - **2262**

Placement cell, headed by the Director, is fully involved in career guidance. The placement cell not only guides students to choose right career but invites companies from across the industries to the institute for campus placement. It also arranges placement training programmes to enhance employability skills of students. All faculty members are involved in counselling process. Based on the unique requirement of a student or students, as and when the need arises, either entire faculty team or a particular faculty member or a team of faculty members are involved in the counselling process.

- Slow learning students are given counseling and remedial classes are conducted.
- Career guidance are given by organizing Seminars, Aptitude coaching sessions, Soft Skill training sessions.
- Mock tests and interviews are also conducted.

The class tutor and the faculty members identify the students who requires counseling and are counseled regarding the students academic problems, personal problems, poor performance in the examination and the assessment through seminars, projects and assignments done by faculty members.

Students with low attendance percentage are given counseling regarding the minimum required attendance for the eligibility to appear for Term End Examinations. The number of students benefited through counseling is 120.

Eminent Experts of National and International repute interact with the students and share their knowledge and experience to enrich the students' corporate exposure throughout the year

Bridging the Gap: Alumini Entrepreneurship Roadshow powered by Pechakucha was really wonderful and informative for the students of how to become an Entrepreneur and the characteristics which they want to develop. Pitch – Fest is a platform which is provided to the students to pitch their Business ideas which were evaluated by leading entrepreneurs in Coimbatore who were representing the Entrepreneurial Organization (EO)

The department has an MOU with career stroke which is a company floated by the former Indian Cricket player Kris Srikanth. It is a unique web portal which is created as an innovative programme that uses the language of sports to motivate and inspire people for achieving success in life. It is a compulsory module for the students as a part of their communication skill course.

Every Year SCIB Bazaar takes place in the month of March in our campus. Students learn to formulate Business plan, Resource allocation, pricing strategy, Entrepreneurial Skills, Promotion of brands and utilization of profits.

Students are taken for Institutional training to places like Kirtilal Diamonds, TNPL and ICD Irugur and National Institutional Training to Mumbai. Special Internship training was given to MIB students to UK and students have successfully completed the Internship training cerficate course from UK.

Students are also taken to Boot Camp every year. It is a learning spot and provides guidance regarding how to adapt to situations and changes, adjust with co – workers, team work, appreciating one another, leadership qualities and enjoy what we do.

Every year we organize the Corporate Theatre to enhance the skills of leadership and team building. Yes + an Art of Living Workshop was also organized.

5.7 Details of campus placement

Course	On campus			Off Campus
	Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
MBA	23	45	40	5
Biotech	-	-	-	-
Computer Science	5	146	113	8
Commerce	6	724	206	22
Viscom	4	70	4	-
BBA	2	35	6	-
BA – ENGLISH	-	-	-	-

5.8 Details of gender sensitization programmes

- Mr.Ben Atherton Zemen - Voice of Men, US addressed the students on various societal issues related to men and women

- Awareness was given for women students against sexual harassment and environmental consciousness.

5.9 Students Activities

5.9.1   No. of students participated in Sports, Games and other events

State/ University level 65   National level **12**   International level 2

5.9.2.   No. of students participated in cultural events

State/ University level 29   National level 1   International level Nil

5.9.3   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level 29   National level 10   International level 2

Cultural: State/ University level 10   National level 1   International level 2

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	
Financial support from government	-	10000(per head)
Financial support from other sources	6-(shanthi gears-3,vijayalashmi trust-3)	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level 1   National level 1   International level -

Exhibition: State/ University level 1   National level -   International level 1

5.12   No. of social initiatives undertaken by the students 21(NSS, Rotract, Blood group)

5.13 Major grievances of students (if any) redressed: NIL

Criterion – VI

6.1 Governance, Leadership and Management

Dr G R Damodaran College of Science shall strive for achievement of Excellence and Relevance through:

- Maintenance of a progressive and futuristic outlook in development by making choices favouring emerging areas of high growth potential and expanding opportunity.

- Design courses, instructional methodologies and facilitate experiential learning to equip students with creativity and problem solving skills, to prepare them for rewarding careers and professions and to face challenges in a rapidly changing world;

- Creation of facilities and programmes of advanced studies, research and development in appropriate emerging areas of national importance and global significance;

- Involvement with the community around through outreach programmes including non-formal and continuing education, consultancy and extension, dissemination and transfer of technology, scientific projects of social significance, and other interactions with industry, business and other groups.

- Continual growth in the quality and range of offerings and activities through the innovative augmentation, updating and modernization of facilities, faculty and programmes.

6.2 Does the Institution has a management Information System

Yes. The Institution has Management Information System. This is applied to all administrative works, admission, maintaining of student records, Research aspects of individual departments, scheduling of events and activities etc. The usage is found to be effective in

- Maintenance of records related to university/college/government.

- Displaying details of students / circulars in the college notice board.

- Students records are maintained in conventional files.

- Research monitoring cell has been setup

- Regular meetings between the faculty and staff are convened to seek comments/ suggestions for improvement.

- Regular management body meeting is held for monitoring the smooth functioning of the institution.

- Installation of CCTV, P.A. System and secured Wifi connection in all the blocks.

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

6.3.1 Curriculum Development

The Academic Council, Board of Studies, Faculty and Management gives importance to students preference for their productive career in the competitive world. They observe the new trends, emerging needs and opportunities and collect various feedbacks and expert advice to take actions for the appropriate curriculum.

The break-up and modes of assessment for continuous assessment, the pattern of question papers for term end examination (TEE) and the method of terminal assessment in case of curricular components other than conventional subjects of study, will be framed by the Standing Committee of the Academic Council, and informed in advance to the students.

Students have to opt any two specializations among Finance, HR, Marketing, Systems and Production. The students will continue their dual specialization by choosing four electives from each specialization till the end of their course.

Students are also assessed through activity based learning .The most important feature of activity based instruction is learning by doing. This method of instruction can fulfil the natural urge of the students on one hand also can help them learn their lesson. Promotes better understanding of a lesson among students as they learn the lesson by practicing the task themselves. It inspires the students to apply their creative ideas, knowledge and minds in solving problems as well as promoting competitive spirit among them. Helps learner psychologically as they can express their emotions through active participation in something useful. The method also helps in developing their personalities, social traits and inter-personal management skills.

Curriculum review and development is sought to be made a continuous activity throughout the year – through informal and frequent faculty and board meetings.

Boards of studies, faculty and management have their fingers on the pulse of student preferences. They observe changing trends, emerging needs and opportunities and collect various feedbacks and to expert advice so as to discuss and take appropriate curricular and related action.

In all the study programmes elective options have been included to provide choice to the students in terms of specialisation, interest, or orientation. Most of the programmes are in modern areas of occupational or emerging significance and are interdisciplinary or multidisciplinary (Management, Visual Communication). The curriculum in all courses has been extensively revised/redesigned (twice or thrice in the last 5 years to achieve I) in the following ways

i. content updatement and inclusion of new subjects / electives in tune with knowledge and technology development, and the emerging global context

ii. more practical/problem solving/application orientation

iii. promotion of self – learning, and skill development.

iv. Projects (mini and major)

v. Internship/Industrial Training, or Field work

vi. Term papers occupy a significant place. Some space has been allotted in the UG courses for General studies. In all UG and several PG courses, Professional Communication/Communicative skills is a part of the curriculum.

The major goal of the College is student development for competence and productive careers in a changing and competitive world. These aims and orientations and the College's quest for excellence and innovation are widely known outside through numerous press releases, news items on conferences, events, VIP visits etc, brochures, profiles, magazines and publications and student festivals, and word of mouth of parents, alumni, visitors and students. The College has earned quite a reputation for excellence and student friendliness.

The autonomy has enabled the College to open up the curricular front, and make large number of productive thrusts towards purposeful and effective education.

Experiential learning, problem solving, professional and practical skills, communication skills, computer conversance, career orientation, general awareness, and women issues (where appropriate,) receive stress also in learning and teaching strategies and evaluation. The semester system and the considerable scope for continuous assessment enable the pursuit of the wider aims and the effective use of new curricular components and strategies of learning. Curriculum review and development is sought to be made a continuous activity throughout the year - through informal and frequent faculty and board meetings.

6.3.2   Teaching and Learning

- Smart class rooms, wifi connectivity, projector, audio system facilitates to aid in the teaching and learning process for faculty and students.

The College has an academic Calendar setting working days, the day order sequence, periods of mid term test, model examination, Term End Examinations, Vacations, holidays etc. This calendar is made at the end of the year for the coming year at a meeting of the Heads of Departments. Side by side, broad plans are also made about association meetings, seminars, conferences, and guest lectures to be organized by each department. Dates for stock verification, commencement of classes for and orientation of the new entrants, are all fixed. The schedule for ISO internal auditing is also planned.

Wifi connectivity is provided for internet access. In most of the subjects appropriate use of LCD presentations and OHP are made to aid the teaching. Video CDs are used in certain topics. Computer aided learning is used in the language laboratory.

- College calendar or plan of work has been prepared by the management and principal and all the faculties have to follow the events and action plan.
- Faculty members prepare their lesson plans 15 days prior to their class to plan accordingly t ensure the syllabus is completed on time. These lesson plans are then verified by the HOD and the Principal to keep track of syllabus completion.
- Faculty members use various visual aids for lectures to improve the teaching-learning process and to make the classroom teaching more interactive.
- Innovative methods of teaching is practiced and encouraged through assignments and field works which are given in the form of written assignments, practical demo, video based tutorial and survey questionnaires
- Remedial classes are regularly conducted for weak students.
- Feedback on teaching is taken from students, it is analyzed, and appropriate actions are carried out to improve the aspects of teaching learning process.

6.3.3 Examination and Evaluation

The assessment will comprise continuous sessional assessment in the subjects of study and other curricular components as well as terminal examinations carrying credit as shown in the curricular scheme in *section 9* below. The students will be assessed for 75 marks under the head Term End Examination (TEE) and 25 marks under Continuous Assessment (CA) in theory subjects. The assessment of TEE will comprise Part I and Part II assessed for 15 and 60 marks respectively. The Part I will comprise the evaluation by the internal staff member (the respective staff who handles the subject) in the mid term, model examination and the test on Career and life skills and the Part II will be the semester examination marks assessed by the external examiner. The total marks scored in Part I (out of 15) and Part II (out of 60) for a total of 75 will be the TEE in the subjects concerned.

The break-up and modes of assessment for continuous assessment, the pattern of question papers for Term End Examination (TEE) and the method of terminal assessment in case of curricular components other than conventional subjects of study, shall be framed by the Standing Committee of the Academic Council, and informed in advance to the students.   The college Website is posted with information on the scheme of Term End Examinations and other connected regulations.

For the Term-end-examinations of the UG courses, Central Valuation with mostly external examiners are utilised. For PG Courses – Central Valuation is done and Double evaluation with two examiners – one external and the other internal, is adopted. There is a provision for revaluation and supply of Photostat copy of the Answer Script for UG students who apply for the same.

PG –Double valuation

UG – Single valuation

Continuous assessment element – (midterm, model, MCQ ,seminar ,assignment, class notes, term paper, attendance.)

6.3.4   Research and Development

GRD teachers from the beginning have been associated with the relevant research aspects of the projects undertaken by the GRD Centre for Research in Social Sciences, Technology and Culture, which is a premier NGO institution of research and action-oriented community development projects, under The GRD Trust. Independently the College has started seeking research grants from DST, DBT, UGC, ICMR and other sponsors. Ph.D. & M.Phil. programmes have been instituted in all the departments. A Research, Development and Consultancy committee has been constituted to review, coordinate and promote research. Deserving teachers are given all encouragement including paid leave to pursue research programmes. Suitable rewards are given for the acquisition of Ph.D. and M.Phil. qualifications. Lab facilities and research facilities such as internet access and library additions and support for visits to advanced institutions and for attending conferences and seminars are all liberally provided.

- Our institution has a very good research and development cell. The students and staff members are actively participating in this cell. The department has a research committee with different research groups and through these research groups many hands on workshops and symposiums are conducted regularly.
- PG students are encouraged to do internship and research project.
- M.Phil with full time and part time research programmes is offered and the students are encouraged to publish paper in refereed journals and conference.
- Faculty members and students are encouraged to participate in Summer Research Fellowship Programme conducted by Summer Research Fellowship of the Science Academies.
- The Research and Development cell has different research groups and faculty members belonging to the same domain are grouped together and these groups take the responsibility of research development activities along with the scholars like journal publication, conducting workshops on tools, organizing conferences and symposium.

6.3.5   Library, ICT and physical infrastructure / instrumentation

The College is extra-ordinarily well endowed with modern well equipped buildings, hostels, play areas, canteen, well stocked and up-to-date library, auditorium, conference halls, staff rooms and indoor stadium as well as well equipped laboratories and computer centres, with sophisticated instruments and systems. Excellent provisions have been made for water supply, and stand by electric power (covering the total power requirement). There is a fleet of transport vehicles. Liberal provisions are made for continual addition to the libraries, ICT facilities, continuous modernization of laboratories and upkeep of the campus. Coordinated planning by the Departments, longer working hours, optimal scheduling and time tabling help in the maximum

utilization of facilities. The library and computer centre are open for longer hours and on Saturdays and Sundays as well.

Library :

Library Management Software has been installed. The open access system is followed, with computerized, online public access catalogue referencing facility. Lighting, rack arrangements and sizes, and positioning of reading tables and chairs facilitate ease of access and working. The usual library rules and procedures are followed (library tickets, due dates of returns, fines etc.) and borrowing and return entries are computerized. Entry and exit control ensures that no personal materials are brought in and no unauthorized material goes out. The windows of the library have wire meshes. Barcoding has been done

ICT as a Learning Resource

The College encourages more and more use of ICT resources by students and faculty. The internet's on-line databases, lectures and tutorials, Youtube resources, e-journals, online books, journals, other vast information stores, downloadable books and software accessible through search are increasingly used for learning, information and data collection, research, term paper presentation, seminar preparation etc. Teaching is enhanced and facilitated by multimedia presentations on LCD and via laptops of students. The language laboratory is an example of technology aided learning being used at the College.

6.3.6   Human Resource Management

6.3.7   Faculty and Staff recruitment

The details of faculty and staff recruitment is briefed above and the Teaching and Non teaching ratio is: 1:6 (Teaching : 152 ; Non-teaching : 93)

A public Call for Interview is announced in dailies when there are staff requirements. Once the applications received, they are scrutinized, conducted interviews by the Interview Panel.

Manpower planning is done using the usual norms of teaching workload and the specialization requirements for teaching the subjects making allowance for the special activities and programmes and research and other commitments of the faculty which may differ between departments. There is no rigidity about the staff pattern and numbers. Arising needs are provided for as and when they arise. Being a self financing institution we do not have the problem of getting posts sanctioned, or going through elaborate selection procedures etc. The Heads of the Departments assess the needs and make out the case for faculty provision. The annual major recruitment is done by advertising and interviews by properly formed selection committees. For vacancies arising now and again during the year, selection is made through interviews of appli-

cants called from the standing file of applicants. Selections are purely by merit, academic record and interview performance. Doctorate qualification and industrial/professional experience are given preference.

Any shortfall or deficiency of inefficiency in the work of non-teaching staff becomes quickly apparent as they work as small groups, each under a supervisor who reports to the Principal and also because most of them come into close contact with students and faculty. We have not felt the need to maintain any elaborate appraisal system. The non-teaching staff are frequently advised and impressed upon to take up higher education and specialized programmes for new skills through distance and non formal courses. The response has been very gratifying.

The College evaluates teachers on teaching and research performance as well as on other contributions and achievements by a year-end performance self-appraisal to which Heads of the Departments add their comments. It helps teachers self assess themselves on many aspects, become aware of where they can improve and take or seek remedial help, and it motivates them to set goals for themselves. The HOD/ Principal also make suggestions for improvement (like English competency or upgradation, research participation and for enhancing all-round contribution.

6.3.8 Industry Interaction / Collaboration

S.No.	Name of Institution / industry / businesses	Nature of linkage
1	ICICI Bank, Mumbai	Training
2	Roots Industries, Coimbatore	Industry – Institution
3	Jagannath Textiles Company Ltd., Coimbatore	Industry – Institution
4	HCL Info systems Ltd.,	Projects – consultancy
5	Shanthi Gears Ltd., Coimbatore	Management Projects
6	Institute of Computational Biology, Bangalore	Projects – visits, Joint Research
7	Centre for Research in Assisted	Research Collaboration

	Reproduction and Foetal Therapy, Thrissur, Kerala.	
8	UDIS Forum, Coimbatore	
9	Krishna Assisted Reproduction and Endoscopy Centre, Thrissur, Kerala.	Research Collaboration
10	Kalaikathir Achchagam, Coimbatore.	Student Training
11	Indira Gandhi National Open University, New Delhi	Contact, Outreach Programme
12	G Kuppusamy Naidu Memorial Hospital, Coimbatore	Clinical Testing, Training
13	National Botanical Research Institute, Lucknow.	Research
14	The Relief Foundation, Chennai	Social Work
15	The Arya Vaidya Pharmacy, Coimbatore	Herbal Medium related research and Training
16	Coimbatore Cancer Foundation	Social Work and Community Service
17	Tamilnadu Agricultural University	Biosciences Research and Student projects
18	Indira Gandhi National Open University, New Delhi	Contact, Outreach Programme
19	Career Strokes – Chennai	Student Training
20	ICSI – (Institute of Company Secretaries of India), Coimbatore Chapter	Student Training

21	Apple Tree International	Training
22	IBM India - Certificate Course on Communication	Training
23	Southampton Business School, London	Short Term Course and Communication Emotional Intelligent
24	Brandarms ,Mumbai	MDP On Building Brand From Nothing

Collaboration for projects has been established with Amala Research Centre, Thrissur, Anna University, Pasteur Institute, Coonoor, Rajiv Gandhi Centre for BT, Thiruvananthapuram, Tamilnadu Agricultural University etc. by the Biotechnology department. In the Bioinformatics department collaboration for student (MSc) projects exists with a large number of major institutions including NCL Pune, CDRI, Lucknow, Institute of .Bioinformatics and Applied, Biotechnology, Bangalore, NIMHANS Bangalore, Jawaharlal Nehru University, New Delhi, Aravinda Biosolutions, Hyderabad, CPCRI – Kasaragod, IBX solutions, Bangalore; IBI Solutions, Chandigarh; Do EACC Centre-Imphal, Ramachandra Medical College, Chennai; Helix Infosystem, Chennai, Amrita Institute of Medical Science, Cochin, Biotechnology Info Bytes Technologies – Bangalore, Institute of Forest Genetics and Tree Breeding, Coimbatore; Sai's Bio Science Research Institute, Chennai, Indian Institute of Spices Research, Calicut, Biosolutions, Secunderabad, Amala Cancer Research Institute, Thrissur, IISc, Bangalore, Institute of Genomics and integrated biology, New Delhi and Jalaja Technologies, Bangalore. Likewise the other departments take up collaborative research projects either as departmental projects or through PG projects e-g. Aravind Eye Hospital is working with the Microbiology Department for the definition and quick diagnosis of certain infections by modern Biotech methods, and Roots Industries Ltd. with the Management Department for problem solutions/studies through MBA projects.

The College gives due publicity to its program and facilities through its comprehensive prospectus for PG & UG Courses and its annual pre-admission advertisements, one for the College as a whole and one separately for the MBA and MCA Programmes. A general information folder is also made available for wide circulation. The College website www.grd.org has been created and has been functioning for the last 4 years. With respect to the MBA/MCA programs and admissions there to mandatory information as required by the AICTE is being provided in the website.

Admission to the MBA/MCA programmes are covered by the AICTE guidelines anhere is also a State Quota filled up through State Government entrance test. For the College's own Quota the test scores in MAT, as well as the UG academic record are considered along with performance in an interview and a peer group discussion. In other courses, admissions are made by merit as shown by the marks in the qualifying exam and motivation and potential as judged at the interview. If the number of applicants is too large, as for MSc (Biotechnology), an entrance test may also be conducted by the College. Selections and admissions are made by the senior faculty without too much formality.

6.3.9   Admission of Students

Teaching	✔
Non teaching	✔

6.4 Welfare schemes for

Teaching	Provident Fund Special leaves to pursue higher education Maternity Leave Medical Leave Insurance Medical Insurance policy
Non teaching	Mediclaim Policy, Medical Leave, Provident Fund ESI
Students	Accidental Policy, Safe drinking water Hostel facility Canteen facility Group Insurance

6.5 Total corpus fund   -

6.6 Whether annual financial audit has been done   Yes ✔   No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	TUV Rheinland India (P)Ltd	Yes	MR of the College
Administrative	Yes	TUV Rheinland India (P)Ltd	Yes	MR of the College

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes ✔   No ☐

For PG Programmes   Yes ✔   No ☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The departments have been given freedom to consider certain subjects as practice oriented subjects and adapt a pattern of 50 marks under continuous assessment for them with suitable break up and also devise a suitable mode of term end examinations. There is a move to make senior faculty of the College to be the examiners for the subjects taught by them in the UG Term end Examinations. For new interdisciplinary / emerging subjects introduced in the curriculum in which text books are scarce, or examiners familiar with the subjects are not available, the faculty teaching the subject will himself / herself be the examiner. The feasibility of introducing open book – examination is being examined in respect of one or two subjects in each course. We are in the process of creating question banks for subjects in which the total assessment can be of the objective type.

A facility for conducting a special supplementary examination in June for the failed students of final semester only, has been implemented from 2006 so that students may not lose a semester or a year. We are also examining the possibility of extending this facility to the failed candidates of all semesters, so that the students are not burdened with the carried over arrears in the subsequent semester.

It was suggested that the department to include more activities and practical training in the initial two years to help the students understand what each area of specialisation would provide for them, and if they have the aptitude for it. They also requested the juniors to take their internships more seriously, and intern, this will help them to get placements before graduating. It really helps a lot.

Online MCQ examinations are standardized and security measures are enhanced

Examination committee meets every semester to discuss the system and incorporate changes on timely basis.

Online Publication of Term End Examination results , Supplementary Examinations during weekends, Mark sheets printed with security features including the photograph of the students

Scribes for students with inability, Extra time given for students who are in need of it, Photocopies of answer scripts, provided if applied for by the students

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The Bharathiar University appoints a nominee in the academic council of the college and Board of Studies of all the departments to ensure strict adherence to the UGC guidelines. By this the university ensures proper procedure is being followed in curriculam development and its implementation in line with the latest changes in the educational and business environment. The University is having its nominee in the Result passing board of the college to maintain the requisite quality and standard.

6.11 Activities and support from the Alumni Association

The Alumni association is an active body of the institution. Alumni meet is conducted every year and reunion of alumni is organized by the alumni in their own interest. Through these alumni body, the alumni support the institution by offering internships to our student's, career guidance, they also take part in the academics by giving their suggestions in improving the syllabus and reframing of syllabus to meet the current demands. An Alumni Club is formed called Banyan with an exclusive website for connecting and collaborating them.

Alumni represent the Board of studies for curriculum development. They also help in:

- Arranging for Industrial visit/training of students.
- Assisting in Placements.
- Providing information on latest happenings e.g. exhibitions,   seminars, etc.
- Arranging guest lecturers in the college.
- Management training for faculty if required.
- Arranging training program, career consultations (Higher studies, developing communication and interpersonal skills of students for interviews).

Alumni also participates in Management Development Programme organized by our institution and gets trained and creates a rapport between industry and institution.

6.12 Activities and support from the Parent – Teacher Association

The Institution believes in a strong interaction between teachers and parents. At least once in a year, a formal parent-teacher's meeting is held. Besides this, at various formal and informal levels, teachers are in contact with parents. For students having irregularities in attendance, the teachers get in touch with the parents. The parents of those students who commit continuous mistakes, are informed in advance by personal meeting and their wards are given a chance to improve, so that their terms can be retained. For any misbehaviour / misconduct, the Principal meets the guardian / parent before taking any strict disciplinary measures. This helps to maintain a discipline, with the humane approach that is required. There is also a Parents Teachers Association set up to receive feedback from the parents and to involve them in the growth of the College.

SMS are sent to parents regarding Midterm, Model Mark Statement. For every thirty days the attendance percentage and the student's performance is also sent. If a student takes 2 days leave continuously for no valid reason, parents will be intimated.

On an average 10% of the parents come in person and meet the tutors regarding their wards performance. Suggestions are given by the teachers to improve the performance of attendance and marks.

For every indiscipline action of the student, the first intimation is given by the Principal to the Director and HOD. Enquiry is carried out on those students by the Enquiry Committee and Class Tutor, message is conveyed to their parents. Based on the report given by the enquiry committee, actions like suspension, warning and counseling will be given to the students.

6.13 Development programmes for support staff

Following programmes were organised

- Session on 'Stress Management' for Administrative Staff
- Yoga Programme for Non Teaching members of the institution

- Orientation Programme on Using Internet, Edumanage software and mails

- FDP on "Star UML" – 27.10.2015
- FDP on "PHP AND MYSQL"– 04.11.2015
- FDP on "SELENIUM" – 05.11.2015
- FDP on "Speed Mathematics" – 30.03.16
- Conducted "YOGA professional recreation to the teachers" – 31.3.2016
- FDP on "Business Analytics" – 02.04.2016.

Our staff members attended various workshops and seminars held in various institutions, and shared their knowledge with our faculty members.

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

Tree plantation is actively carried out across the college campus to keep the eco – friendly atmosphere .A special initiative has been taken to have the majority of the internal communications across different departments through intranet. There is strict monitoring in terms of using printers and copiers which reduces consumption of paper there by contributing to save the trees and the environment

- Garbage bins are placed at regular intervals to maintain clean environment.

- Use of google groups, whatsapp for communicating with students to save resources and time.

Geo Green Computing is formed and actively participated in the Eco-friendly activities of the Campus. The activities include

1. World Sparrow Day
2. World Zero-Emission Day
3. World Water Day
4. Model Contest and Technical Exhibition

Criterion – VII

7. <u>Innovations and Best Practices</u>

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

A new initiative to organize or conduct intra department meet to elicit the creative capabilities in students. Organized specialization focused Quiz contest and debate to increase awareness and knowledge in the students. And this year SCIB conducted X-factor, is a quality that you cannot describe that makes someone very special, to bring individual talents of the students. Creative Streaks is mainly focused on students to identify the act of turning new and imaginative ideas into reality. SCIB HUNT is for the students to search determinedly for someone or something

- International Immersion programmes
- Learning Diary Methods
- Marketing Roadshow
- Programme for Finance and Non Finance Students
- HR EXOTICA
- Conducted NCAT '16 in association with IIT, Delhi in March 2016

- Financial rewards for students attending programmes in prestigious Institutions like IIT/IIM etc.
- Conducted Collaborative programmes with IIT like Appfluxus
  Clean Campus drive

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

- National and International Exposure to the students has been systematically planned through CEO word series, Face to Face, Webinars, Workshops, Conferences, Industrial visits etc., The students attend the programmes and maintain a learning diary in a very creative and innovative practice. Special attention is given for hundred percent placements.

- Systematic planning has been done to maximize academic and co-curricular exposure to the students. Strengthening the Technical Skills of the Students, training classes were conducted.

  Introduced In-house projects for the students. The students were made to work in the Funded projects of the department

Conducting placements drives with the top MNC's for all the colleges in and around Coimbatore region

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study*

Manuals)

- New initiative "Compass" was introduced, facilitating students to interact with Corporate Executives to guide students on their career growth prospects. The topics covered are

    o 'Compass' - A directive program for enhancing the employability skills by Mr. Pasupathy Pandian, Sr.Vice President, HR, Careernet Solutions, Bangalore

    o 'Compass' – Constructive Messages in Advertisements by Mr.T.Baalaajee, Media Consultant, Chennai

    o 'Compass' - 'Leveraging business intelligence for supply and operation' by Mr.R.Radhakrishnan, General Manager, Information system (Functional), HPCL, Mumbai

- Short-term course on "Business analytics" was conducted by IBM trainers to get students exposed to Analytics.

- Quality Global Exposure – BEC and other certificate courses.

- Joy of Giving

- Effective teaching planning and learning process

- Faculty Development programs and Research Initiative

- Quality Global Exposure

- Walkathon Cyclathon, TED-X

7.4 Contribution to environmental awareness / protection

- Campus is environment friendly and is surrounded by trees.

- 35 saplings were planted in the college campus by I Year MBA students as an afforestation initiative.

- Encouraging students to write slogans on Tree Plantation and Plastic free zone in the areas like CODISSIA and SITRA.

- PR Campaign on Environmental Awareness

7.5 Whether environmental audit was conducted?

Yes ☐   No ☑

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

Nil

8. **Plans of institution for next year**

- Enrolling students for relevant career oriented programmes.

- Linking the curriculum with practice through experts.

- Developing tie-ups with industry associations.

- Encouraging entrepreneurial Projects.

- Increasing the quality of Global exposure by bringing in prominent personalities belonging to business and academia from different countries.

- Planning to introduce International Industrial Visits

- Introduce various short-term programmes on the Industry based needs

- Proposed to incorporate more online based reality inputs relevant to the curriculum.

- Proposed to conduct business motivation training programmes.

- Application oriented subjects are proposed to be introduced.

- Improve discipline and human interaction on the campus through the mentoring system.

- Encourage more students to join BEC certificate courses offered by British Council and Cambridge University.
- To have a literary association club based on theatre.
- To strengthen the students technically through activities like Mobile Application Development Contest, etc.

- Providing Soft skills and Placement training programmes to focus on better placement.

- To improve the organizing skill, to improve the soft skills and to impart social responsibilities in the students, Computer awareness programme is planned for School Students

- Collaboration with IIT-Mumbai, which is one of the international Standard Organizations has been initiated to setup research lab for Robotics

- As a part of women's development, the department is encouraging women students to participate in Grass Hopper Celebrations, the conference co-presented by the Association of Computing Machinery (ACM)

- To improve the quality of the students, the students are trained and encouraged to participate in NCAT examinations

- Focusing on Faculty Development program, the faculty members are encouraged to organize and participate in Seminars, workshops and conferences

- To train the student to meet the challenges of industries, initiatives are taken to get internships

- GEO (Green Tech Exhibition) by students

- Educating Learning Techniques by experts for school students who are attending board exams

- Intra mural Sports Meet is planned for the students

- Industry collaboration is achieved through Industrial visits for final year students and encouraging students to undergo internships and projects.

Name _____   *Name _____*

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*