



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution		DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE
Name of the head of the Institution		Dr. R. Ganesan
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04423635101
Mobile no.		9444836223
Registered Email		principal@dgvaishnavcollege.edu.in
Alternate Email		dgvciqac@gmail.com
Address		No. 833, Gokul Bagh, E.V.R. Periyar Salai, Arumbakkam
City/Town		Chennai
State/UT		Tamil Nadu
Pincode		600106

2. Institutional Status					
Autonomous Status (Provide date of Conformant of Autonomous Status)		22-Sep-2008			
Type of Institution		Co-education			
Location		Urban			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr. T. S. Prema			
Phone no/Alternate Phone no.		04423635101			
Mobile no.		9884101739			
Registered Email		dgvcigac@gmail.com			
Alternate Email		igac@dgvaishnavcollege.edu.in			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.dgvaishnavcollege.edu.in/dgvc_new/uploads/igac/AQAR%202016%20-%202017.pdf			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		http://www.dgvaishnavcollege.edu.in/dgvc_new/pdf/calendar/Calendar%202017%202018.pdf			
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	A	3.02	2005	28-Feb-2005	27-Feb-2010
2	A	3.57	2013	12-Jan-2013	11-Jan-2018
6. Date of Establishment of IQAC			15-Jul-2005		
7. Internal Quality Assurance System					

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Workshop on research methodology	05-Oct-2017 1	75
Workshop on GST	04-Dec-2017 1	80

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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	CPE	UGC	2016 1827	13500000

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

- The IQAC is actively involved in enhancing the quality of programmes and courses offered by carrying out initiatives such as Academic audit, which aims at quality assessment and maintaining standards.
- It works towards strengthening the syllabi and restructuring the various programmes and courses offered by encouraging the departments to revise and update as frequently as possible, catering to the industry requirements.
- Committee devises plans to upgrade and refurbish the physical and technological infrastructure of the college.
- IQAC places great importance in developing the skills of faculty by organizing workshops and orientation programmes.
- It also encourages promotion of research initiatives by the staff and students.

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

Plan of Action	Achievements/Outcomes
Conduct of Academic audit	A comprehensive assessment of the departments was done to identify areas that need to be reviewed and revised.
Upgradation of infrastructure	Advanced and latest technological resources and support were provided to departments to increase efficacy and quality
New programs and courses	Proposals have been invited from various departments to design new programs and courses that can enhance the employability of the students
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
IQAC	31-Jan-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

28-Feb-2018

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

28-Feb-2018

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The management information system is an integral part of any organisation. The institution has constantly been striving to integrate ICT in all its operations. The fact that MIS implementation is expensive in terms of procuring hardware and software and

also integrating the existing systems and extending training to its work force has been reckoned with and the institution has taken adequate measures to establish an effective system. This has facilitated quick access to information and also has assisted in expediting the process of addressing queries and resolving issues . The maintenance of data pertaining to each student enrolled, right from the time of their admission to their exit, declaration of results has been completely automated. A record of their attendance and academic performance is maintained digitally. This has also ensured that information is readily retrieved as and when required. Every detail related to the institution, including staff details and a record of their career advancement is maintained .The institution also maintains a record of the financial and administrative policies and procedures. This has ensured efficiency and enabled the institution achieve excellence in all spheres. The college library has a good repository of online study material and eresources. Faculty make use of the facilities provided by the institution by making use of the technological resources and providing online econtent to the students.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
No Data Entered/Not Applicable !!!			
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
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No Data Entered/Not Applicable !!!

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Economics, Business Economics, Tamil, English, Criminology and Police Administration, Sociology	16/06/2017
BA	Tourism and travel management	16/06/2017
BCom	Commerce, Corporate Secretaryship, Honors, Accounting and Finance, Bank management,	16/06/2017
BSc	Physics, Chemistry, Mathematics, Plant biology and Plant biotechnology, Mathematics with Computer Applications, Physics with Computer Applications, Psychology, Interior Design and decor	16/06/2017
BSc	Visual communication, Biochemistry, Biotechnology, Computer Science	16/06/2017
BBA	Business Administration	16/06/2017
BCA	Computer Applications	16/06/2017
MA	Economics, HRM, Journalism and communication, Business Economics	16/06/2017
MCom	Commerce	16/06/2017
MSc	Mathematics, Chemistry, Physics, Biochemistry, Biotechnology, Microbiology, Computer Science, Information Technology	16/06/2017
MCA	Computer Applications	16/06/2017
MBA	Business Administration	16/06/2017

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>The institution places utmost faith and trust in the feedback mechanism as a tool to sustain quality. The feedback received from the stake holders, students, faculty, parents, industry and the management, help the institution to overcome shortcomings and lapses, if any. The system also assists in assessing the efficiency and effectiveness of the programmes and the attainment of the desired objectives .A well-structured questionnaire to understand the views of the stake holders on the various parameters like infrastructure, course content, teaching methodology, faculty performance and the assessment pattern is prepared and circulated. The responses received are then analysed and reviewed by the Heads of the department, Head of the institution and the management. Adequate steps are taken to address issues which are of significance and would contribute to the growth and progress of the institution.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	7222	917	107	40	192

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
339	258	127	15	9	5
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The institution understands and appreciates the fact that students need constant guidance and support throughout the course of their study in the college. The mentoring initiatives taken by the institution ensures that the students are monitored, encouraged and guided constantly so that they can go on to achieve their dreams and goals without any impediments. The departments take on the task of mentoring by appointing staff members in-charge of classes or groups of students whom they would mentor. The mentors would periodically meet the students and track their progress in academics as well as co-curricular activities. If there are any issues the staff would guide the students in the right direction so that they can improve their academic performances. The staff also counsels those students who have personal problems to deal with, so that they can focus and concentrate on their studies. The staff also interacts with the parents as and when required so that they can apprise them accordingly. Parents are consulted and taken into confidence to deal with the issues of the students so that they can be resolved with compassion and understanding keeping in mind the best interest of the student.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
8139	339	24

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
339	143	0	26	170

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
657	17468	3.76

2.6 – Student Performance and Learning Outcomes

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

http://www.dgvaishnavcollege.edu.in/dgvc_new/uploads/igac/P.O%20PS.O.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
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2.7 – Student Satisfaction Survey

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

NIL

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
National	NIL	NIL	01/06/2017	NIL
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3.2 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

2

3.3 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		
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3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	01/06/2017
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
PG Research Department of Economics	1
Commerce	5

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
NIL	Filed	0	01/06/2017
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3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
View File				

3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
No Data Entered/Not Applicable !!!			
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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
Dr.D.Uthra (Physics)	Training School Teachers	Infinite Engineers	0	150
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3.6 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				

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3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
103210497	113531546

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
AUTOLIB	Fully	6.5	2005

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. D. Uthra	B.Sc. (H) Electronics	NMEICT	12/12/2017
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	610	20	1	1	1	20	23	50	5
Added	0	0	0	0	0	0	0	0	24
Total	610	20	1	1	1	20	23	50	29

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2187312	1910356	9426717	8569743

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

The institution has a clear and well-structured administrative machinery to look into and work towards the maintenance and upkeep of the campus. The campus manager delegates authority to the supervisor who in turn assigns specific tasks to the workforce. The house keeping comprises of personnel deployed by the private players. Cleanliness and hygiene are insisted upon. Every nook and corner of the sprawling campus is well maintained and sanitized. The Science labs and the computer labs are maintained by lab assistants and supervised by the Heads of the departments. Waste disposal is carried out in a systematic manner. The library is well maintained. The practice of periodic addition of books and journals to ensure availability of learning resource is undertaken in a structured manner. A record of the number of books, books under circulation, discarding old and worn out books and pest control measures are carried out

every year. The sports complex which houses an indoor Badminton/ Volleyball/ Table tennis courts is maintained by the physical education department with the help of the coaches. The college has collaborated with Apollo Shine and is prompt and swift in providing medical aid in case of an emergency. The ample parking space that is available is well designed and well planned. The institution takes effective measures to ensure that a healthy environment, conducive to learning is provided and sustained throughout the year.

http://www.dgvaishnavcollege.edu.in/dgvc_new/uploads/igac/Institutional%20Polices%20and%20Procedures.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
View File					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
7	7	10

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of	Programme	Department	Name of	Name of
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	students enrolling into higher education	graduated from	graduated from	institution joined	programme admitted to
No Data Entered/Not Applicable !!!					
View File					

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
View File	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The institution believes in creating young leaders from among the student community. The students are nominated to the various clubs and committees for whom they work tirelessly to organize events and programmes, meet and interact with people, learn skills like budgeting, accounting, people management, communication, team work and so on. Through their tenure at these clubs and committees, the students learn and experience so much that they emerge as confident leaders. The college event calendar is packed with events which these student leaders help organize. The institution clearly understands and appreciates that the students need to be given roles and responsibilities so that its functioning is democratized, greater student participation ensured and a bridge between administration and students created.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

0

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

16000

5.4.4 – Meetings/activities organized by Alumni Association :

B.Sc. Biochemistry (2005 Passed out) alumni formed Thozha trust (a group of 5 members). They are: Mr. S.Giridharan MedLord Pharma Mr. K.Robinson MedLord Pharma Mr. N.Jagadeesh MedLord Pharma Mr. G.Satish Kumar Shyamn Bros Mr. S.Sivasanthosh Boehringer Mannheim Inc. The objective of the trust is to provide scholarship for the UnderGraduate biochemistry students based on their merit cum basis. The trust gave scholarship to amount totaling to Rs.16000/ each year till 2017

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1. Decentralization of CIA and Model examinations: The College entrusted the task of conducting the CIA and Model Examinations to the individual departments. This ensures that the departments are given greater responsibilities and the staff get involved in the administrative process. This also helps the members of the faculty to train and equip themselves in the matters concerning the conduct of the exams so that they may take on bigger roles at the college level. Also, this reduces the tedium of conducting examinations en masse for all the students. 2. New committees: The institution formed new committee such as UGC co-ordination planning and evaluation and sports advisory. These committees are formed with keen, dedicated staff who can contribute immensely to these areas. These committees are given the freedom and power to define the scope of their operations propose new plans and recommend valuable suggestions and execute their tasks.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Industry Interaction / Collaboration	<p>The various departments of the college maintain a good rapport with related organizations and companies so that they can mutually benefit. Industrial visits are routinely organized so that the students may get a fairly good idea and have a close look at how companies function. This activity enriches the experience of the students and helps them prepare for the corporate world.</p> <p>The executives and management level employees from top companies also share their expertise with the students through various workshops and lectures that are periodically organised. Corporate leaders are also invited as guests for college events and as panelists at conferences and seminars. Representatives from the industry also serve as members of the boards of studies of the different departments.</p> <p>They lend their expertise in formulating the syllabi and also ensure</p>

that the syllabi are designed in such a way that it meets the demands of the industry.

Curriculum Development

The institution has always strived to uphold high standards of excellence in every sphere of activity. In the case of curriculum development and structuring the syllabus, the departments go that extra mile so that the programmes and courses are relevant, updated and industry ready. Board of Studies meetings are regularly conducted by the departments every year to review and revise the syllabus so that it can do away with outdated content and introduce topical subjects and new trends in the course. Apart from experts in the subject from other reputed institutions and members of the faculty of the department, the board also consists of an expert from the industry, a student representative and an alumnus so that a collective and varied perspective goes into the making of the syllabus.

Examination and Evaluation

The college conducts periodic tests and examinations to assess the students. The Internal Assessment is conducted by the faculty in-charge which comprises of two tests, presentations and assignments. The CIA marks are meticulously maintained by the teachers and submitted to the office of the Controller of Examinations at the end of the semester. The End Semester Examinations are conducted by the Controller of Examinations. To promote greater transparency, the copies of the answer scripts are made available to those students who wish to see how marks are awarded.

Teaching and Learning

Teachers are encouraged to use e-learning material such as PowerPoint presentations and video lessons in the classrooms to make teaching effective. The staff is also encouraged to read extensively and to use online resources to update existing knowledge so that the content delivered in the classrooms may be relevant and up to date. The departmental libraries are well-stocked with books that aid in lesson preparation and augmenting the knowledge of the faculty. Teachers also take remedial classes after college hours for those students who need extra help so that they may catch up with the

	rest.
Research and Development	<p>The college administration has always believed in the supporting the members of the staff in their research pursuits. Members of the faculty are encouraged to complete their Ph.Ds and due support is extended to them to pursue the same. The faculty members are also encouraged to pursue active research by participating in conferences and seminars and to present and publish papers. For those staff members who plan to participate or present papers at conferences in India or abroad, the college provides financial assistance for travel and other expenses.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>The college provides a dedicated amount of seed money for those research departments who wish to improve their instrumentation facilities. The college library has a vast collection of books and journals and is constantly augmented. The textbook collection of the college library has been ungraded along with the increase in the number of reference books. This ensures that a maximum number of students have access to textbooks and reference material. The library also has subscription to EBSCO and ENLIST databases which will be of great use to faculty members and research scholars. All the seminar halls have been equipped with projectors and AV facility which helps in smooth conduct of programmes.</p>
Human Resource Management	<p>The recruitment of teaching staff is conducted as per the guidelines laid down by the UGC. The members of the faculty are constantly encouraged to upgrade their existing knowledge by attending orientation and refresher courses. The staff members are also encouraged to attend workshops, seminars, conferences and faculty development programmes. The institution also provides financial assistance and funding to the teaching staff who wish to travel to present papers at conferences. Yoga camps were conducted for the teaching and support staff to help them achieve mental equilibrium. The college has appointed a professional counselor who is available to provide assistance to staff as well as students.</p>

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

E-governance area	Details
<p align="center">Student Admission and Support</p>	<p>The practice of e-Governance in the institution ensures quick access to information, transparency, accountability and interface between the different segments of the institution, thereby enhancing the efficiency of the various services rendered. The admission process has been made online which has helped in creating good will and faith among the people.</p>
<p align="center">Examination</p>	<p>The attendance record is digitally maintained and the percentage required to appear for the end semester examinations is also calculated digitally, making the students track and take responsibility for their absence. This minimizes errors and reduces work hours spent on such time-consuming activities the dissemination of information is swifter as it is sent through SMS and email. Question bank is uploaded on the website and students can access the same anytime and anywhere which has reduced the use of paper and helps in conservation of the environment. E-governance also facilitates in the conduct of examinations. Fee payment has been made online. This results in reduction of the instance of delayed / non-payment of fees. The results of the end semester exams are declared online and the mark sheets have colour coding which acts as a check on any kind of malpractice.</p>

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme	Title of the administrative training programme	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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	organised for teaching staff	organised for non-teaching staff				
2017	NIL	NIL	01/06/2017	31/05/2018	0	0
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	26	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. United India Insurance, 2. Diwali gift of Rs.1000/-, 3. Salary advance, 4. Subsidized rate at Lions diagnostic centre	1. United India Insurance, 2. Diwali gift of Rs.1000/-, 3. Salary advance, 4. Subsidized rate at Lions diagnostic centre	United India Insurance

6.4 – Financial Management and Resource Mobilization

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

1. The institution conducts regular financial audits and submits the audited statement at statutory bodies. 2. The expenditure statement from each department after the completion of the programme is well scrutinized before taking for auditing.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Vallabhacharya Vidya Sabha	15750866	Academics
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority

Academic	Yes	External Faculty members from autonomous college	No	
Administrative	No	Chartered Accountant	No	

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

The various departments as part of their effort to involve parents in the teaching-learning process and help them understand the challenges faced at the institutional level conduct periodic - parent teacher meeting where in the various aspects vis-à-vis, course content, infrastructure, student attendance and performance are discussed. This kind of interaction helps the class teacher understand the requirements of each and every student in their class. Parents are made aware of the performance and behavioural issues if any, as parental support is a prerequisite to ensure the smooth functioning of the system. The feedback from parents has enabled the institution to review and enrich the curriculum so as to make it effective and efficient. The members of the faculty are able to build a rapport with their wards as the participation of parents assists them in gaining an understanding of the specific needs of their students. The parents actively engage in the discussions and offer constructive suggestions intended to better the performance of their wards and by extension enable the institution realize its goals.

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

The institution undertakes a number of quality initiatives both for the faculty and the support staff. Every attempt is made to ensure that the faculty and staff receive adequate training to develop qualities of teambuilding, camaraderie and togetherness. Apart from the group insurance scheme offered in collaboration with United India Insurance, adequate measures are adopted to ensure the physical and psychological wellbeing of the staff. Yoga training is offered. Medical camps were organised by the NCC and NSS units of the college in collaboration with Swami Vivekananda Diagnostic centre. The support staff are given due recognition for their services and encouraged to voice their views in matters pertaining to not just their personal concerns but also in matters related to governance.

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

The institution makes conscious efforts to ensure that the policies and strategies developed to enhance performance are implemented effectively in the subsequent years. The status of College with potential for excellence has propelled the institution to focus on research initiatives. The faculty pursuing research are extended financial assistance to meet the travel cost or the conference cost both within the country and abroad. The research interests are sustained by the encouragement and support extended by the management. The institution has also addressed the ever increasing demand for both existing courses and the introduction of new courses which can better the career prospects of the students. Every effort is taken to maintain student -teacher ratio to increase the efficiency. Apart from soft skills that are offered to groom the students and enable them to acquire social skills, communication skills, the institution also tries to identify and encourage emerging entrepreneurs who wish to innovate. The entrepreneur development cell conducted the Vaishnav Bazaar to tap the immense potential among its students in creating opportunities for self-employment.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Workshop on Research Methodology	05/10/2017	05/10/2017	05/10/2017	75
2017	Workshop on GST	04/12/2017	04/12/2017	05/12/2017	80
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
National Seminar on Sexual Harassment: Challenges and Solutions	05/01/2018	05/01/2018	50	150
An education awareness session for girls by Dr.C.Muthunagai	01/01/2018	01/01/2018	100	300
Gender Sensitization talk	13/07/2017	13/07/2017	50	70
Women's day	07/03/2018	07/03/2018	200	200

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

Percentage of power requirement of the University met by the renewable energy sources
Total power consumed during the academic year: 7,69,056 units Power generated through Solar power plant : 49, 718 units Power generated through Diesel power plant: 18, 990 units

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	7
Provision for lift	Yes	1
Rest Rooms	Yes	1

Scribes for examination	Yes	5
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7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
View File							

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Student Hand Book (College calendar)	16/06/2017	<p>At the core of the institution's objectives is the adherence to human and universal values. As an organization that is involved in the noble cause of education, the college is aware of its responsibilities and the power it has to transform young minds. Every endeavor of the institution is guided by humane value system. When the institutional practices reflect human values, it is sure to be imbibed by the students as well, creating an overall environment that stands on the foundations of universal brotherhood and peaceful coexistence.</p> <p>The college has also devised various systems that uphold the highest standards of professional ethics. The staff members are always encouraged to ethically carry out their duties and to uphold the values of truth, honesty and humanism. The college also maintains a transparent working environment where the thrust is on accountability.</p>

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Maargazhi Mahotsav	06/01/2018	06/01/2018	250
Acharya Devo Bhava - Teachers Day	05/09/2017	05/09/2017	500
Martyrs day	30/01/2018	30/01/2018	400
Kumbhabhishegam	01/08/2017	01/08/2017	500
Navarathri Celebrations	19/09/2017	28/09/2017	750
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Plastic Free Campus : The college administration encourages the students and staff to avoid using plastics on the campus. The college with its ecologically conscious outlook promotes use of biodegradable materials within the campus in order to protect the environment. **Rain Water Harvesting** Rain water harvesting is naturally done by channeling off all the excess rainwater to the lotus pond. This ensures that the pond does not dry up and the depletion of the water table is avoided. **Water Recycling** The college boasts of a well-functioning sewage treatment plant which generates a large amount of clean water every day which is used for watering the plants. This practice promotes judicious use of water and discourages wastage. **Alternate Source of Energy** The solar panels installed in the college generate power to meet around 10% of the power requirement of the campus. This way the college uses the abundantly available sunlight into a source of energy. **Use of LED bulbs :** The college uses LED bulbs throughout the campus which ensures energy saving. **Rain Water Harvesting. Water Recycling**
Alternate sources of Energy - Solar energy

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Green Campus : The college has a sprawling campus with a cover of lush greenery. The college is home to a variety of trees and plants which creates a right balance between constructed areas and the endowments of nature. The large lotus pond at the centre of the campus not only enhances the aesthetics of the college landscape by adding to its serene atmosphere, it also promotes a natural habitat for flora and fauna. The successive heads and decision-makers of the college administration have been tirelessly working towards maintaining the greenery around the campus by allocating dedicated budgets and maintaining teams of staff. The trees, plants and grass patches have been nurtured and taken care of over the years and today, they provide a breath of fresh air and the institution remains a natural heaven in the midst of a polluted and congested city. **Promoting Universal Values :** The institution, which was founded with the objective of imparting education to all, has at its heart service-mindedness and welfare of the society. The college has always believed in causes and initiatives which are aligned with its core beliefs and ideals of service to the society. The various programmes and events organised by the college under the banners of its different clubs and committees always reflect the values of charity, kindness, benevolence, unity, tolerance and peace.

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

http://www.dgvaishnavcollege.edu.in/dgvc_new/uploads/igac/Best%20Practices.pdf

7.3 – Institutional Distinctiveness

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

The institution recognizes the need to provide an environment conducive to learning both in terms of the physical facilities provided for the enhancement of the teaching - learning process and the moral values that it desires to infuse in the minds of the young, so that they can evolve to become citizens with social consciousness. The focus to provide an eco-friendly environment and to create environmental consciousness has led to complete automation of the process of administration right from admissions. This initiative restricts the use of paper and the depletion of the available natural resources. The insistence on maintaining the campus litter free and plastic free is intended to save the environment and provide a congenial atmosphere for learning. This initiative also trains the students to develop civic sense and take responsibility, understand the need to conserve natural resources and value the importance of preserving the college environment. The institution goes beyond mere piling up of information, and accumulation of knowledge and nurtures the qualities of social commitment and responsibility as each student has a distinctive role to play in society, as a socially responsible member in creating an atmosphere which is positive and proactive.

Provide the weblink of the institution

http://www.dgvaishnavcollege.edu.in/dgvc_new/uploads/igac/Best%20Practices.pdf

8.Future Plans of Actions for Next Academic Year

The vision of the institution is to provide value-based education to empower the student community and enable them to emerge as socially responsible citizens. The institution constantly strives to improve the standards of excellence by revising the syllabus to cater to the requirements of the industry. Every department tries to provide a course on skill development to better the career prospects of the students. Curriculum enhancement has always been the thrust area. Research has been given top priority. Attempts have been made to encourage collaborative and inter disciplinary research as it would improve the outcome and prove to be beneficial to the society. As part of its efforts, to enhance quality in all spheres, the institution wishes to provide an impetus to sports development. The college proposes to encourage sports by providing additional facilities at the sport complex, thus providing the younger generation an opportunity to pursue their passion as well as qualify themselves with a degree to embark on a promising career path. Expansion in terms of the additional courses that were introduced has led to the conception of an action plan to provide adequate infrastructure facilities. The college proposes to strengthen the facilities provided for the students who are differently abled. Also, in its effort to develop attitude and aptitude, the institution wishes to introduce, organise and conduct a greater number of training programmes and enable the students to succeed in professional courses like CA and the competitive examination like UPSC.