

Part –A

Plan for the academic year 2008-2009

We have planned

To purchase more text books for MBA, MCA and also some general books regarding communication and soft skills.

To increase the number of upcoming technology oriented audio and video CDs.

To give fee concession to motivate the outstanding sports persons.

To extend a helping hand to the needy villagers through the NSS units.

To honour the staff who give cent percent result in their respective subjects

To initiate Junior Jaycees Wing and Rotaract Club to implant the leadership quality among the students.

To organize Industrial visit not only for MBA and MCA but also for Bio-Science students.

To post the attendance details online through I-Net Consultancy, Chennai.

To provide Out Bound training (Yoga, Personality Development, Communication Skills) to the MBA students.

To have MOU with Sutherland Global Services, Chennai to give training and placement for all UG students.

To construct English Language Lab with the help of Young India Films, Chennai.

To invite the alumni to get industrial links and data from those who were placed in the leading corporate sectors.

To conduct a Farmers Fest '08, programme in collaboration with Tamilnadu State Council for Science and Technology, Chennai.

To develop the quality of education by providing online education.

To construct a new internet laboratory in order to provide internet to all UG and PG students.

We have planned to give special training to non-teaching staff to handle computer.

To conduct Faculty Development Programme for both teaching and non-teaching staff for each semester

To organize various department functions

To initiate collaborative programme

To provide insurance coverage - mediclaim to all the students in tie-up with Gokulam Hospital, Salem.

Planned to set up a Herbal Garden in the college campus for research activities by the Department of Microbiology.

Planned to conduct Convocation and Alumni meet every year by the 1st week of March.

Part – B

1. Activities reflecting the goals and objectives of the institution.

- a) For the betterment of the students we have course materials prepared by the staff, each student is given a separate printout.
- b) The following staff members of our college have been selected as the members of Board of Studies at University:
1. Ms. S. Santhi, Head, Dept. of Statistics
 2. Mr. C. Ravikumar, Head, Department of Bio-Chemistry
 3. Mrs. S. Pallavi, Head, Department of Management Studies
- c) A collaborative programme has been initiated in our college for MBA and MCA courses of PRIST University.
- d) Many innovative programmes have been conducted by various departments:
- ❖ Department of Computer Science conducted a Hardware Exhibition named Babbage X on 06.09.2008 and 07.09.2008. More than 300 components from 1992 to 2008 were displayed and students from various schools and colleges were benefited.
 - ❖ An Intercollegiate Meet- Interfaccia '08 was also conducted.
 - ❖ A State level Inter-collegiate competition names Math Carnival '08 was conducted by the Department of Mathematics.
 - ❖ Junior Jaycees Wing and Rotaract Club are functioning to benefit our students.
 - ❖ Junior Jaycees Wing conducted a three day EDP from 17.09.08 to 19.09.08.
 - ❖ Convocation Day – 2009 was celebrated at our campus on 28.02.2009.
 - ❖ A meeting of the Alumni was conducted in a grand manner on 01.03.2009 at our college campus.
 - ❖ College Day was celebrated for two days in the name of VYJOY '09 on 14.03.2009 and 15.03.2009. Students as well as the parents are honoured.

2. New academic programme initiated (UG and PG).

Additional intake capacity for the MBA course has been increased from 60 to 120.

3. Innovations in curricular design and transaction.

1. Teaching is done by following a detailed 'Scheme' which is prepared beforehand.
2. Important topics regarding subject are prepared and presented to the students in the form of PPT.
3. CD profiles are prepared in soft copies and hard copies and kept in the library for the reference of the staff members.
4. The students who have practical are given Practical procedures one day before the practical class in the form of print outs.
5. All the PG students who have projects are given the various company addresses in soft copy.
6. Subject related Guest lectures, Industrial Visits are provided for the benefit of the students.

4. Inter-disciplinary programmes started.

- Apart from regular curricular teaching, students are taught Tally (Version 9.0).
- Soft skill and personality Development classes are also conducted.
- Placement Training Programme for MBA, MCA and all Final UG has been arranged.
- The Department Bio Science has a tie-up with Naga Institute and offers lab technician course-DMLT to the interested students.

5. Examination reforms implemented.

In addition to the patterns of the previous year, for the seating arrangements of the examination, we have implemented Gold Scape Software Solutions, Bangalore. It is easy to identify the details of the students such as class, subject and attendance details through this software.

6. Candidates qualified: NET/SLET/GATE etc.

DEPARTMENT	NAME OF THE STAFF	NET/SLET/GATE/M.Phil Before 1993
TAMIL	Mrs. S.Manimekalai.	M.Phil Before 1993
	Mr.A.Ambethkar	NET
	Mr.G.Kathiravan	NET
	Mr.IRA.Tamizadiyan	NET
	Mr. V.Dharmalingam	NET
HINDI	Mr.A.R .Chandrasekaran	SLET
ENGLISH	Mr.K.Ravichandran	M.Phil Before 1993
MANAGEMENT	Mrs. G. Padmavathy	NET
BIOCHEMISTRY	Mr.C.Ravi Kumar	NET
ECONOMICS	Mr.S.Sivakumar	NET

7. Initiative towards Faculty Development Programme.

Faculty is encouraged to attend various faculty development programmes. We also conducted a FDP on 14.06.08 and 15.06.08 by A.C. Balathilak, President, JCI, Salem steel city.

Landmark, Bangalore has conducted a FDP on 10.01.09 on 'stress release techniques'.

8. Total number of seminars/ workshops.

A State level Seminar (Math Carnival '08) was conducted by the Department of Mathematics on, 26.09.08.

The Department of Management Studies conducted 'Gallant 08' – a management meet on 10.10.08.

9. Research projects.

A Research Wing is started in Management Studies and 08 Scholars are currently pursuing the Doctoral Research.

10. Patents generated, if any.

Nil

11. New collaborative research programmes.

Nil

12. Research grants received from various agencies.

The college being a self –financing institution no grants will be received from any agency.

13. Details of research scholars.

Mr. IRA. Tamizhadiyan Faculty of Tamil has been awarded Ph.D degree in the year 2008-2009. The following staff members have registered for Doctorate Programme.

DEPARTMENT	NAME OF THE STAFF
TAMIL	Mr.V. Dharmalingam
	Mrs. P. Deepa
ENGLISH	Mr. K. Ravichandran
	Mrs.T.K.Sanathi
MANAGEMENT	Mr. P. Kamalakannan
	Mrs. G. Padmavathy
	Mrs. S. Pallavi
COMPUTER SCIENCE	Miss.V. Sangeetha
	Mrs. P. Sumithra
	Mr.A. Kajamohedeen
	Mr.D.Jagdesswaran
COMMERCE	Mr. J. Dhinakaran
	Mr. E .Palanivel
BIOCHEMISTRY	Mr.V.Sivanarayanan

14. Citation index of faculty members and impact factor.

Staff members have attended various National and International seminars and workshops conducted by various institutions and Universities. (Details are enclosed).

15. Honours/ Awards to the Faculty.

Mr. G. Kathiravan, Faculty of Tamil has been awarded as the **Best Service Officer** by the Tamil Nadu Consumer Vigilance Council, Salem.

16. Internal Resources Generated.

Nil

17. Details of departments getting SAP, COSIST/DST/FIST etc. assistance/ recognition.

Nil

18. Community Services.

- Poor students are financially helped.
- The Management offers money to temples and various orphanages.
- The NSS units conduct blood donation camps, eye check-up camp etc.
- A ten days NSS camp was held at Chinnanoor, Salem. Various activities such as road laying plantation, cleaning the surroundings were carried out.
- Timely blood donation is done by our students and saved many lives.

19. Teachers and officers newly recruited.

Every year the College recruits new teaching staff and office staff as per the required workload for academic and administrative activities. The recruitment is based on the UGC norms. Interview is conducted in three sessions:

- i) Written test – a questionnaire is prepared by the panel from other reputed institution.
- ii) Class session – candidates are asked to take the PG level topics.
- iii) Personal Interview

20. Teaching and non-teaching ratio.

Ratio: 3:1
Total number teaching staff: 100
Non teaching staff : 36

21. Improvements in the library services.

On the recommendation of the staff members, new books are added to the already existing stock of the library. Students can make use of those facilities available at the library. Project of the PG final year students are kept in the library for the benefit of the forthcoming students. We have initiated a Book Bank with the help of Adi Dravidar Welfare scheme in order to help the poor students.

22. New books/ journals subscribed and their value.

S.No	Academic year	No. of Books	Price	No. of magazines	Price	No. of Journals	Price	No. of news papers	Price	No. of CDs
1.	2004-05	1370	308035	39	26122	24	27247	10	12000	840
2.	2005-06	1090	288720	52	33758	39	40044	10	12000	913
3.	2006-07	1912	574669	53	34498	42	43317	10	12000	913
4	2007-08	2164	525933	62	41546	41	56780	10	12000	1010
5.	2008-09	3285	1104587	42	27673	22	24219	10	6000	1127

23. Courses in, which student assessment of teachers is introduced, and the action taken on student feedback.

1. Feedback is collected from two boys and two girls from each class to assess the understanding of the students and performance of teachers every month.
2. Apart from academic, a general feedback regarding hygienic maintenance of food preparation in both the mess and canteen is also collected from the students.
3. The Principal visits all the classes once in a month and collects feed back in person from the students.
4. A suggestion box is kept out side the Principal's chamber and suitable remedial measures are taken on the suggestions and complaints lodged in that.
5. Grievance cell is functioning effectively. They help the students to solve any problem if any, faced by the students.
6. Guest lectures and Industrial visits are arranged for better understanding and to gain practical knowledge.

24. Unit cost of Education.

Our college is a self-financing institution and doesn't collect any donation from the students. Students are charged only nominal fees. Fee structure copy is enclosed for your reference. (Ref Annexure - 1)

25. Computerization of administration and the process of admissions and examination results, issue of certificates.

The Examination Results of the students are posted on Internet. The parents and students can view their results by using their I-net card.

We are following the admission norms of the state and the eligible norms of Periyar University. Admission process is computerized. Applications are collected from the students and sorted out through separate software based on the marks and community. The qualified students are intimated and admitted.

Students' achievements are posted on internet. Parents can view their wards' performance in the class through internet live.

Students' particulars regarding address, email, blood group and academic details are fed into the computer for placement.

The data of the students regarding attendance, marks and their achievements are fed in the computer. We are providing computerized TC to the students.

26. Increase in the infrastructural facilities.

- An automatic Genset and upgradation from LT to HT line has been set up.
- Electricity connection from LT to HT (120KVA) to provide stand-by power supply for 24 hrs to support whole campus.
- Seven LCD TV's are set up from entry level to exit level in the auditorium.
- A Closed circuit Camera is fixed in every class rooms.
- Our mess kitchen is provided with the latest hi-tech automatic chapatti, dosa making machines and vegetable cutter to prepare the food fast and in a hygienic way. In addition to this, we have an electric rice cooker, which can cook 20kg rice within 20mins and an electronic dish washing machine.

27. Technology upgradation.

Language lab with advanced software package is installed. Latest video clippings related to the field of study are shown in the AV theatre. Thumb impression machine has been installed for the attendance of faculty. V-SAT- Everon System is installed.

28. Computer and internet access and training to teachers and students.

Our college provides free computer and internet access to the teachers and the students round the year. Teachers can search through various websites and collect upto date information. They compile it and help the students to update their knowledge. Every year final year BBA and B.Com students are given training in Tally course and given certificates.

29. Financial aid to students.

Our college offers helping hand to the poor students. The students who are very poor were given full concession in their fee. Some students were given concession to pay half amount of their fee. More than 46 students are benefited during the academic year 2008-2009.

If any of the students have won Inter-Collegiate competition, they will be reimbursed the TA & DA. The Management pays one third of Rs. 77,500/- for the soft skills development courses which are provided to the students.

30. Activities and support from alumni association.

Alumni Association plays an active part in implementing new ideas by giving useful information from their experience. Alumni students offer help in arranging Guest Lectures, Industrial Visits and Placement. More than 3000 are members of Alumni Association.

With the alumni fund, we offer help to orphanages and provide books to nearby Government Schools. We are planning to invite the family members of alumni for a get together. In that association, we discuss the placement opportunities and collect data from the professionals working in MNCs to help the current students.

31. Activities and support from PTA.

Parents Teacher Association (PTA) meetings are conducted at regular intervals. A PTA is made compulsory for all the I year UG and PG students at the time of admission. All the parents are provided with the Principal's phone number and college phone numbers.

Some of the parents help the Management by arranging Industrial Visits to the students. Parents help and guide final year MBA and MCA students in their projects. Parents are also included in the college disciplinary committee. Misbehaviour of the student is also discussed in the PTA meetings.

32. Health services.

Prompt medical service is available in the college. All the staff rooms and library are provided with the First aid box. Immediate care is given to the student who is ill. They are immediately taken to the nearby hospital. Students and staff are provided with the medical insurance. All the teaching and the non teaching staff, all the students and the workers have been given accident insurance coverage for Rs. 25,000/-

The Management provides Water Doctor facility in the campus. If Hostel students fall ill, immediate treatment is given to them by calling in a doctor from the nearby hospital. In case of an emergency a separate vehicle is arranged for taking the students to the hospital. Eye check up and medical check up are arranged in the college campus at regular intervals.

33. Performance in sport activities.

In our College sporting skills are given due importance. Sport activities are well taken care of by the efficient and skillful Physical Education Director. During the academic year 2008-09, our students participated in various District and State Level sports meet and won many laurels.

CHESS: Our College Chess team participated in Periyar University Inter Collegiate tournament and won prizes.

TABLE TENNIS: Our college Table Tennis team secured prizes in Periyar University Intercollegiate Table tennis Tournament.

POWER LIFTING: The Power Lifting team of our college bagged various prizes in Periyar University Inter Collegiate Power Lifting Tournament.

WEIGHT LIFTING: The Weight Lifting team of our college bagged various prizes in Periyar University Inter Collegiate Weight Lifting Tournament.

HOCKEY: Our College student participated in Periyar University Inter Collegiate tournament and our College student represented Periyar University Hockey Team in South Zone Inter University Hockey tournament.

BASKET BALL: Our College student participated in Periyar University Inter Collegiate tournament and our College student represented Periyar University Basket Ball Team in South Zone Inter University Basket Ball tournament.

BEST PHYSIQUE: Our College student bagged prizes in Periyar University Inter Collegiate best physique competition.

Our College organized Power lifting, Weight lifting, Best physique Inter Collegiate Tournament for Men, 2008- 2009 in the campus and Periyar University Inter Collegiate Power lifting, Weight lifting

Tournament for Women, 2008-2009 in our college GYM auditorium. We also conducted Periyar University Inter College Basket Ball Tournament for Women 2008-2009 in our flood lighted Basket Ball Court for two days.

34. Incentives to outstanding sportspersons.

Our college encourages the outstanding by providing various benefits. Our students who shine in sports in District and State level competitions or Tournaments are given fee concession and some excellent students are given free education too. Students those who are participating in various sports and inter-collegiate competitions are bestowed with sports kit, TA and DA.

On duty and full attendance are given during the days of tournaments and competitions to the sport students.

35. Student achievement and awards.

- Many of our students have secured University Ranks and won gold medals.
- Our student, N. Lavanya of Mathematics, has won the gold medal from the Periyar University, Salem. (Details are enclosed)
- And also Papitha and Prabavathy of II M.Sc. Mathematics are selected as faculty by TIME Institute (Details are enclosed).
- S. Chandrakumar of II BBA got selected to attend Republic Parade in Delhi at University level.
- J. Poornachandran of III B. COM. (CA). B won the all India level best poster competition award at National level.
- S. Nithyanadham of III B. COM (2005 to 2008) won the best NSS volunteer award at State level for the academic year 2007-2008.

36. Activities of the guidance and counselling unit.

- a) TANCET coaching classes are conducted for MBA and MCA classes.
- b) A grievance cell with experienced Staff to give counseling to the students is organized.
- c) Staff members encourage the students to participate and present papers in National Conference, Seminar, etc.
- d) A one day workshop on Motivation and Stress Management is conducted for Central Co-operative Bank employees.
- e) Numerical Aptitude Programme is arranged for final year MCA students for 25hrs. Question paper is set by our college faculties.

37. Placement services provided to students.

Various placement training programme are given to the final year UG and PG students to enhance their skill sets.

- ❖ ECE has been conducted to all II year UG students by ACE Soft Skills, Chennai.
- ❖ A Personality Development Programme is conducted by Urbane Academy to all the I year UG students.
- ❖ II MBA students have attended a Smart Programme which was conducted by Mr. Arun Kumar, MBA. from Mind Matter Consultancy, Chennai.
- ❖ Mrs. Rashidha Sultana from Chennai gave 30hrs training for III year UG students to develop communication skills.
- ❖ NEXT, a well reputed and one of the largest soft skill institutions in India imparts 150hrs soft skills training programme for MBA and MCA students from Dec. 2008.
- ❖ Placement Brochure, which contains all the academic and personal details of the final year students, is prepared and handed over to MNCs for better placement.

- ❖ The Junior Jaycees Wing of our college has organized the placement training programme for the final year under graduate students on 28th & 29th January 2009.
- ❖ A campus interview was held on 01.02.09, regarding cyber net slash support, Chennai recruited students for their BPO services.
- ❖ All the final year UG and PG students were given 6 days training in developing communication skills and placement training programme by RIPE Institute, Chennai.

38. Development programme for non-teaching staff.

- MS-Office and Tally training are given to non-teaching staff members those who are maintaining office administration details.
- Multimedia Application Software training is given to other non-teaching staff.
- The staffs in account section are given new software training to prepare fee structure quickly and accurately.

39. Healthy practices of the institution.

- a) Eye Camps are conducted.
- b) AIDS awareness programme is conducted.
- c) Blood donation camp is conducted.
- d) We have tie-up with Sri Gokulam Multispeciality Hospital, Salem, in order to provide accidental mediclaim Insurance coverage to all the Teaching and the non-teaching staff members.
- e) Training classes for glass painting, pot painting and fashion jewellery making are conducted for the interested girl students.
- f) Meditation and Yoga classes are conducted for the students.
- g) Remedial coaching classes for slow learners in MCA and MBA students are given.
- h) Classes to develop soft skills are also conducted.
- i) The Management provides the newspapers like Business Line and The Financial Express to the interested students.
- j) The Management avails the benefit of getting passport and pan card easily to the students and the staff members.
- k) For the welfare of the students, the management initiated SB account through the college.
- l) To make the task of the students easier, the management itself makes arrangement to provide LLR and driving license.
- m) The college bus drivers are provided with mobile phones.

40. Linkages developed with national and international, academic, research bodies.

Our college has established Institutional membership with BCL, ACL, AIMA, MMA (Salem Chapter), NIPM and SPC (Salem Productivity Council).

41. Any other relevant information the institution wishes to add.

- a) Our college acts as a venue for Annamalai University Examinations.
- b) It is a centre for JEE, SAIL Exams.
- c) It is a venue for Consortium Examination for MBA and MCA.
- d) Our college serves as the study centre for Pondicherry University.
- e) Personal Contact Programme classes are conducted for Annamalai University, Periyar (PRIDE), and TNOU.
- f) Our college staff members are handling contact classes for TNOU and Annamalai University.
- g) Renewal Energy lamps have been installed in the college campus.
- h) Our college Staff members have been sent to other states as observers of the Examinations conducted by the PRIDE.
- i) Fire extinguishers are installed in all the college buses.

- j) All the students are made known the emergency phone numbers of Hospitals, Railway timings, police station, fire station, blood bank etc.
- k) Staff members have been appointed to look after the road safety of the students.
- l) On purchase of the new systems, the existing system is handed over to the nearby Government Schools.
- m) Our college has accepted to be the examination centre for Bharathiyar University Distance Education, Coimbatore.

Part: C

Plans of the institution for the next year (2009-2010)

- To develop the quality of education in Management Studies, we are planning to initiate M.Phil Course like Management, Computer Science and Mathematics.
- To install TV in all the class rooms to display the latest information, BBC News, UGC programme to enhance the knowledge of the students during intervals.
- To conduct Inter-Collegiate Meet through Tamil Literary Association.
- To send our staff members to other institutions for delivering lectures and to give motivation training to the staff members of leading corporate sectors.
- To install a satellite antenna in all the buses to monitor the position of the bus in all their respective routes.
- Planned to start MBA and MCA programme in the name of Vysya School of Management and Information technology affiliated to Anna University, Coimbatore.
- Planning to upload the student attendance, college test marks and University Examination Marks in our college website (www.vysyacollege.org) so that parents can see their wards performance in the home itself through internet.

Name & Signature of the Co-ordinator, IQAC

Name & Signature of the Chairperson, IQAC