NAZARETH MARGOSCHIS COLLEGE AT PILLAIYANMANAI NAZARETH – 628 617.

The Annual Quality Assurance Report (AQAR) of the IQAC

AQAR for the year	2014 - 2015
	Part – A
I. Details of the Institution	
1.1 Name of the Institution	NAZARETH MARGOSCHIS COLLEGE AT PILLAIYANMANAI
1.2 Address Line 1	PILLAIYANMANAI
Address Line 2	NAZARETH
City/Town	THOOTHUKUDI DISTRICT
State	TAMILNADU
Pin Code	628617
Institution e-mail address	margoschiscollege@gmail.com
Contact Nos.	04639-277232, 278232
Name of the Head of the Instituti	on: Dr. H. RAVINDRAN
Tel. No. with STD Code:	04639-277572
Mobile:	98654-83407

Name of the IQAC Co-ordinator:			Dr. S. ARULRAJ PONNUDURAI						
Mobile	e:			98654-83	98654-83407				
IQAC e-mail address: nmcpiqac@gmail.com									
1.3 N A	AAC Tr	rack ID (For	ех. МНСО	9GN 18879)					
(1 T	For Exan his EC n	ecutive Com nple EC/32/A o. is availabl stitution's Ac	&A/143 do le in the rig	nted 3-5-200 ht corner- b	94. Loottom	A/024 dated 16	-09-2008		
1.5 W	1.5 Website address: www.margoschiscollege.in								
V	Veb-link	of the AQA	AR: http	://margoscl	hiscollege.in/con	tent/iqac/repo	orts/NMCP_2014-15.pdf		
1.6 A	ccredita	tion Details							
S	Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period			
	1	1st Cycle	В	2.10	2008	Sept. 2013	_		
	2	2 nd Cycle							
	3	3 rd Cycle					-		
	4	4 th Cycle					-		
		•			<u> </u>				
1.7 Date of Establishment of IQAC : DD/MM/YYYY						30.10.2	014		
1.8 AQAR for the year (for example 2010-11)									
			_		d to NAAC after 0-11submitted to				
i.	AQAR	2013 – 2014	4 submitted	to NAAC	on 23.05.2018				
	-					(DD/MM/YY	YY)		
						(DD/MM/YYY	·		
iv.	AQAR	<u> </u>		(DD/MM/YYY	YY)				

University	State 🗸	Central	Deemed Private	
Affiliated College	Yes 🗸	No		
Constituent College	Yes	No		
Autonomous college of UGC	Yes	No 🗸		
Regulatory Agency approved Insti	tution	Yes	No 🗸	
(eg. AICTE, BCI, MCI, PCI, NCI)				
Type of Institution Co-education	on 🗸	Men	Women	
Urban		Rural 🗸	Tribal	
Financial Status Grant-in-	aid	UGC 2(f)	UGC 12B	
Grant-in-aid	d + Self Finar	ncing /	Totally Self-financing	
1.11 Type of Faculty/Programme				
Arts ✓ Science [Commerc	ce 🗸 Law	PEI (Phys Edu)
TEI (Edu) Engineering	g Hea	alth Science	Management	
Others (Specify)				
1.12 Name of the Affiliating University	ity (for the Co	allogos)	IANONMANIAM SUNI UNIVERSITY, TIRUNE	
1.13 Special status conferred by Cent	ral/ State Gov	vernment UC	GC/CSIR/DST/DBT/ICM	R etc
Autonomy by State/Central Govt	. / University	No		
University with Potential for Exc	ellence	No	UGC-CPE	No
DST Star Scheme		No	UGC-CE	No

1.10 Institutional Status

UGC-Special A	ssistance Programme	No	DST-FIST	No
UGC-Innovativ	e PG programmes	No	Any other (Specify)	No
UGC-COP Prog	grammes	No		
2. IQAC Com	position and Activiti	<u>es</u>		
2.1 No. of Teachers		5		
2.2 No. of Administ	rative/Technical staff	1		
2.3 No. of students				
2.4 No. of Managen	nent representatives	2		
2.5 No. of Alumni		1		
2. 6 No. of any other community rep				
2.7 No. of Employer	rs/ Industrialists	1		
2.8 No. of other Ex	ternal Experts			
2.9 Total No. of men	mbers	10		
2.10 No. of IQAC n	neetings held	2		
2.11 No. of meeting	s with various stakeholders:	No.	Faculty 2	
Non-Teach	ning Staff Students	Alumni	Others	
2.12 Has IQAC rec	eived any funding from UGC of	luring the yea	r? Yes N	No 🗸
If yes, me	ention the amount			
2.13 Seminars and C	Conferences (only quality relate	ed)		
(i) No. of Sem	inars/Conferences/ Workshops	/Symposia or	ganized by the IQAC	
Total Nos.	International	National	State Institution	on Level 2
(ii) Themes	1. One day workshop on 'A Commerce on 08.04.201		SPSS' conducted by the D	Department of
	"Ikkala Ilakkiathil Indra Department of Tamil on	-	', a conference conducted	by the

2.14 Significant Activities and contributions made by IQAC

- A Women Protection and Awareness Programme was conducted in the college on 19.03.2015.
- Campus Interview was conducted in which 7 students were placed in ICICI Bank.
- AIDS awareness documentary film 'Uyirin Uyire' was screened on 22.07.2014.
- Tree Planting Programme was held in the College
- An awareness campaign about the Evil Effects of Drug and Tobacco was conducted for the students.
- A sum was collected and given towards educational fund for the visually challenged students in Madurai.
- A meeting on Road safety awareness was held on 07.01.2015 to enrich the knowledge of the students on road rules.
- Football match was conducted for the Teaching and Non-Teaching staff on 31.01.2015 to refresh their body and mind.
- Graduation Day was held on 30.03.2015.
- Dengue Awareness film show was screened for the students and staff on 06.04.2015.

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
To implement students' counselling	Counselling programmes were conducted
programmes	
To conduct Staff enrichment programme	A one day staff enrichment programme was conducted at Courtallam
To encourage the staff to attend seminar/conference/paper presentation	A Conference was conducted
Automation of College Office and Library	Work was initiated at the end of the academic year

	year
	* Attach the Academic Calendar of the year as Annexure. (See Annexure – I)
2.15 V	Whether the AQAR was placed in statutory body Yes No No
	Management Syndicate Any other body
	Provide the details of the action taken
	The AQAR (2014-2015) was scrutinized by the Governing Board of the College in the meeting
	held on 26.02.2018 and the details furnished in it were approved

Part - B

Criterion - I

I. 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/ M.Phil		1		
PG	1		2	
UG	7	2	2	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate			1	
Others				
Total	8	3	5	
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	16
Trimester	
Annual	

	Feedback from stakeholders* On all aspects)	Alumni		Parents	3	Employers		Students	✓	
	Mode of feedback :	Online		Manual	✓	Co-operating	g scho	ools (for Pl	EI)	
*Ple	ase provide an analysis of the fee	edback in t	he Ann	exure				(See Annex	kure –	II)
1.4 V	Whether there is any revision/u		regulat No	ion or sy	llabi, if	yes, mention	their	salient asp	ects.	
1.5 A	Any new Department/Centre in	ntroduced	during	the year	. If yes,	, give details.				
	New courses B.A. Tamil, B.A. Financing scheme.	A. English	& M.	Phil. Con	nmerce	were started	unde	r the Self		

Criterion - II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
39	11	28		7

2.2 No. of permanent faculty with Ph.D.

26

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

As	sst.	Assoc	ciate	Profe	essors	Oth	ners	То	tal
Profe	essors	Profes	ssors						
R	V	R	V	R	V	R	V	R	V
-	9	-	-	-	-	-	-	-	9

2.4 No. of Guest and Visiting faculty and Temporary faculty

		29
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	5	6	7
Presented papers	16	7	5
Resource Persons		1	2

- 2.6 Innovative processes adopted by the institution in Teaching and Learning:
 - Student-centred teaching and classroom interaction
 - Teaching aids such as LCD projector system and smart boards are occasionally used.
 - Encouraging students to participate in the co-curricular programmes conducted both within the campus and off campus.
 - Students are given assignments and seminars to promote participatory learning.
 - Continuous Internal Assessment system is followed.
- 2.7 Total No. of actual teaching days during this academic year

185

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

University provides the option to get the photocopy of valued papers for students.

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

1

2.10 Average percentage of attendance of students

78.99%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students	Total No. of	Division				
Trogramme	appeared	Pass	Distinction %	I Class	II class	III class %	Pass %
B.A Tamil	21	9	0	33.33	9.52	0	42.86
B.A English	56	33	-	7.14	37.5	14.29	58.93
B.A History	29	13	-	13.79	31.03	0	44.83
B.A Economics	27	0	-	0	0	0	0
B.Sc Mathematics	23	16	17.39	52.17	0	0	69.57
B.Sc Zoology	28	22	3.57	75	0	0	78.57
B.Sc Chemistry	22	19	4.55	81.82	0	0	86.36
B.Sc Computer Science	26	10	11.54	26.92	0	0	38.46
B.Com	41	13	0	7.32	21.95	2.44	31.71
B.Com (SF)	39	7	0	5.13	10.26	2.56	17.95
M.Sc Mathematics	22	16	45.45	27.27	0	0	72.73
M.Sc Computer Science	1	1	0	100	0	0	100
M.Sc Chemistry	7	2	0	28.57	0	0	28.57
M.Com	11	6	0	54.55	0	0	54.55
M.Phil Commerce	15	11	0	73.33	0	0	73.33

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

- Staff are advised to ensure a well-planned teaching learning process by using teaching aids.
- The administration conducted a meeting regarding the Plan of Action for the academic year and also a review meeting.
- The College has compiled an academic calendar which contains the tentative working days a scheme of internal examination and other activities which are given to all departments.
- Staff are advised to make use of Power Point Presentation in lecture classes.
- Regular class tests are conducted to evaluate the learning processes.
- Each faculty has to record the academic progress of the students and intimate it to their parents.
- The Analysis of University results has been done by each department and is ratified by the Governing Board.
- Remedial measures are taken for students with poor performance in the University

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	2
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	1
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	6
Others	

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	5	5	-	4
Technical Staff	9	5	-	3

Criterion - III

3. Research, Consultancy and Extension

- 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution
 - Encouraging the faculty to pursue research in the thrust areas of current necessity.
 - The Research Committee motivates the faculty to apply for Minor and Major projects by availing funds from UGC and other agencies.
 - The faculty members are encouraged to organise National / International, Seminars, Conferences, Workshops and Symposia sponsored by funding agencies.
 - Motivates the HODs for upgrading the PG Departments as Research Centres.
 - Proper motivation and guidelines are given to the faculty to publish more Research Articles in reputed journals.
 - Those teachers who are doing Ph.D. are motivated to participate in the Faculty Development Programmes and to complete their Ph.D.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	4	1	-
Non-Peer Review Journals	3	1	-
e-Journals	4	-	-
Conference proceedings	-	1	-

3.5 Details on Impact	factor of publications:		
Range	Average	h-index	Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of t		otal grant	Received	
Major projects	Tear	Tunding 71g	oney sa	inctioned		
Minor Projects						
Interdisciplinary Projects						
Industry sponsored						
Projects sponsored by the						
University/ College						
Students research projects (other than compulsory by the University)					
Any other(Specify)						
Total						
ii) W 3.8 No. of University Department UGC- DPE				ST-FIST BT Schen	ne/funds	
3.9 For colleges Auton INSPI		CPE	_	BT Star S		
				,		
3.10 Revenue generated through o	consultancy					
3.11 No. of conferences	Level	International	National	State	University	College
organized by the Institution	Number					
organized by the histitution	Sponsoring					2
	agencies			<u></u>		
3.12 No. of faculty served as expe	erts, chairperso	ns or resource p	ersons	1		
3.13 No. of collaborations	Internation	onal Na	tional		Any other [
3.14 No. of linkages created durin	g this year					
3.15 Total budget for research for	current year in	lakhs:				
From Funding agency	From	Management of	Universit	y/College		

Total

3.16 1	No. of pa	atents received	this year	Тур	e of Patent			Number	
				Nation	al	Appl			
				- T (atron		Gran			
				Interna	ntional	Appl			
						Gran			
				Comm	ercialised	Appl Gran			
2 17 N	I				d h fo o14-	l		11	
		search awards/ stitute in the ye		is receiv	ved by faculty	/ and re	esearch le	HOWS	
	Total	International	National	State	University	Dist	College]	
2.10.3				Г					
wł	no are Pl	culty from the I h. D. Guides			3				
anc	l student	ts registered und	der them		9				
3.19 N	lo. of Ph	n.D. awarded by	faculty fro	om the l	Institution				
3.20 N	lo. of Re	esearch scholars	s receiving	the Fell	lowships (Ne	wly en	rolled + e	xisting ones)	
								_	
	J	JRF	SRF		Project Fe	llows		Any other	
3.21 N	lo. of stu	udents Participa	ted in NSS	events	:				
					Universit	y level		State level	
					National	level		International level	
3.22 N	lo. of st	udents participa	ated in NC	C event	s:				
					Universi	ty leve	1	State level	
					National	level		International level	
3.23 N	lo. of A	wards won in N	NSS:						
					Universit	y level		State level	
					National	level		International level	
3.24 N	lo. of A	wards won in N	NCC:						
					Universit	y level		State level	
					National	level		International level	

3.25 No. of Extension activ	.25 No. of Extension activities organized					
University forum		College forum				
NCC		NSS		Any other		

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

Extension Activities by NSS

- An Eye check up camp was conducted in the campus for the students
- The students actively participated by donating blood in the Blood donation camp conducted by the Government Hospital, Thoothukudi on 27.07.2014.

Institutional Social responsibility

- Blood Grouping was done for the first year degree students on 16.07.2014.
- Oath against untouchability was taken by the students of all classes.
- Road Safety Awareness Programme was organised on 07.01.2015.

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 (acres)	46.5	-		46.5
Class rooms (sq. ft)	22119	-		22119
Laboratories (sq. ft)	8476	-		8476
Seminar Halls (sq. ft)	1575	-		1575
Library	3157	-		3157
Principal's room	480	-		480
Secretary Room	480	-		480
Office	1008	-		1008
Sport's Room	120	-		120
Auditorium	9849	-		9849

Canteen	1380	-	1380
Chapel	1872	-	1872
Ladies retiring room	3070	-	3070
Ladies Staff Room	150	-	150
Boys Hostel (2 buildings +Mess)	11000	-	11000
Girls Hostel (2 buildings +Mess)	15940	-	15940
Others	1837	-	1837
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-

4.2 Computerization of administration and library

- Updation of details regarding the staff and departments in the College Website
- The list of books has been uploaded in the computer and accessible for the students in the library.
- The work for automation of Office and Library has been started at the end of the academic year.

4.3 Library service

	Existing		Newly	Newly added		otal
	No.	Value	No.	Value	No.	Value
Text Books	20991		196	18840	21187	
Reference Books	695				695	
e-Books						
Journals	26		4	40107	30	
e-Journals						
Digital Database						
CD & Video	134		35	-	169	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet connection	Browsing Centers	Computer Centers	Office	Departments	Others
Existing	76	34	2	_	_	1	_	41
Added		_	5	_	_	1	_	
Total	77	34	7	_	_	2	_	41

- 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)
 - Installed internet connectivity in the Computer Science department and Library.
 - Students are encouraged to make use of the internet facilities to learn their subjects and also for the preparation of assignments.
 - All external communications are made through the internet facilities in the College office.

2.80

- Computer Literacy Programme was given to all the first year under graduate students.
- 4.6 Amount spent on maintenance in lakhs:

i) ICT ii) Campus Infrastructure and facilities 6.23

iii) Equipments 0.60

iv) Others

Total: 9.63

Criterion - V

5. Student Support and Progression

- 5.1 Contribution of IQAC in enhancing awareness about Student Support Services
 - An orientation programme was conducted for the first year students regarding the Vision and Mission, Discipline of the college, the student support system, Scholarships and other activities of the College.
 - Spoken English course was conducted for the first year students
 - Association meetings were conducted by the departments with the Professors of other Colleges as the Chief Guests.
 - Field / Industrial visits are arranged for the students to gain informations on their subjects.
 - The Students Profile is maintained by the Tutor, and counselling is given to the required students and steps are taken to provide facilities like getting the benefits of scholarships, Train Pass and other supports.

5	2	Efforts	made	hy the	institution	for	tracking t	he nroor	ession
J.	_	LHOITS	mauc	by the	msutution	101	uacking t	ne progr	C221011

- Tutor-Ward system and Counsellors provide necessary guidance to students by monitoring their academic progress and in the choice of their higher studies and career.
- Every Tutor maintains Attendance Register and mark register for evaluating the performance of each student.
- The University mark analysis is done and efforts are taken to improve the poor performance of students.
- The Department Staff members properly guided the students to go for higher studies and also about the job opportunities for the graduates.
- Academic performance and progress of the students are directly intimated to the parents in each semester.
- 5.3 (a) Total Number of students

UG	PG	Ph. D./M.Phil	Others
1097	87	15	

(b) No. of students outside the state

-

(c) No. of international students

-

Men No %
520 43.37

Women

No	%
679	56.63

Last Year				This Year							
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
15	186	5	917	6	1129	16	194	5	976	8	1199

Demand ratio 1:2.12 Dropout % 2.25

- 5.4 Details of student support mechanism for coaching for competitive examinations (If any)
 - Quiz Programmes conducted to create an awareness
 - The Department Staff members properly guide the students about the job opportunities.

No. of students beneficiaries

5.5 No. of stude	nts qualifie	ed in these examination	ns	
NET		SET/SLET	GATE	CAT
IAS/IPS etc		State PSC	UPSC	Others 1
6.6 Details of stu	ıdent coun	selling and career gui	dance	
• The C	College org	ganised Counselling ar	nd Guidance Program	mmes
• The T	Tutors give	a career guidance and	l counselling to their	students
• Stude	ents' welfa	re and counselling for	um organised meetir	ngs for women students
No. of so	tudents bei			
		On campus		Off Campus
Numb Organiz Visi	zations	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	-	40	7	2
 Wome 19.03. A doct Wome gender Couns 	en safety a 2015. umentary f en's Day p essensitizat elling Cel ts. Grievar	film 'Regina' was scre rogramme was held a tion and women safety I monitors the eve-to	ened on 09.02.2015 and counselling give easing matters and	to motivate gender sensitization. en to girl students as a means of gives counselling to the erring matters to the administration.
5.9.1 No.	of students	participated in Sports	s, Games and other e	vents
State	e/ Universi	ty level 4 N	ational level 2	International level
No. of stu	idents part	icipated in cultural ev	ents	
State	e/ Universi	ty level 26 N	ational level	International level

5.	5.9.2 No. of medals /awards won by students in Sports, Games and other events								
S_{j}	Sports: State/University level 3 National level 4 International level								
	ultural: State/ University level N	Vational level	International level						
No	. Details	No. of students	Amount (in Rupees)						
1	SC/ST Scholarship	168	8,08,635.00						
2	BC Scholarship	365	4,60,823.00						
3	MBC / DNC Scholarship	46	60,834.00						
4	Merit Scholarship (MSU)	4	10,000.00						
	Total	583	13,40,292.00						
5.11	Student organised / initiatives								
Fairs Exhi	,	ational level ational level	International level						
5.12	5.12 No. of social initiatives undertaken by the students								
5.13 Major grievances of students (if any) redressed:									
	The college has Students' Grievances in order to create a conducive atmosph		s the grievances of the students						
	 Serious problems are forwarded to the Disciplinary Committee for further remedial action. 								

Criterion - VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

To impart affordable and quality higher education to the rural youth so as to rise and shine as resourceful, rational and responsible citizens of our country, with a research aptitude and stay globally competent on a sustainable basis.

Mission

- > To offer utmost and efficient higher education to the rural poor so as to create employability in them.
- > To bring out and enhance the hidden skills and to inculcate human values, morals and ethics in the minds of the students to make them resourceful personalities.
- To infuse the spirit of research amongst the staff and the students.
- ➤ To conduct outreach programmes to the underprivileged and disadvantaged sections of the surrounding community.

6.2 Does the Institution has a management Information System

The institution has an effective and efficient information system for management and administration of the Principal's office, with the help of the modern computer technologies having the primary components such as hardware, software, data, Computerisation of information like students' attendance, library books and preparation of pay bills for ECS.

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

6.3.1 Curriculum Development

The HOD meetings are conducted at the end of every semester and the action plans are prepared for the effective implementation of the curriculum of the successive semester:

- 1. Optional papers, Non-Major Elective papers for every course is finalized and the subject allotment for the Teachers is done.
- 2. The syllabus is covered in three phases. At the end of each phase an internal assessment test will be conducted.
- 3. Assignments on various topics in each subject are also given to improve the knowledge of the student.
- 4. At the end of the one -day Orientation program conducted on the first day, instructions are given about extra curricular activities such as NSS and Sports for the first year students. The students are given option to select any one of the extra curricular activities.
- 5. The administration encourages the faculty to attend seminars and conferences to enrich their knowledge in the respective field.
- 6. The management provides sufficient infrastructural facility and funds for the effective delivery of curriculum.
- 7. The Principal and one staff member served as members of the senate of our University.

6.3.2 Teaching and Learning

- Efficient and highly qualified teaching faculty impart good teaching to the students in an easily understandable manner. Students are given opportunities to make clarifications and clear their doubts. The teachers explained repeatedly if necessary.
- Remedial classes, student counselling and internal tests and model examination are being conducted on a routine basis.
- Effective Tutor ward System by continuous monitoring of academic performance, adhering to grievances if any, counselling both personal and career oriented.
- Apart from class room interaction teaching learning methods include seminar for students and subject projects.
- The college uses modern teaching aids, in addition to the traditional methods of teaching in the class rooms. Occasional usage of LCD Projector, OHP and Smart Board in the Seminar Hall was also beneficial for the students.
- Printed study materials prepared by the staff are given to the slow learners in order to improve their studies.
- Experiential learning through field study and industrial visit.
- The staff members are advised to organize conferences, seminars, workshops and guest lectures.

6.3.3 Examination and Evaluation

- Examinations are conducted as per the norms of Manonmaniam Sundaranar University, Tirunelveli. The College conducts regular internal assessment tests, Seminars and Assignment during each semester.
- The staff members are advised by the Research Committee of the college to pursue minor and major projects by getting funds from UGC and other sources.
- The heads of the departments submit the analyses of the results of the students. The slow learners improve their performance with remedial classes.
- Many of our faculty members appointed as chairman and members of Board of Examination involve in smooth conduct of examination and evaluation.
- Guiding the eligible students to apply for supplementary examination.

6.3.4 Research and Development

- Infrastructure facility and research equipments are primarily available in some departments to meet the research needs.
- Faculty members are encouraged to pursue research work in their departments and to make use of the UGC FDP for pursuing research.
- The staff members are advised by the Research Committee of the college to pursue minor and major projects by getting funds from UGC and other sources.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library has a sufficient number of books for all subjects in each Discipline.
- Library fund is utilized for the purchase of books every year.
- Latest books and journals are purchased and subscribed every year.
- Library related informations are provided to the students and the teachers.
- Each department maintains and runs a department library of its own too.
- The list of books is uploaded in the computer of the Library for an easy access by the students.
- LCD Projector is installed for Power Point Presentations in the conference hall.
- An extra LCD projector is kept in the office to use in the Auditorium and Class rooms for meetings.

6.3.6 Human Resource Management

- Sufficient number of teaching and non-teaching staff are available. They work in a coordinated manner to yield the maximum output of human resources.
- Apart from teaching during working hours the faculty members are busy in arranging meetings and functions for co-curricular and extracurricular activities.
- To motivate the faculty members to know about the latest trend in academics.
- To impart effective communication and co-ordination among the Non-Teaching staff.
- Adequate number of dutiful Administrative and Technical Staff are available to carry out all the works.
- The efficiency and skills of the Human Resource is utilised to the maximum by an effective administration.

6.3.7 Faculty and Staff recruitment

- Faculty members and Staff are appointed to the vacant positions after getting approval
 from the Government. Vacancies are advertised in media and applications are called for
 from meritorious candidates. Candidates are selected by the selection committee and
 are appointed as per the norms fixed by the government and UGC and they have to
 undergo the following:
 - i) Take a written test related to the area of specialisation.
 - ii) Teach before the Principal, Head of the respective Department and a group of members of the management.
 - iii) Face an interview with the appointment committee of the Management.
- The administrative and Technical staff are also recruited on the basis of merit.

6.3.8 Industry Interaction / Collaboration

- The Institution encourages the teachers to establish Collaboration with Industries and other institutions.
- Students are permitted to go for industrial visits / Field visit / study tour.
- Industrial visit to Chemical factory in Thoothukudi and Rubber industry in Trivanduram

6.3.9 Admission of Students

The admission process is based on the philosophy to provide a quality education as the fundamental right of all citizens. The College is committed to serving the economically and socially marginalised sections of society.

- As a minority institution, 50% of the seats are reserved for the Christian community.
- Other categories of students are admitted based on government-regulated policies on reservation.
- The prospectus that highlights the details of various programmes of the College is prepared and given every year prior to the commencement of admissions.

6.4 Welfare schemes for

Teaching	GIS, PF Contribution / SPF, Festival Advance, PF
	Advance, Maternity leave, FDP and Diocesan Family
	Benefit Fund.
Non teaching	GIS, Festival Advance, Loan facilities, Maternity
	leave.
	Govt. scholarships
	Stipend to meritorious students under Merged Schemes
	of UGC XI plan
	Management scholarships
	Institutional aid and assistance
	Medical help
Students	Insurance
Students	Canteen
	Hostel
	Cycle Shed
	Youth Red Cross
	Grievances Cell
	Counselling Cell
	Reprography

6.5 Total corpus fund generated	

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		
Academic			Yes	College Governing Board	
Administrative			Yes	College Governing Board	

6.8 Does the University/ Autonomous College declares results within 30 da	ays?
---	------

For UG Programmes	Yes	✓	No	
For PG Programmes	Yes	√	No	

- 6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?
 - CBCS Semester pattern is followed
 - Photo affixed Hall ticket with date and time of examination issued
 - Photocopy of valued answer scripts are available to students on request.
 - Dummy number system is followed in University Valuations.
 - Supplementary examination is conducted after the publication of final semester result for the students who have only one paper as arrear.
- 6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?
 - The university encourages the affiliated colleges to start new courses by making the approval procedure easier.
 - Additional strength of students to the courses is sanctioned by the university as and when required.
 - Efforts are made to mobilize funds for the construction of buildings to start new courses.

6.11 Activities and support from the Alumni Association

- The college has an Alumni Association.
- The members planned to mobilize funds to promote the various development measures of the college.
- The Alumni suggest about the starting of new courses and career guidance programmes for the placement of the students.

6.12 Activities and support from the Parent – Teacher Association

Parent Teachers Association has been organized in the college. The students contribute to the PTA fund at the time of admission. The President and the members of the Parent Teacher Association allot funds to improve the infrastructure of the college.

6.13 Development programmes for support staff

The college organizes development and enrichment programmes for administrative and technical staff regularly.

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

- The garbage in the campus is cleaned regularly and properly.
- Green plants are planted on both the sides of the pathway as a go green initiative.
- Shade giving trees are planted around the buildings of the college.
- Our campus is pollution free, plastic free.
- The Herbal garden is maintained in the college.
- An awareness programmes was organized and conducted to avoid the usage of disposable plastic materials, which cause soil pollution.

Criterion - VII

7. Innovations and Best Practices

- 7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.
 - Academic excellence awards are given to the students of all departments who score the first and second prize to encourage the meritorious students.
 - Spoken English and computer coaching classes were conducted for the first year students of all departments.
 - Tally course conducted for Post Graduate Commerce students.
 - Occasional special lectures were delivered using Power Point and smart board.
 - Talents Day programme was also organized to expose the skills and instil confidence.
- 7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year
 - Counselling Programmes were held to enrich the values morals and ethics of the students.
 - Staff Enrichment Programme was conducted
 - Remedial classes were conducted to help the slow learners improve their academic performance.
 - Organised department association meetings
 - Study tour / Field visits to the relevant areas to enrich the subject knowledge of the students.
 - Students visited the places of historic importance.
 - Automation of College Office and Library was started.
- 7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)
 - Physically and Visually Challenged students were provided with the infrastructure facilities and were taken care of with responsibilities.
 - Teachers provide appropriate study materials to the students for an effective teaching learning process.

(See Annexure – III)

^{*}Provide the details in annexure (annexure need to be numbered as i, ii,iii)

- 7.4 Contribution to environmental awareness / protection
 - The NSS volunteers regularly lead campaigns around the college to prevent use of polythene and plastic products.
 - A Plastic Free campus including canteen is maintained
 - Trees were planted in the campus by NSS during special camps.
 - Economically important Medicinal plants are maintained in the campus
- 7.5 Whether environmental audit was conducted? Yes ✓ No
- 7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strength

- Student supporting environment.
- Able and Philanthropist management
- Sincere and hardworking senior teachers are assets to the college.
- Spacious Library, Auditorium, Women's Hostel and Seminar Hall.
- ICT enabled LCD projector facility available.
- Good performance of students in Sports, NSS and other co-curricular and extracurricular activities.
- Opportunities for skill development and exposure of talents by the students.
- Teachers take special care on the studies of the students and show a concern about the future of the students in the campus.

Weakness

- Location of the college has many disadvantages for the students of remote villages.
- Lack of English language competency among the students
- Inability to implement a full-fledged ICT enabled classes in all departments.

Opportunities

- Being a village background ample chances are available for Athletics and games.
- Chances are given for the students to involve in curricular and co-curricular activities by organizing seminars / workshops / field study.

Challenges

- Motivating students for higher studies due to poor economy.
- Improving English communication skills of the students.
- Improving the overall university exam results of the College in lieu of poor background.

8. Plans of institution for next year

- 1. To introduce skill oriented add on courses
- 2. To cater to the needs of slow learners through remedial programmes
- 3. To conduct National and International Seminars / Workshops / Conferences.
- 4. To encourage the staff members to apply for Minor and Major Projects.
- 5. Developing infrastructural facilities with the help of Management funds.
- 6. Going for as many linkages and collaboration as possible with other institutions.
- 7. To conduct community extension programmes to benefit the students and the surrounding society.
- 8. To conduct career-orientation programmes for the students to enhance employment opportunities.

Name: Dr. A. MAXWELL SAMUEL

Signature of the Coordinator, IQAC

Name: Dr. S. ARULRAJ PONNUDURAI

Signature of the Chairperson, IQAC

NAZARETH MARGOSCHIS COLLEGI at PILLAIYANMANAI NAZARETH - 628 617 NAZARETH MARGOSCHIS COLLEGE at PILLAIYANMANA! NAZARETH - 628 617

Abbreviations:

CAS - Career Advanced Scheme

CAT - Common Admission Test

CBCS - Choice Based Credit System

CE - Centre for Excellence

COP - Career Oriented Programme

CPE - College with Potential for Excellence

DPE - Department with Potential for Excellence

GATE - Graduate Aptitude Test

NET - National Eligibility Test

PEI - Physical Education Institution

SAP - Special Assistance Programme

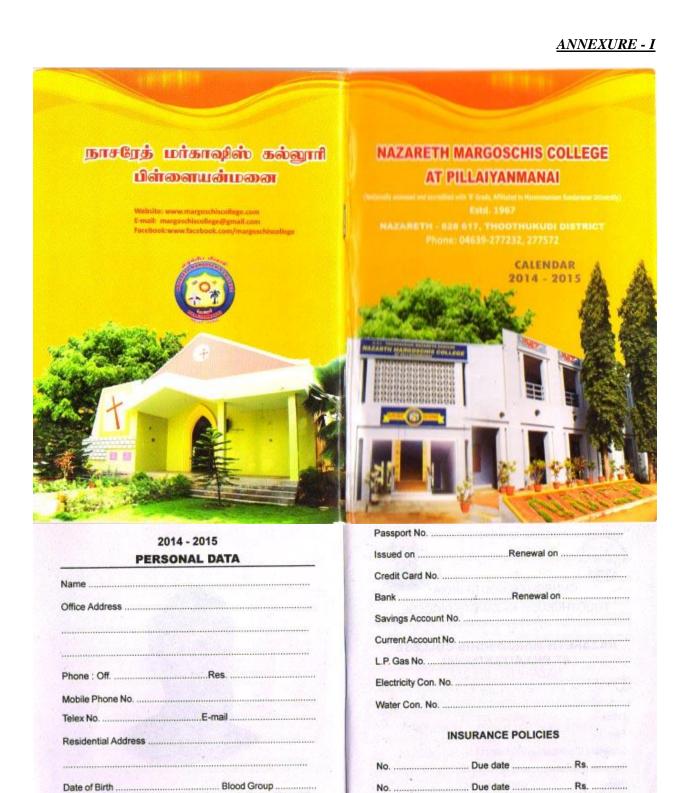
SF - Self Financing

SLET - State Level Eligibility Test

TEI - Teacher Education Institution

UPE - University with Potential Excellence

UPSC - Union Public Service Commission



2

Driving Licence No.

Vehicle No ...

Height Weight

Income Tax A/c.No

NUMBERS TO REMEMBER

3

IN CASE OF EMERGENCY PLEASE CONTACT



CHURCH OF SOUTH INDIA THOOTHUKUDI - NAZARETH DIOCESE

NAZARETH MARGOSCHIS COLLEGE AT PILLAIYANMANAI

NAZARETH - 628 617

Estd. 1967

Office

: 04639 - 277232

Fax

04639 - 278232

Secretary (Personal): 9994566113 Principal (Personal) : 04639 - 277572

(Resi.)

: 04639 - 277 561

: 94434 80545

Website

www.margoschiscollege.com : margoschiscollege@gmail.com

Email

Facebook

: www.facebook.com/margoschiscollege

Mr. P.P.R. AUGUSTIN

Secretary

Dr. R. Ponthilagar Stanley MA., M.Phil., Ph.D.,

Principal in charge

4

கல்லூரிப்பண்

UITL OU

(*கலிலேயா என்ற ஊரில்" என்ற மெட்டு)

மர்காஷியஸ் ஐயர் பெயரில் உள்ள எங்கள் கல்லூரியே ஏசு கிறிஸ்து வழியில் என்றென்றுமே வளர்ந்தென்றும் ஒங்குகவே

வாழ்க வாழ்க என்றும் வாழ்க வாழந்து என்றும் உயர்ந்திடுக உயர்ந்து என்றும் எழும்பி - பிரகாசித்திட கிறிஸ்து ஏசு துணை செய்வாரே

சுற்றுப்புற மெங்குமுள்ள கிராமப்புற மாணவர்கள் வாழ்க்கைத் தரத்தில் உயர - தரணி போற்ற வாழ அர்ப்பணித்து செயல்படுதே оштрв

விண்ணவரும் வாழ்த்திப் பாடிட மண்ணுள்ளோரும் ஏற்றிப் போற்றிட மர்காஷியஸ் கல்லூரியே எழும்பிப் பிரகாசிக்கவே

- வாழ்க

THE LORD'S PRAYER

Our Father which art in heaven, Hallowed be thy name. Thy kingdom come. Thy will be done in earth, as it is in heaven. Give us this day our daily bread. And forgive us our trespasses, as we forgive them that trespass against us. And lead us not into temptation, but deliver us from evil. For thine is the kingdom, and the power, and the glory, for ever and ever. Amen.

6

THE STUDENTS' PLEDGE

India is my country. All Indians are my brothers and sisters

I love my country and I am proud of its rich and varied heritage. I shall always strive to be worthy of it.

I shall give my parents, teachers and all elders respect and treat every one with courtesy. To my country and people, I pledge my devotion. In their well-being and prosperity alone lies my happiness.

NATIONAL INTEGRATION PLEDGE

I solemnly pledge to work with dedication, preserve and strengthen the freedom and integrity of the nation.

I further affirm that I shall never resort to violence, and that all differences and disputes relating to language, religion or other political or economic grievances should be settled by peaceful and constitutional means.



5

NATIONAL ANTHEM

Jana - Gana - Mana adhinayaka Jaya he

Bharatha - Bhagya - Vidhata

Punjaba - Sindhu - Gujarata - Maratha

Dravida - Utkala - Banga

Vindhya - Himachala - Yamuna - Ganga

Uchala - Jaladhi - Taranga

Tava Subha - Name Jage,

Tava Subha Ashisha Mage Gahe - Tava Jaya - Gatha

Jana - Gana - Mangala - Dayaka Jeya he

Bharatha - Bhagya - Vidhata

Jaya he, Jaya he, Jaya he

Jaya, Jaya, Jaya, He.

- Rabindranath Tagore

TRANSLATION OF THE NATIONAL ANTHEM

Thou art the ruler of the minds of all pelple Thou dispenser of India's destiny Thy name rouses the hearts of the Punjab, Sind, Gujarat and Maratha, of Dravid, Orissa and Bengal It echoes in the hills of the Vindhyas and Himalayas Mingles in the music of Jamuna and Ganges And is chanted by the waves of the Indian Sea They pray for thy blessings and sing thy praise The saving of all people waits in thy hand Thou dispenser of India's destiny Victory, Victory, Victory to thee.

[7]

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Mr. S.D.K. Rajan

Mr. D. Mohan

Rev. A. Jasper Arputharaj

Mr. J. Jeyakumar Ruban

Mr. A.M. Vijayaraja

Prof. P. Jeyachandran Dr. A.D.K. Jeyaseelan

Mr. Jebakirubai standing Committee for Collegiate Education

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Dr. H. Ravindran Prof.D. Santhi

Mr. J. Jebachandran

Mr. R. Joseph Old St

Mr. B. Robinson

Dr. R. Ponthilagar Stanley M.A., M.Phil., Ph.D.,

Mr. P.P.R. Augustin

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Asst. Prof.

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10

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Mr.P.P.R. Augustin

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- Asst. Prof.

DEPARTMENT OF ECONOMICS Dr. R. Ponthilagar Stanley M.A., M.Phil., Ph.D.

- Principal in charge

and Head

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- Asso.Prof.

Dr. S. Rajakumar M.A., M.Phil., B.Ed., Ph.D.

- Asso.Prof

Dr. K. Prema Arasan Jeyaraj M.A., M.Phil., M.Ed., Ph.D.- Asso. Prof.

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Asso Prof. and Head Asst.Prof.

Mrs. S. Gracelin Juliana M.Sc., M.Phil.

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Asso.Prof. and Head PHYSICAL EDUCATION

Dr.J.Rajasingh Rogland M.P.Ed., M.Phill., Ph.D., C.N.I.S

- Director of Physical Education

NON TEACHING STAFF

Miss.D.Latha Jeyanthi

Mr. A. Justin Meshack Smile

M.A., M.Phil., M.L.I.S., M.Phil., B.Ed., Mr. S. Jeyasingh Dharmaraj, B.Com.,

Mr. J.Selwyn Inbaraj

Mr. M. Hedward Thayan Manaseh, Mr. R. Selwyn Dharmaraj

Mr. V. Santhosam Mrs.G.Nalini Rathna Mr.J.Pattu Suresh

Mr. 5. Rajasingh Thavamoney

Mr. S. Samudrapandi 12. Mrs. T. Shanthi 13. Mr. J. Ravi

- Lab Asst. - Lab Asst. - Lab Asst. - Lab Asst. - Lab Asst.

- Jun. Asst.

- Jun Asst.

- Lab Asst - Record Clerk

- Sweeper Spl.Gr. - Sweeper S.G. - Sweeper S.G.

ADMINISTRATIVE STAFF

Principal in charge and Chief Warden - Dr. R. Ponthilagar Stanley

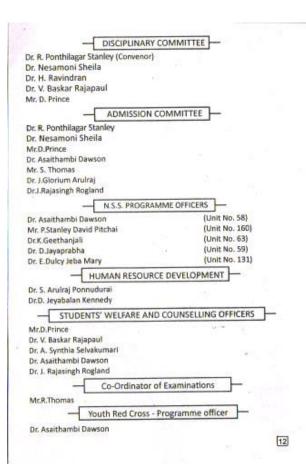
- WARDENS -

Mrs. P.Sophia Persis

Angel Ladies' Hostel

Mrs. Y.Premila Anbarasi Mrs. Visithral Jebachandran Women's Hostel Mr. P.Selvaraj Isaac - Bishop Jebaraj Men's Hostel

11



OUR COLLEGE

Nazareth Margoschis College at Pillalyanmanal is a co-educational college of Arts, Science and commerce. It is named after a well known S.P.G. Missionary Rev. Canon Arthur Margoschis. It is situated in rural surroundings and is easily accessible to the youth of the villages in the southern part of Thoothukudi District. The college is under the management of Thoothukudi - Nazareth Diocesan Trust Association, the educational wing of the Thoothukudi - Nazareth Diocese of the Church of South India.

The college was started in 1967 with three sections in the Pre-University Course affiliated to the Madurai Kamaraj University. Regular classes began from 5-7-1967. Prof. S. James Jagaraj as its first principal guided the destiny of the college for 15 years from 1967 to 1982. It was upgraded to first grade status with the introduction of degree courses in Economics and Mathematics in 1970. It became co-educational in 1972 and in the same year History major was introduced at the degree level.

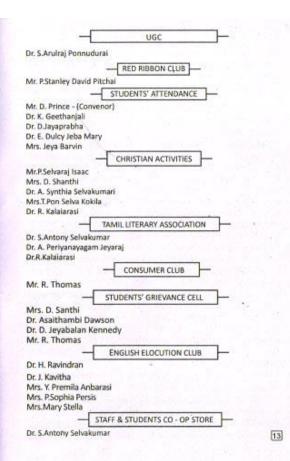
As Pre-University courses were taken away from colleges in 1979, more degree level courses were started immediately in our college. B.Sc. degree course in Zoology was introduced in 1978. The college started B.A. English Literature in 1979 and B.Sc. Chemistry in 1981.

The Second Principal Prof. S. John Gabriel assumed charge as Principal in 1982. He was the Principal of our college from 1982 to 1995. The college chapel was built during his period. B.com., degree course was introduced in 1982. The college became a Post Graduate Institution from 1987 with the introduction of M.Sc., Mathematics, Advocate Mr. Thangaswamy donated for Maths PG Block.

Since 1990, the college has been affiliated to the Manonmaniam Sundaranar University, Tirunelvell.

Dr. A.D.K. Jeyaseelan was the third Principal of our college from April 1995. A.D. Koilpillal computer centre was built in 1996. and P.G.D.C.A was started in the same year under self-supporting

14



system B.Sc. Computer Science was introduced in 1997.

The fourth Principal Dr. J. Joel M.A., M.Phil., Ph.D., assumed charge on 19.2.2000. He was the principal of our college from 2000 to 2014 The college experiences stupendous growth under his leadership. M.Sc., Chemistry Course was started in the year 2001 under self-supporting system. Under self financed category B.Com., and M.Com., courses were introduced during the academic year 2002 - 2003. The first major step that was taken by Dr. J. Joel with the active assistance of Prof. Paul Dawson secretary, NMCP was to construct a compound wall enclosing the whole area of the college campus. The first floor of the Bishop Jeyapaul David Ladies' Hostel was constructed in 2004. Four bore wells were newly sunk and energized on the campus with an investment of Rs. 2 lakhs. Mr. D. Duraisamy Nadar Block and Mrs. Rajammal Duraisamy Nadar (Oorvasi soaps, Chennai) M.C.A. Block enabled us to start a few courses with ease. Father of Education Mr. Oorasi D. Selvaraj Computer Research Centre of NMCP helps students to continue a post graduation and research in computer field. Twelve class rooms in the ground floor and an auditorium in the first floor in front of the college chapel bearing the name of our Bishop Dr.J.A.D.JEBACHANDRAN were built. In the Main Block I Floor class room heat resistant false ceiling is fixed at a cost of Rs. 2 lakhs.

Bishop Amma Mrs. Visithral Jebachandran Women's hostel with plinth area of 17,000 sq.feet with open air auditorium, indoor basket-ball court (Jesus Redeems Indoor Basket-ball Court) a chapel in first floor named after Bro. D.G. S. Dhinakaran, the prayer warrior and visionary and founder of Jesus calls ministry and spacious, airy ultra-modern rooms, kitchen and toilets are constructed under the UGC XI plan - special development scheme and the new hostel was dedicated and opened on 18 Feb 2012 by Dr. G. Srinivas Joint Secretary UGC.

We have also provided well protected pure drinking water for all the sutdents and staff through Aquaguard RO units.

15

For the welfare of the staff and students of NMCP the college functions from 8.30 a.m. to 1.30 p.m. on all working days. Computer courses and Spoken English classes are conducted for the I year students in the afternoon.

From this academic year onwards we have introduced B.A. Tamil Literature, B.A. English Literature and M.Phil Commerce under self supporting system.

Due to the prayers, devotions, zeal and tireless service of the Secretary, the Principal and the Staff members, the college is well poised to embark on a programme of growth and development.

Dr. R. Ponthilagar Stanley Head. Dept. of Economics assumed as Principal in charge from June, 2013

COLLEGE MOTTO

The motto of the college is "Arise, Shine " "எழும்கிப் விறகாக்" It must be the source of inspiration to all of us.



16

COLLEGE RULES

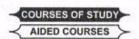
- Every student should weir a clean and presentable dress.
- On every working day, before the regular classes begin, there will be a morning worship in which all members of staff and students are invited to join.
- When a member of staff enters the class room the students should rise and remain standing till they are requested to sit or the member of staff takes his/her seat.
- Students are expected to maintain absolute silence in the class rooms and should not distract or disturb the work of the class or any other class.
- During class hours no one should wander in the veranda. Students are requested to spend their leisure hours in the library.
- Students are advised not to deface or damage the building or furniture in any way. Cost of the repairs will be recovered from the students causing damage.
- Regular classes function from 8.30 a.m. to 1.30 p.m. for all students and staff. However, Spoken English classes and computer classes are conducted from 2.30 p.m. to 3.55 p.m. for all the first year (UG) students.
- At the first bell before each session, students should go to their respective classes and take their place so as to be present when the member of staff enters.
- 9. Late-comers should get permission from the Principal.
- 10. Attendance will be marked at the beginning of every period.
- Absence for one period in a session will be treated as absence for that session.
- Students are expected to read the notices put up on the College Notice Board. Ignorance of any notice thus published will not be accepted as an excuse for failing to comply with it.
- Students are not allowed to scribble or scrawl anything on the board, walls or desks.
- The use of cellphones is not permitted on campus.
- College garden is out of bounds for the students.
- Severe and stem actions will be taken against those who break the rules and regulations of the college.
- Students are invited to air their grievances to the Principal at any time.

THE COLLEGE CREST>

The College Crest is a shield within a circle. The shield consists of an open book, a lamp, a church and a plantain tree. The open book is the word of God, which is the source of all wisdom. The lighted lamp signifies learning, which dispels all darkness of ignorance. The church symbolizes our absolute trust in God. The plantain tree signifies utility and prosperity.

COLLEGE COLOURS>

The College Colours are Blue and White. Blue symbolizes truth and loyalty. White signifies purity, honour and integrity.



The following courses are offered in the college.

B.A. / B.Sc. / B.Com.

Part I Tamil Part II English

B.A. / Part III

History and Tourism
 Economics

6

. English Literature

B.Com. B.Sc. / Part III Commerce
 Mathematics

2. Zoology

Chemistry

M.Sc. Degree

Br. I (C) Mathematics

✓ SELF SUPPORTING COURSES >

1) PGDCA

B.Sc. Computer Science
 M.Com.

3) B.Com.

6) B.A (Tamil)

M.Sc. (Chemistry)
 B.A (English)

8) M.Phil (Commerce)

17

COLLEGE REGULATIONS GENERAL DISCIPLINE

- a) Every student is expected to attend classes regularly.
 He should refrain from doing anything likely to impede the attendance or attention of others.
 - b) Organised absence from classes and intimidation of students from attending classes are serious breaches of rules and regulations of the college which may lead to removal of the concerned student from the rolls of the college and his/her transfer certificate will be sent to the University during or at the end of the year.
 - c) Students are not permitted to address any of the college authorities in organized group to bring pressure to bear on them, such pressure group tactics are subversive of discipline and students who indulge in such kind of activities will be severely punished.
 - Students should never band themselves together in a body to petition their requests but should individually approach the authority concerned.
 - Money or subscription of any kind should not be collected by the students from among the students for any reason whatsoever, without the knowledge and permission of the Principal and the Head of the Department concerned.
- No political or communal organisation of students may be formed within the college or hostels.
- No student shall take part in any activities or any public movement, which the college authorities deem undesirable for students to take part in.
- 3. Every student should handle college property with care

110

and endeavour to preserve the cleanliness and tidiness of the building and furniture.

- Students are encouraged to avail themselves of bus pass' facilities.
- Smoking within the college or the premises of the residential halls and defacing the walls and such other offences will entail serious punishment.
- Use of drugs and alcoholic beverages of all kinds is strictly prohibited.
- No notice or petition of any kind shall be circulated among students.
- Irregular attendance, insubordination to staff members, habitual inattention to class work, obscenity in word or action and such other conduct considered detrimental to the best interests of the college will be dealt with severely.
- 9. A highly centralized examination system is followed.
- Every student should sit for three internal exams and one model exam.
- Copying in tests and examinations will be viewed very seriously and severe disciplinary action will be taken against those who indulge in such practice.
- Special coaching classes for the students who have failed in Part II English are conducted from 2.30 p.m. to 3.55 p.m.
- Under the educational rules of the Government, the Principal has full power to inflict the following punishments (Fine, Cancellation of Attendance, Withholding of term Certificate and Suspension from the college)
- According to the instruction of the Director of Collegiate Education No. 1947/R4/2000 dated 08-04-2000, students are not permitted to celebrate the bus farewell day.

20

WOMEN STUDENTS

- Women students should not leave the campus during class hours before 1.30 p.m. However in case of emergency they shall do so after obtaining permission from the Principal through any one of the Students Welfare Officers or the Head of the Department.
- They should not stay in the retiring hall during class hours under the pretext of sickness. However, if a woman student is indisposed, she should apply for leave and get it countersigned by the H.O.D. or by any one of the student counselling officers.
- They should, wait for the buses, only in the bus stop meant for them.
- They are strictly not allowed to enter through the main entrance.

LEAVE AND ATTENDANCE

- A student cannot absent himself / herself from college without submitting leave application.
- Leave application of non resident students should be countersigned by their parents or guardians and the resident students by the wardens and they must be submitted to the class teacher.
- All leave applications must be dropped into the box provided for the purpose at the college office.
- Students coming late to the class will be given admission and attendance at the discretion of the lecturer in charge of the class.
- Permission will not be granted to go out of their classes for the purpose of meeting friends or under any other pretext.

21

 The certificate of attendance required for appearance in the University Examination will in no case be granted unless (i) the Principal is satisfied with the student's progress and conduct, and (ii) the student has the required attendance

PAYMENT OF FEES

Students must remit their fees within ten working days from the date of reopening in each semester, failing which a fine at the rate of Rupee one per working day will be collected from the date of implementing fine. If a student fails to remit his/her fees with fine within the end of the month, his/her name will be removed from the rolls. Attendance will not be given to him/her for the defaulting days.

If re-admitted, he/she must in addition to the fees and fine due for him, pay a readmission fee. The fine and the re-admission fee thus collected has to be remitted under the staff salary account along with the tuition fees. Students are advised to retain receipts given to them of all fees paid.

Fee Concessions and Scholarships

Various fee concessions and scholarships are awarded to deserving students by the Government of India, Government of TamilNadu and the College Management. The kinds of scholarships & concession available are mentioned below.

List of Scholarship

- * Government of Tamil Nadu (State) Post Metric Scholarship to Backward classes, most backward classes and Denotified Community students.
- Government of Tami Nadu (State) Scholarship and "Free Education" to First Generation Students belonging to backward calsses up to UG Degree level.
- Government of Tami Nadu (State) Scholarship and Free

Education belonging to Most Backward classes and Denotified Community students up to UG Degree level.

- Government of India Post Metric Scholarship to Scheduled Caste and Scheduled Tribe students
- Government of Tamil Nadu Free Education up to degree level Scheduled Tribe students (those who are not getting Government of India scholarship).
- State Loan Scholarship belongitig to Scheduled caste and shceduled Tribe students residing in the Hostel.
- Government of India Scheme of Scholarship for the Physically Handic—ped students.
- National Merit Scholarship.
- National Loan Scholarship.
- Educational Concessions and Scholarship to the children of Freedom fighters.
- Educational Concessions and Scholarships to the children of Defence Service personnel and Ex-servicemen.
- State Scholarship to the children of teachers in primary and secondary schools.
- Adhoc Merit Scholarships to Scheduled Caste and Scheduled Tribe students who have secured 60% and above marks in colleges, Arts and Professional.
- Award of Prize Money to Scheduled Caste and Scheduled Tribe students who have secured 60% and above marks in the final degree examinations of UG and PG.
- Sea-fare Welfare Fund Scoiety Scholarship.

[23]

- Tamil Nadu Educational TRUST Scholarship.
- Students Aid Fund is available for deserving economically poor students
- Tamilnadu 2006 Farm Labourers & Farmers (Social security & Welfare) Scheme.
- Minority Communities Scholarship.
- E.V.R. Nagammal Scheme Free Education for the Girl Students Studying in PG Course.
- Tamil Nadu Police Centenary Scholarship.
- Central Government of India Ministry of Social Justice & Empowerment.
- Thoothukudi Nazareth Diocese special scholarship for the

Note:

- Relaxation in age limit is available under certain condi-
- 2. Eligible community means Christian Adi Dravidar & MBC
- As per Go. MS. No. 660 EDUCATION Dt. 24.4.1979, 90% of Attendance IS COMPULSORY for availing of all kinds of scholarship.
- 4 Students who are eligible to get scholarships are asked to apply for the scholarships at the proper time and reap the benefits

CERTIFICATE

Conduct certificates will be issued to students on application at the end of the course of study and not in the middle of the

24

No duplicate certificate will be issued unless certified by a competent authority to the effect that the original certificate was lost

(District, Divisional or a Sub - Magistrate or a Thasildar)

HOSTELS

Bishop Jebaraj Hostel is for men students and Mrs. Visithral Jebachandran Women's Hostel is for women students

Students are asked to adhere strictly to the rules and regulations of the hostels. Students who violate the rules and regulations of the hostels are liable to be sent out and disciplinary action will be taken against them.

PHYSICAL EDUCATION

Ample facilities are provided to the students to play various games and to participate in athletics. Every student is requested to avail the opportunities.

NATIONAL SERVICE SCHEME

There are five N.S.S. Units in the college, Unit Nos. 58 and 160 are for boys and Unit Nos. 59, 63 and 131 are for girls. Each unit enrols 100 volunteers for regular activities. They have their own special camping programmes during holidays.

The special objectives of the N.S.S. are

- 1. Character building and Personality development through Community Service.
- 2. Improvement of environment.
- 3. Promotion of National integration on cultural, social and educational fronts
- 4. Promotion of family planning and Health awareness in rural



DEPARTMENT ASSOCIATIONS

Every major department will have its Association to provide opportunities to the students of the Department to improve their talents and personality.

Patron

- The Principal

President

- HOD

Secretary

- Ill year student / Il year P.G. Student

Treasurer

- Ill year student

Joint Secretary - Il year student

Asst. Secretary - I year student

Staff Advisor - Senior staff

BLOOD DONORS' CLUB

This club was started in our college on August 15th 1998

PARENT TEACHER ASSOCIATION

Annual subscription -

Rs. 50

Registration Fee

Rs. 10

The PTA is authorized by the Govt. to raise funds for the development of the college.

MEDICAL INSPECTION

Every student of the first year class must undergo medical inspection conducted by the college medical officer.

THE COLLEGE LIBRARY RULES

- The library will be kept open on all week days from 8 a.m. to 3 p.m. The library will be kept closed on Sundays and other notified holidays.
- All undergraduate and postgraduate students will be supplied with three and five Borrower Tickets respectively. For borrowing a book, a student must produce the ticket at

the issue counter. When he/she returns the book the ticket will be given back to him/her. Students must return their tickets at the end of their course or at the time of leaving the college.

- The period of loan is ten days only. Three consecutive renewals are allowed provided there is no reservation for that particular book. An over due charge of 25 paise will be levied for each day the book is kept beyond the due date
- The librarian can recall the book at any time without giving reasons
- No student shall re-lend the book taken from the library and books should be returned before the commencement of summer vacation.
- Damage to or loss of books on loan should be immediately reported to the librarian.
- If Borrower's Ticket is lost, duplicate ticket will be issued on payment of Rs. 5
- Costly books, bound volumes, reference books, news papers, question papers and the like are not issued on
- All markings, underlinings etc. are punishable with fine.
- Students are expected to maintain absolute silence in the library.
- On receiving a book, the student must examine it and report to the librarian if any damage found in it. If the student fails to do so, he or she will be held responsible for any damage that may afterwards be detected and be asked to pay the compensation towards the damage.



 According to the Instructions of the Director of Collegiate Education R Dis. No. 28122/Ms 286 dated 28.1.1967, if a library book is lost, the cost of the book plus 25% of the same will be recovered from the borrower.

BOOK BANK

This scheme was introduced under 20 point programme, This collection consists of text books in multiple copies. This is meant for poor and deserving students only. They can keep the books till they complete their course. Our library has a good collection of such books.

STAFF AND STUDENTS CO-OPERATIVE STORE

There is a staff and students co-operative store. Every member of the college community is eligible for membership, the fee being Rs. 10 for a share for the staff and Rs. 10 for students. Text books, practical records, stationery items and other articles of daily use are available there.

CONDONATION OF ATTENDANCE

- Those students who have earned attendance of 75% and above can be permitted to appear for the ensuing university examination without any pre-condition.
- However those students who have earned attendance between 75% and 62.5% can be permitted to appear for the ensuing university exam by paying Rs. 400/- and with the specific recommendations of the Principal.
- Those students who have put in less than 62.5% of attendance should repeat the whole semester after the completion of the course.

REVALUATION & RECHECKING OF MARKS

There is provision for revaluation and re-checking of marks in the examinations conducted by the M.S. University.

IMPROVEMENT OF MARKS (P.G. COURSE ONLY)

Candidates who wish to improve their performance of marks in the university examination in theory papers/subjects, shall be permitted to re-appear in the succeeding semester examination for the subjects in which they have passed in the first appearance.

Improvement of performance of marks is allowed only once for a subject.

EVE TEASING

Eve teasing is a serious crime liable for punishment.

Severe action will be taken against those found eve teasing. Every step will be taken to curb eve teasing and to deal with such cases with an iron hand.

The following crimes against a woman are deemed serious.

- 1. Misbehaving / Abusing 2. Eve teasing
- 3. Following
- 4. Harassing / Torturing
- 5. Any other complaint

So the students are advised to observe decency at all times and in all places.

CELLPHONE

Under the educational rules of the Government, students are not permitted to make use of cellphones on the premises. If any student is found with cellphone, it will be confiscated followed by disciplinary action.

If any student is found with cellphone in examination hall, the student concerned will be booked under malpractice.

However, students can make use of the phones available on campus. Coin Collection Box is kept in the Ladies' Retiring Hall for women students. For men students, ITC Phone is available in the office.

ஆசீர்வாதமான மழை பெய்யும் (எசே. an.26)

28

014		May-Ju		
26	MON			
27	TUE			
28	WED			
29	тни			
30	FRI			
31	SAT			
1	SUN			

2014 June 2 MON 3 TUE 4 WED 5 THU FRI 6 SAT 7 SUN 8

He shall call upon me, and I will answer him (Psa. 91:15)

சுர்த்தரைத் தேடுகிறவர்களுக்கோ ஒரு நன்மையுங்குறைவும், ngy (சர்ப் 34:10) 2014 MON 9 TUE 10 WED 11 THU 12 13 FRI 14 SAT World Blood Donors' day 15

Thou shalt not see evil any more. (Zep. 3:15)

SUN

014		June
23	MON	College opens UG I Year
24	TUE	
25	WED	
26	THU	
27	FRI	
28	SAT	
29	SUN	1 1 2 4 9

014		Jun
16	MON	
17	TUE	
18	WED	College re-opens UG II&III Year & PG II Year
19	THU	
20	FRI	
21	SAT	
22	SUN	8

June -J	33	014	
		MON	30
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014		Jul
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16	WED	— its ₁₋₁ 1 .
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	MON	21
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liko	тни	24
	FRI	25
	SAT	26
arents day	SUN	27

- Augus	July - /	014	
	10	MON	28
	Ramzan	TUE	29
		WED	30
	= 1 2	тни	31
	1	FRI	1
	V V	SAT	2
	Friendship day	SUN	3

என் கணமாகிய தின்றவேலின் சினைவிகப்பைக் சிகப்ப வேன் (கூடுமான் 9:54)

2014			Augus
4	MON	· ·	
5	TUE		
6	WED	3 2	
7	THU		
8	FRI		
9	SAT		
10	SUN		
	Fortw	ill surely deliver thee. (Jer. 39:17)	[41

கடம்முடைய கூடாரம் சமாதானத்தோடிருக்கக் காண்பீர். (யோபு 5 :24)

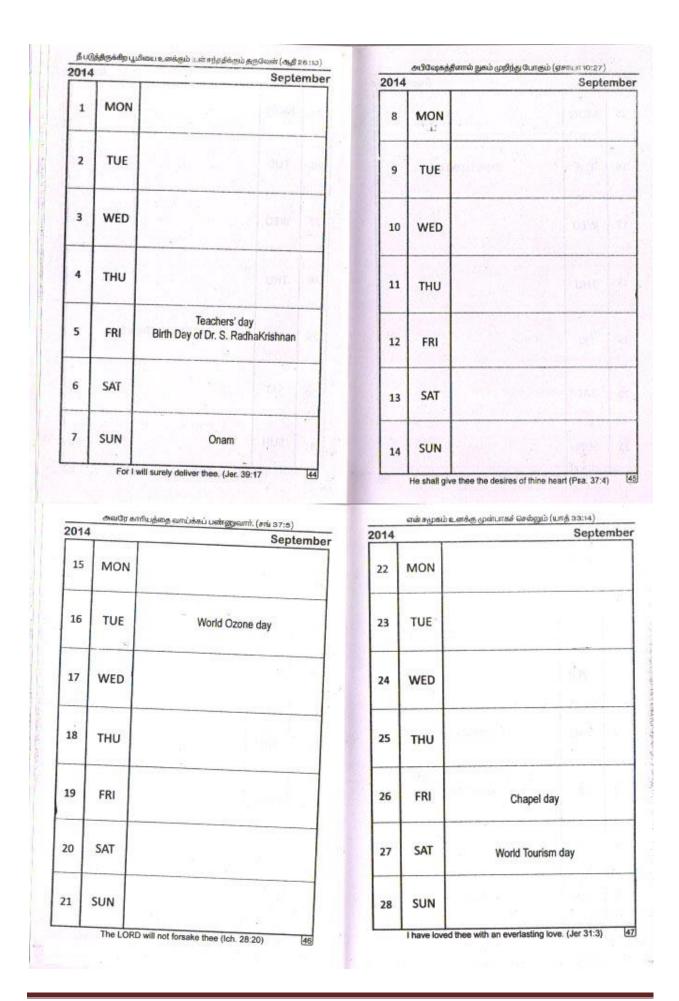
014		Augu
18	MON	3 11 1
19	TUE	
20	WED	
21	THU	
22	FRI	
23	SAT	
24	SUN	

நீதிமான் விருப்புகிற காரியும் அவனுக்குக் கொடுக்கப்படும் (நீதி 10:24

014		Augus
11	MON	
12	TUE	World Youth day
13	WED	
14	THU	
15	FRI	Independence day
16	SAT	=
17	SUN	Krishna Jayanthi

உங்களை சபிக்கிறவர்களை ஆசீர்வநியுங்கள் (மத்5:44)

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ни		
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	HU FRI	ON UE /ED HU -RI Ganesh Chaturthi



2014		September - Octobe
29	MON	
30	TUE	
1	WED	
2	THU	Gandhi Jayanthi
3	FRI	Vijaya Dasami
4	SAT	
5	SUN	Bakri Id

014		October
6	MON	
7	TUE	
8	WED	
9	THU	
10	FRI	
11	SAT	
12	SUN	

2014		ானுடனே கூட இருக்கிறார் (போ 16:3 Octol	
13	MON	2	
14	TUE	==	
15	WED		
16	ТНО		
17	FRI		
18	SAT		
19	SUN		

2014			Octobe
20	MON		
21	TUE		
22	WED	Diwali	18
23	THU		
24	FRI		7
25	SAT		
26	SUN		

014		October - November
27	MON	
28	TUE	
29	WED	
30	тни	SA .
31	FRI	
1	SAT	- 12
2	SUN	All Soul's day

014		Novembe
10	MON	
11	TUE	
12	WED	
13	тни	
14	FRI	
15	SAT	2 887
16	SUN	

2014		November
3	MON	10 0
4	TUE	Muharram
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7	FRI	
8	SAT	
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2014			Novembe	
17	MON	recorded to		
18	TUE			
19	WED			
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22	SAT			
23	SUN			

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24	MON	
25	TUE	
26	WED	
27	тни	
28	FRI	
29	SAT	
30	sun	

2014		Decembe	
1	MON	World AIDS Day	
2	TUE		
3	WED	World Disabled Day	
4	тни		
5	FRI		
6	SAT		
7	SUN		

2014	1	December
8	MON	
9	TUE	
10	WED	
11	ТНИ	
12	FRI	
13	SAT	
14	SUN	

014		Decembe
15	MON	
16	TUE	
17	WED	
18	тни	8
19	FRI	
20	SAT	
21	SUN	

என் சுரத்தின் நிழலினால் உன்னை முறுக்கிறேன் (நார் 57:15) நீ ஆசீர்வதிக்கப்பட்டவன், நீ பெரிய சாரியங்களைச் செய்வாய் (சாமு 26:25) 2014 December - January 2014 - 2015 December MON 22 MON 30 TUE TUE 23 WED 24 31 WED New Year 25 THU THU Christmas 1-7 Road Safety Week 2 FRI 26 FRI SAT SAT 3 27 Milad-un-Nabi SUN SUN 4 28 A little one shall become a thousand, and a small one a strong nation (isa 60:22) 61 Your father shall give good things to them (Mat. 7:11) பராக்கிரமசாவியே, கர்த்தர் உன்னோடு இருக்கிறார் (இயா 6:12) தீ ஆசீர்வுதிக்கப்பட்டவன், நீ பெரிய காரியங்களைச் செய்வாய் (சாமு 26:25) January 2015 2015 January MON 12 MON 5 TUE 13 TUE 6 Pongal WED 14 7 WED Thiruvalluvar Day, Army Day 15 THU 8 THU FRI 16 9 FRI SAT 17 10 SAT SUN. 18 11 SUN I will give you rest. (Mat. 11:28) Your father shall give good things to them (Mat. 7:11)

2015			Janua
19	MON		
20	TUE		
21	WED	24	
22	THU	#2 20	
23	FRI		
24	SAT		11
25	SUN	W.	

2015 January-Febr		ளிவந்தது வக்ததருடையாகியை வால்லை கீத்தது (ஓவா 60 January-Februar
26	MON	Republic Day
27	TUE	10
28	WED	
29	THU	
30	FRI	
31	SAT	100
1	SUN	

015	னால் ஸ்தீரப்பட்டிருப்பாப். கொ	Februar
2	MON	
3	TUE	
4	WED	
5	тни	
6	FRI	
7	SAT	Parks
8	SUN	

15		Febru
9	MON	, s , s · Ew
10	TUE	
11	WED	
12	тни	
13	FRI	
14	SAT	
15	SUN	

2015		Februar
16	MON	
17	TUE	Maha Shivratri
18	WED	Ash Wednesday
19	тни	
20	FRI	
21	SAT	
22	SUN	The state of the s

015	கர்த்தர் தம	February-Marc
23	MON	
24	TUE	
25	WED	
26	THU	
27	FRI	
28	SAT	
1	SUN	

Marc	2015	
	MON	2
	TUE	3
	WED	4
	THU	5
Holi	FRI	6
	SAT	7
Women's Day	SUN	8

2015 March

9 MON

10 TUE

11 WED

12 THU

13 FRI

14 SAT

1 SUN

I have given thee a wise and an understanding heart (1 Ki 3:12)

இனித் தீங்கைக் காணாதிருப்பாய் (செய் 3:15) March 2015 MON 16 TUE 17 18 WED 19 THU FRI 20 SAT 21 World water Day SUN 22 72 He shall cover thee with his feathers (Psa 91:4)

Marc		015
	MON	23
10 No. 10	TUE	24
	WED	25
	тни	26
	FRI	27
11	SAT	28
	SUN	29

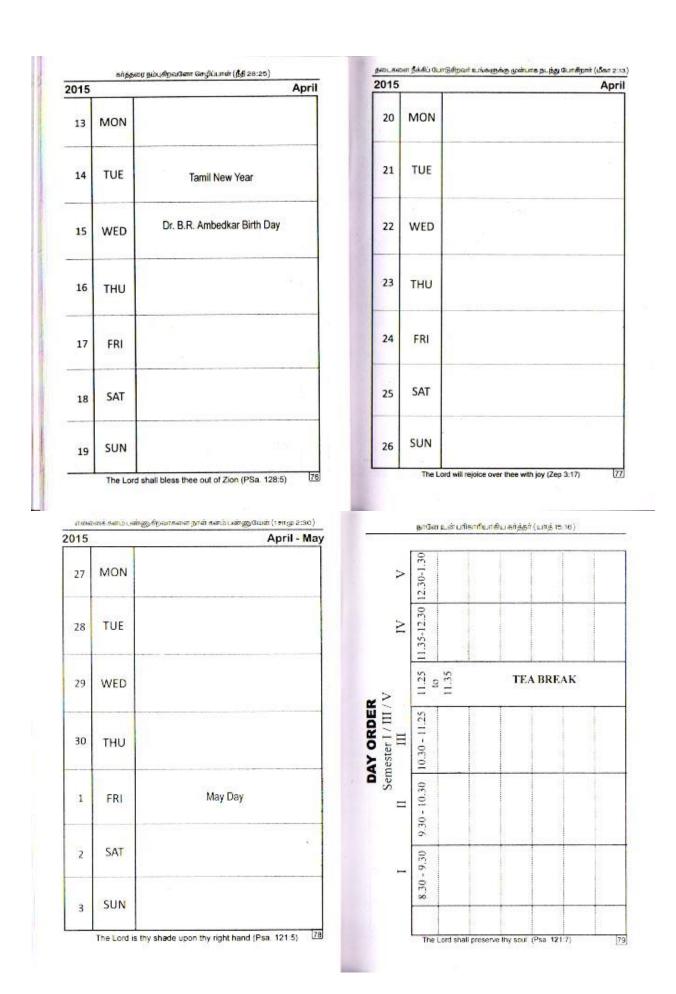
2015		March - Apr	
30	MON		

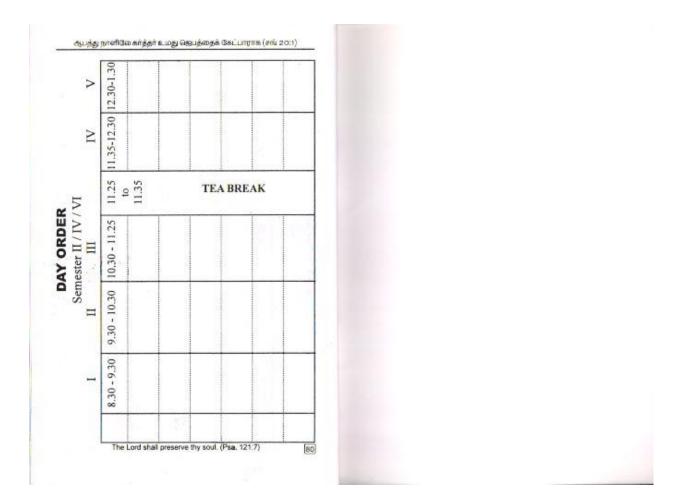
30	MON	
31	TUE	
1	WED	
2	тни	E 8
3	FRI	Good Friday
4	SAT	
5	SUN	Easter

I will dwell in the midst of thee, saith the LORD (Zec. 2:10) 74

2015 April
6 MON
7 TUE
8 WED
9 THU
10 FRI
11 SAT

Happy shalt thou be, and it shall be well with thee (Psa 128:2) 75



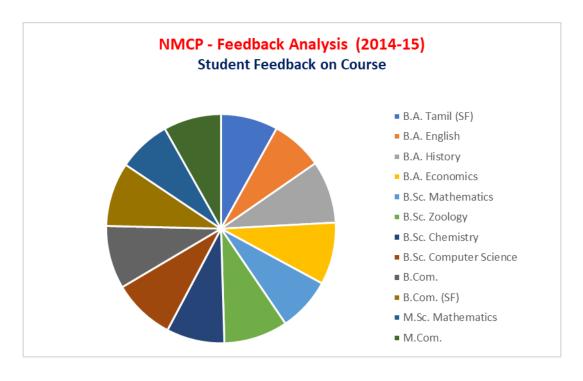


NAZARETH MARGOSCHIS COLLEGE AT PILLAIYANMANAI

Feedback Analysis 2014- 2015 Student Feedback on Course

(Questionnaire No. 1)

Sl.No.	Programme	overall rating	GPA	Remarks
1	B.A. Tamil (SF)	29.45	2.94	Good
2	B.A. English	48.71	2.66	Good
3	B.A. History	56.1	3.22	Very Good
4	B.A. Economics	32	3.2	Very Good
5	B.Sc. Mathematics	16.66	2.78	Very Good
6	B.Sc. Zoology	32.88	3.29	Very Good
7	B.Sc. Chemistry	44.94	2.99	Good
8	B.Sc. Computer Science	44.6	3.2	Very Good
9	B.Com.	48.7	3.25	Very Good
10	B.Com. (SF)	46.33	3.3	Very Good
11	M.Sc. Mathematics	27.16	2.72	Good
12	M.Com.	23.54	2.97	Good

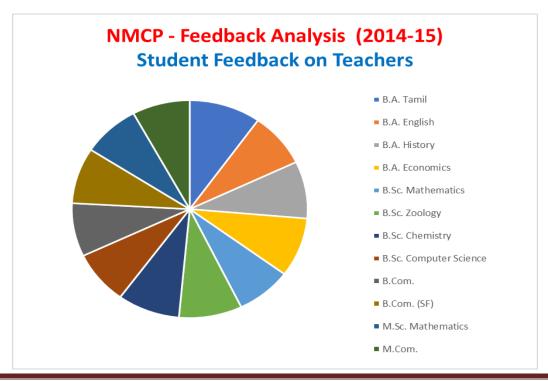


NAZARETH MARGOSCHIS COLLEGE AT PILLAIYANMANAI

Feedback Analysis 2014- 2015 Student Feedback on Teachers

(Questionnaire No. 2)

Sl.No.	Programme	overall rating	GPA	Remarks
1	B.A. Tamil	49.75	3.8	Very Good
2	B.A. English	56.52	3.12	Very Good
3	B.A. History	55.78	3.28	Very Good
4	B.A. Economics	34	3.4	Very Good
5	B.Sc. Mathematics	17.71	2.95	Very Good
6	B.Sc. Zoology	33.45	3.35	Very Good
7	B.Sc. Chemistry	49.73	3.31	Very Good
8	B.Sc. Computer Science	42.79	3.06	Very Good
9	B.Com.	45.9	3.06	Very Good
10	B.Com. (SF)	45.13	3.21	Very Good
11	M.Sc. Mathematics	30.55	3.06	Very Good
12	M.Com.	24.9	3.06	Very Good



(Annexure - i)

Dignified Home for the Physically and Visually Challenged

The institution always admits physically and visually challenged students with open hands. The institution takes it a challenge to teach and mend physically and visually challenged students. Till the completion of the course the institution takes the students on the shoulders with much care and concern. The institution closely monitors their academic and moral progress. By providing the best accommodation to the physically and visually challenged students, the institution stands as a role model to all other institutions. For the physically challenged students, wheel chair and ramp facilities are provided in the entrance of the class room and auditorium. The institution pays more need to the physically and visually challenged students. During the university examination, qualified people are appointed as scribes for the visually challenged students. Wherever they go, they are accompanied and led by caring assistants. In the hostel, special rooms are allotted with good toilet facilities and healthy food is served. Round the clock special assistants are watching over them. So the disability is not an impediment to them.

During the leisure hours, faculty members give special coaching to the physically and visually challenged students by teaching the lessons and giving counselling to them. Scholarships are provided and special tours are arranged. They feel at home. They appear dignified and honourable. The physically and visually challenged students' poor family background is another great obstacle to them. They feel inferior. If they are given job immediately after their completion of the degree, and start earning, they can lead a happy, contented and secured life.

(Annexure – ii)

Effective Teaching Learning Process

The institution has more intake every year. Many students opt this institution for their higher studies. It compels the institution to provide effective teaching learning process. The institution has efficient experienced qualified faculty members. The freshers need more guidance and tender care than the senior students. Having in mind all these things the institution takes every step for the betterment of the student community. The institution takes more pains to fulfil the future needs of the students. Getting centum result is not only our aim but also making them stand on their legs is the main aim of the institution.

The institution provides appropriate materials to the students for an effective teaching learning process. The materials cater to the needs of the students. A building that is built on the rock withstands any stormy weather. Good materials give strength and long life to the building. They make the building as firm and solid as a rock. The building stands for ever and it never falls down. Appropriate and good materials alone nurture and bring up knowledgeable students. The institution has many university rank holders. It is because the experienced and dedicated teachers prepare advanced and high standard study materials. In addition to this, the students are asked to write assignments on a given topic by referring to different books. The students are encouraged to take classes. Thus, they prepare and equip themselves well for their future.

Our students are coming from rural background and Tamil medium schools. So, the institution takes more efforts to make them grow and reap success.