

Guidelines for the Creation of the
Internal Quality Assurance Cell (IQAC)
and Submission of Annual Quality Assurance
Report (AQAR) in Accredited Institutions
(Revised in October 2013)



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

NAAC

VISION

To make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives.

MISSION

- ☞ To arrange for periodic assessment and accreditation of institutions of higher education or units thereof, or specific academic programmes or projects;*
- ☞ To stimulate the academic environment for promotion of quality of teaching-learning and research in higher education institutions;*
- ☞ To encourage self-evaluation, accountability, autonomy and innovations in higher education;*
- ☞ To undertake quality-related research studies, consultancy and training programmes, and*
- ☞ To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance.*

Value Framework

To promote the following core values among the HEIs of the country:

- Contributing to National Development*
- Fostering Global Competencies among Students*
- Inculcating a Value System among Students*
- Promoting the Use of Technology*
- Quest for Excellence*

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2013-14)

2015 - 2016

I. Details of the Institution

1.1 Name of the Institution

Voorhees College, Vellore

1.2 Address Line 1

No. 1 Officers Line

Address Line 2

-

City/Town

Vellore

State

Tamil Nadu

Pin Code

632001

Institution e-mail address

voorhees1898@gmail.com

Contact Nos.

0416-2220317

Name of the Head of the Institution:

Dr A Arulappan

Tel. No. with STD Code:

-

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 **NAAC Track ID** (*For ex. MHCogn 18879*)

OR

1.4 **NAAC Executive Committee No. & Date:**
(*For Example EC/32/A&A/143 dated 3-5-2004.*
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A		2005	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

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

- i. AQAR _____ (DD/MM/YYYY)4
 ii. AQAR _____ (DD/MM/YYYY)
 iii. AQAR _____ (DD/MM/YYYY)
 iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

Affiliated College: Yes

Type of Institution: Co-education ☒

Urban ☒

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

Grant-in-aid + Self Financing ☒

1.10 Type of Faculty/Programme

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

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

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

Thiruvalluvar University, Vellore

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme

-

DST-FIST

-

UGC-Innovative PG programmes

-

Any other (*Specify*)

-

UGC-COP Programmes

-

2. IQAC Composition and Activities

2.1 No. of Teachers

7

2.2 No. of Administrative/Technical staff

-

2.3 No. of students

-

2.4 No. of Management representatives

1

2.5 No. of Alumni

-

2.6 No. of any other stakeholder and
community representatives

1

2.7 No. of Employers/ Industrialists

-

2.8 No. of other External Experts

-

2.9 Total No. of members

9

2.10 No. of IQAC meetings held

1

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

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

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
-	-

** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

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	3	-	3	-
PG	10	1	7	-
UG	15	1	6	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others (MPhil)	7	-	7	-
Total	35	2	23	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	27
Trimester	-
Annual	7

1.3 Feedback from stakeholders* Alumni ☐ Parents ☐ Employers ☐ Students ☐
(On all aspects)

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

**Please provide an analysis of the feedback in the Annexure*

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

No

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

New Courses: 1. BA English (Shift II – Additional Section)
2. MA Defence and Strategic Studies

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
132	115	17	-	01

2.2 No. of permanent faculty with Ph.D.

37

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	-	-
Presented papers	-	-	-
Resource Persons	-	-	-

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

2.7 Total No. of actual teaching days during this academic year

180

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

-

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

-

-

-

2.10 Average percentage of attendance of students

82.5

2.11 Course/Programme wise
distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Shift I						
BA Tamil	43	-	37	-	-	86
BA English	48	-	9	10	8	56
BA Economics	46	5	27	-	-	69
BA History	39	-	5	20	-	64
BA Defence	33	-	2	10	6	55
BCom	56	-	5	15	5	25
BSc Mathematics	37	-	6	-	-	16
BSc Physics	37	-	6	1	-	19
BSc Chemistry	31	6	6	-	-	39
BSc Zoology	42	5	20	2	-	64
MA History	19	15	4	-	-	100
MCom	33	7	15	5	-	27
MSc Mathematics	28	-	11	-	-	39
MSc Zoology	21	8	11	-	-	90
Shift II						
BCom	102	-	5	15	5	25
BBA						
BCA	41	3	8	-	-	27
BSc Botany	18	3	3	-	-	33
BSc Comp. Sci.						
MA Tamil	16	1	2	5	1	7
MA English	27	-	4	5	6	55
MA Economics	12	5	4	-	-	81
MSc Physics	21	4	2	-	-	29
MSc Chemistry	21	2	-	-	-	9.5
MSW						

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

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	01
Others	01

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	45	-	-	-
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

--

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	-	-
Outlay in Rs. Lakhs	-	Rs. 10,23,300	-	-

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	21	7	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

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 the funding Agency	Total grant sanctioned	Received
Major projects	3 years	UGC	Rs. 10,23,300	-
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	-	-	-	-

--

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
01	-	01	-	-	-	-

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

08

23

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

-

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

JRF

-

SRF

-

Project Fellows

-

Any other

-

3.21 No. of students Participated in NSS events:

University level

-

State level

-

National level

-

International level

-

3.22 No. of students participated in NCC events:

University level

4

State level

90

National level

4

International level

-

3.23 No. of Awards won in NSS:

University level

-

State level

-

National level

-

International level

-

3.24 No. of Awards won in NCC:

University level

4

State level

4

National level

4

International level

-

3.25 No. of Extension activities organized

University forum	-	College forum	-	
NCC	4	NSS	-	Any other -

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

- The Department of Computer Science organized a Blood Donation Camp in partnership with CMC Hospital, Vellore on 27.02.2015
- Basic Computer Training programmes were conducted for newly recruited police constables. The faculty of the Department of Computer Science were the trainers.
- The Department of Computer Science entered into an MoU with Muslim Higher Secondary School, Vellore and Honegar Ashram High School, Vellore in order to train the school students in the basics of computer applications, soft skills and human values.
- Coaching Classes were conducted for 12th standard students for CMC/AIPMT/JIPMER Entrance Examinations.

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	604676 Sq. ft.	-	-	604676 Sq. ft.
Class rooms	75799 Sq. ft.	-	-	75799 Sq. ft.
Laboratories	10876 sq. ft.	-	-	10876 sq. ft.
Seminar Halls	7936 sq. ft.	-	-	7936 sq. ft.
No. of important equipment purchased (\geq 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

-

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	24381	-	11	5500	24392	-
Reference Books	1097	-	85	15000	1182	-
e-Books	-	-	-	-	-	-
Journals	416	-	10	3500	426	-
e-Journals	5	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	4	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	104	02	03	-	-	05	17	-
Added	-	-	-	-	-	-	-	-
Total	104	02	03	-	-	05	17	-

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

-

4.6 Amount spent on maintenance in lakhs:

i) ICT	-
ii) Campus Infrastructure and facilities	75.14676
iii) Equipment	-
iv) Others	-
Total:	75,14,676

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC plays an active role in providing sufficient support in helping the student community to make use of the various services that are available to them. Primarily, the student services and amenities are made known by issuing the academic year Calendar to every student. An orientation programme is conducted for freshers and they are enlightened about the various curricular, co-curricular and extracurricular activities. Circulars regarding these services are sent to the departments and the notice boards are updated periodically. In addition to this, the IQAC maintains the college website to ensure that the students are informed about all the necessary features.

- The issues pertaining to academics are handled by the respective departments.
- The Administrative office of the college takes care of student scholarships, ID cards and other student related matters.
- The following cells function to guide, encourage and empower the students.
 - Placement Cell
 - Counselling Cell
 - Women's Cell
- Students are also encouraged to enroll in the following extracurricular activities.
 - National Cadet Corps (NCC)
 - National Service Scheme (NSS)
 - Youth Red Cross
 - Red Ribbon Club
 - Blood Donors Club
 - Consumer Club
 - Fine Arts Club

5.2 Efforts made by the institution for tracking the progression

- Class teachers act as mentors and monitor the academic progress of the students.
- The University results are analyzed every semester at the Department level to introspect the overall teaching and learning process.
- Remedial classes are arranged, if necessary, for slow learners.
- The head and staff members also meet the parents to discuss the performance of their wards.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others(MPhil)
2943	465	44	66

(b) No. of students outside the state

-

(c) No. of international students

3

	No	%		No	%
Men	2526	71.8	Women	992	28.2

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
-	-	-	-	-	-	256	948	63	2261	-	s

Demand ratio: 1:5 Dropout: 0.64%

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

For students who are academically inclined, it is advised for them to prepare for exams like UGC-NET, SET, GATE, IIT-JAM and other eligibility tests conducted at the state level. Students who are interested in social issues are encouraged to appear for civil services exams conducted at the national and state levels.

Latest and relevant books are available in the college library for these students to prepare for the various competitive exams. In addition to this, students are also asked to enroll in the Government Central Library to get access to a wide range of books.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="-"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="-"/>

5.6 Details of student counselling and career guidance

Students are informed about the future prospects and the various employment opportunities by their class mentors.

Special seminars and workshops are arranged separately for each discipline. During these times, students get the opportunity to interact with resource persons about the opportunities in their respective field of study or research.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	-

5.8 Details of gender sensitization programmes

5.9 Students Activities

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

State/ University level	<input type="text" value="15"/>	National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>
-------------------------	---------------------------------	----------------	--------------------------------	---------------------	--------------------------------

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	1857	Rs. 64,18,709/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____ - _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: To impart holistic education founded on Christian values to all students without discrimination especially the less privileged in moulding the character to emerge as self-reliant, enlightened, empowered and change-agents of the society.

Mission: To become a Christian Higher Educational Institution where young men and women without any discrimination are moulded into agents of change in the service of God, the Church and the Society at large and to that end continue to offer the best possible instruction, modern and up-to-date facilities at affordable cost.

To build within the College a Community of Teaching and Non-Teaching Staff who are united in their purpose to excel in their profession and committed to the Mission of the College. To be governed by a body of men and women who direct the present and future of the College following the best practices of Christian Higher Educational Institution.

6.2 Does the Institution has a management Information System

Presently, important communications are being done through the college website. However, the college is planning to acquire the ERP software that unifies admissions, attendance, staff and student details, financial management and other particulars in one place.

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

6.3.1 Curriculum Development

The institution is affiliated to Thiruvalluvar University. The university updates the syllabus periodically. The management encourages the departments to conduct seminars, workshops, symposiums, colloquiums based on the syllabus to enrich the academic learning with practice. The head and the faculty members of the departments plan for the effective implementation of the curriculum according to the changes brought by the University and feedback is recorded from the students.

6.3.2 Teaching and Learning

- The college conducts orientation programme for I year UG students in the institution and at department levels.
- Special lectures, programmes are arranged to cater to the needs of the gifted learners.
- Mentoring, Tutoring, Counselling and Sponsorships are provided to the disadvantaged sections.
- The Heads of the departments evaluates the teaching, learning process through staff meetings.
- Teachers are encouraged to use innovative methods of teaching to foster more student interaction such as power point presentations, field visit and applied extension activities.
- The institution ensures a healthy environment that promotes human and academic excellence.

6.3.3 Examination and Evaluation

Every department conducts three internal examinations including a model examination as per the Thiruvalluvar University pattern. Students are encouraged to read and refer various books, journals, e-resources related to their subjects and submit three assignments before the stipulated dates in each semester. Each department head deputes a staff in-charge for conducting the Continuous Internal Assessment examinations. Staff members evaluate the scripts and give for internal audit as per the instruction of the head of the department.

Marks are communicated to the students and the parents. The internal mark sheets are counter signed by the Principal, Subject in-charge and the respective heads of the department.

The internal assessment is done in an objective manner without any bias.

6.3.4 Research and Development

Students, research scholars and staff members are encouraged to participate in seminars, workshops and publish research articles in UGC approved journals. The management encourages each and every department to actively involve in research activities and projects that lead to educational upliftment.

Faculty members are motivated to guide M.Phil/ Ph.D scholars. Every department conducts workshops, seminars, conferences on research methodology in order to revamp the research skill.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library

The institution has a well-equipped library for students, scholars and staff members. It has a collection of 12,000 century old books. Students regularly visit the library. Every department has their own departmental library. They update the relevant resources from time to time. Every year a sum of Rs. 25,000 is granted towards the purchase of new books/journals/e-resources.

ICT

There are two computer labs equipped with 100 computers.

Physical Infrastructure

- The college has a sprawling auditorium, Cobb Hall with 600 seating capacity.
- The Department of Physical Education has a lush green playground at De Boer Campus.
- There is a spacious shuttle and badminton court, volleyball court, and basket court in the campus. There are special tracks meant for running in the De Boer campus.
- The Department of Physical Education has a gymnasium for both men and women students.
- There is a separate resting room for women staff and students.
- There is a Generator with a capacity of 82.5 KVA
- The College is a centre for conducting examinations of Institute of Distance Education (IDE)-University of Madras, Annamalai University and IGNOU
- College is a centre for conducting TNPSC and various Government Exams in both offline and online modes.
- There is a separate car/bike/ cycle parking hub in the campus for students and staff.

6.3.6 Human Resource Management

- The institution has dedicated and committed teaching and non-teaching staff. It appoints teachers with qualification as per the regulations of the UGC and Government of Tamil Nadu from time to time. Staff requirement is assessed based on the students' strength, vacancies arising due to retirement and the workload norms prescribed by the Government.
- The institution begins every academic year with a retreat for both teaching and non-teaching staff and ends with a tour.
- Workshops and Training programmes are arranged to enrich the knowledge of the faculty members. A special programme on Educational Policy of National Council of Churches in India was held on 19th March 2015. Prof S Thiagukumar was the resource person. A Faculty Enrichment Programme was organized for the newly appointed staff members on 23rd February 2015. Mr Shankar, HRD Expert, Exidon Corporation, Bangalore was the resource person
- Professional growth of staff members is encouraged through different training programmes such as orientation and refresher courses.

6.3.7 Faculty and Staff recruitment

NIL

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

<p>Admission of Students</p> <ul style="list-style-type: none"> •The institution strictly adheres to the Government norms regarding the admission of students. •The senior most faculty members are deputed as the convenor of the selection committee. •The applications are scrutinized by the selection committee and a selection list is prepared.
--

6.4 Welfare schemes for

Teaching	-
Non teaching	-
Students	-

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	Authority
Academic	No	-	No	-
Administrative				

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

For UG Programmes Yes ☒ No ☐

For PG Programmes Yes ☒ No ☐

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

The college implements the efforts of Thiruvalluvar University in reforming the examination process.

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

Nil

6.11 Activities and support from the Alumni Association

Nil

6.12 Activities and support from the Parent – Teacher Association

Nil

6.13 Development programmes for support staff

--

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

--

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.

- The heritage building of the college was renovated.
- The seminar hall in the main building has been renovated and equipped with LCD projector and interactive board. Seminars/workshops/conferences can be organized in this hall.
- The Rotary club of Vellore donated 10 computers to the Modern Digital Library
- A Language Laboratory has been installed with 25 computers donated by the Rotary Club of Vellore. This lab will help the students to advance their proficiency in English.
- In association with the All India Association for Christian Higher Education (AIACHE), the Human Values Development Programme (HVDP) was implemented. A handbook was given to all the first year students.

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

- Installation of Language Laboratory
- Seminar Hall to conduct seminars, workshops and conferences

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

Best Practice I: Field visits

Best Practice II: Mid-day meals scheme

7.4 Contribution to environmental awareness / protection

- To develop the consciousness of caring the nature, a State Level Workshop on Service-Learning in Environment and Health has been organized. Delegates from 9 colleges took active participation.

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

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

In order to promote intrinsic value and to enable our deep-rooted culture and tradition the Tamil Department organize a three day "Muthamizh vizha".

8. Plans of institution for next year

Contemplating the demand in education and to elevate eligible departments the institution has planned to seek permission from affiliated university.

SS

Name Dr. D. JAIKUMAR

Name Dr. A. NELSON VINAYAKAM

D. Jai

Ah

Signature of the Coordinator, IQAC
Dr. D. JAIKUMAR,
M.Sc., M.Phil., M.Ed., Ph.D.,
IQAC Co-ordinator & HOD of Physics,
Voorhees College,
Vellore - 632 001. Tamilnadu.

Signature of the Chairperson, IQAC
PRINCIPAL IN-CHARGE
VOORHEES COLLEGE
VELLORE - 632 001.



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
