



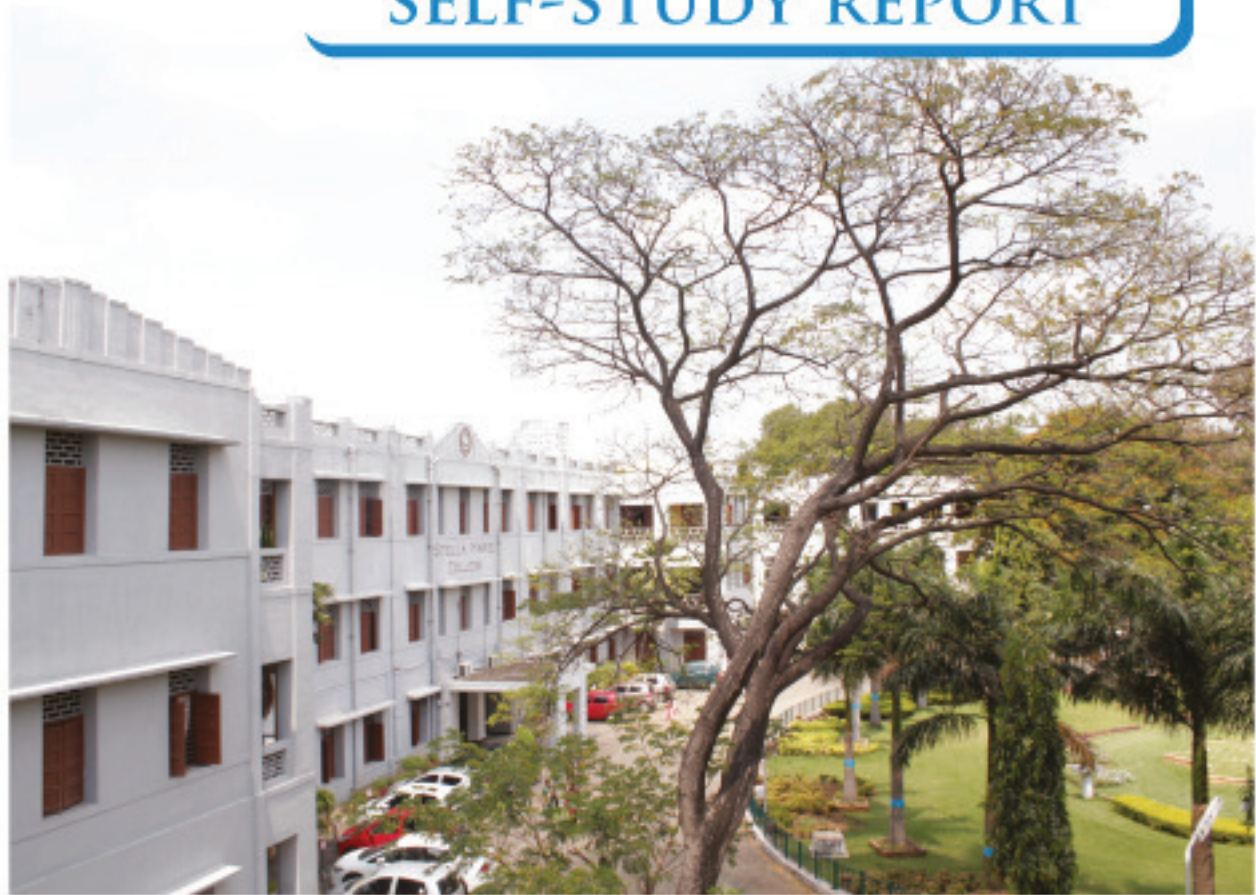
TRUTH

CHARITY



**STELLA MARIS COLLEGE**  
(AUTONOMOUS), CHENNAI - TAMIL NADU

## SELF-STUDY REPORT



Submitted to

NATIONAL ASSESSMENT & ACCREDITATION COUNCIL  
FOR RE-ACCREDITATION: THIRD CYCLE

AUGUST 2013



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## PREFACE

Stella Maris College is an autonomous institution of higher education for women affiliated to the University of Madras. A Catholic minority College, it is managed by the Society of the Franciscan Missionaries of Mary, a Catholic religious congregation founded by Blessed Mary of the Passion. The College, established in 1947, moved from its original location in Santhome, Mylapore, to its present one on Cathedral Road in the heart of the city of Chennai in 1960.

The College was conferred autonomous status in 1987. Ten years later, in 1997, it adopted the Choice Based Credit System (CBCS) in order to offer students a broad-based education which would serve to prepare them to meet the challenges of an increasingly competitive environment.

As a major player in the educational scenario in the country, the College is committed to enhancing and sustaining quality parameters in order to ensure that students receive the best possible learning experiences. Our third cycle of reaccreditation and the process of preparing the Self Study Report is a major move towards assessing the quality of our programme delivery.

The process began in a methodical way, five years ago, with the IQAC setting a template for data inputs on the intranet. The actual analysis and evaluation of the data began a year ago, with the IQAC Core Team collating the data and filling in gaps in information. The writing process was carried out by the different committees constituted by the Head of the institution, and led by a member of the IQAC. The completed report was again reviewed by the Steering Committee which sent it to the various departments for their perusal.

The whole process has been an enriching and fulfilling one. It has given us insights into our strengths and weaknesses, opportunities and challenges, and has served to give us a roadmap for the future. As we continue to build on our strengths and explore our ever-expanding possibilities for growth, we are committed to converting our weaknesses into strengths, and challenges into opportunities. The road ahead promises to be an exciting one for all of us here at Stella Maris.

# STELLA MARIS COLLEGE (AUTONOMOUS)

(Affiliated to the University of Madras)

NAAC REACCREDITATION – Third Cycle

2008-2013

## STEERING COMMITTEE

### Chairperson:

Dr. Sr. Jasintha Quadras fmm, Principal &  
Head, Department of Mathematics

### Members:

1. Dr. Geetha Swaminathan, IQAC Coordinator &  
Associate Professor, Department of Chemistry
2. Dr. Leema Francis, Vice Principal &  
Associate Professor, Department of Commerce
3. Dr. Juliana Joe, Vice Principal &  
Associate Professor, Department of Zoology
4. Dr. Bernadine Joseph, Associate Professor &  
Head, Department of English
5. Dr. Priscilla Jebakumari, Dean of Academic Affairs &  
Associate Professor, Department of Botany
6. Dr. Shyamala K., Assistant Professor &  
Head, Department of Bioinformatics

### Working Committees

#### Profile of the Institution:

1. Dr. Shyamala K., Assistant Professor &  
Head, Department of Bioinformatics
2. Ms. K. Latha, Assistant Professor, Department of English
3. Ms. V. Dhanalakshmi, Assistant Professor, Department of Mathematics
4. Ms. Victoria Henry, Assistant Professor, Department of Commerce

### I. Curricular Aspects

1. Dr. Priscilla Jebakumari, Dean of Academic Affairs &  
Associate Professor, Department of Botany
2. Dr. Agnes Rozario, Associate Professor &  
Head, Department of Commerce
3. Dr. Regi Manimegala, Associate Professor, Department of Economics
4. Dr. Shanmuga Sundari, Dean of Academic Affairs &  
Assistant Professor, Department of Computer Science

### II. Teaching – Learning and Evaluation

1. Dr. Rajini K.H, Associate Professor &  
Head, Department of Physics
2. Ms. Raihana Sabir, Controller of Examinations &  
Associate Professor, Department of Economics
3. Ms. Zonita Mason, Associate Professor, Department of Commerce
4. Ms. Lakshmi Priya, Associate Professor, Department of Fine Arts
5. Ms. Jude Anne Cynthia, Assistant Professor, Department of Mathematics
6. Ms. Priya Mary George, Assistant Professor, Department of Social Work

### **III Research, Consultancy and Extension**

1. Dr. Neeraja Rao, Associate Professor & Head, Department of Sociology
2. Dr. Sandra Joseph, Associate Professor & Head, Department of Social Work
3. Dr. Marian Benita Maria, Assistant Professor, Department of Social Work
4. Dr. N. L. Mary , Assistant Professor, Department of Chemistry
5. Dr. Sujitha S., Assistant Professor, Department of English

### **IV Infrastructure and Learning Resources**

1. Dr. Margaret Thomas, Associate Professor & Head, Department of Fine Arts
2. Ms. Jeyapriya, Assistant Professor & Head, Department of Computer Science
3. Dr. Padma Alistair, Assistant Professor, Department of English
4. Ms. Rajeswari, Assistant Professor, Department of International Studies
5. Dr. Sasitha J., Assistant Professor, Department of Sociology

### **V. Student Support and Progression**

1. Dr. Thilagavathi Joseph, Dean of Student Affairs & Associate Professor, Department of English
2. Dr. Razia Tony, Associate Professor, Department of Fine Arts
3. Dr. Sr. Rosy Joseph, Dean of Student Affairs & Assistant Professor, Department of Mathematics
4. Ms. Lissie Alex, Assistant Professor, Department of Mathematics
5. Ms. Lora Devaprasanna, Assistant Professor, Department of Social Work

### **VI. Governance, Leadership and Management**

1. Dr. Sr. Colleen North, Vice Principal
2. Dr. Leema Francis, Vice Principal & Associate Professor, Department of Commerce
3. Dr. Geetha Swaminathan, IQAC Coordinator & Associate Professor, Department of Chemistry
4. Dr. Juliana Joe, Vice Principal & Associate Professor, Department of Zoology
5. Dr. Bernadine Joseph, Associate Professor & Head, Department of English

### **VII. Innovations and Best Practices**

1. Dr. Chitralkha Ramachandran, Associate Professor, Department of Zoology
2. Ms. Rashida Banu, Associate Professor, Department of Commerce
3. Dr. Felbin C Kennedy, Associate Professor, Department of Mathematics
4. Ms. Ajie George, Assistant Professor, Department of English
5. Ms. Vidya Srinivasan, Assistant Professor & Head, Department of Commerce

## EXECUTIVE SUMMARY

On the day of India's Independence Stella Maris College opened its doors to 32 women students in a one storey building in Santhome, Mylapore, Chennai. The College began as a small, though significant initiative by the Sisters of the Franciscan Missionaries of Mary to provide university level education for women of the community. It has, since then, metamorphosed into a well-established, urban College catering to the educational needs of women from all sections of society. Today, Stella Maris College has close to 4000 students enrolled in its various programmes and has acquired a reputation for excellence, inclusiveness and committed service to the community.

The College prioritises the holistic development of students and harnesses all available resources towards the achievement of this goal. All academic programmes, co-curricular and extra-curricular activities reflect the institution's mission to empower young women to face the challenges of life and to emerge as successful, fully integrated personalities. This core mission reflects the institution's commitment to providing high quality academic programmes which are sustained by well-developed administrative units, student support services and an excellent library.

A critical aspect of education here at Stella Maris is the thrust towards inclusiveness, acceptance of difference, and creating a culture of dialogue and understanding between various religions. These areas of national significance are part of our core courses in Value Education which enhance the process of sensitising students to the importance of personal values, social responsibility and the need for spiritual awareness and growth.

The approach to educational processes is, therefore, multi-pronged. The five part curriculum ensures that students receive a "whole person" education. To this end, the College strives to scale up classroom learning by conducting conferences, workshops, seminars, holding guest lectures by experts, taking students on field-trips and encouraging other out-of-classroom experiences. These have had very positive outcomes in terms of introducing students to contemporary developments in their disciplines, opening up new areas for research and encouraging exchange of ideas between experts and students. Students also participate in academic and cultural events at collegiate and inter-collegiate levels and have won prizes, awards and recognition for their abilities and talent.

Autonomy has enabled the College to introduce programmes and courses in new and emerging fields, and to augment the number of elective courses across disciplines. The introduction of Independent Elective Courses at both undergraduate and postgraduate levels is an innovation that allows for self-directed study in the course of their interest while enabling the advanced-level student to acquire extra credits. Institutionalised student training programmes, extension and outreach activities focus on benefiting the community and enhance student learning experiences. However, academic autonomy is not total, as University regulations mandate the introduction of some courses uniformly in all affiliated colleges.

A well-conceptualised feedback system, involving all major stakeholders, provides an understanding of ground realities, based on which guidelines are framed for programme planning, curriculum design and syllabus revision. The recommendations of the UGC, the NAAC, the University of Madras, the Autonomy Review Commission, the State Level Review Commission, Statutory Bodies, the Academic Audit Committee and the Curriculum Restructure Committee are considered during the revision process. The faculty, in consultation with experts, and using feedback from all stakeholders, revise the syllabi every three years and ensure that they are up-to-date and comparable with the best in the country. The College's range of courses across major disciplines, its systematic approach to curriculum restructuring, in response to changes in the external environment at both national and global levels, is testimony to its commitment to the realisation of its mission and vision. The importance of preparing students for life outside campus, and grooming them for careers is an important consideration.

The College therefore uses well-established procedures to design its curriculum and offers programmes in both traditional and emerging fields. The institution provides an environment that supports teaching-learning effectiveness, personal growth and promotes responsible citizenship. These constitute some of the major strengths of the College.

The courses offered by various departments also emphasise skills development and experiential learning. Industry-academe collaboration and tie-ups with the corporate sector and research institutions have ensured that students obtain the best possible exposure to multiple learning experiences.

Continuous assessment has been a distinctive feature of the teaching-learning-evaluation process of the College ever since the conferment of autonomy in 1987. Three major components form the core of the assessment process. These allow for creative and innovative assessment methods to be incorporated into the composite process of teaching-learning-evaluation. In addition to centralised tests, seminars, assignments, term papers, open-book tests, quizzes and projects are some of the tools for student assessment.

The College has had a well-established, long tradition of teaching-learning excellence at all levels. Faculty members employ a range of course-specific teaching-learning strategies that optimise learning outcomes for a heterogeneous student population with a range of learning styles. The predominant mode used across disciplines is the lecture method, supported by interactions, discussions and brief presentations by students.

A wide range of teaching aids, collaborative/team teaching, integration of technology in the classroom, experiential and hands-on learning experiences, field and industrial visits, project work, summer internship and mandatory dissertation writing at the postgraduate level offer students a range of avenues for learning, thus optimising the effectiveness of the teaching-learning process. The focus is on student-centered learning pedagogies that encourage

students to become involved in their own learning and thereby become active participants in the educational process.

An institutionalised Mentoring Programme ascertains that students' academic progression and issues arising from personal problems are monitored on a continuous basis. An innovative English language skills development programme aimed at bringing first year undergraduate students from regional language medium schools and from socially and economically marginalised groups into the mainstream of campus life has been in operation since 2011. Titled the Language Partnership Programme, the teaching is led by senior student volunteers and supervised by faculty coordinators.

The College encourages and fosters teacher excellence, and to this end organises a number of training and capacity-building programmes for faculty at different levels throughout the year. All faculty are encouraged to engage in research activities of various kinds, and to acquire doctoral degrees. Honing leadership skills among faculty, encouraging the acquisition of knowledge in new areas and the use of cutting-edge research both for teaching and for self-development contributes to the sustenance of institutional quality. Faculty members are engaged in activities - ranging from presenting papers at conferences, seminars and symposia and publishing research based articles in peer-reviewed journals to being resource persons at different forums - that develop academic competencies and research skills.

Teaching excellence is considered a strength of the College. From the stage of recruitment of well-qualified and competent faculty to organising regular training programmes for enhancing professional development, the benchmarks of quality are met at every stage. Teaching excellence is also enhanced through structured feedback systems that evaluate teacher effectiveness in every course. In addition to formal feedback, individual faculty members also obtain informal feedback from students, review them and use them for improving their performance.

Research in the College has been given a strong thrust since the last reaccreditation cycle. The setting up of the Centre for Research in Science and Technology (CRIST) in 2009 was the first step in reinforcing a research culture in the College. This was followed by the setting up of the Research Cell in 2012. There has been renewed focus on interdisciplinary research in the College. The award of major and minor research projects to faculty and collaborations between faculty of different departments underscore the growing importance given to research in the College. Currently, faculty are engaged in five minor and three major research projects supported by the UGC. Other research projects include those supported by the Department of Science and Technology and other international funding agencies. Postgraduate research has been encouraged by the introduction of dissertation/project work. Some departments encourage undergraduate research in various ways. Lack of patents and a limited number of research projects are some of the weaknesses in this area. However, the process for the establishment of a strong research culture that will be on par with teaching



excellence has been put in motion with the encouragement and support of the Head of the institution.

Extension projects and outreach activities have always been a strength of the College and foreground the institution's core value of service to the community. In addition to the NCC, the NSS and the YRC, the College has a major extension project at Kasimode, a fishing community in Chennai, and another at Tirupassur. Students' involvement in these programmes has been extremely rewarding in terms of making them aware of social realities, and the need to work for social justice and development.

The EDC is a DST supported project that serves to motivate students to take up entrepreneurship. The activities of the project are also extended to the women of neighbouring communities. The Centre for Women's Studies, set up with UGC funds, seeks to augment the many initiatives of the College in the area of women's empowerment and development.

Consultancy is an area which offers multiple opportunities to the College to extend its reach both in the corporate sector and in other institutions of higher education (HEIs). Another avenue of opportunity for the College lies in collaboration and linkages with institutions both within the country and abroad. The many benefits of collaboration devolve on to all aspects of the functioning of the College, particularly in curriculum development and exposure of students and faculty to new academic experiences.

The development of infrastructure to keep pace with the growing campus community and its needs has been an important concern of the College. Two significant additions to infrastructure are an additional hostel and a roofed structure in front of the Open Air Theatre to accommodate the entire college community during major events and functions. An additional floor has been constructed in Hélène de Chappotin block to house the undergraduate and postgraduate departments of Social Work.

A video conferencing facility has enabled interface with experts from India and abroad. All labs have been equipped with sophisticated instruments. The College also caters to the special needs of the visually challenged students who have access to computers with JAWS, Open Book and Super Nova Access Suite Version 13.03 - Dolphin software installed.

Resource development is another area of focus. The Stella Maris College Library has a vast collection of books, journals, databases and other online resources to cater to the growing needs of the student community. Recently, resources to help students prepare for competitive exams like Civil Services, UGC NET and so on, a separate collection of relevant books has been added to the library.

The library forms an important support system for all academic programmes and related research activities of the College community. With extensive holdings of resource materials in both print and digital format and a number of services offered to all users, the library fully supports all instructional and

research programmes of the College. Automated networks cover all aspects of its functioning, from issue and return of books to access to internet and intranet resources. Digital resources can be accessed from departments and other units of the institution. The College library, well maintained and containing a vast resource of material for the College community is a strength of the institution.

The institution makes use of the latest technology available in order to ensure the quality of its programmes and effective functioning of all its units. Every major administrative unit of the College is linked through a fibre optic backbone which ensures that resources are available to authorised users. The campus houses 18 servers and 562 clients with a host of peripherals. Some areas of the campus are Wi-Fi enabled to provide secure, but easy access to campus network and the internet. The College has also developed proprietary College automation software which has enabled automation of all areas of operation. The workflow starts from online registration during admission and culminates in the issue of the Transfer Certificate to the student. The whole campus is protected through a robust, state-of-the-art firewall which monitors the data inflow and outflow with policies and filters integrated into it. The extensive deployment of state-of-the-art technology in the College has been a significant, foresightful move on the part of the Management, and reflects the quest of the College for excellence and innovation to drive positive change.

SMART boards have been installed in selected classrooms and LCD projectors and laptops have been made available for use by faculty and students.

The IQAC of the College has extended its activities to cover all aspects of the functioning of the College. As a nodal centre that works towards quality sustenance and enhancement, the Cell organises and conducts capacity building sessions and programmes for faculty, staff and students. A recent innovative development has been the addition of a Students' Wing of the IQAC, a move designed to directly involve the student community in quality enhancement and sustenance practices.

The Office of the Deans of Student Affairs oversees student support services including the organisation and conduct of a number of student activities on campus, and ensures student welfare and development. Newly enrolled students are given special care and several orientation programmes are organised by the Deans in collaboration with the Students' Union executive members to ease the transition of newly enrolled students from school to college. The College has institutionalised several remedial and skills enhancement programmes, including a life skills course for the benefit of newly enrolled students from rural and marginalised communities.

The Career Guidance Cell of the College provides training for students to enhance their employability potential, in addition to providing information on job availability and fostering partnerships and links with the corporate sector for placement and training opportunities.

Coaching classes for NET, SET and Civil Services examinations are held on campus after working hours to enable interested students to enroll.

A Wellness Centre which caters to the wellbeing of the students functions under the supervision of a visiting doctor and a resident nurse. Trained and professional counsellors are available on campus to attend to psychological problems of students.

Sports and games are an important aspect of the holistic education that the College offers. Stella Marians have excelled in sports and games at all levels, and, encouragement is given to participating students by allowing them flexible continuous assessment schedules and attendance requirements.

True to the secular and democratic ideals of good governance, the College has adopted a participatory and collaborative leadership style that involves all constituencies in planning and decision-making processes. This has ensured a sense of accountability to and ownership of institutional initiatives. A faculty handbook which details the roles and functions of the heads of the various constituencies of the College has served to bring greater transparency and clarity to the understanding of organisational work flow and responsibilities.

Care for Mother Earth is at the core of the Franciscan vision and is the motivating force behind the several eco-friendly measures that have been undertaken on campus over the years. The campus has a well-maintained, lush, green cover, and spans over 19.5 acres of prime land in the heart of the city. The location advantage is enhanced by the fact that the College is well connected to all important areas in the city and beyond.

The College has evolved a “green policy” for environmental protection and sustenance by implementing several environment-friendly measures on campus. Rain-water harvesting, grey water recycling, vermicomposting, garbage segregation, energy conservation by installing energy efficient light bulbs, use of renewable energy (solar power), installing RO plants, “green” lab waste disposal methods are a few of the concrete steps taken in this regard. Students are sensitised to environmental issues and given every opportunity to make a difference by their commitment to environmental responsibility. Two publications, entitled “Green Initiatives”, detail the actions taken by the College in this area.

The College, in this 67<sup>th</sup> year of its existence, remains fully aware and committed to its mission of empowering young women to face life and its multifarious challenges at both personal and professional levels. To this end, it renews its commitment to maintaining and sustaining quality in education, participating in the process of nation building, working for social change and ensuring justice and equity in all aspects of its educational mission.

**PROFILE OF STELLA MARIS COLLEGE (AUTONOMOUS),  
CHENNAI**

**1. Name and address of the College**

Name : **STELLA MARIS COLLEGE (AUTONOMOUS)**  
 Address : **17, Cathedral Road**  
 City : **Chennai - 600 086**  
 State : **Tamil Nadu**  
 Website : **www.stellamariscollege.edu.in**

**2. Details for communication**

Designation	Name	Telephone with STD code, Mobile, Fax		Email
Principal	Dr. Sr. Jasintha Quadras fmm	O: 044 - 28110121 R: 044 - 28110309 Mobile: 9444539816 Fax: 044 - 28111129		<a href="mailto:principal@stellamariscollege.edu.in">principal@stellamariscollege.edu.in</a>
Vice Principals	Dr. Sr. Colleen North fmm	O: 044-28111987	9445150790	<a href="mailto:vpofficesmc@gmail.com">vpofficesmc@gmail.com</a>
	Dr. Leema Francis		9840755194	
	Dr. Juliana Joe		9841145218	
Steering Committee Coordinator	Dr. Geetha Swaminathan	O: 044 - 28111951 Mobile: 9841413515		<a href="mailto:igacsmc@gmail.com">igacsmc@gmail.com</a>

**3. Status of the Autonomous College by management.**

- |  |                                     |
|--|-------------------------------------|
| i. Government                              | <input type="checkbox"/>            |
| ii. Private Grant in Aid                   | <input checked="" type="checkbox"/> |
| iii. Constituent College of the University | <input type="checkbox"/>            |

**4. Name of University to which the College is Affiliated** University of Madras

**5. a. Date of establishment, prior to the grant of 'Autonomy'** **15/08/1947**  
**b. Date of grant of 'Autonomy' to the College by UGC:** **22/09/1987**

**6. Type of institution**

- |                   |                                     |
|-------------------|-------------------------------------|
| a. By Gender      |                                     |
| i. For Men        | <input type="checkbox"/>            |
| ii. For Women     | <input checked="" type="checkbox"/> |
| iii. Co-education | <input type="checkbox"/>            |

- b. By shift
- |                          |   |
|--------------------------|---|
| i. Regular (Shift I &II) | X |
| ii. Day – Shift I        | ✓ |
| iii. Evening – Shift II  | ✓ |

- c. Source of funding
- |                                |   |
|--------------------------------|---|
| i. Government                  | X |
| ii. Grant-in-aid               | ✓ |
| iii. Self-financing (Shift II) | ✓ |
| iv. Any other (Please specify) | X |

**7. Is it a recognized minority institution?**

- |      |   |
|------|---|
| Yes* | ✓ |
| No   | X |

**Religious Minority Status**

\*Documentary evidence attached

**8. a. Details of UGC recognition**

Under Section	Date, Month & Year (dd-mm-yyyy)
i. 2 (f)	<b>July, 1977</b>
ii. 12 (B)	<b>July, 1977</b>

(Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act enclosed)

**b. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) --- NA**

**9. Has the College been recognised**

**a. By UGC as a 'College with Potential for Excellence' (CPE)?**

- |     |   |
|-----|---|
| Yes | X |
| No  | ✓ |

**b. For its contributions/performance by any other governmental agency?**

- |     |   |
|-----|---|
| Yes | ✓ |
| No  | X |

Name of the agency: DBT (Star College Scheme)

Date of recognition: 06.03.2009 (Communication enclosed)

**10. Location of the campus and area**

Location	<b>Urban</b>
Campus area in sq. mts or acres	<b>19.5 acres</b>
Built up area in sq. mts.	<b>26,219 Sq. mts.</b>

**11. Does the College have the following facilities on the campus ?  
In case the College has an agreement with other agencies in  
using such facilities provide information on the facilities  
covered under the agreement.**

• Auditorium/seminar complex	<input checked="" type="checkbox"/>
• Sports facilities	
* play ground	<input checked="" type="checkbox"/>
* swimming pool	<input type="checkbox"/>
* gymnasium	<input type="checkbox"/>
• Hostel	
* Boys' hostels	<input type="checkbox"/>
* Girls' hostels	<input checked="" type="checkbox"/>
• Residential facilities	
* for teaching staff	<input checked="" type="checkbox"/>
* for non-teaching staff	<input checked="" type="checkbox"/>
• Cafeteria / Canteen	<input checked="" type="checkbox"/>
• Health centre	
* First aid facility	<input checked="" type="checkbox"/>
* Inpatient facility	<input type="checkbox"/>
* Outpatient facility	<input checked="" type="checkbox"/>
* Ambulance facility	<input type="checkbox"/>
* Emergency care facility	<input checked="" type="checkbox"/>
* Health centre staff	<input checked="" type="checkbox"/>
* Qualified doctor Part time	<input checked="" type="checkbox"/>
* Qualified doctor Full time	<input type="checkbox"/>
• Other facilities	
* Bank	<input checked="" type="checkbox"/>
* ATM	<input checked="" type="checkbox"/>
* Post office	<input type="checkbox"/>
* Book shops	<input type="checkbox"/>
• Transport facilities	
* for students	<input checked="" type="checkbox"/>
* for staff	<input type="checkbox"/>
• Power house	- Generator & Inverter facility available
• Waste management facility	<input checked="" type="checkbox"/>

**12. Details of programmes offered by the institution: Academic year 2012-13**

Sl. No.	Prog. Level	Name of the Programme/ Course	Duration (in years)	Entry Qualification	Medium of instruction	Sanctioned/ approved Student intake	No. of students admitted (strength as on Sep.'12)
1	UG	Mathematics	3	Higher Secondary	English	140	127
		History and Tourism	3	Higher Secondary	English	70	60
		Sociology	3	Higher Secondary	English	70	67
		Economics	3	Higher Secondary	English	70	68
		Visual Arts	4	Higher Secondary	English	70	57
		English	3	Higher Secondary	English	70	64
		Commerce	3	Higher Secondary	English	280	280
		Commerce (Corporate Secretaryship)	3	Higher Secondary	English	70	70
		Physics	3	Higher Secondary	English	50	51
		Chemistry	3	Higher Secondary	English	50	49
		Plant Biology and Plant Biotechnology	3	Higher Secondary	English	50	37
		Advanced Zoology and Biotechnology	3	Higher Secondary	English	50	46
		Social Work	3	Higher Secondary	English	50	48
Computer Applications	3	Higher Secondary	English	100	101		
2	PG	Mathematics	2	Undergraduate Degree	English	40	39
		Economics	2	Undergraduate Degree	English	25	17
		History of Fine Arts	2	Undergraduate Degree	English	25	18
		English	2	Undergraduate Degree	English	40	38
		Commerce	2	Graduate Degree	English	40	40
		Chemistry	2	Graduate Degree	English	26	22

Sl. No.	Prog. Level	Name of the Programme/ Course	Duration (in years)	Entry Qualification	Medium of instruction	Sanctioned/ approved Student intake	No. of students admitted (strength as on Sep.'12)
		Social Work	2	Undergraduate Degree	English	40	35
		Information Technology	2	Undergraduate Degree	English	26	23
		Bioinformatics	2	Undergraduate Degree	English	26	13
		Biotechnology	2	Undergraduate Degree	English	26	20
		Public Relations	2	Undergraduate Degree	English	25	20
		International Studies	2	Undergraduate Degree	English	40	19
3	M.Phil.	Mathematics	1	Postgraduate Degree	English	8	8
		Economics	1	Postgraduate Degree	English	6	4
		Fine Arts	1	Postgraduate Degree	English	2	1
		English	1	Postgraduate Degree	English	10	10
		Social Work	1	Postgraduate Degree	English	6	2
4	Ph.D.	Mathematics		Postgraduate Degree	English		6
		Fine Arts		Postgraduate Degree	English		4
		English		Postgraduate Degree	English		10
		Social Work		Postgraduate Degree	English		-
		Economics		Postgraduate Degree	English		1
5	PG Diploma in Computer Science						3

**13. Does the institution offer self-financed Programmes?**

Yes	<input checked="" type="checkbox"/>
No	<input type="checkbox"/>
No. of programmes	<b>16</b>

**14. Whether new programmes have been introduced during the last five years?**

Yes	<input checked="" type="checkbox"/>
No	<input type="checkbox"/>
No. of programmes	<b>3</b>



- Bachelor of Visual Arts – 4 year Degree programme - 2008-09
- B.Com Corporate Secretaryship - 2010-11
- Branch I History changed to Branch IA-History & Tourism- 2011-12
  - ❖ Introduction of Certificate courses

### 15. List the departments: 2012-13

Particulars	Programmes	I	II	III	IV	Total Number of Students
<b>Sciences</b>						
Under-graduate	<b>SHIFT I</b>					
	B.Sc. Mathematics	66	62	66	-	<b>194</b>
	Physics	51	45	46	-	<b>142</b>
	Chemistry	49	43	46	-	<b>138</b>
	Plant Biology & PBT	37	39	39	-	<b>115</b>
	Adv Zoology & BT	46	40	40	-	<b>126</b>
	<b>SHIFT II</b>					
	B.Sc. Mathematics	61	39	56	-	<b>156</b>
	BCA Sect. I	50	50	50	-	<b>150</b>
	Sect. II	51	47	53	-	<b>151</b>
Post-graduate	<b>SHIFT I</b>					
	M.Sc. Mathematics	39	33	-	-	<b>72</b>
	<b>SHIFT II</b>					
	M.Sc. IT	23	19	-	-	<b>42</b>
	Bioinformatics	13	6	-	-	<b>19</b>
	Chemistry	22	13	-	-	<b>35</b>
	Biotechnology	20	15	-	-	<b>35</b>
Research	M.Phil. Mathematics	8	-	-	-	<b>8</b>
	Ph.D. Mathematics					<b>6</b>
<b>SCIENCES TOTAL</b>						<b>1389</b>
<b>Arts</b>						
Under-graduate	<b>SHIFT I</b>					
	B.A. History & Tourism	60	66	56	-	<b>182</b>
	Sociology	67	61	64	-	<b>192</b>
	Economics	68	63	64	-	<b>195</b>
	English	64	65	62	-	<b>191</b>
	Visual arts	57	50	54	49	<b>210</b>
	<b>SHIFT II</b>					
	BSW	48	50	45	-	<b>143</b>
	Post-graduate	<b>SHIFT I</b>				
M.A. Economics		17	23	-	-	<b>40</b>
Fine arts		18	18	-	-	<b>36</b>
English		38	33	-	-	<b>71</b>
Social work		35	35	-	-	<b>70</b>

Post-graduate	<b>SHIFT II</b>					
	M.A. International Studies	19	24	-	-	<b>43</b>
	M.A. Public Relations	20	16	-	-	<b>36</b>
Research	M.Phil. Economics	4	-	-	-	<b>4</b>
	English	10	-	-	-	<b>10</b>
	Social work	2	-	-	-	<b>2</b>
	Fine arts	1	-	-	-	<b>1</b>
	Ph.D. Fine Arts					<b>4</b>
	English					<b>10</b>
	Social work					<b>-</b>
	Economics					<b>1</b>
<b>ARTS TOTAL</b>						<b>1441</b>
<b>Commerce</b>						
Under-graduate	<b>SHIFT I</b>					
	B.Com.	72	68	74	-	<b>214</b>
	<b>SHIFT II</b>					
	B.Com. Sect. I	69	68	75	-	<b>212</b>
	Sect. II	69	69	71	-	<b>209</b>
	Sect. III	70	66	70	-	<b>206</b>
B.Com. CS	70	67	61	-	<b>198</b>	
Post-graduate	<b>SHIFT II - M.Com.</b>	40	38	-	-	<b>78</b>
<b>COMMERCE TOTAL</b>						<b>1117</b>
<b>Any Other</b>						
	PGDCS	3	-	-	-	<b>3</b>
<b>TOTAL STRENGTH</b>						<b>3950</b>

**16. Are there any UG and/or PG programmes offered by the College, which are not covered under Autonomous status of UGC? Give details.**

**No**

**17. Number of Programmes offered under**

a. annual system	X
b. semester system	<b>31</b>
c. trimester system	X

**18. Number of Programmes with**

a. Choice Based Credit System	<b>31</b>
b. Inter/multidisciplinary approach	<b>26</b>
c. Any other ( specify)	

**19. Unit Cost of Education : Aided section: 2011-12**

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled )

a. Including the salary component	₹ 46,981
b. Excluding the salary component	₹ 7970

**20. Does the College have a department of Teacher Education offering NCTE recognized degree programmes in Education?**

Yes	X
No	✓

**21. Does the College have a teaching department of Physical Education offering NCTE recognized degree programmes in Physical Education?**

Yes	X
No	✓

**22. Whether the College is offering professional programme?**

Yes	X
No	✓

**23. Has the College been reviewed by any regulatory authority? If so, furnish a copy of the report and action taken there upon.**

UGC Autonomy Review Committee visited in September 2008 and the University Grants Commission has approved the further extension and continuation of Autonomous Status for the College from “2008-09 to 2013-14”.

Autonomous Colleges Review Committee by the University of Madras Feb 2011 – Reports enclosed

**24. Number of teaching and non-teaching positions in the College as on July 2012**

Positions	Teaching faculty				Non-teaching staff		Technical staff	
	Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F				
Sanctioned by the UGC / University / State Government <i>Recruited</i>	-	33	-	39	13	14	1	-
<i>Yet to be filled by the Govt.- but appointed by management</i>	-	-	-	36	23		-	-
Sanctioned by the Management/Society or other authorized bodies - <i>Recruited</i>	-	2	-	102	12	67	-	-

\*M-Male \*F-Female

## 25. Qualifications of the teaching staff

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	M	F	M	F	M	F	
Permanent teachers: Aided:							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	-	25	-	20	45
M.Phil.	-	-	-	9	-	16	25
PG	-	-	-	0	-	2	2
Management Faculty:							
Ph.D.	-	-	-	2	-	26	28
M.Phil.	-	-	-	-	-	49	49
PG	-	-	-	-	-	25	25
Part-time teachers							
Ph.D.	-	-	-	-	-	-	-
M.Phil.	-	-	-	-	1	1	2

## 26. Number of Visiting Faculty/ Guest Faculty engaged by the College.

The departments of Commerce and Public Relations have Visiting Faculty on their rolls. However, in other departments, external experts are invited regularly for lectures and input sessions to enable students and faculty to keep abreast of global trends.

## 27. Students enrolled in the College during the current academic year, with the following details: 2012-13

Students	UG		PG		M.Phil.	
	M	F	M	F	M	F
From the state where the College is located	-	1012	-	249	-	21
From other states of India	-	101	-	52	-	4
NRI students	-	5	-	-	-	-
Foreign students	-	7	-	3	-	-
<b>Total</b>		<b>1125</b>	-	<b>304</b>	-	<b>25</b>

## 28. Dropout rate in UG and PG (average for the last two batches)

UG	4.5%
PG	4.4%

29. Number of working days during the last academic year. **210**

30. Number of teaching days during the last academic year. **185**

**31. Is the College registered as a study centre for offering distance education programmes for any University?**

Yes

X

No

**32. Provide Teacher-student ratio for each of the programme/course offered**

Department	Teacher-student ratio		
	UG	PG	M.Phil
History	1 : 35	-	-
Sociology	1 : 36	-	-
Economics	1 : 33	1: 10	1:1
Fine Arts	1 : 19	1: 6	1:1
English	1 : 16	1: 8	1:1
Mathematics	1 : 24	1: 20	1:1
Commerce	1 : 48	1: 26	-
Physics	1 : 23	-	-
Chemistry	1 : 22	1: 12	-
Botany	1 : 20	-	-
Zoology	1 : 20	-	-
Social Work	1 : 28	1: 11	1:1
Computer Science	1 : 27	1: 8	-
Bioinformatics	-	1: 6	-
Biotechnology	-	1: 11	-
International studies	-	1: 14	-
Public Relations	-	1: 17	-

**33. Is the College applying for?**

Accreditation : Cycle 1

Cycle 2

Cycle 3

Cycle 4

Re-Assessment:

**34. Date of accreditation\* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)**

Cycle 1: 17/04/2000 - Awarded Five Star

Cycle 2: 16/09/2008 - Awarded 'A' Grade with a CGPA of 3.57 on a 4 point scale

\* Copy of accreditation certificates and peer team reports enclosed

**35. a. Date of establishment of Internal Quality Assurance Cell (IQAC)**

September 15, 2004

**b. Dates of submission of Annual Quality Assurance Reports (AQARs).**

(i) AQAR for year 2008-09 in September 2009

(ii) AQAR for year 2009-10 in September 2010

(iii) AQAR for year 2010-11 in September 2011

(iv) AQAR for year 2011-12 in September 2012

### **36. Additional Information**

#### **Star College Scheme**

The College has been awarded the Star College Scheme by the Department of Biotechnology, Govt. of India for strengthening basic sciences and training at the Undergraduate level. It was awarded in 2009 for a period of two years and was extended for another three years in 2012.

#### **UGC XI Plan Merged Schemes**

- Rejuvenation of Infrastructure in old Colleges
- Colleges with relatively higher proportion of SC/ST/OBC & Minority
- Special Grant for enhancement of intake capacity in Colleges
- Establishment of Day Care Centre
- Equal Opportunity Centre in Colleges
- Remedial Coaching for SC/ST/OBC (Non creamy layer) & Minority
- Coaching for NET for SC/ST/OBC (Non creamy layer) & Minority
- Coaching Class for Entry in Services for SC/ST/OBC (Non creamy layer) & Minority
- Higher Education for Persons with Special Needs (HEPSN)

## **CRITERION I: CURRICULAR ASPECTS**

### **1.1 Curriculum Design and Development**

#### **Institutional mission reflected in the academic programmes**

The academic programmes of the College have been conceptualised and implemented in accordance with its mission and core values.

The mission of the College is to empower young women to face the challenges of life with courage and commitment, to be builders of a humane and just society and to promote a learning community in which all, especially those from less privileged backgrounds, feel part of the collaborative quality educational process which is value based and leads to holistic growth.

Autonomy has given the College the freedom to design academic programmes and to introduce courses that reflect its core values of service, the quest for excellence and holistic education. The College believes that the educational process should emphasise the development of a strong value system, inculcate a sense of responsible citizenship and the pursuit of lifelong learning.

In tune with its mission, the College promotes inclusive practices in the delivery of its academic programmes taking into account learning differences and the special needs of socio-economically disadvantaged students. The curriculum promotes national development, fosters global competencies and facilitates skill development training to meet the challenges of a competitive environment at the national and global levels. It promotes awareness of and concern for environmental issues, involvement in community service and research activities.

In keeping with its tradition of promoting innovation and growth, the College introduced the Choice Based Credit System (CBCS) in the academic year 1997-98. The CBCS has enabled the institution to introduce several innovative programmes and courses to meet the needs of a diverse student community. Periodic restructuring of the curriculum and revision and updating of syllabi every three years, based on feedback from stakeholders helps the College to respond to societal needs and serve the community more effectively. A study of courses and syllabi of several higher educational institutions of eminence at the national level, the UGC recommended syllabi and academic programmes of internationally acclaimed universities are undertaken before decisions are made. Many innovative courses and courses of current interest and importance have been introduced with an inter-disciplinary approach at both the undergraduate (UG) and the postgraduate (PG) levels.

The curricular structure of the CBCS consists of the following five parts. Each of these parts incorporates elements which reflect the vision and mission of the College.

Parts I and II are Foundation Courses in Language and English respectively. The content of the language courses, offered under Part I (Hindi, Tamil and Sanskrit) enable the students to appreciate Indian traditions and culture. Courses in the French language, also offered under this part, introduce the students to the diverse cultures across the world. English courses taught under

Part II address the needs of students from different linguistic backgrounds, thus fostering inclusivity.

The core courses (Major and Allied), offered under Part III, include a wide range of subjects from diverse academic fields and thus instill a commitment to lifelong learning and stimulate intellectual curiosity. The electives and skill development courses offered under this part enhance employability potential and also give students in-depth knowledge of their major disciplines.

Courses on Soft Skills, Value Education and Environmental Studies, offered under Part IV, contribute to the development of an integrated personality, sensitise students to social issues, encourage them to appreciate differences in faith and cultures and motivate them to promote social and ecological justice. The General Electives, offered under this part, encourage students to transcend boundaries of learning, and enable them to access knowledge, information and skills across disciplines.

The Student Training Programmes, offered under Part V, consist of two parts. The first offers a choice from among Games, the National Service Scheme, the National Cadet Corps, the Youth Red Cross and Functional Literacy. The second is dedicated to Social Awareness Programmes/Service Learning. It enables students as growing individuals to look at themselves in all their capacities and the roles they play in society. Service Learning Programmes are based on a mutual relationship where learning reinforces and strengthens service and service enriches and expands the boundaries of learning. These curricular and co-curricular aspects instill sound moral principles and mould them into integrated personalities.

Some of the courses offered across departments which embody the vision and mission of the College are:

<p><b><i>Empowering young women</i></b></p> <ul style="list-style-type: none"> <li>• Human Rights and Social Justice</li> <li>• Gender and Development - Issues and Concerns</li> <li>• Human Rights</li> <li>• Women and Development</li> <li>• Eco Feminism</li> <li>• Women's Studies</li> <li>• Women and Identity</li> <li>• Women, Work and Economy</li> <li>• Developing Entrepreneurial Initiatives</li> <li>• Child Rights/Family Social Work</li> </ul>	<p><b><i>Forming women of character, with sound moral principles</i></b></p> <ul style="list-style-type: none"> <li>• Value Education: Christian Perspectives/Ethics</li> <li>• Values in Personal Life</li> <li>• Values in Family and Social Life</li> <li>• Building a Humane and Just Society</li> <li>• Values and Competencies</li> <li>• Values for Harmonious Living</li> <li>• Women in Family and Society</li> <li>• Marriage and Family Life Education/Personality Development</li> </ul>
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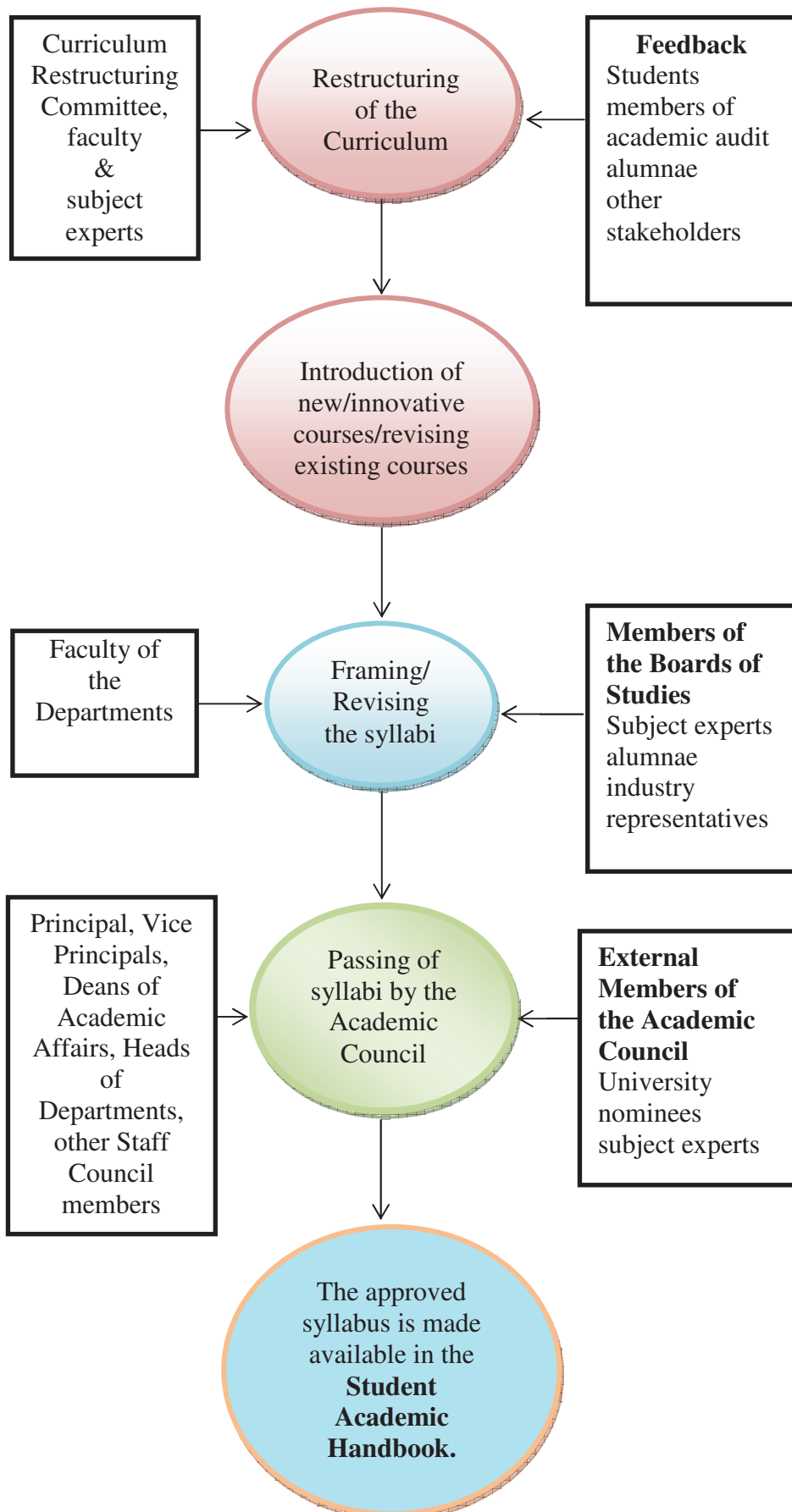
<p><b><i>Linking institution and policy makers</i></b></p> <ul style="list-style-type: none"> <li>• Internship: with NGOs, service sectors, and government organisations, industries and research institutions</li> <li>• Block Placement</li> <li>• Projects in collaboration with industries and institutions</li> <li>• Molecular Modeling and Computer Aided Drug Designing</li> <li>• Computer Applications in Business/ Automated Accounting Practices</li> </ul>	<p><b><i>Awareness on socio-economic, political and cultural issues</i></b></p> <ul style="list-style-type: none"> <li>• Fundamentals of Indian Constitution</li> <li>• Women and Identity</li> <li>• Law and Society</li> <li>• Eco Feminism</li> <li>• Women's Studies</li> <li>• Organisational Behaviour</li> <li>• Personnel Management</li> <li>• Business Leadership</li> <li>• Human Resource Management</li> <li>• Human Rights and Justice Issues</li> <li>• Corporate Social Responsibility and Social Entrepreneurship</li> <li>• Human Behaviour</li> <li>• Globalisation</li> <li>• World Affairs</li> <li>• Introduction to Public Relations</li> <li>• Public Relations for Professionalism</li> <li>• Human Resource Management</li> <li>• Personal Distinctiveness</li> <li>• Psychology and Literature</li> </ul>
<p><b><i>Sensitising students to environmental issues</i></b></p> <ul style="list-style-type: none"> <li>• Environmental studies is offered as General Core for all UG students under Part IV</li> <li>• Environmental Sociology</li> <li>• Environmental Economics</li> <li>• Environmental Chemistry</li> <li>• Environmental Biotechnology</li> <li>• Environmental Policy and Issues</li> <li>• Industrial Waste Management</li> <li>• Green Economics</li> <li>• Global Environmental Policy and Issues</li> </ul>	<p><b><i>Use of knowledge creatively for social transformation</i></b></p> <ul style="list-style-type: none"> <li>• Heritage Awareness</li> <li>• Rural Realities</li> <li>• Child Welfare</li> <li>• Art for Children</li> <li>• Pollutants and Adulterants</li> <li>• Plants and People</li> <li>• Health and Hygiene</li> <li>• Computer Basics for the Differently-abled</li> <li>• Care of the Differently-abled</li> </ul>

## **Mechanism for curriculum design and development**

An assessment of the effectiveness of the current curriculum is done through feedback obtained from faculty, students, alumnae, subject experts, employers and members of the academic audit. After reviewing suggestions from all stakeholders, the Curriculum Restructuring Committee brainstorms for additional inputs. Relevant and innovative suggestions for the restructuring are discussed at Staff Council and general staff meetings, following which a general curricular framework is designed for the institution. Care is taken to ensure that the norms and guidelines recommended by the University of Madras are adhered to.

Based on the framework given, departments develop an outline of the proposed programme/course, with details such as course description, objectives, unitisation of the courses, evaluation patterns and references. The experience gained by faculty members as resource persons at conferences, seminars/workshops and also as members of Boards of Studies and Academic Audit Committees in other institutions facilitates the process of revision. The revised courses and syllabi are then discussed at Boards of Studies meetings. The recommendations of the Boards are brought to the Academic Council for its approval.

## Schematic Representation of the Curriculum Design Mechanism



The Choice Based Credit System (CBCS), which the College has been following since 1997, has allowed for the introduction of a range of new courses. The two revisions in the academic years 2008-09 and 2011-12 encouraged an interdisciplinary approach to courses and the introduction of courses of topical relevance.

In the year 2008-09, the curriculum was restructured for the UG programmes. The changes that were introduced were geared towards enhancing student employability through skills training and personality development. The major changes are listed below:

- A course in Soft Skills for all students
- Major Elective courses aimed at skills development
- A General Elective course in Tamil language

The PG curriculum was restructured in 2009-10 with the introduction of Interdisciplinary Electives and compulsory Summer Internship to enhance employability skills. The students were required to choose seven courses of Postgraduate Electives (PE) out of which at least two courses were interdisciplinary. The restructured curricula of 2008-09 and 2009-10 are given below:

### **Curriculum Structure - UG 2008-2009**

#### **Components of the Credit Structure and Credit Allocation**

	B.A./ B.Sc./ B.S.W.	B.Com. /B.C.A.	B.V.A.
<b>PART I Foundation Course in Language</b>			
Tamil / Hindi / Sanskrit / French	12	6	9
<b>PART II Foundation Course in English</b>			
English	12	6	9
<b>Part III</b>			
<b>A. Core Courses</b>			
i. Major	64	76	119
ii. Allied	16	16	12
<b>B. Elective Courses</b>			
Major Electives (inclusive of Skill Development Courses)	8	8	8
<b>PART IV</b>			
<b>A.</b> General Elective (3 x 4)	12	12	
<b>B.</b> General Elective / Tamil(2 x 2)	4	4	4
<b>C. General Core:</b>			
(i) Environmental Studies	2	2	2
(ii) Soft Skills	2	2	2
<b>D.</b> Value Education (2x3)	6	6	6

**Part V**

<b>A. Student Training Programmes</b>			
NSS/ NCC/ Games/ Functional Literacy / Red Cross	2	2	2
<b>B. Social Awareness Programmes/ Service Learning</b>	2	2	2
<b>Total</b>	<b>142</b>	<b>142</b>	<b>175</b>

**Curriculum Structure - PG 2009-2010**  
**Components of the Credit Structure and Credit Allocation**  
**M.A. / M.S.W. / M.Sc. / M.Com.**

Courses	M.A.					M.S.W.	M.Sc.					M.Com.
	EC	EL	FA	IS	PR	SW	MT	IT	CH	BY	BI	CM
PC	60	60	60	60	60	60	60	60	60	60	79	60
PE	21	21	21	21	21	21	21	21	21	21	5	21
PV	4	4	4	4	4	4	4	4	4	4	4	4
Soft Skills (SK)	2	2	2	2	2	4	2	2	2	2	-	2
SA	2	2	2	2	2	-	2	2	2	2	2	2
Internship (PN)	2	2	2	2	2	2	2	2	2	2	-	2
<b>TOTAL</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>90</b>	<b>91</b>

The students of the Botany, Chemistry and Zoology departments were offered the Vocational Course 'Food Science and Quality Control' up to 2010 as an option, in the place of Allied Core and Major Optional courses to enhance their employability through hands-on experience. In the year 2010, these courses were incorporated into the structure as a General Elective offered to all departments, and as Major Electives.

The restructured curriculum of 2011-12 is given below:

**Curriculum Structure - UG 2011-2012**

**Components of the Credit Structure and Credit Allocation**

	<b>B.A. / B.Sc. / B.S.W.</b>	<b>B.Com. / B.Com. (CS) / B.C.A.</b>	<b>B.V.A.</b>
<b>PART I Foundation Course in Language</b> Tamil/ Hindi/ Sanskrit/ French	12	6	9
<b>PART II Foundation Course in English</b> English	12	6	9
<b>Part III</b>			
<b>A. Core Courses</b>			
i. Major	64	76	95
ii. Allied	16	16	16
<b>B. Elective Courses</b>			
Major Electives (inclusive of Skill Development Courses)	6	6	6
<b>PART IV</b>			
<b>A. General Elective (3 x 4)</b>	12	12	12
<b>B. General Elective / Tamil(2 x 2)</b>	4	4	4
<b>C. General Core:</b>	4	4	4
(i) Environmental Studies			
(ii) Soft Skills			
<b>D. Value Education (2x3)</b>	6	6	6
<b>Part V</b>			
<b>A. Student Training Programmes</b> <b>NSS/ NCC/ Games/ Functional</b> <b>Literacy / Red Cross</b>	2	2	2
<b>B. Social Awareness</b> <b>Programmes/ Service Learning</b>	2	2	2
<b>Total</b>	<b>140</b>	<b>140</b>	<b>165</b>

**Curriculum Structure - PG 2011-2012**  
**Components of the Credit Structure and Credit Allocation**  
**M.A. / M.S.W. / M.Sc. / M.Com.**

Courses	M.A.					M.S.W.	M.Sc.					M.Com.
	EC	EL	FA	IS	PR	SW	MT	IT	CH	BY	BI	CM
PC	60	60	60	60	60	60	60	60	60	60	79	60
PE	20	20	20	20	20	20	20	20	20	20	20	20
PV	4	4	4	4	4	4	4	4	4	4	4	4
Soft Skills (PK)	2	2	2	2	2	4	2	2	2	2	2	2
PA / PL	2	2	2	2	2	-	2	2	2	2	2	2
Internship (PN)	2	2	2	2	2	2	2	2	2	2	2	2
<b>TOTAL</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>90</b>

In the year 2011-12, the Department of History redesigned the existing UG programme of Branch I History into Branch I A - History & Tourism. Tourism had earlier been offered as an Allied Core and Major Elective. The vocational course 'Office Management and Secretarial Practice', which had been offered by the Department of Commerce, was converted into a specialisation option.

In 2011-12, the College curriculum was revised and Independent Electives were introduced as an option for students at both PG and UG levels. This has given the students an opportunity to earn additional credits through self-study guided by a faculty member. The General Electives and PG Electives offered contribute to a cross-disciplinary approach. At the UG level, Science students are required to take a minimum of one GE of 4 credits from Arts or Commerce streams. Arts students take a minimum of one GE of 4 credits from Science or Commerce streams and Commerce students take a minimum of one GE of 4 credits from Science or Arts streams. The core syllabi also incorporate topics for self-study. At the PG level, a student has to choose two PEs from other departments and three PEs from the parent department. Auditing of courses was also introduced to give students an opportunity to expand their knowledge.

**Involvement of industry, research institutes and other stakeholders in curriculum design**

- Feedback is obtained from the industry, the corporate sector and research institutions

- The final year students are asked to provide a comprehensive evaluation of courses
- The Career Guidance Cell provides significant feedback from the industry regarding skills required for employment
- Suggestions are given by academic and industrial experts who are members of Boards of Studies, the Academic Council and resource persons for Faculty Development Programmes
- Feedback is obtained from alumnae

Subject experts from the following institutions have formed part of the Boards of Studies of the different departments from 2008 to 2013:

**Sociology** - NAM Foundation, Madras Institute of Development Studies, Dept of Humanities and Social Sciences, IIT

**History** - Department of Tourism, Institute of Airlines & Travel Agency

**Economics** - Madras School of Economics, Department of Econometrics, University of Madras, Hewlett Packard

**Fine Arts** - Crafts Council of India, LV Prasad Film and TV Academy

**English** - Madura Micro Finance, Orient Blackswan Publishers Private Ltd.

**Botany** - Tamil Nadu Co-operative Sugar Federation, Sri Ramachandra College of Biomedical Science, Technology and Research

**Chemistry** - Anabond Limited, Orchid Research Laboratories, Analytical & Spectroscopy Division IIT Madras, IGCAR, Kalpakkam, Fischer Chemic Ltd.

**Physics** - FLORANIX Electronic Equipment, Department of Nuclear Physics, University of Madras

**Mathematics** - Mudhra Group of Companies, Ramanujam Institute for Advanced Study in Mathematics

**Commerce** - SRM University, The Institute of Chartered Accountants of India, The Institute of Chartered Financial Analysts of India

**Social Work** - Tamil Nadu Slum Clearance Board, CASA, India Cements Ltd.

**Bioinformatics** - Sri Ramachandra College of Biomedical Science, Technology and Research, Bio-Informatics Centre, IISc, Bangalore, Helix Infosystems, Global Life Scientific Health Care Practice, HCL Technologies

**Biotechnology** - Central Leather Research Institute, GE India Pvt. Ltd., PG Institute of Basic Medical Sciences, University of Madras, Orchid Chemicals

**International Studies** - Centre for Asia Studies, Dept of Politics and Public Administration, University of Madras

**Public Relations** - Prism Communications, Corporate Communications, Larsen & Toubro, Reliance Communications, Tamil Nadu Tourism Development Corporation

**Computer Science** - Mudhra, Satvat Infosol, HCL Tech Ltd.

**Zoology** - Biotech Shasun Chemicals & Drugs



## Employability, Innovations and Research

- The following courses are aimed at improving employability and facilitating research:

<b>Courses designed to increase employability/ skill-based courses</b>	<b>Courses related to research</b>
Tourism Marketing and Management(HS)	Graph Theory (MT)
Tourism Phenomenon (HS)	Mathematical Modelling (MT)
Tourism and Airport Customer Services (HS)	Fuzzy Set Theory (MT)
Archives Keeping (HS)	Numerical Analysis (MT)
Ticketing and Career Counselling in Tourism (HS)	Elements of Space Science (MT)
Social Networking (SC)	Thermal Physics & Statistical Mechanics (PH)
Organisational Development (SC)	Communication System (PH)
Basic Econometrics (EC)	Microprocessors & Microcontrollers (PH)
Agricultural Economics (EC)	Computers in Chemistry (CH)
English Language Teaching (EL)	Polymer Materials & Application (CH)
Journalistic Writing and Copy Editing (EL)	Linux Programming (BCA)
Technical Writing (EL)	Bioinstrumentation (BT)
Translation Studies (EL)	Economic Research and Analysis (EC)
Paper Art (BVA)	Biomedical Instrumentation & Technique (ZL)
Terracotta Art (BVA)	Animal Behavior (ZL)
Entrepreneurial Development (CM)	Immunology (ZL)
Advertising (CM)	Media & Society (SC)
Customer Relationship Management (CM)	Gerontology (SC)
Insurance and Risk management (CM)	Tribal Development (SC)
Financial Mathematics (MT)	Logic and Scientific Methods (SC)
Optimisation Techniques (MT)	Tools for Financial Statement Analysis (CM)

Biomedical Physics (PH)	Research Methodology and Computer Applications (EC)
Techniques of Photography (PH)	Market Research (CM)
Pharmaceutical Chemistry (CH)	Research Methodology (EL)
Clinical Biochemistry (CH)	Design Research Writing/Textile Research Writing (BVA)
Fruit Preservation & Nutrition (BT)	Research Methodology (IS)
Horticulture (BT)	Research Methodology (CH)
Applied Zoology (ZL)	Research Methodology and Bioethics (BY)
Animal Tissue Culture Techniques (ZL)	Genomics & Proteomics (BY)
Conservation Biology (ZL)	Research Methodology and Scientific Communication (BI)
Advertising (CS)	Introduction to Clinical Research Management (BI)
Multimedia Systems (BCA)	Research Methodology (CM)
Software Testing Tool (BCA)	Writing about Art (BVA)
Computer Aided Design (BCA)	Human Resource Management (PR)
Disability and Social Work Practice (BSW)	Data Mining & Warehousing (IT)
Basic Intervention Techniques for Social Work Practice (BSW)	Dissertation for all PG programmes
Alternate Media for Development (BSW)	Social Research and Statistics (SW)
Life Skills (SW)	
Health Education and Communication (SW)	

General Elective Courses like Basic Mathematics and Essentials of Mathematics are offered to students who have not studied Mathematics or Business Mathematics at Secondary School level. These courses help them appear for Competitive Examinations. Technical Writing, offered by the English Department as a General Elective course, is aimed at enhancing the employability of the students.

## **Innovations**

Innovations are ensured in curriculum design and development through the introduction of cross-disciplinary courses, introduction of the use of new software for specific courses, and encouragement of self-study through independent elective courses and self-study units.

The Department of Economics and Sociology, with the Centre for Women's Studies, jointly conduct a seminar/workshop as a compulsory component of the General Elective courses 'Women's Studies' and 'Women and Identity' and a certificate is given on successful completion of the course.

The College piloted an innovative programme, the Indo-U.S. Professional Exchange Programme, 'Towards a More Connected World'. It signed a MoU with Eastern Iowa Community College District (EICCD). The outcomes of the programme were mutual faculty visits which led to the design and implementation of the interdisciplinary course 'Contemporary Issues' as a UG Elective Course.

The Department of Commerce signed an MoU with the Chartered Institute of Management Accounting, UK. This gave students a better exposure to and knowledge of international accounting standards and enabled them to qualify as global management accountants.

Ethnobiology is an interdisciplinary general elective course offered by Departments of Sociology, Botany and Zoology. It helps students to engage in critical analysis of contemporary issues of conservation of traditional resources, issues on intellectual property of traditional people in global markets and to understand diversity of approaches to plant and animal resources prevalent among tribal people.

The following new software has been installed: Digital Frog Simulator in the Department of Zoology, Indoword Software in the Tamil department, Adobe Photoshop CS4, Dream Weaver in the Computer Science Department, Photoshop in the Physics Department, SPSS 19.0 in the departments of Social Work and Economics, Mathcad14 in the Mathematics Department, Super Nova Access Suite Version 13.03 - Dolphin for the visually challenged students and Active Listening and Business Writing in the Language lab.

Independent Elective Courses have been introduced and provision has been made for students to audit courses.

The practice of incorporating feedback taken from the industry has effectively increased the employability of the students over the years.

## **Research**

Research has been given an impetus through mandatory research-based project work and dissertations at the PG level. A course on Research Methodology is offered in all PG programmes. In many departments, project work is a component of the internal assessment at the UG level.

The Economics Department offers a course titled 'Economic Research and Analysis' at the UG level. Students are required to submit a research based project at the end of the course. The Department of Botany offers a course on Project work as a major elective at the UG level.

The broad-based curriculum design and the varied opportunities that it offers for development of courses have enabled the departments to sign MoUs with institutes of national repute such as Indira Gandhi Centre for Atomic Research, Kalpakkam and the Central Leather Research Institute. This has encouraged students to undertake research based projects at these institutes.

### **Curriculum addressing the needs of society towards regional & national development**

The curriculum includes the compulsory component Part V comprising Student Training Programmes (NSS, NCC, Games, Functional Literacy, YRC, SAP / SL).

The College encourages students to reach out to the community through Service Learning and experiential learning opportunities which focus on the uplift of women. Through Social Awareness Programmes and Service Learning Programmes, the College attempts to bridge the gap between education, knowledge and its relevance, while applying the theoretical knowledge learnt in the classroom to real life.

The Centre for Women's Studies, sponsored by the UGC, has also supported initiatives related to the socialisation of gender and the empowerment of women.

Through the Entrepreneurship Development Cell (EDC), supported by the DST, the College motivates students to become successful entrepreneurs by conducting skill development training programmes. The Cell also reaches out to rural women by conducting training programmes which enhance opportunities for self-employment.

The curriculum of the Department of Social Work lays special emphasis on rural development and uplift of women through fieldwork and block placement.

The Department of Public Relations coordinates with NGOs (compilation of information from customer survey reports), corporate houses, service and government sectors (designing of promotion campaigns) through the compulsory internship programmes that the students undertake.

Student Training Programmes involve components like Folk Dances of Tamil Nadu, Aerobics, Yoga, Karate, Kho-Kho, Tennis, Cricket, Table Tennis. Our students are international, national, state and university representatives in the following sports: Hockey, Basket Ball, Tennis, Ball Badminton, Cricket, Chess, Shooting, Archery, Table Tennis, Swimming and Volley Ball.

NSS and NCC programmes create awareness on social issues and develop qualities of courage, comradeship, leadership and a secular outlook.

### **Guidelines of the regulatory bodies for developing/restructuring the curricula**

The College follows the guidelines for curriculum development and restructuring set down by the UGC and the University of Madras. Boards of Studies, the Academic Council and Governing Body of the institution are constituted according to the norms laid down by the UGC. It also takes into consideration suggestions given by the NAAC, the Autonomy Review Commission and the State Level Review Commission.

The College has been instrumental in initiating effective curricular reforms having a national impact as seen by the many visits undertaken by the institutions listed below from all across the country, to study the functioning of Autonomy, the IQAC and the CBCS:

1. St. Xavier's College, Mumbai
2. Theivanai Ammal College for Women, Villupuram
3. St. Philomena's College, Mysore
4. St. Joseph's Degree and PG College, Hyderabad
5. P.C. Jabin Science College, Hubli
6. Guru Nanak Dev University, Amritsar- Visit by the Principals of affiliated Colleges
7. W.M.O. Arts & Science College, Kerala
8. St. Joseph's College Bangalore
9. Moolji Jaitha College, Jalgaon
10. St. Xavier's College, Ahmedabad
11. New College, Chennai

The Principal has been appointed member of the Expert Committee constituted by the Kerala State Higher Education Council to explore the possibility of granting of autonomy to institutions of higher education in Kerala. The members of the committee visited the College and had a day-long interactive session to study the functioning of Autonomy at Stella Maris. The report of the committee submitted to Kerala State Higher Education Council has featured the case study on Stella Maris College as annexure, for perusal by the authorities concerned.

Many educational institutions have benefited from the input sessions conducted by the IQAC on effective functioning of autonomy, CBCS, IQAC and the examination system.

### **1.2. Academic Flexibility**

Stella Maris College has taken a number of initiatives to offer academic flexibility to students. A number of Elective Courses have been included in the curriculum for students to choose from based on their interests:

Major Electives  
Skills Development Courses - Electives  
General Electives (2 & 4 Credits)  
Independent Electives  
Summer Internships  
Project work/Dissertation  
Value-Added Elective Courses  
Social Awareness Programme/Service Learning  
Students Training Programmes  
Certificate Courses

Students can earn extra credits through their participation in additional Student Training Programmes and Independent Electives.

Students from other Universities are admitted to the College through a process of lateral entry on the condition that the University of Madras gives them an Eligibility Certificate.

### **International Students**

The College attracts international students every year to various departments. The Commerce and the Social Work departments have had students on Exchange Programmes to earn credits that can be transferred to their parent University. The Social Work Department has designed a special course – Field Work Practicum – to meet the needs of the International Students.

The College does not offer any Dual Degree/Twinning Programmes.

### **The College offers the following self-financing programmes:**

B.Sc. (Mathematics)	M.Sc. Chemistry
Bachelor of Computer Applications (B.C.A.)	M.Sc. Biotechnology
B.Com	M.Sc. Bioinformatics
B.Com (Corporate Secretaryship)	M.Sc. Information Technology
Bachelor of Social Work (B.S.W)	M.Phil. Fine Arts
M.A. International Studies	M.Phil. English
M.A. Public Relations	M.Phil. Mathematics
M.Com	M.Phil. Social Work

Admission procedures and teacher qualification norms for self-financing programmes are the same as for aided programmes. Specially designed fee structures and salary packages are implemented for the self-financing section.

All the aided and self-financing programmes follow the Choice Based Credit System. All academic programmes offered follow the semester system.

## **Policy to promote interdisciplinary programmes**

The College promotes interdisciplinary programmes by offering PG Degrees in Bioinformatics, Biotechnology, Public Relations and International Studies. These programmes are interdisciplinary in nature and cater to students of diverse academic backgrounds.

At the last curriculum restructuring in 2011-12, the college took a policy decision to increase the number and range of courses that are interdisciplinary or cross disciplinary in nature.

To enhance interdisciplinary learning, the College offers General Elective courses. Each department, including Languages, offers four to seven such courses. While restructuring the CBCS in 2008-09 and then in 2011-12, several courses which were offered across disciplines were reintroduced as General Elective and Postgraduate Elective courses.

### **General Elective (GE) courses**

**History** - History of Science and Technology, Heritage Tourism, Fundamentals of Indian Constitution, Museums and Conservation, International Affairs since 1945

**Sociology** - Organisational Development and Change, Subaltern Groups, Ethnobiology, Media and Society, Women and Identity, Law and Society

**Economics** - Eco Feminism, Green Economics, Women's Studies, Organisational Behaviour, Contemporary Issues

**Fine Arts** - Fabric Art, Collage, Jewellery from Alternate Materials, Still Life Composition

**English** - Communicative English, English for Competitive Examinations, English for the Workplace, Journalistic Writing, Basic Theatre Skills, Introduction to Translation

**Mathematics** - Basic Mathematics, Operations Research, Graph Theory and its Applications, Applied Statistics, Discrete Mathematics, Mathematics for Competitive Examinations, Business English Certificate

**Physics** - Digital Electronics, Photography, Home Electrical Installations, Astrophysics

**Chemistry** - Chemistry in Everyday Life, Cosmetics and Personal Care, Detection of Food Adulteration, Drugs and Diseases, Developing Entrepreneurial Initiatives

**Botany** - Herbal Therapy, Fruit Preservation, Fundamentals of Horticulture, Waste Management, Plants in Everyday Life

**Zoology** - Pet Care, Concepts in Animal Welfare, Genes – Diseases – Society, Nutrition and Diet Therapy, Biology of Human Reproduction

**Commerce** - Banking Practices, Financial Services, Personnel Management, Accounting Practices, Advertising and Salesmanship, Business Leadership, Human Resource Management, Salesmanship, Contemporary Advertising

**Computer Science** - Fundamentals of C Programming, Advance Office Management, Web Page Designing, Animation – Multimedia Tool, Programming with Perl

**Social Work** - UN Systems for Development and Social Change, Human Rights and Justice Issues, Corporate Social Responsibility and Social Entrepreneurship

**Psychology** - Human Behaviour, Basics in Counselling, General Psychology, Personality Development, Psychology of Adolescence & Impact of Media

**Languages** - Basic Tamil, Advanced Tamil, Medai Pechchu, Pataipu Illakiyam, Nattupura Iyal, Suttrula, French for Beginners, Hindi for Beginners, Spoken Hindi, Natyasastram, Stress Management in Ancient Sanskrit Works

### **PG Elective (PE) courses**

**Economics** - Contemporary Economic Issues, Data Analysis using SPSS Software

**English** - English for Communication, Introduction to Translation Studies  
Introduction to Technical Writing

**History of Fine Arts** - Textile Dyeing and Printing, Creative Design

**Mathematics** - Basic Mathematical Methods, Quantitative Techniques for Management, Discrete Mathematics, Operations Research, Research in Statistics

**Information Technology** - Advanced Office Tools, Multimedia, Web Designing

**International Studies** - Globalisation, World Affairs

**Bioinformatics** - Cheminformatics, Immunoinformatics and Pharmacology

**Chemistry** - Entrepreneurial Skills, Medicines and Health Care

**Biotechnology** - Applications of Biotechnology, Environmental Biotechnology

**Commerce** - Essentials of Marketing, Human Resource Management, Personal Distinctiveness

**Public Relations** - Introduction to Public Relations, Public Relations for Professionalism

### **1.3 Curriculum enrichment**

The curriculum is revised once in three years.

#### **New Programmes introduced since 2008-09:**

2008-09: Four Year Degree Programme: Bachelor of Visual Arts

2010-11: B.Com (Corporate Secretaryship)

2011-12: Branch I History changed to Branch IA: History and Tourism (Interdisciplinary)



**Courses in emerging areas:** Immunology, Nano technology, Econometrics, Nano Chemistry, Stem Cell Technology, Clinical Research Management, Environmental Biotechnology, Laser Physics, South Asian Writing, Insurance and Risk Management, Translation Studies, Dalit Writing, Subaltern Studies, Ethnobotany, Eco Feminism, Retailing, Crime and Victimology, Fuzzy Set Theory, Animal Behaviour, Data Mining and Warehousing, Mobile Computing, Disaster Management, Global Environmental Policy, International Terrorism, Introduction to Peace and Conflict Studies.

### **List of Independent Elective Courses**

**History** - History of the USA, China and Japan in the 20<sup>th</sup> Century

**Sociology** - Corporate Social Responsibility, Social Networking

#### **Economics**

UG - Industrial Economics, Nobel Laureates in Economics

PG - Globalisation, Financial Institutions & Markets in India

#### **English**

UG - The Novel of Courtship and Marriage

PG - Poetry of the Romantic Age

#### **Fine Arts**

UG - Art of Native Cultures, Three Dimensional Art – Practical

PG - Concise History of Art, Creative Painting

#### **Mathematics**

UG - Popular Astronomy

PG - Probability and Random Processes

**Physics** - Geo Physics, Techniques of Photography

#### **Chemistry**

UG - Forensic Chemistry, Environmental Chemistry

PG - Industrial Chemistry and Management, Chemistry of Natural products

**Botany** - Forestry

**Zoology** - Biomedical Instrumentation and Techniques, Nutrition and Food Technology

#### **Commerce**

UG - Principles of E-Commerce, Essentials for a Business Venture

PG - Business Policies

#### **Computer Science**

UG - Current Trends in IT, Programming in Multimedia, Wireless Networking

PG - Cyber Technology and Society, Game Theory and Strategy

**International Studies** - Third World Development and Challenges, Introduction to Political Thought

**Bioinformatics** - Python, Systems Biology

**Biotechnology** - Genetics and Plant Breeding, Tissue Engineering

As a part of the Elective and the Certificate Courses on Entrepreneurial Initiatives, the Khadi Village & Industries Commission offers training in paper conversion products to our students.

## **1.4 Feedback System**

### **Formal mechanism to obtain feedback**

#### **Feedback from Students**

##### **Class Committee Meetings (CCMs)**

CCMs are conducted once every semester to review the academic programme. The Class Committee consists of five student representatives, Vice Principals and Deans of Academic Affairs. These meetings are important forums where students give their feedback on course content, teaching methodology, evaluation procedures, attendance, infrastructure facilities, mentoring, internships, and Student Training Programmes (NCC, NSS, YRC, Sports and Games, SAP)

The feedback and suggestions given at the CCMs are recorded by the Deans of Academic Affairs and the Vice Principals who lead and direct the CCMs. The feedback and suggestions are discussed and reviewed by the faculty and remedial measures taken if required. The feedback is also used during subsequent revision of syllabi, to improve the teaching-learning-evaluation process, infrastructure, resources and facilities, to ensure the effective implementation of academic and administrative processes and to streamline Student Training Programmes.

The Principal addresses the faculty members department-wise and individual faculty members when necessary to discuss the feedback and to suggest remedial measures.

##### **Online evaluation of faculty by students**

Student evaluation of teachers is done online for all courses taught in each semester. This is conducted after the second CA tests in a structured manner and confidentiality is maintained throughout the exercise. The evaluation is based on the following parameters: knowledge of subject, methodology, evaluation and testing, levels of professionalism and the student-teacher relationship. The questions on the online feedback form pertain to areas such as the teacher's knowledge of the subject, the guidance the students receive in reference work, handling of the subject, completion of syllabus within the specified time, communication skills, teaching methodology, objectivity and impartiality in evaluation, punctuality. Course teachers can view the consolidated report of the feedback on the intranet, in the form of computer generated bar diagrams. The feedback helps in enhancing teacher effectiveness.

The Principal also discusses the general comments during the general staff meetings and specific problems are addressed with individual faculty members.

##### **Feedback on the Curriculum**

In addition to the online teacher evaluation and CCMs mentioned above, periodic reviews are conducted by the UGC, the university and other peer teams. Autonomy is reviewed periodically by the committee constituted by the UGC. The midterm review is conducted once in three years while the

functioning is reviewed every six years. The feedback is taken into consideration while revising the curriculum.

The College also conducted an Academic Audit in 2010 with the objective of enhancing and sustaining quality in the teaching-learning process, methods of testing and evaluation. The feedback from the members of the Academic Audit helped in redesigning the curriculum in 2011.

Other sources of feedback include nodal governmental and non governmental agencies where students are placed for block placement and internship.

### **Feedback from alumni, employers, industry experts and community**

During the deliberations of the Boards of Studies meetings and the Academic Council meetings, feedback on the curriculum is obtained and suggestions are incorporated wherever necessary.

Feedback is also obtained from the alumnae at the periodic AASMC alumnae meets that are organised by each department.

India Today and The Week conduct a survey annually to select top colleges in the country. The College has been consistently ranked among the top twelve colleges at the national level.

### **Quality sustenance and quality enhancement measures**

Stella Maris College has an active Internal Quality Assurance Cell (IQAC) the primary aim of which is to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution. The IQAC conducts periodic sessions for faculty on quality enhancement and sustenance in higher education, besides organising seminars and workshops in these areas. The Cell also documents the activities and programmes organised by the College to support quality initiatives. The IQAC members played a key role in the restructuring process. The IQAC also includes a Students' Wing, a special endeavor of the College. The students give periodic feedback on all aspects of campus life. The feedback from the Students' Council and the IQAC Students' Wing has resulted in quality improvement. The suggestions from the Students' Wing will be used during the next revision of syllabi. Capacity Building Programmes are organised by the IQAC for junior faculty to understand the nature of CBCS, the structure of the curriculum and also the ethos of the institution.

The CBCS helps students to learn at their own pace and enables the highly motivated students to earn extra credits through Independent Study Courses. Slow learners are assisted by peer teaching and remedial coaching. In order to ensure timely and systematic course delivery, Course Schedules are prepared by the respective course teachers before the commencement of the semester and schedules are uploaded on DSpace, the digital repository of the College. This enables students to plan their learning. In addition, students are given orientation to facilitate making right choices of the elective courses. This is

supplemented through mentoring. DSpace, the repository of the College also hosts lecture notes and research articles by the faculty.

The Library is fully automated with a wide collection of the latest books, periodicals, journals and CDs. These holdings are expanded and updated every year. The Open Access System provides easy access to reading and reference facilities for faculty and students. Students are given library orientation to enable them to use the library effectively.

C.A. questions are scrutinised by senior experienced faculty. Final examination question papers are scrutinised by Heads of Departments and a senior member of the faculty in order to ensure that questions meet required levels, and to eliminate the possibility of questions that refer to topics outside of the syllabus.

### **Initiative towards faculty development programmes**

Faculty members explore every avenue to enhance teacher effectiveness through professional skill development training programmes, paper presentations and participation in international/national/regional workshops, conferences and symposia.

The faculty sessions conducted by the College for quality sustenance and enhancement towards effective development of the curriculum are:

<b>Date</b>	<b>Title</b>	<b>No. of Participants</b>	<b>Resource Persons</b>
June 10, 2010	Emerging Challenges in the field of Higher Education in India	All Faculty	Fr. Xavier Alphonse SJ Associate Professor, Dept. of English, Loyola College, Chennai & Member, UGC
June 14, 2010	Significance of Academic Audit	All Faculty	Mr. B. S. Ponnudiraj Assistant Adviser, NAAC, Bangalore
June 15, 2010	Process of Academic Audit	All Faculty	Dr. V. Thangaraj Dean, College Development Council, University of Madras, Chennai
June 21 & 22, 2010	Sustainable Development	21	Mr. Lawrence Surendra, UNESCO Consultant on Education for Sustainable Development

<b>Date</b>	<b>Title</b>	<b>No. of Participants</b>	<b>Resource Persons</b>
July 23, 2010	Academic Audit	IQAC Members	Dr. Joe Jesudurai, Head, Department of Physics & Former Vice Principal, IQAC Member, Loyola College, Chennai
August 2, 2011	Enhancing the IQAC Activities	Department Representatives of IQAC	Dr Geetha Swaminathan, IQAC Coordinator Dr Juliana Joe, Vice Principal
June 24, 2011	Faculty Development Programme - Achieving and Sustaining Excellence in Centres of Higher Learning	37	Mr. V. A. George, President & CEO, Thejo Engineering Ltd.
February 23-28, 2012	Capacity Building Programme – Training of Trainers in Soft Skills	46	Kalvee Tec

In addition, the IQAC conducted a two-day National Seminar titled ‘Quality in Higher Education: From Assurance to Enhancement’ (Feb 2-3, 2010). Eminent resource persons shared their insights and perspectives on higher education ranging from freedom and responsibility and stakeholder participation to the need for a paradigm shift in higher education.

The College conducted an Academic Audit from December 1-3, 2010, with a focus on conducting a peer review by external experts and the suggestions were incorporated into the curriculum design and syllabus revision in 2011-12.

### **Additional information**

Stella Maris has been selected, under the Star College Scheme, by the Department of Biotechnology (DBT), Ministry of Science and Technology (Govt. of India) for strengthening basic science programmes and training at the undergraduate level. The science courses have been redesigned to enhance experiential learning and develop in students a sound knowledge of the fundamentals. The practical sessions were augmented by providing the students with a strong theoretical base. Student-friendly Practical Manuals have been prepared for easy reference. Included under this scheme are the Departments of Botany, Chemistry, Physics and Zoology.

## **CRITERION II: TEACHING-LEARNING AND EVALUATION**

The teaching-learning process at Stella Maris College is consistent with the mission and vision of the institution. The process seeks to promote learning through innovative and creative pedagogies that help students realise their potential and prepare them for life-long learning.

### **2.1 Student Enrolment and Profile**

The admission process of Stella Maris College is based on the philosophy that access to quality education is the fundamental right of all citizens. The College is committed to serving the economically and socially marginalised sections of society and to this end, privileges them in the admission process. This philosophy shapes the admission policy of the College.

As a minority institution, 50% of the seats are reserved for the Catholic community. Other communities are admitted based on government-regulated policies on reservation.

The College website, prospectus and handbook contain information about the institution and the programmes offered. The prospectus that highlights the details of various programmes of the College is prepared every year prior to the commencement of admissions. The prospectus also gives details of eligibility norms for admission. It is given to the applicants along with the application form.

### **Admission process**

A customised admission software package has been developed to facilitate the admission process. The college has adopted the following structured admission process that ensures transparency and equity:

- Formation of a Central Admissions Committee in accordance with the norms of the Government of Tamil Nadu
- Receiving of applications after the publication of results of the qualifying examination
- Data entry of the applicants' details
- Generation of rank list as per the guidelines of the Government of Tamil Nadu
- Scrutiny by the Head and the departmental admissions committee
- Short-listing of candidates selected for interview
- List of candidates called for interview uploaded on the website and displayed on the notice boards on campus
- Candidates notified through email and mobile messages
- Generation of call letters
- Interview and verification of documents by the Head and departmental admissions committee
- Candidates recommended by Heads of Department (HOD) to the Principal for selection and admission
- Selection by the Principal
- List of selected students uploaded on the website and displayed on notice boards

- Signing of student contract form by parents and student
- Verification of the original documents
- Payment of fees and student enrollment

Online application has been enabled from 2010. The status of these applications can be checked on the website.

All information relating to admission processes is made known to the public by way of a Help Desk that is set up during admissions. Student volunteers assist in guiding the candidates and their parents during the admission process.

### **UG Programmes**

All UG departments conduct interviews and selection is done based on the marks obtained in the qualifying examination. The Fine Arts Department administers an entrance test for the Bachelor of Visual Arts programme to assess the aptitude and creativity of the candidates.

### **PG Programmes**

An entrance test, followed by an interview, is conducted for admission to all PG programmes. Selection is made on the basis of the candidate's performance in the entrance test and her marks at the UG level.

The admission practices are consistent with the vision and mission of the institution. They reflect a comprehensive approach that takes into consideration the student's academic proficiency, involvement in extracurricular activities and socio-economic background. First generation learners are given special consideration in admission. These practices reveal the deep commitment that the institution has to its mission to accommodate students from diverse backgrounds and maintain a healthy campus community.

M.Phil and Ph.D. admissions adhere to the norms set down by the University of Madras.

### **Mechanism to review the admission process**

The College reviews its admission process every year after completion of admissions. In response to feedback that some students were not able to receive the call letters on time due to postal delays, the list of students called for interview and the list of selected candidates are now uploaded on the website and displayed on notice boards in the College. The status of the application is also available on the website and is updated regularly. From the year 2011-12, candidates called for the interview are also intimated through SMS and email.

The use of ICT has facilitated the admission process and has reduced the amount of paperwork as well as the use of paper. The ICT enabled process has facilitated the generation of student profile reports. An analysis of the profile helps in identifying students who need special assistance, such as those from

regional language medium schools, students from rural backgrounds and first generation learners. Special training programmes are conducted for these students. This enhances their communication skills and helps them blend in with the College community.

### **Strategies adopted to increase access to students belonging to different categories**

In its commitment to the policy of inclusiveness and affirmative action, the College has adopted a strategy through which preference is given to the following categories:

- Students from economically weaker sections of the society and first generation learners
- Students belonging to SC/ST/BC/MBC/DNC, as per the Government reservation policy, and students from rural areas
- Differently-abled students

Applications of meritorious sportswomen are routed through the Director of Physical Education and the Sports Committee. The candidates are put through selection trials in various sports events in the presence of expert coaches of the college teams. Their sports certificates are verified and high achievers are given admission.

At the time of the interview, candidates who need to improve their communication skills are enrolled in a one-year intensive Certificate Course on English Language and Life Skills. This course aims to train them in grammar, written and spoken English and communicative skills. It also trains them in life-skills to enhance their self confidence and self esteem. Subsequently, they are considered for admission to various programmes.

The College helps needy students obtain scholarships and financial assistance.

### **Number of students admitted in the College in the last four academic years.**

<b>Category</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
SC	581	629	603	663	695
ST	44	45	39	42	40
BC	1117	1160	1160	1243	1346
MBC	393	423	367	413	423
General	1389	1318	1318	1434	1429



**Demand ratio: UG**

<b>Programmes</b>	<b>Year</b>	<b>No. of Applications</b>	<b>No of students admitted</b>	<b>Demand Ratio</b>
Mathematics	2009-10	793	117	1:7
	2010-11	712	124	1:6
	2011-12	690	101	1:7
	2012-13	643	127	1:5
History	2009-10	119	47	1:2.5
	2010-11	118	62	1:2
History and Tourism	2011-12	172	68	1:2.5
	2012-13	110	60	1:2
Sociology	2009-10	167	69	1:2
	2010-11	153	69	1:2
	2011-12	170	64	1:3
	2012-13	165	67	1:2.5
Economics	2009-10	348	67	1:5
	2010-11	356	69	1:5
	2011-12	358	66	1:5
	2012-13	293	68	1:4
Visual Arts	2009-10	212	51	1:4
	2010-11	213	55	1:4
	2011-12	201	51	1:4
	2012-13	198	57	1:3.5
English	2009-10	531	61	1:9
	2010-11	575	64	1:9
	2011-12	648	67	1:10
	2012-13	580	64	1:9
Commerce	2009-10	1965	267	1:7
	2010-11	2670	294	1:9
	2011-12	2938	276	1:11
	2012-13	2870	280	1:10
Commerce (Corporate Secretaryship)	2010-11	179	66	1:3
	2011-12	739	69	1:11
	2012-13	816	70	1:12
Physics	2009-10	249	49	1:5
	2010-11	268	47	1:6
	2011-12	252	46	1:5
	2012-13	193	51	1:4
Chemistry	2009-10	175	44	1:4
	2010-11	216	47	1:5
	2011-12	194	44	1:4
	2012-13	175	49	1:4
Plant Biology and Plant	2009-10	157	50	1:3
	2010-11	128	41	1:3

<b>Programmes</b>	<b>Year</b>	<b>No. of Applications</b>	<b>No of students admitted</b>	<b>Demand Ratio</b>
Biotechnology	2011-12	124	39	1:3
	2012-13	148	37	1:4
Advanced Zoology and Biotechnology	2009-10	235	51	1:5
	2010-11	213	43	1:5
	2011-12	261	42	1:6
	2012-13	222	46	1:5
Social Work	2009-10	94	49	1:2
	2010-11	90	45	1:2
	2011-12	124	50	1:2.5
	2012-13	93	48	1:2
Computer Applications	2009-10	840	100	1:8
	2010-11	903	104	1:9
	2011-12	873	90	1:10
	2012-13	887	101	1:9

#### **Demand ratio: PG**

<b>Programmes</b>	<b>Year</b>	<b>No. of Applications</b>	<b>No of students admitted</b>	<b>Demand Ratio</b>
Mathematics	2009-10	116	38	1:3
	2010-11	88	38	1:2
	2011-12	120	35	1:3
	2012-13	152	39	1:4
Economics	2009-10	48	19	1:2.5
	2010-11	35	16	1:2
	2011-12	49	24	1:2
	2012-13	41	17	1:2
History of Fine Arts	2009-10	31	16	1:2
	2010-11	40	21	1:2
	2011-12	43	18	1:2
	2012-13	34	18	1:2
English	2009-10	107	28	1:4
	2010-11	84	28	1:3
	2011-12	144	33	1:4
	2012-13	186	38	1:5
Commerce	2009-10	93	34	1:3
	2010-11	73	36	1:2
	2011-12	118	39	1:3
	2012-13	145	40	1:4
Chemistry	2009-10	46	21	1:2
	2010-11	29	19	1:1.5
	2011-12	40	13	1:3
	2012-13	51	22	1:2

<b>Programmes</b>	<b>Year</b>	<b>No. of Applications</b>	<b>No of students admitted</b>	<b>Demand Ratio</b>
Social Work	2009-10	111	42	1:3
	2010-11	83	34	1:2
	2011-12	109	35	1:3
	2012-13	98	35	1:3
Information Technology	2009-10	83	23	1:4
	2010-11	55	25	1:2
	2011-12	66	19	1:3.5
	2012-13	72	23	1:3
Bioinformatics	2009-10	41	19	1:2
	2010-11	24	13	1:2
	2011-12	12	7	1:2
	2012-13	19	13	1:1
Biotechnology	2009-10	137	25	1:5
	2010-11	82	22	1:4
	2011-12	53	15	1:3.5
	2012-13	45	20	1:2
Public Relations	2009-10	69	25	1:3
	2010-11	45	20	1:2
	2011-12	47	17	1:3
	2012-13	48	20	1:2
International Studies	2009-10	49	29	1:2
	2010-11	34	17	1:2
	2011-12	52	25	1:2
	2012-13	44	19	1:2

To meet the increasing demand for the B. Com degree programme, the College introduced an additional B.Com (CS) (Corporate Secretaryship) programme.

No programme has been discontinued till date though Branch I - History, has been changed to Branch I A – History and Tourism from 2011-12 onwards and the three-year B.A. History of Fine Arts & Drawing and Painting programme has been restructured into a four-year degree programme and renamed Bachelor of Visual Arts (B.V.A.) from 2008-09 onwards.

## **2.2 Catering to student diversity**

### **Orientation Programmes**

To ensure an easy transition for the students from school to college life, the College organises orientation programmes every year for the freshers. The programmes, conducted over a week, give the new students insights into the ethos of the institution, its curricular structure, elective course options, student training programmes such as NCC, NSS, Games, Social Awareness Programmes, Service Learning, the Youth Red Cross, the Students' Union activities, facilities and infrastructure available on campus. They are also given an orientation on the library – the resources available there, processes and procedures for the use of the library and other regulations.

The orientation programmes are organised by the Deans of Student Affairs. It includes a session during which the Principal explains the vision and mission of the College to the freshers. Following this, she introduces the heads of different offices who assist in the smooth functioning of the College, to the new students.

During their first week on the campus, students are informed about attendance requirements, rules and regulations with respect to the various academic and co-curricular procedures. They are given details of student enrichment programmes available in the College.

This process of induction of the new students into the College is supported by a tradition of interaction with “friendly seniors” - student volunteers who show freshers around the campus and clarify doubts and answer any questions they might have. This ‘campus orientation’ allows for a free interaction between the students from varied backgrounds. The feedback given by the freshers at the end of the orientation is that they have felt welcomed and secure upon arrival in the College. Students are given the College Handbook and Credit Guidelines Booklet which contain all relevant information about the curriculum.

The need to address the anxiety of parents and to make them feel a sense of involvement in the education of their wards has been met by the College in different ways. The College organises a Parent Teacher Meet, during which an overall presentation of the academic and extracurricular activities of the College is given to them. This initiative has been well received. The College also requires that parents meet their ward's mentors at least once a semester. They are also encouraged to meet course teachers with a prior appointment whenever the need arises. In the year 2012-13, the Principal addressed the students and the parents in smaller groups during the time of admission and gave them a brief account of the ethos of the College.

## **Bridge /Remedial/Add-on Courses**

To offer equitable education to all students, proactive measures and innovative approaches have been adopted. In order to meet the challenge of identifying and addressing the specific needs of new entrants into the College, programmes are organised at the college and departmental levels before the commencement of classes.

At the time of interview for admission, the heads of departments identify students who need additional inputs to enhance their communication skills in English. In order to ease the transition of students from regional language medium schools to a College environment, the institution has introduced a number of innovative programmes and activities. A one week intensive bridge course in personality development and communication skills is conducted for this group of students before classes begin.

**The Pathway Programme** was introduced to cater to the needs of students from less privileged backgrounds. The co-ordinator, assisted by faculty and student volunteers organises a series of activities and courses in English communication skills, computer skills and life skills for more than 200 students from less privileged backgrounds. Trainers from different departments and experts from outside are involved in this process. The programme makes intensive use of technology. The two year intensive programme is followed up in the third year by activities organised by the Career Guidance Cell (CGC) which ensures that the students who have registered for the Pathway Programme are on par with other students in employability potential.

**The Language Partnership Programme** is conducted exclusively for the first year students and aims to enhance English language skills of students who lack the required level of competence in English. This programme works on the principle that peer teaching would offer these students an equal platform for academic interaction. This would enable them to learn in partnership and collaboration, thereby opening up additional avenues for learning. Some members of the Students' Wing of the IQAC and other volunteers form part of the peer teaching teams.

Both the Pathway Programme and the Language Partnership Programme are held outside class hours.

## **Remedial Courses**

The need to provide additional coaching for students whose performance is not on par with their peers has been addressed at every stage of the educational process. Remedial classes are held thrice a week every semester. Screening of the students for these classes is done based on their performance in the Continuous Assessment tests. Faculty coordinators, course teachers and mentors are involved at every stage. The remedial classes are also incorporated into the time table in most departments.

## **Add-on Courses**

The College has been conducting the following Add-on Courses over the past five years:

### **List of Value-added Certificate Courses offered**

#### **UGC Sponsored Certificate Courses**

- Health Management in collaboration with Apollo Institute of Health Management and Allied Sciences
- Service Marketing
- Customer Relationship Management
- Advertising & Communication
- Travel & Tourism
- Documentation & Information Science
- Herbal Therapy and Beauty Care

#### **Other Certificate Courses**

- Airline and Travel in collaboration with Trade Wings Institute of Management
- Retail Banking in collaboration with Scope International
- International Financial reporting system in collaboration with IFRS forum
- Survey Art Therapy
- Training in 3D Studiomax by Pivot Animation
- Documentation and Multimedia
- Entrepreneurship Development Programme
- Training Programme offered by ISTD
- Medical Biotechnology
- Creative Media in collaboration with the multimedia institute Pivot Animation
- Postproduction in collaboration with multimedia institute Pivot Animation
- Counselling Skills in collaboration with East West Centre for Counselling and Training (P) Ltd

### **Progression of different categories of students**

Data about each student is collected at the time of admission. A study on the incremental academic growth of different categories of students has been ensured by the Mentoring Programme. Each student is assigned to a mentor, a faculty member who monitors her academic and personal growth. Mentoring is done on a regular basis with the aim of providing the student with an additional support system which will enable her to raise her performance levels. Each student is provided with a mentoring booklet which records her academic progression.

To further enhance the learning experiences every course teacher, at the end of the first continuous assessment test compiles a list of students who have

performed below expectation to the Head of the department who in turn consults with the course teacher on possible remedial measures such as remedial coaching and personal counseling.

Special training and facilities are provided for differently-abled students during their course of study as well as during examinations.

These strategies have been successfully implemented and have been well received by both students and parents who are kept informed of their wards' progress by the mentors. These strategies are indicative of a humane and creative approach to the teaching-learning process.

### **Learning needs of advanced learners**

Advanced learners are encouraged to take up challenging assignments, seminars and presentations. Higher level creative and analytical thinking is encouraged in these students, and course teachers motivate them to opt for research-oriented elective papers. These learners often volunteer to participate in remedial coaching as peer teachers. This enhances their overall growth through teamwork and sharing of knowledge. All departments offer specialised learning opportunities for these students who participate in seminars, conferences, workshops and training programmes which introduce them to multiple learning opportunities.

The introduction of the Independent Elective Courses (from 2011) is an attempt to offer the advanced learner an opportunity to pursue a self-directed method of learning. The student chooses a course of her interest across departments and works under the guidance of a faculty member. It enables her to earn extra credits on passing the examination at the end of the semester.

### **Needs of differently-abled students**

The College makes every possible effort to make sure that the needs of differently-abled students are met. It has conducted a Disability Access Audit to assess the requirements of these students and address their issues.

Visually impaired students are assigned scribes during tests and examinations. The software JAWS, Super Nova Access Suite Version 13.03 - Dolphin and Openbook that have been installed read out books to visually impaired students. The differently-abled are given special coaching after College hours when required. They are also given extra time to complete their examinations. Also, in keeping with University regulations, differently-abled students are exempted from language courses.

## **2.3 Teaching-Learning Process**

### **Course and evaluation schedules**

Prior to the commencement of the academic year, a committee is constituted by the Principal to prepare the calendar for the forthcoming academic year. The Committee presents the proposed calendar at a general staff meeting for discussion and approval by all faculty. The dates for the Continuous

Assessment tests, the date before which the third component has to be completed, dates of Practical Examinations and End Semester Examinations and other important college activities are all indicated in the academic calendar which is printed as a handbook and distributed to all the students and staff. At the beginning of every semester, course schedules are prepared by faculty members. These are then uploaded on DSpace for students to view. The syllabi, with the patterns of evaluation are available to the students both on DSpace and as a booklet.

### **Teaching - Learning modalities**

Teaching-learning modalities vary across the spectrum of programmes and courses of the institution. The primary mode is the lecture method supported by interactive sessions such as group discussions and presentations. The diversity of learners, their needs and capacities are taken into account in the teaching-learning process. Depending on the course objectives and the needs of learner groups, methodologies are adapted to enable a learner-centric approach. ICT enabled methodologies bring in another facet of the learning experience which are essential for students to compete in a technology dependent environment. The lecture-cum-demonstration method is supported and strengthened by the following supplementary approaches:

- Problem solving
- Power Point presentations
- Animations
- Case studies
- Role-play
- Guest lectures by experts in the field
- Weblems, blogs
- Demonstration using models
- Viewing and discussion of documentaries and movies
- Study tours, field visits and industrial visits
- Seminars
- Group discussions
- Article reviews
- Experiential learning to reinforce the fundamentals of the subject
- Simulation practicals
- Collaboration with industry and research institutions through projects
- Virtual class rooms – online academic discussion
- Conflict Mapping
- Molecular Modelling
- Participatory Learning and Action methodology
- Student Exchange Programmes with Universities abroad



Teaching aids include

- SMART boards, OHPs
- Language labs equipped with relevant software - Tense Buster-Five levels, Study skills success, Issues II –five levels, Business Writing , Active Listening
- Use of software for problem solving
- Alternate media

### **Student-centric Learning**

The following are details of some notable innovative practices adopted by various departments:

Simulation for dissections and physiology experiments, introduced by the Department of Zoology for several practical courses to conserve animal biodiversity. This method also helps students to have a better understanding through repeated dissections, which is not possible in live dissections, and to evaluate their learning on their own. The department is a pioneer in this initiative.

Courses such as Computers in Chemistry, Clinical Biochemistry and Food Analysis incorporate practical components related to theoretical concepts to enhance experiential learning. The evaluation of experimental data using computers for plotting and molecular modeling and structural elucidation using computers help in enhancing learning outcomes. The “Green Chemistry” approach which involves a reduced use of chemicals in experiments, and micro scale experiments have contributed to environmental protection.

Students of the Physics Department take up computer simulated experiments using special software. Every student is exposed to simulated experiments to provide her with hands-on experience.

The third year UG students of the Department of Botany are encouraged to take up a project as a major elective option. This experience in project work enables students to pursue higher studies in institutions of repute.

Viewing and discussion of documentaries on topics like European History, Environmental Studies and Human Rights help the students of the Department of History enrich their understanding of the subject. The Travel Mart organised by the department gives students an opportunity to interact with various travel agents and understand the practical issues involved in the Tourism industry.

Weblems, mini projects, case studies, discussion on clinical trials and modelling of molecules – both small and macromolecules – form part of the teaching methods adopted by the Bioinformatics department to enhance the application aspects of the theoretical knowledge.

Simulations and animations are used by the Department of Biotechnology to explain the concepts of stem cell technology, tissue culture and other fundamental principles of biotechnology fundamentals.

The Department of International Studies has introduced common assignments across the sub-disciplines of the subject to enable students develop their lateral and critical thinking abilities. Simulation of scenarios for predicting the possible outcome of decisions pertaining to foreign policy in the international system encourages students to use their cognitive skills. Application of theoretical models to real-time situations to test their validity is another innovative teaching method practiced by the Department.

Fieldwork based activities, conducted by the Department of Sociology, allow students to develop a focused understanding of issues prevalent in the society. This practice also improves the students' potential for employability as it trains them in the practical application of research techniques through project work and reports.

The software Statistical Package for Social Sciences, helps students to apply various quantitative tools and techniques for analytical and research purposes. It helps in quantitative analysis of social and economic phenomena and in empirical verification of social and economic theories.

Live demonstrations are an important part of teaching methodology in courses related to programming. This enhances students' understanding of underlying concepts. This is further supplemented by mini projects undertaken by students in which they design and develop programmes thereby applying theoretical knowledge to practical use.

The PLA methodology, adopted by the Social Work Department promotes interactive learning, shared knowledge, flexible yet structured learning. It challenges prevailing biases and preconceptions about knowledge. This method uses a creative approach to studying issues of concern about the marginalised which includes planning, implementing and evaluating activities in the field.

Professional intervention in dissemination of art and design practice to supplement regular teaching, periodic critiques and portfolio evaluation by a jury, have all raised the levels of learning outcomes of the students of the Department of Fine Arts.

The complex system of assessing taxable income and tax liability is simplified by incorporating a practical component of filling in IT returns with schedules as part of class work by the Department of Commerce. Relevant modules in the accounting package TALLY have been incorporated to give hands-on training in accounting.

The Department of Mathematics uses a Math-soft application software, MATHCAD 14. The postgraduate students are taught to create templates for solving problems, and to use it as a graphing calculator or spreadsheet application using a combination of both these tools. It also adds interoperability with other applications. The files are saved to PDF, RTF, HTML and HTML with MathML formats to support web-based deployment with no loss of mathematical information. The faculty members use the software to

explore concepts dynamically and use animations for visualising abstract mathematical concepts as a teaching-learning strategy.

The Department of Languages imparts basic language skills through a variety of games and activities. Some examples of such activities are: Bingo, use of rhymes to teach pronunciation, use of unconventional material such as advertisements to enrich the vocabulary of the students, role-play, pictorial, scrabble, and quizzes.

Other activities that augment learning outcomes and enhance overall personality development include:

- Capacity building programmes - soft skills, life skills, seminars, conferences and workshops conducted by the College and the departments at regional, national and international levels
- Interdepartmental and intercollegiate academic, cultural and co-curricular activities
- Spring Board for Leadership, a training programme for students with potential for leadership, was initiated in 2009-10
- The Entrepreneurship Development Cell (supported by the DST) which introduces students to the idea of entrepreneurship and motivates them to become successful entrepreneurs
- Organisational skills of the students are enhanced by providing them with opportunities to organise activities such as inter-collegiate departmental fests, inter-year and inter-collegiate cultural programmes, the College play and seminars
- Participation of students in seminars, paper presentations, exchange programmes, group discussions and debates has been encouraged to stimulate intellectual curiosity
- Seminars, workshops and conferences are conducted by the various departments at the international/national/regional/state levels

Conferences/Seminars/ Workshops organised by the College	08-09	09-10	10-11	11-12	12-13
	21	34	47	43	61

- Experiential learning by way of projects undertaken by students with industries and corporate institutions
- Internships in reputed institutions, research organisations and corporate offices

Besides the initiatives listed above, the College also offers Student Training programmes such as NSS, NCC, YRC and Games to facilitate holistic development of students. These programmes are institutionalised and credits are awarded on successful completion of requirements.

In addition, activities that are directly linked to the idea of nation building are also encouraged on campus. In order to enable the students to appreciate the culture and tradition of our country and to help them become responsible citizens, the College encourages celebrations like Ethnic Day, Christmas,

Pongal, Onam, Human Rights Day, Women’s Day, World Elders’ Day and Environment Day.

The College took up the issue of Food and Water Security as a major theme in the year 2011 in response to the national mission to ensure access to food and water to all sections of society. In keeping with this theme, several programmes were organised through the year.

The College has initiated and carried through a year-long project titled *Inter-faith Education and Peace Building: Towards a United World*, sponsored by the United Board for Christian Higher Education in Asia (2012-13). The project was launched to enhance inter-religious and inter-cultural understanding on campus and to extend these initiatives to the community.

### **Policy on guest lectures by eminent scholars**

The College encourages faculty members to invite eminent scholars and experts to supplement and support classroom interactions through guest lectures, discussions, seminars, symposia and workshops. This enables them to keep pace with changing trends in the field of higher education and motivates students to attain higher levels of academic performance.

### **Guest lectures, workshops and field visits by different departments**

<b>Departments</b>	<b>08-09</b>	<b>09-10</b>	<b>10-11</b>	<b>11-12</b>	<b>12-13</b>
History	7	17	20	23	13
Sociology	10	5	3	7	4
Economics	4	3	5	5	5
Fine Arts	14	14	11	7	14
English	4	3	2	12	6
Mathematics	3	1	13	3	7
Commerce	5	5	6	4	6
Physics	12	5	9	15	13
Chemistry	5	8	15	9	15
Botany	8	11	9	10	16
Zoology	16	14	15	16	12
Social Work	9	17	11	13	17
Computer Science	3	8	3	2	4
Bioinformatics	1	6	3	2	1
Biotechnology	7	6	7	4	4
International Studies	5	7	7	6	5
Public Relations	14	14	15	13	12

### **Scholar-in-Residence Programmes:**

#### **2008-09**

- Department of English, Visiting Professor, Dr. Kamala Balasubramaniam, Grosmon College, El Cajon, USA, July 1, 2008
- Department of International Studies, Dr. Srikanth Kondapalli, Director, East Asian Studies Center, Jawaharlal Nehru University,

New Delhi, January 28-31, 2009

- Department of Public Relations, Ms. Susruthi Yogesh, Pune, April 1-4, 2009

#### **2009-10**

- Department of Public Relations, Ms Shobha P. Dhanwatay, Asst. Professor, PR and Event Management, Symbiosis Institute of Mass Communication, Pune, February 24-25, 2010
- Department of International Studies, Prof. Dr. Navnita Chadha Behera, Dept. of Political Science, Delhi University, New Delhi, February 15-17, 2010

#### **2010-11**

- Department of Computer Science, Dr. Ranjani Parthasarathy, Dept. of Information Technology, Anna University, September 16 & 22, 2010
- Department of International Studies, Dr. Sujit Dutta, M K Gandhi Chair, Nelson Mandela Center for Peace and Conflict Resolution, Jamia Millia Islamia, New Delhi, November 22-25, 2010
- Department of Public Relations, Dr. Dhenuka Srinivasan, Manager, Climate Change and Sustainability Services, Ernst & Young Pvt. Ltd. Chennai, February 9-11, 2011

#### **2011-12**

- Department of Economics, Dr. Veena Shatrugna, Former Deputy Director, National Institute of Nutrition, Indian Council of Medical Research, Hyderabad, August 9, 2011
- Department of Public Relations, Mr. Raju Arumugham, February 2-4, 2012

#### **2012-13**

- Department of International Studies, Dr. Suba Chandran Director, IPCS- Institute of Peace and Conflict Studies, New Delhi, December 6-11, 2012
- Department of Computer Science, Dr. Ramanujam, IMSC, Taramani, July 23-24, 2012

#### **Video Conferencing:**

- The US Consul General, Chennai in association with the Green Chronicle Team of the Deccan Chronicle and Stella Maris College held a discussion on “Electronic Waste Management” via Digital Video Conference in August 17, 2012
- In collaboration with the US Consulate, Chennai - Video conference on The Role of Women in Elections - October 16, 2012

Youth icons like Dr. A.P.J. Abdul Kalam, former President of India, and eminent personalities like Dr. T. Ramasami, Secretary DST, Govt. of India, Dr. Vandhana Shiva, eminent environmentalist, Dr. M.S. Ananth, Director-IITM, Dr. M.S. Swaminathan, Chairman, M.S. Swaminathan Research Foundation, Dr. N.R. Madhava Menon, Radhakrishnan Chair, Parliamentary Studies, Dr. Sultan Ismail (environmentalist), Mr. Andrew Simkins, US

Consulate General, Dr. V. Suresh (PUCL), Dr. Saidai Duraisami (Mayor of Chennai), Smt. Krishnammal Jagannathan (Recipient of Right to Livelihood award widely known as the Alternate Nobel Prize), M. Subramaniam (former Mayor of Chennai) were invited by the College to introduce students to people who have made a difference to society and whose narration/speeches on their experiences would inspire them to work for societal change.

### **Counselling and Mentoring**

Each student has been assigned a mentor who is a faculty member of the department. The students meet their mentors at least thrice a semester. This practice enables efficient monitoring of the student's progress, and facilitates student support by providing her guidance. The mentor's primary role is that of the student's academic advisor, but she also helps her deal with personal and emotional issues. Serious cases of deep psychological disturbances are dealt with by the counselors to whom the mentor directs her mentee. The faculty members are given training in mentoring and counselling skills to enable them to be effective mentors.

The College offers counseling services with a psychologist and a trained counselor, who meet students at the Wellness Centre by prior appointment. In addition to this, a professional counsellor is available for students, whenever required. The Vice Principals assist in counselling. The counselling services have been availed of by about 10% of the students for personal and psychological issues and by all the students for academic matters.

### **Instilling creativity and a scientific temper**

The College encourages the departments to conduct seminars, workshops, conferences, scholar-in-residence programmes etc. in all of which eminent scholars are invited to open students to a range of learning experiences that serve to instill creativity and a scientific temper.

Departments also apply for grants to conduct workshops and undertake projects. Currently, the departments of Mathematics, Social Work, English, Chemistry, Commerce are engaged in UGC sponsored research projects.

**Fund for Improvement of S&T Infrastructure in Higher Educational Institutions (FIST):** The Department of Mathematics is supported by the Department of Science & Technology, Government of India, New Delhi under this scheme. The aim of the project is to introduce a scientific, computing environment based on mathematical approaches to cater to the needs of teaching-learning, research and industry applications. A sum of ` 22.5 lakhs has been granted for a period of five years for the development of a computer laboratory and purchase of books.

**Star College Scheme: Supported by the Department of Biotechnology (DBT), Ministry of Science and Technology, Government of India**

The four science departments, Botany, Zoology, Physics and Chemistry, have been selected by the DBT for financial assistance under the Star College

Scheme since 2009. The scheme aims at strengthening basic science education and training at the UG level. The scheme envisages a substantial increase in the proportion of hands-on experimental work by students, access to books and journals, summer training programmes, industrial visits and faculty training programmes. A total amount of ` 36,00,000 was sanctioned for a period of two years. The scheme has been extended for a further period of three years, with additional grants of ` 8,00,000 every year, in recognition of the extensive work done by the departments.

### **Student Projects**

Student projects are a mandatory part of the learning process in some UG programmes. The Departments of Botany, Social Work, Commerce and Economics offer Project as a Core / Elective course at the UG level. In other departments, this is a component for continuous assessment.

All PG programmes have made project work / dissertation mandatory in order to inculcate a research temper in students. From the year 2011, students have been encouraged to do projects in-house under the guidance of a faculty member to strengthen research activities on campus.

It is also mandatory for all PG students to undergo summer internships in industries, educational institutions, research organisations or corporate offices. The UG students of the Commerce Department take up a 21-day internship in an audit firm as a mandatory component of their core course in Auditing. Some UG students also intern at reputed organisations. Different institutions at which students of the College undertake project work and summer internship include national laboratories like CLRI, IGCAR, IISc, NCBS, NII, IGIB, NCL, IIT, NIMHANS and industries / corporate offices such as Shasun Chemicals Pvt. Ltd., Orchid Chemicals, Jubilant Biosys, Astrageneca, Accelrys, Cellwork, Dotcom Infoway Ltd., BSNL Trivandrum, Focus Tech Media Pvt. Ltd., Hindustan Software Ltd., Goldman Sachs, Ernst & Young, Deloitte, the World Bank and KPMG.

### **Mechanisms for evaluation of faculty**

#### **Online teacher evaluation**

Student evaluation of faculty is done for all courses taught in a semester. From the year 2008-09, the evaluation has been made online. Students answer a questionnaire which incorporates clearly defined evaluative criteria appropriate to each discipline. A computer-generated consolidated report of the feedback, in the form of a bar diagram, can be viewed by the course teacher through the intranet. The feedback enables changes in teaching-learning methodology wherever shortcomings are indicated and helps in increasing teacher effectiveness. The Principal shares general comments during general staff meetings and specific problems are addressed individually.

Some faculty undertake a mid-semester student evaluation on their own, so that feedback may be gainfully used to effect beneficial changes in the teaching-learning process.

Besides this, class committee meetings, organised every semester by the Office of the Deans of Academic Affairs, are a means of getting feedback from students through representatives of each class on course content and teaching methodology. Remedial measures, when needed, are taken by the course teacher concerned.

The Academic Audit conducted for all programmes in December 2010 was also a feedback mechanism. The members of the academic audit committee interacted with students and sought their feedback on the curriculum and the teaching-learning-evaluation process. Their reports were submitted to the department for follow-up action.

Students and other stakeholders can speak to or mail the Principal on matters pertaining to classroom interactions, teaching methods used and the quality of teaching.

**Completing the curriculum:** The drawing up of the course schedule at the beginning of every semester enables the teacher to complete the syllabus well within time. In the case of unforeseen circumstances, special classes are conducted to complete the syllabus.

### **Library Resources**

The library stores a comprehensive collection of learning resources covering all disciplines. The Open Access System provides reading and reference facilities to faculty and students. The library hosts DSpace, a digital repository of research. It hosts question papers, lecture notes, syllabus and course schedules. It contains published articles, conference papers, thesis, and research related documents. When a new programme / course is launched the librarian ensures that resources are updated to suit the requirements of the new programme.

Course teachers periodically guide and monitor reference work done by students in the library. This practice enables students to enhance their study and reference skills and encourages independent learning.

## **2.4 Teacher Quality**

### **Faculty Strength: (as on July 2012)**

Aided: 72  
Management: 104 (68 + 36\*)

No. of posts sanctioned by the Govt.	Aided (Strength)	Vacant due to Retirement*
108	72	36*



\* The vacancies which arose due to retirement/resignations are yet to be filled by the Government; hence these vacancies were filled by the Management.

Staff from outside the state: 20

### Faculty selection

Advertisements inviting applications from qualified candidates are published in leading newspapers. Applicants who meet the eligibility criteria laid down by the UGC and the University of Madras are called for an interview cum trial teaching session. The selection panel consists of the Principal, Secretary, members of the Management, Head of the concerned department, a senior member of the faculty and an external subject expert. Candidates deemed suitable to meet the institutions requirements are appointed on probation for one year. They are given a permanent position by the Management after assessment of their performance.

### Details of the faculty as on July 2012

Highest qualification	Associate Professor	Assistant Professor	Total
	Female	Female	
Permanent teachers (Aided)			
Ph.D.	21	21	42
M.Phil.	12	16	28
PG	-	2	2
Management teachers			
Ph.D.	2	24	26
M.Phil.	-	51	51
PG	-	25	25
Part-time teachers			
Ph.D.	-	-	-
M.Phil.	-	1+1 (Male)	2

### Percentage of Faculty who have completed UGC-CSIR-NET, UGC-NET and SLET/SET

Name of Exam	Aided	Management	Total	Percentage
UGC-NET, SLET/SET	19	41	60	34.1%

Percentage of Teachers with PG as the highest qualification: 26%

### Diversity in faculty recruitment

Department	% of faculty who are products of the same College	% of faculty from other Colleges within the State	% of faculty from other States
History	20	80	-

Department	% of faculty who are products of the same College	% of faculty from other Colleges within the State	% of faculty from other States
Sociology	60	-	40
Economics	81.8	-	18.2
English	52.9	35.3	11.8
Fine Arts	90.9	-	9.1
Mathematics	68.75	25	6.25
Physics	42.9	57.1	-
Chemistry	44.4	22.3	33.3
Botany	50	33	17
Zoology	50	50	-
Commerce	16	81	3
Social Work	83.3	16.7	-
Computer Science	6.7	86.6	6.7
International Studies	66.7	-	33.3
Public Relations	33.3	33.4	33.3
Bioinformatics	-	100	-
Biotechnology	-	100	-
Languages	-	81.8	18.2

The College has the required number of qualified and competent teachers to handle all the courses offered. When there is a delay on the part of the Government in issuing orders to fill vacancies arising due to retirement or resignation of aided faculty members, the Management employs teachers to fill the positions.

### **Faculty appointed in the last five years**

Year	Faculty Appointments
2008-09	33
2009-10	27
2010-11	42
2011-12	38
2012-13	36

The departments of Commerce and Public Relations have Visiting Faculty on their rolls. However, in other departments, external experts are invited to hold guest lectures/interactive sessions in order to enable students and faculty to keep abreast of global trends, and deepen their understanding of the subject.

### **Faculty Recharge Programmes**

- Teachers are encouraged to complete their doctoral programmes. Nine faculty members (Ms. Punitha and Ms. Hima Bindu (EC), Ms. Dolly Thomas (HS), Ms. Anne Samuel and Ms. Lakshmi Priya (FA), Ms. Belina Xavier and Sr. Francisco Nirmala (PH), Ms. Rashida and Ms. S. Shanti (CM) have availed of the UGC Faculty Development Programme for pursuing doctoral studies during the period 2008-12
- Twenty-six faculty members obtained their doctoral degrees in the last five years - Dr. Agnes Rozario (CM), Dr. Sr. Rosy Joseph (MT), Dr. Swapna Sathish (FA), Dr. Mary George (CH), Dr. Jude Anne Cynthia (MT), Dr. Thirupurasundarai (TM), Dr. Usha Ramani (EC), Dr. Jacintha Fenelon (FR), Dr. Nirmala Alex (SW), Dr. Catherine Joseph (SW), Dr. Nanthamil Nangai (TM), Dr. Regi Manimegala (EC), Dr. Miruna George (EL), Dr. Margaret Thomas (FA), Dr. Sumithra Dawson (FA), Dr. Shrabani Bhattacharya (HN), Dr. Leema Francis (CM), Dr. Sathyabama (BT), Dr. Lakshmi Priya (FA), Dr. Annapoorani and Dr. Prabha George (EL), Dr. Kanakasudha (EC), Dr. Ancy Emmanuel (PD), Dr. Subashri (SN), Dr. Shanmugasundari (PH), Dr. Sr. Stella Mary (EC)
- The teachers can avail of study leave and leave on duty to attend national/international conferences/seminars

Total number of conferences, seminars, workshops and training programmes attended by faculty:

2008-09	2009-10	2010-11	2011-12	2012-13
77	77	76	71	57

- Encouraged to apply for Major and Minor Research Projects and to undertake consultancy work
- Participate in Faculty Exchange programmes
- Participate in Leadership programmes – Two members of the faculty attended the Leadership Training Programme conducted by HAGGAI Institute at Hawaii
- In-house training programmes conducted
- Faculty attend Orientation and Refresher Courses organised by the Academic Staff College
- Organisation of international, national, regional, state level seminars, conferences workshops and training programmes

### **Awards, achievements and recognition**

S.No	Name of the Teacher & Department	Nature of the Achievements
1	Dr. Sr. Jasintha Quadras fmm Principal, Stella Maris College Department of Mathematics	<ul style="list-style-type: none"> <li>○ Invited to be the Member-Coordinator of the National Assessment and Accreditation Council Peer Team to assess six Colleges in Karnataka as part of their reaccreditation process</li> <li>○ Selected to represent Catholic Universities in India, among heads of 15 other universities across the globe,</li> </ul>

S.No	Name of the Teacher & Department	Nature of the Achievements
		<p>by the International Federation of Catholic Universities (IFCU), for an action-based programme titled “Leading Catholic Universities in the 21st Century”</p> <ul style="list-style-type: none"> <li>○ Appointed by the Kerala Higher Education Council of the Government of Kerala as a member of the Committee of experts to explore the possibility of granting of autonomy to institutions of higher learning</li> <li>○ Awarded the Distinguished Alumnae of the Institution at Christ University, Bangalore</li> <li>○ Member of the UGC Expert Committee constituted to evaluate XI Plan proposals and grant proposals</li> </ul>
2	Dr. Margaret Thomas Department of Fine Arts	<ul style="list-style-type: none"> <li>○ Elizabeth Luce Moore Award for Best Fellow 2006–08 by United Board for Christian Higher Education in Asia, August 2008</li> </ul>
3	Dr. Razia Tony Department of Fine Arts	<ul style="list-style-type: none"> <li>○ Award for contemporary art by Salon de Printemps, Lyons, France, March 2009</li> </ul>
4	Dr. Poppy Kannan, Department of Social work	<ul style="list-style-type: none"> <li>○ Awarded the ‘Best NSS Programme Officer’ by The Tamil Nadu Government in 2008</li> <li>○ Award for Best Youth Red Cross Programme Officer Award – 2008 - 2009 by Red Cross Society</li> </ul>
5	Dr. Ulaganayaki Palani, Department of Tamil	<ul style="list-style-type: none"> <li>○ ‘Best Teacher Award’ from Thamizhaga Institute of Educational Research &amp; Advancement</li> <li>○ ‘Samudaya Sirpi Award’ from International Lions Club, TVML in Sep 2008</li> <li>○ ‘Tamil Chudar Award’ by Tamilar Thirunaal, IIPO, Malaysia in April 2009</li> <li>○ ‘Muthamizh Vittaki’ by Penang Tamil Sangam, Malaysia in April 2009</li> <li>○ ‘Illakiya Chudar Achiever Award’ from Anbu Palam</li> <li>○ ‘Siddhantha Chemmal’ from Adirai Thirumurai Arakattalai</li> <li>○ ‘Bharathiar Award’ from Iymperum Kaapia Maanadu, Malaysia</li> <li>○ Sakunthala Rani Award’ for Good Leader from Tamil Nadu Women Writers’ Association</li> <li>○ Received the ‘Rashtriya Gaurav</li> </ul>

S.No	Name of the Teacher & Department	Nature of the Achievements
		<p>Award' from International India Friendship Society, New Delhi on Nov. 11, 2011 for rendering 1000 Literary speeches</p> <ul style="list-style-type: none"> <li>○ Awarded the title 'Muthamizh Nayaki' from the Kuwait Tamil Sangam on Jan. 26, 2012</li> <li>○ 'Gem of India Award' given by All India Achievers' Conference, New Delhi</li> <li>○ 'Best Writers Award' given by International Writers' Bay organised by Centre for Women's Studies at New Delhi</li> <li>○ 'Bharathi Pugaz Parapunar Pattam' - award given by the Colombo Tamil Sangam</li> </ul>
6	Dr. Madhu Dhawan, Department of Hindi	<ul style="list-style-type: none"> <li>○ Awarded the Distinguished Sahitik Award by the Rashtriya Vichar Manch, New Delhi</li> <li>○ 'Shri Laxmikant Verma Smriti Samman' from Samekit Bharatiya Sahitya Parishad, Basti, UP</li> <li>○ 'Kesarvani Samman' from Kesarvani College, Jabalpur</li> </ul>
7	Dr. V. Padma Department of English	<ul style="list-style-type: none"> <li>○ Rockefeller Bellagio Residency Award was given by Rockefeller Foundation on March 2009 at Bellagio, Italy</li> <li>○ 'Vetri Penmani Award' by the Bharathidasan University on March 8, 2010</li> </ul>
8	Dr. Agnes Fernando Department of English	<ul style="list-style-type: none"> <li>○ 'Best Teacher Award' by the Lions' Club, Periamet in August 2009</li> </ul>
9	Dr. K. Sundari Department of Public Relations	<ul style="list-style-type: none"> <li>○ 'PRSI Leadership Award 2009' for outstanding contribution to PR Education by the PRSI</li> <li>○ An International Award in recognition for her outstanding contribution in making "all the difference in the world to the economic empowerment of women" by The International Alliance for Women (TIAW) at the Canadian Embassy, Washington D.C, USA</li> </ul>
10	Dr. Vijayalakshmi Department of Tamil	<ul style="list-style-type: none"> <li>○ 'Best Teacher Award' from the Thamizhaga Institute of Educational Research &amp; Advancement</li> </ul>
11	Dr. Geetha Swaminathan Department of Chemistry	<ul style="list-style-type: none"> <li>○ Appointed as a member of the National Expert Advisory Committee on Entrepreneurship Education by the</li> </ul>

S.No	Name of the Teacher & Department	Nature of the Achievements
		Department of Science and Technology, Ministry of Science and Technology, Government of India, for a period of 3 years - 2011-14 <ul style="list-style-type: none"> <li>○ Best Teacher Award from Thamizhaga Kalvi Valarchi Araychi Niruvanam</li> </ul>
12	Dr. Chitrlekha Ramachandran Department of Zoology	<ul style="list-style-type: none"> <li>○ Nominated and invited by the UGC as an expert to participate in a brainstorming session on 'The Issue of Use of Animals for Dissection in Laboratories for Experiments in Universities and Colleges in the Disciplines of Zoology/Life Sciences' in the UGC Head Office, New Delhi</li> </ul>
13	Dr. Priscilla Jebakumari Department of Botany	<ul style="list-style-type: none"> <li>○ Scroll of Honour for one of the Best Faculty Advisors for Rotaract Club, District Rotary Council 2010-'11 by the Rotary International District 3230</li> <li>○ Named on the Scroll of Honour for Best Faculty Advisor for Rotaract Club, District Rotaract Council – Rotary International District 3230</li> </ul>
14	Dr. Nirmala Alex Assistant Professor Department of Social Work	<ul style="list-style-type: none"> <li>○ Awarded the 'Best Teacher Award' by the Lions Club International – Kanchipuram District</li> </ul>
15	Dr. K. H. Rajini Dept. of Physics	<ul style="list-style-type: none"> <li>○ Best Teacher Award from Thamizhaga Kalvi Valarchi Araychi Niruvanam</li> </ul>
16	Dr. Ashrafi S. Bhagat	<ul style="list-style-type: none"> <li>○ Invited by Concordia College, New York to be an art historian-in-residence for an international artist camp held in June 2011</li> </ul>

### Staff development programmes

The College conducts faculty development programmes related to the teaching-learning-evaluation process, curriculum development, mentoring, spiritual growth and leadership training.

Academic Staff College Programmes	No. of faculty			
	2008-09	2009-10	2010-11	2011-12
Refresher/Orientation Courses	6	21	12	2

### Faculty Development Programmes conducted by the College

Sessions are conducted periodically for junior faculty to introduce them to the ethos of the institution, the working of autonomy and various practices of the institution.

Faculty Development Programmes are also conducted for senior faculty and administrative heads to discuss future plans of the institution and prepare a road map for quality assurance and enhancement.

### **Programmes organised for Quality Enhancement by IQAC**

#### **2008-09**

<b>Date</b>	<b>Title</b>	<b>No. of Participants</b>
June 13, 2008	Preparation for NAAC Peer-team Visit	All Faculty
July 17 & 19, 2008	Teacher Effectiveness	48
Nov.13-15, 2008	Train the Trainer - Training on Soft Skills	45
Feb.5-6, 2009	Quality Enhancement in Teaching	50
Feb.5-6, 2009	Achieving Excellence	48
Feb.6, 2009	Care for the Earth	All Faculty
Feb.9, 2009	Ethics in Education for junior faculty	54
March 20, 2009	Vision and Mission	54
March 23 & 24, 2009	Basic Counselling Skills	28

#### **2009-2010**

<b>Date</b>	<b>Title</b>	<b>No. of Participants</b>
June 16, 2009	Motivation	All Faculty
July 20 & 21, 2009	Teacher Effectiveness for junior faculty	22
August 6 & 7, 2009	Mentoring	All Faculty
October 26, 2009	Mentoring Skills for junior faculty	37
March 8-10, 2010	Counselling Skills	34

#### **2010-11**

<b>Date</b>	<b>Title</b>	<b>No. of Participants</b>
June 10, 2010	Emerging Challenges in the Field of Higher Education in India	All Faculty
June 14, 2010	Significance of Academic Audit	All Faculty

<b>Date</b>	<b>Title</b>	<b>No. of Participants</b>
June 15, 2010	Process of Academic Audit	All Faculty
June 16, 2010	Catholic Faculty Session	All Catholic faculty
June 16 & 17, 2010	Teacher Effectiveness for junior faculty	27
June 21 & 22, 2010	Sustainable Development	21
July 23, 2010	Academic Audit	IQAC Members
December 10-11, 2010	Environmental Education	27
March 7-9, 2011	Value Education	78

### **2011-2012**

<b>Date</b>	<b>Title</b>	<b>No. of Participants</b>
June 13-15, 2011	Ensuring Food Security & Water Security	All Faculty
June 16-18, 2011	Session for faculty teaching I year VE/CP	29
June 24, 2011	Faculty Development Programme - Achieving and Sustaining Excellence in Centres of Higher Learning	37
June 25, 2011	Orientation Session on 'Teacher Effectiveness' for junior faculty	35
July 23, 2011	Spirituality and Capacity Building	All Catholic & Christian faculty
August 1, 2011	'Professional Accountability of Teachers' for junior faculty	36
August 2, 2011	'Enhancing the IQAC Activities' for Department Representatives of IQAC	22
September 24, 27 & 28, 2011	Workshop on Assessment and Evaluation	All Faculty
November 16 & 17, 2011	Training on use of SMART Board	All faculty
Nov. 30 – Dec. 2, 2011	Capacity Building Programme on Environmental Education	20
December 14, 2011	SMART Board Workshop	20
January 5-11, 2012	Management Development Programme - Enhancing Managerial Effectiveness in Centres of Higher Learning	49
January 19, 2012	Rethinking our Christian Identity in a Global Process: Its Implication for Higher Education in India	All Christian Faculty
February 23-28, 2012	Capacity Building Programme – Training of Trainers in Soft Skills	46



March 27, 28 & 30, 2012	Basic Counselling Sessions for junior faculty	20
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### 2012-13

Date	Title	No. of Participants
June 4-8, 2012	Orientation for newly recruited faculty –Teacher Effectiveness and Accountability, Professional Ethics, Interpersonal Skills etc.	23
June 6-8, 2012	Professional Ethics , Interpersonal Skills for junior faculty	46
June 12, 2012	Sacraments	All Catholic faculty
June 14 & 15, 2012	Session on Mentoring & Workshop on Roles and Functions of a Mentor	All Faculty
June 18, 2012	Orientation for newly recruited faculty on Academic Programmes, Teaching-Learning Evaluation	23
June 22, 2012	Input Sessions for Faculty teaching II year VE/CP	30
August 2-4, 2012	Session for faculty of the Mentoring Core Group	13
September 21, 2012	Inter-faith Dialogue and Peace Building	60
October 11, 2012	Workshop on ‘Student-Centered Learning’ in collaboration with the United States-India Educational Foundation	5
October 29, 2012	Panel Discussion on Inter-faith Dialogue and Peace Building	46
November 15, 2012	Session for the newly recruited faculty	11
November 17, 2012	Panel Discussion on Inter-faith Dialogue and Peace Building	46
February 28, 2013	‘NAAC Reaccreditation’ for junior faculty	59
March 1, 2013	Transmitting the Faith	All Catholic faculty
March 2, 2013	Guidelines for the Preparation of the Self Study Report for NAAC Reaccreditation	All faculty
March 4, 2013	Faith and the Word of God	All Catholic faculty
March 5, 2013	Workshop on ‘Learning Strategies’	All faculty
March 22, 2013	Cornerstone of Excellence in Higher Education	35

March 25, 2013	E-Resources available in the American Library	All faculty
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### Faculty invited as Resource persons

Various institutions have benefited by the expertise of the faculty who have been invited as resource persons / chairpersons / panelists at various forums. Faculty members have also been invited to present papers at national and international conferences. To enhance their knowledge, they have also participated in national and international seminars, conferences and workshops. About 95% of the faculty have attended various seminars / conferences / workshops / training programmes while 30% have been invited as resource persons.

The details of faculty involved in these activities are as follows:

Category	08-09	09-10	10-11	11-12	12-13
Resource Persons	30	39	38	44	64
Participation in Seminars/workshops	77	77	76	71	57
Paper Presentations	40	45	54	50	67

Faculty members are invited to be members of Boards of Studies at other institutions and universities. They also serve as members of academic audit committees, curriculum planning committees, doctoral committees, staff selection committees and College inspection committees. They set question papers for Public Service Commission Examinations of the State and for end-semester examinations of other autonomous institutions and universities. They are appointed external examiners for Viva-Voce examinations for the award of M. Phil and Ph. D degrees.

### Teaching innovations/Best practices

- Introduction of Skill Development Courses which enhance employability and focus on experiential learning
- ICT enabled teaching-learning processes
- Renewed thrust on the study of basic principles underlying science practicals
- An intensive course in Communicative English offered to socially disadvantaged students at different learning levels
- Life skills programmes offered to first generation learners
- Remedial coaching for slow learners
- Catering to the needs of advanced learners through challenging participatory activities

- Courses in Value Education to prepare students for personal effectiveness, family life and for living in peace and harmony in a pluralistic society
- Social awareness programmes/service learning and soft skills training as a part of the curriculum for UG and PG students
- Use of multi-media Language Lab to learn the four skills of English, through interactive software
- JAWS, Super Nova Access Suite Version 13.03 - Dolphin and Openbook software for visually challenged students
- Enhancing teacher accountability through online evaluation
- Management support for faculty to participate in and conduct workshops, seminars, conferences at national and international levels

### **Exchange programmes**

The College collaborates with international institutions and organisations such as the UBCHEA, IFCU, Liverpool Hope University and Eastern Iowa Community College District (EICCD) for faculty exchange and leadership development programmes. These exchange programmes have helped faculty members gain exposure to the working of universities abroad and study their best practices in order to work towards Total Quality Management.

Stella Maris College and Eastern Iowa Community College District (EICCD) are partners in the Indo-U.S. Professional Exchange Programme, 'Towards a More Connected World'. Faculty members of Stella Maris designed and implemented the course on 'Contemporary Issues' which involved interactive video-conferencing sessions with students of Iowa Community College on 'Globalisation' and 'Climate Change'.

As part of an on-going collaboration with Liverpool Hope University, U.K. the undergraduate department of Social Work has been offering Field Work Training to undergraduate students of Liverpool Hope University, U.K. from 2008.

Four research projects were undertaken by the Department of Social Work along with Bishop Heber College, Trichy and Liverpool Hope University, UK as part of the MoU signed by the three institutions with (DelPHE) Development Partnerships in Higher Education, British Council.

Dr. Sr. Jasintha Quadras, Principal, Stella Maris College, was selected by the International Federation of Catholic Universities to represent Catholic Universities in India, among 15 other universities across the globe, for an action-based programme titled 'Leading Catholic Universities in the 21<sup>st</sup> Century'. The programme was conducted in three phases in Bangkok, Rome and London. The programme enabled the College to rework and revise its strategic plans in the areas of administration and research.

## **2.5 Evaluation Process and Reforms**

### **Transparency**

The College has several mechanisms in place to ensure that all stakeholders - students, parents, faculty members, administrative staff and the Management - are aware of the evaluation processes.

The orientation programmes which are organised for the freshers at the beginning of the academic year is one such endeavor. Students receive their handbooks, credit guidelines books and other material which contain information on courses offered, credit allocation and evaluation processes in detail. The parents of first year students are invited, within the first few weeks of admission, for an evening of interaction with faculty members, followed by a presentation outlining the academic programmes and evaluation procedures. Parents also meet the faculty advisors/mentors through the semester and are updated on their ward's performance in academics. Students are informed of the parameters of assessment.

### **Evaluation processes**

- Continuous Assessment (CA- 3 components) and End Semester Examinations (ESE)
- Prior to the commencement of ESE in the first semester, the Controller of Examinations gives the students details pertaining to the conduct of examinations
- Equal weightage is given to the CA and ESEs
- Centralised conduct of two CA tests
- Third component an innovative evaluation methodology which may include open book tests, seminars/assignments/projects/quiz/data analysis/any other, at the discretion of the course teacher
- All components carry equal weightage: the best two scores go towards formative assessment mark calculations

The following reform measures have been adopted:

- Students who have scored less than 40% in the CA are given a third CA test to give them a chance to improve their performance (2010-11)
- All End Semester Examinations are of three hours duration
- Online Publication of End Semester Examination results
- Online registration of Supplementary Examinations
- Mark sheets printed with six security features including the photograph of the students
- From the year 2011-12, the passing minimum for ESE has been raised to 40% for UG and 50% for PG courses
- The College has adopted the grading system from 2009-10

The UG and PG Students are given grades as indicated below:

<b>Range of marks</b>	<b>Grade Points</b>	<b>Letter Grade</b>	<b>Description</b>
90-100	9.0 – 10.0	O	Outstanding
90-89	8.0 – 8.9	D+	Excellent
75-79	7.5 – 7.9	D	Distinction
70-74	7.0 – 7.4	A+	Very Good

60-69	6.0 – 6.9	A	Good
50-59	5.0 – 5.9	B	Average
40-49	4.0 – 4.9	C	Satisfactory
0-39	0.0	U	Reappear
Absent	0.0	AAA	Absent

$$\text{Grade Point Average} = \frac{\sum_i C_i \times G P_i}{\sum_i C_i}$$

The Credit Grade Point Average, the letter grades, and the classification of final results will be determined in the following manner:

CGPA	Grade	Classification of Final Result
9.5 – 10.0	O+	First Class – Exemplary
9.0 – 9.5	O	
8.5 – 9.0	D++	First Class with Distinction
8.0 – 8.5	D+	
7.5 – 8.0	D	
7.0 – 7.5	A++	First Class
6.5 – 7.0	A+	
6.0 – 6.5	A	
5.5 – 6.0	B+	Second Class
5.0 – 5.5	B	
4.5 – 5.0	C+	Third Class
4.0 – 4.5	C	
0.0 – 4.0	U	Re-appear

CGPA = Sum of the multiplication of grade points by the credits of the entire programme/sum of the credits of the courses of the entire programme.

### Measures for continuous evaluation of students

Continuous evaluation has been a distinctive feature of the teaching-learning process of the institution. Two tests, of one-and-a-half hours duration each, are administered at pre-determined intervals during the semester and the schedule is indicated in the handbook. In addition to the two written tests, a third component consisting of seminars, quizzes, open book tests, project assignments, research projects are assigned to students in order to enhance their learning skills, encourage creativity, critical thinking and analytical skills. While the ratio of marks for continuous assessment and end semester examination is 50:50, the continuous process of testing and evaluation through the semester optimises academic benefits for students, considering the different levels and competence of students.

The departments of Chemistry, Zoology and Physics assess every practical session as a part of CA. The science departments also administer two CA tests

for practicals.

The evaluated CA answer scripts are returned to the students within fifteen days and the performance of each student is discussed and feedback is given to enhance their performance. The students also share their performance report with their mentors and the marks are entered in the Mentoring Booklet. Parents whose wards need to improve their academic performance are asked to meet the course teachers/mentors when required. Remedial coaching is conducted for those who do not perform well in their CA tests.

In order to ensure rigour of the internal assessment processes, the CA tests are centralised and their conduct is facilitated by the CA committee. The committee draws up a schedule and allocates rooms for the conduct of the tests. Question papers are set well in advance and are scrutinised by the Heads of Departments/senior faculty. Strict confidentiality is maintained throughout the process. Coded answer sheets are provided by the examination office for the CA tests to prevent malpractice.

Students who miss both the CA tests are not permitted to take the end-semester examinations. Retests are given only for those students who have missed the test because of participation in College-sponsored activities such as NSS, NCC and Sports. Students apply for the retest in the prescribed forms available in the Vice Principals' office.

### **Examination schedules**

The College adheres strictly to the examination schedule indicated in the handbook. During times of inclement weather or when the State Government declares holidays due to unavoidable circumstances, the College postpones only the examinations to be held on that day to a later date without disrupting the rest of the schedule in order to ensure smooth conduct of examinations and prompt declaration of results.

### **Declaration of results**

The average time taken by the College for declaration of examination results for the final semester is a fortnight after the completion of the End Semester Examinations. The results have been published online from 2009 onwards. The mark sheets for the final semester are issued within a month's time to facilitate the enrollment of students for higher studies or to enable them to take up employment.

### **Examination process**

The Examination office has been using advanced computer programmes since 2011 in the following areas: printing of examination application forms, printing of fee chalans, scanning of chalans and printing of hall tickets with a scanned photograph of the candidate.

The examination system has also been computerised for the preparation of seating arrangement lists and generating name lists for CA mark entry up to

the preparation of the final mark sheets and the cumulative mark sheets. The College has appointed well-trained, in-house programmers to take care of troubleshooting.

### **Pre-examination process**

- External paper setters selected by the Controller of Examinations from a panel of a minimum of three suggested by the Heads of Departments
- Question papers received from the paper setters
- Scrutiny of question papers done by the Heads of Departments along with a senior faculty to ensure that the questions cover the syllabus with due weightage for each unit
- Question papers printed, sealed and stored securely
- The Deans of Academic Affairs verify if the student fulfills eligibility criteria: the student permitted to take the ESE provided she has a minimum of 75% attendance per course and has completed the CA requirements
- The final list of candidates eligible to take up the ESE generated based on the eligibility criteria and submitted via intranet to the Examination Office
- The faculty enter the CA marks and CA mark reports generated using customised software
- The reports, cross-checked and signed by the students, submitted to the Examination Office
- The examination schedule and list of candidates appearing prepared using customised software
- The invigilation schedule drawn up by the Chief Superintendent and the two Assistants
- Student attendance sheets generated
- The seating arrangement done carefully to prevent malpractice and displayed on the notice boards

### **Examination process**

- Sealed packets of question papers opened in the examination hall in the presence of the invigilators
- Attendance sheets collected from the halls and handed over at the Examination Office
- A team of alert invigilators ensure smooth conduct of the examination
- Squad rounds conducted by the Principal, the Vice Principals, the Controller of Examinations, Associate CoE and senior faculty
- The answer scripts collected, packed, sealed and handed over for evaluation

### **Post-examination process**

- A central valuation committee formed to facilitate the valuation process

- Valuation of answer scripts done in absolute confidentiality
- The College follows double valuation system where the external and the internal examiners evaluate the answer scripts independently: if difference exceeds 10 marks, script sent for third valuation to subject expert
- The galley of marks presented at the Standing Committee of the Academic Council for scrutiny, moderation and passing of results
- The students are shown the final galley and changes if any brought to the notice of the CoE for correction (Students permitted to apply for retotalling)
- The results released online
- Mark sheets printed with six security features including the photograph of student
- The final result copy forwarded to the University of Madras for award of Degree
- Graduation Day held four weeks after the convocation by the University of Madras and degrees conferred

For Ph.D. evaluation process, the College follows the norms of the University regulations.

### **Office of the Controller of Examinations**

The College has appointed a Controller of Examinations and Associate Controller to streamline the operations of the Office of the Controller of Examinations. They are assisted by a team of dedicated and reliable clerical and technical staff.

The financial transactions related to the examination office are carried out by designated staff of the office.

In addition to coordinating and overseeing the entire examination process, the Controller of Examinations also issues transcripts and course completion certificates. The Examination Office verifies the mark sheets for attestation.

The office has excellent infrastructure with high-end computers, photocopying machine and printers which has streamlined operations and made the processes quicker and more efficient.

A shredding machine has been provided to the Examination Office to maintain confidentiality.

The Examination Committee monitors, reviews and implements changes whenever required.

### **Grievance redressal for evaluation**

End semester: Students are permitted to request for re-totalling of marks within a fortnight of the declaration of results. The examination committee looks into each case for redressal.



CA: The scheme of evaluation is explained to the students for CA as well as third component testing. The answer scripts of the CA tests are returned to the students.

## **2.6. Student Performance and Learning Outcomes**

Every course syllabus has clearly stated objectives and learning outcomes. The copies of the syllabi are handed over to the students. The syllabus and course schedules are also available on DSpace.

### **Students' awareness of learning outcomes**

During the one-week orientation programme at the beginning of every academic year, newly enrolled students are informed of all aspects of evaluation comprising tests, third component assessment tools and End Semester Examinations. The 50/50 internal/external assessment mark equivalence is explained clearly. The syllabus for each course clearly defines the objectives and the evaluation pattern.

Students are informed of the academic schedule at the beginning of the semester as indicated in the handbook which details the dates for Continuous Assessment tests and the date on which ESEs are scheduled to begin. Course teachers clearly explain course objectives and requirements in terms of tests, assignments and seminars and also the scheme of evaluation for their respective courses.

### **Monitoring of learning outcomes**

Continuous Assessment tests, third component tests (assignments, seminars, projects, quiz), ESEs, short, periodical tests and practical examinations are the ways in which each department monitors the academic performance of students. Continuous assessment enables periodical evaluation and monitoring of student learning outcomes, allowing for timely interventions of varied kinds described earlier, in order to facilitate the educational process. The mentors play an important role in monitoring the progress of their mentees and meet the parents to update them on their wards' performance. Remedial coaching also helps learners achieve desired learning outcomes.

### **Methods of overcoming barriers to learning**

Data on student learning outcome is collected from the results of CA and ESE. The mentors and the course teachers analyse the performance of the student and identify their learning problems. Various barriers arising from personal, social and economic factors are identified and analysed and corrective measures are suggested in consultation with parents. Differently-abled students are given special concessions in accordance with the regulations of the University of Madras.

At the Standing Committee and the Governing Body meetings, the results are discussed and analysed. Based on the analysis, remedial measures are taken by the concerned departments.

## Pass Percentage

### Undergraduate Programmes

Programmes	April 2009	April 2010	April 2011	April 2012
History	78.79	50.00	63.04	56.41
Sociology	76.36	60.94	73.68	69.84
Economics	74.07	77.05	77.78	69.70
Visual Arts	82.86	82.05	-	77.78
English	70.18	66.07	65.57	82.76
Commerce - Shift I	85.51	86.67	94.37	95.24
Commerce - Shift II	93.36	90.54	92.44	80.32
Mathematics - Shift I	91.67	83.33	82.81	88.06
Mathematics - Shift II	93.18	87.80	77.27	81.25
Physics	86.49	82.05	82.86	80
Chemistry	93.1	93.1	87.5	81.4
Plant Biology and Plant Biotechnology	94	92.31	96.67	70.83
Advanced Zoology and Biotechnology	90.48	95.24	82.05	88.46
Social Work	85.44	94.39	92.38	89.36
Computer Applications	85.44	94.39	92.38	88.17

### Postgraduate Programmes

Programmes	April 2009	April 2010	April 2011	April 2012
Mathematics	100	100	91.89	91.67
Economics	77.78	50	77.78	75
History of Fine Arts	92.86	71.43	100	85
English	94.29	72.97	64	88
Commerce	100	100	81.25	88.57
Chemistry	100	96	90.48	83.3
Social Work	93.75	84.62	94.44	90.91
Information Technology	92	88.46	100	88
Bioinformatics	100	100	94.12	100

<b>Programmes</b>	<b>April 2009</b>	<b>April 2010</b>	<b>April 2011</b>	<b>April 2012</b>
Biotechnology	95.45	100	100	77.27
Public Relations	100	100	95.65	94.74
International Studies	78.95	75	96.27	85.71

### **Additional information**

- The expertise of the faculty is shared by other departments through invited lectures/demonstrations/workshops/guidance to foster interdisciplinary teaching- learning
- Every course has a component for self study which encourages the student to think independently
- Many departments have department libraries and a book-bank facility to help the students especially those from economically deprived backgrounds

## **CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION**

### **3.1 Promotion of Research**

#### **Research Cell**

The Research Cell was initiated by the College in the year 2011 in order to monitor and address issues relating to research in the institution. Subsequently it was decided to set up a Centre for Research and a parallel Centre for Publications which would address all aspects of research activities of the institution across departments. The Centre would serve as a repository for data in Social Sciences, Physical Sciences, Natural Sciences, Arts, and Commerce.

It has also been decided that the Centre for Research would develop a strategic plan for the advancement of research through research publications, projects and interdisciplinary and collaborative research projects. A sub-unit of the Centre for Research would be a Centre for Publications which would monitor the quality and range of research publications of the faculty members. The College has acquired ten ISBN numbers and hopes to launch research publications across departments soon.

The Cell, at present, comprises a coordinator and core team members representing the sciences, arts and commerce streams. They are assisted by representatives from each department who liaise between the Cell and the departments.

In 2009, the College set up a Centre for Research in Science & Technology, housing sophisticated instruments to enrich the process of learning for the science students, helping them to keep abreast of current instrumentation techniques used in research. The Centre focusses on bringing together the science departments by providing an impetus for the faculty and students to carry out research and also to facilitate the process of interdisciplinary learning. The Centre organises regular hands-on training programmes for students and faculty on instrumentation techniques and their applications. The activities of the Centre are coordinated by the faculty of the science departments.

#### **Policies to promote research culture**

The postgraduate curriculum contains a mandatory course on Research Methodology and Dissertation/Project. The College ensures the upgrading of technology and equipment as a policy move to promote research and enhance the teaching-learning process.

All departments have ensured that every course contains a component for research-related study by making seminar/paper presentations, assignments/term papers mandatory for students. This forms the third component of the three-part Continuous Internal Assessment pattern.

As a policy move, undertaken at the last curriculum restructuring, it was decided that the last sub-unit of every unit in the syllabus should be

application-oriented. These policy initiatives and decisions serve to promote a research culture in the College. It is also proposed to include research activities as an important component for assessment of faculty performance for promotion/upgrading.

### **Areas of Research and Expertise**

The faculty have been guiding Ph.D, M.Phil. and PG Research work. Some of the areas of expertise available in the College are:

<b>Department</b>	<b>Areas of Expertise</b>
Mathematics	Graph Theory, Fuzzy Analysis, Fluid Dynamics, Algebra, Complex Analysis
History	Indian Culture and Heritage, Tourism Management
Sociology	Political Sociology, Child Welfare, Women's Studies
Economics	Human Resources, Gender, Environment Economics, Microfinance, Development Economics
Fine Arts	Art History, Design History and Culture, Drawing, Painting, Textile Design, Graphic Design
English	Postcolonial Studies, Contemporary Critical Theories, Gender Studies, Theatre, Translation Studies, Women's Writing, English Language Teaching
Commerce	Marketing, Management, Finance
Physics	Biophysics, Nanomaterials
Chemistry	Nanomaterials, Polymers, Food and Water Analysis, Chemical Kinetics, Solid State Chemistry
Botany	Medicinal Plants, Microbial Ecology, Microbiology, Plant Anatomy, Chemotaxonomy
Zoology	Animal Behaviour, Vermitechnology, Entomology
Social Work	Community Development, Medical and Psychiatric Social Work, Child Rights and Social Work Practice with Families
Computer Science	Designing, Software Testing
Bioinformatics	Drug Designing and Data Mining, Clinical Research Management, Biochemistry, Structural Studies
Biotechnology	Microbial Biotechnology
International Studies	International Political Economy, Global Environmental Policy
Public Relations	Mass Communication

### **Proactive measures**

The College supports and encourages faculty to engage in and guide research activities. The faculty encourage students to pursue research by providing them with opportunities to interact with experts from various research institutions and industries. The College has made Research Work/Dissertation and Summer Internship mandatory at the postgraduate level from 2011 onwards.

Other proactive measures:

- The College encourages students and faculty to attend and conduct seminars/conferences/workshops to increase exposure and widen the knowledge base
- It encourages the faculty to acquire research degrees in their respective disciplines
- During the period 2008-13, nine faculty members availed of FDP. Twenty-six faculty members completed their Ph.D theses during this period
- Faculty are also encouraged to apply for grants for Research Projects
- Incentives are provided in the form of TA/DA, Registration fee and Leave on Other Duty for faculty presenting papers
- Infrastructure facilities/library facilities are available on campus for pursuing research activities
- Faculty members are encouraged to carry out research as individuals and in a team, with an interdisciplinary approach
- Major and Minor research projects are carried out with the support of funding agencies like the UGC and other such agencies

### **Implementation of Research Schemes**

- Once the letter sanctioning the project is received, the money is advanced to the researcher by the Principal
- The Principal Investigator/Coordinator has full autonomy to utilise the funds and overhead charges
- Funds are released on time to the Principal Investigator/Coordinator for ensuring the smooth conduct of the project
- Researchers make use of the laboratory and other infrastructure facilities of the College throughout the period/duration of the research work
- As soon as the project is completed, the statement of accounts is submitted for auditing to the College appointed auditors. The Bursar coordinates the financial aspects
- After the project is completed, the Utilisation Certificate is submitted to the funding agencies on time. For long term projects, the Utilisation Certificate is sent to the concerned authorities annually in the month of March/April
- Timely submission of reports and audited statements/Utilisation Certificates help in procuring aid for research/other projects from different agencies
- The College helps the Principal Investigator and all the faculty involved in the project by facilitating smooth implementation and documentation

### **Promotion of Interdisciplinary Research**

Interdisciplinary research is promoted in the Departments of Chemistry, Botany and Zoology through projects in the areas of Soil Biology, Water Analysis, Food Analysis, Vermicomposting, Detection of Food Adulterants and Physiology. The departments collaborate in terms of input and instrumentation.

A few PG departments such as Bioinformatics, International Studies and Public Relations are interdisciplinary in nature and the projects done by the students are interdisciplinary.

The Departments of Chemistry, Botany and Zoology coordinated a study on strategies for soil restoration and rejuvenation of the Adyar Poonga. The project, funded by TNUDF, Government of Tamil Nadu, focussed on studying the physico-chemical and biological parameters of soil.

A UBCHEA funded project on Eco-initiatives for Environmental Conservation and Health Management focussed on creating awareness among students of the College and neighbourhood communities for action research which focused on chemical and microbial analysis of recycled grey water.

The Department of International Studies has collaborations at the national level: IPCS - Institute of Peace and Conflict Studies, New Delhi, ISS - Institute of Social Sciences, New Delhi, NIAS - National Institute of Advanced Studies, Bangalore.

Departments also collaborate with related organisations at the national/regional level for Summer Internship/ project work.

All the collaborating institutions provide guidance, space and resources for student research during summer internship/project and also assist individual students in research and publication.

### **Visit of Researchers of Eminence**

Researchers of eminence are invited as resource persons for Endowment Lectures, conferences, seminars and guest lectures to share their expertise and engage the intellectual curiosity of the students. Distinguished alumnae are also invited by the departments to motivate the students to pursue research-oriented programmes.

The Departments also organise Scholar-in-Residence Programmes. The Department of International Studies conducts these programmes as an annual feature. They host academicians with extensive research experience, for a period of five to six days, during which there is enthusiastic interaction with students and faculty on many themes. Other departments which conduct Scholar-in-Residence programmes include the departments of English, Public Relations, Computer Science, Mathematics and Economics.

The departments organise several conferences, workshops, seminars at the international/national/regional/state/intercollegiate level. These provide a platform for intellectual exchange between researchers and faculty/students.



Some of the eminent speakers who have participated in various programmes in the College include:

**Mathematics:** Prof. Jörg Kuhnert Fraunhofer ITWM Germany, Prof. Martin Frank Dept. of Industrial Mathematics TU Kaiserslautern, Germany, Prof. Michael Herty, Germany, Prof. Helmut Neunzert and Prof. Iliev Oleg from Fraunhofer ITWM, Germany, Dr. N. Ganesan, Process/QMS Consultant, Canada, Dr. Junzo Watada, Professor, Graduate School of Information, Production and Systems, Waseda University, Prof Michael Bleucher, Former Chair & Prof. of Mathematical Sciences, Clark Atlanta University, Dr. Paul D. Manuel, Department of Information Science, Kuwait University, Prof Vastl, Prof. Milan Hanus from the College of Applied Sciences, University of West Bohemia

**Physics:** Mr. Sabarish R.C. and Co from Aeon Renewable Energy Solutions Pvt. Ltd.

**Chemistry:** Resource persons from IGCAR, Anabond, Orchid Chemicals, Cavin Care, Dr. Chandra from IIT, Dr. K.K. Balasubrahmanian, Shasun Chemicals Ltd., Dr. Baldev Raj, Director IGCAR, Dr. Krishnan Raghavachari Indiana University, Dr. Meenakshi, Scientist, Cavin Care

**Botany:** Dr. T. Ramasamy, Secretary DST, Dr. Rosaline Saverirayan, University of Chicago Medical Centre, Dr. V. Annamalai, Director, Dept. of Environment, Tamil Nadu Forest Department, Dr. Srinivasa Murthy, Director of Environment and Forests

**Zoology:** Dr. Shantha, Director Cancer Institute and winner of the Ramon Magsaysay Award, Ms. Tara Gandhi, Ornithologist, Mr. Collin Stevenson, Director, Madras crocodile Bank Trust, Dr. Megha Rajaram, Coldspring Harbor Lab, New York, Ms. Geema, University of Portugal

**Bioinformatics:** Prof. Dylan Edwards, East Anglia University, UK, Dr. Jayaraman, Director, Research Cell, Bharathiar University, Dr. Gopalan, Molecular modeling Orchid Chemicals

**Biotechnology:** Dr. T. Subrahmaniam, National Institute of Ocean Technology, Dr. Gerry P Brennan and Dr. Bob Hanna, Queens University, Belfast, Ireland

**History:** Mr. Andrew Simkins, Consul General U.S. Consulate, Mr. Ramachandra Guha, historian

**Sociology:** Dr. Raghavendra Rao, Advisor, FINST Consultancy, Mr. Shekar Dattatri, Wild Life Film maker and conservationist, Dr. T.K. Oommen Prof. Emeritus Department of Sociology, JNU

**Economics:** Dr. Veena Shatrugna, National Institute of Nutrition, Dr. G. Hazarika, Professor, Harvard University, Ms. Kochhar, IMF, Ms. Padmini Swaminathan, Director, MIDS

**Fine Arts:** Prof. Sumathi, Duke University, North Carolina, Ms Marcia Neblett, Fullbright Scholar, Dr. Partha Mitter, Professor Emeritus, Artist, Mr. B O Shailesh, (Recipient of the ABS Artist's Grant for 2008-2009), Jennie Kristel

**International Studies:** Prof. Surjit Mansingh, George Washington University  
Mr. T.S. Krishnamurthy former Chief Election Commissioner, Mr. Max Hamilton, Political and Economic Officer, US Consulate General

**Public Relations** Mr. Ramanathan Krishnan, Padma Shree and Padma Bhushan Awardee, Mr. Anuj Dayal, Chief PRO, Delhi Metro, Mr. Nazeeb Arif, Vice President, Corpora Communications, ITC.

**English:** Ms. Vaidehi and Ms. Sarah Abubacker, Dr. Cheran, Eminent Writers, Dr. R. Radhakrishnan, Chancellor's Professor of English and Comparative Literature at the University of California, Irvine, Dr. Chelva Kananayakam, University of Toronto, Canada

### Leave for Research Activities

Faculty members avail of the FDP offered by the UGC. The College also has provision for faculty members to take leave to complete their doctoral work. They have the option to avail of flexi-timing during the period of research.

These provisions have resulted in a substantial increase in the number of publications in international journals. The total number of papers presented and published by faculty and the number of Major and Minor research projects sanctioned by various agencies have also increased. This signifies a growing research culture on campus. These provisions have also motivated faculty to embark on research and research related activities.

### The list of International and National Conferences/Seminars organised

S. No	Department	National/ International	Title of the Conference/ Seminar/ Workshop	Date
1.	Economics	International	Environmental Issues relating to India & U.S.A.	Sep. 2-3, 2008
2.	International Studies	International	“The Rise of China”	Sept. 30, 2008
3.	English	International	Through the Eyes of the Other(Interdisciplinary bilingual International Conference	Dec. 18–20, 2008
4.	Botany	International	International Conference on “Algal Biomass, Resource and Utilization” (ICABRU)	July 27-30, 2009
5.	Fine Arts	International	Rethink, Redesign – Towards Socially Responsible Design	January 28-29 , 2010
6.	Social Work	International	Building Sustainable Communities – From Local Studies To International Exchange	April 26-28, 2010

7.	College - Extension Project - Sangamam	International	"Studies on Policies and Practices in the Field of Drugs Use/Abuse" - The Catholic University in Dialogue with Political and Social Actors	April 30 – May 1, 2010
8.	Hindi	International	Vasudaiva Kutumbakam – International Writers Conference	December 4-5, 2010
9.	Students' Union	International	Stella Maris Model United Nations - A three day conference	Aug. 12-14, 2011
10.	Students' Union	International	TedX SMC	Sep. 10, 2011
11.	Tamil	International	Seminar on “Ilakiyangal Kattum Unavu Murai”	Nov. 25, 2011
12.	Mathematics	International	Workshop on UNESCO-HP Brain Gain Initiative – “Embedding of Various Interconnection Networks and their Applications”	March 8, 2012
13.	Mathematics	International	Poster & Exhibition Competition as part of ICMEB 2012	March 9, 2012
14.	Mathematics, Commerce & Computer Science	International	International Conference on “Mathematics in Engineering and Business Management” ICMEB 2012	March 9-10, 2012
15.	Fine Arts	International	French artist James Chedburn - Wire Sculpture Workshop	Aug. 16-17, 2012
16.	Fine Arts	International	German Illustration artist Nadia Budde - Illustration workshop	November 19, 2012
17.	Social Work	International	International Conference on “Voices, Innovations and Directions: Empowering People for Sustainable and Equitable Communities”	Jan. 30-31, 2013
18.	International Studies	International	International Conference on “Asia Pacific 2013: Looking Beyond South East Asia”	March 04, 2013
19.	Hindi	National	Cultural Unity through Hindi Literature and Official Language	August 20, 2008

20.	Mathematics	National	Recent Advances in Computational Techniques	Jan. 9-10, 2009
21.	Chemistry	National	Novel Polymeric Materials	Jan. 20-21, 2009
22.	Physics	National	Workshop on Computational Physics	Jan. 23-24, 2009
23.	Social work	National	National Seminar on "Social Entrepreneurship and Sustainability"	March 5-6, 2009
24.	Bioinformatics	National	Conference on "Bioinformatics in Life Science Research"	Dec.10-11, 2009
25.	Biotechnology	National	Workshop on "Hands-on training in Biotechnology"	Jan 6-9, 2010
26.	IQAC	National	Seminar on "Quality in Higher Education : From Assurance to Enhancement"	Feb. 2-3, 2010
27.	Hindi	National	Seminar on "The Life and Works of Dr. Gulabchand Kotadia"	Aug. 20, 2011
28.	Zoology	National	Workshop on "Development of an Alternative Laboratory Curriculum in Zoology to replace Animal Dissections and Experiments with Humane Techniques"	Nov. 25, 2011
29.	English	National	Two-day National Seminar on "Badal Sircar: Changing Theatrescapes"	Dec. 1-2, 2011
30.	Fine Arts	National	Endowment Lecture cum Workshop by Pushpamala N	July 23-24, 2012
31.	Hindi	National	A National level seminar on "Career Options in Hindi Media"	Aug. 20, 2012
32.	Centre for Research in Science and Technology (CRIST)	National	Two day National Workshop on "Microscale Experiments on Physical Chemistry"	Nov. 23-24, 2012
33.	Zoology	National	Two day National Conference on "Perspectives in Ethology"	Nov. 30- Dec. 1, 2012

34.	Chemistry	National	Two day National Conference on “New Frontiers in Organic Chemistry and Process Research” (NFOCPR-2013)	Jan.24-25, 2013
35.	Botany	National	National Conference on “Role of Traditional Knowledge in Biodiversity Conservation, Livelihood and Sustainable Development”	Feb. 5-6 2013.
36.	College	National	Two day National Conference on “Inter-faith Dialogue and Peace Building”	Feb. 8-9, 2013
37.	Fine Arts	National	National Textile Seminar on “Thari: Tradition in the Modern”	Feb. 12-13, 2013

Total no. of Conferences/Workshops/Seminars at State Level : 6  
Total no. of Conferences/Workshops/Seminars at Regional Level : 83  
Total no. of Conferences/Workshops/Seminars at College Level : 80

- The Department of Chemistry and Economics organised an orientation programme (Intensive Training Programme) for the newly recruited College Teachers across the state. The programme was sponsored by TANSCHÉ and Academic Staff College, University of Madras (October 13 – November 8, 2008)
- The Department of English organised a Refresher Course in English: English Studies - Redefining and updating Curriculum sponsored by UGC - Academic Staff College, July 23 – August 12, 2009

### **Transferring knowledge**

Several departments have embarked on community-oriented initiatives that bring academic-learning into practical applications for the benefit of society.

The Departments of Botany, Chemistry and Zoology coordinated the Adyar Poonga Ecological Restoration Project by studying the physico-chemical and biological parameters and quality of soil over a period of 12 months from different sites. The findings about the soil quality in different seasons were submitted to the Government of Tamil Nadu for further action and restoration process.

The Department of Social Work conducted an Action Research Study on Creating Sustainable Livelihoods for Rural Women in Tirupassur Panchayat, Thiruvallur District, Tamil Nadu. Students are trained in various techniques to educate women on their rights and facilitate their access to gainful employment by providing women with appropriate livelihood skills.

The Department of Fine Arts offers design consultancy for the textile sector through its Textile Studio, “Yuva”. The department was commissioned by The Tamil Nadu Handloom Weavers’ Co-operative Society (Co-optex) to undertake market research during the National Handloom Expo 2009. In August 2010, jacquard designs were developed for a collection of home textiles fabricated by Sira Enterprises Private Limited, Chennai.

A faculty member of the department is currently liaising with Ms. Jaya Jaitly, Chairman, Dastkari Haat Samiti, Delhi, to procure financial support and marketing services for a weaver of the Anakaputhur Jute Weaver’s Association, Anakaputhur, Chennai. This endeavour was an outcome of the National Textile Seminar *Thari: Tradition in the Modern*.

The Department of International Studies shares their research findings through discussions and debates. Through the ‘My India My Vote Campaign’ the department carried out a survey of over 700 students. The data was collated and the findings were projected to a select audience and policy makers.

#### **Additional lab to land initiatives:**

The students of the Department of Chemistry are trained in testing and analysing water quality to establish whether it is potable and in food analysis to ensure that the food items are free of adulterants. These skills developed by students are transferred to neighbourhood communities through extension activities.

The Department of Botany trains the students in Mushroom Cultivation and the students share their expertise in this area and their knowledge of the nutritional aspects of mushroom with Women’s Self Help Groups.

The EDC of the College trains the students in Fruit/Vegetable processing, preparation of herbal products like herbal shampoo, hair oil, pain balm, axe oil etc. Students have trained rural women to become successful entrepreneurs.

Awareness campaigns on Birth Defects, Preparation of Low Cost Nutritious Food and Solid Waste Management by Vermitechnology were conducted for women and children by the Department of Zoology.

The Botany students were trained in Taxonomy and conducted a Tree Census for Chennai in collaboration with the Tamil Nadu Forest Department.

The students and faculty of Public Relations Department have been actively involved in sensitising the public and student community on issues such as Bt. Brinjal, *Pariyavaranam* on Environmental issues, *Minsar* on energy conservation and alternative sustainable energy.

The PG students of the Department of English, who had specialised in English Language Teaching, conducted a month-long programme for the Class X students of St. Helen’s Higher Secondary School (a regional language medium school) to develop their English Language skills.

Students of the Department of Computer Science have been actively involved in training under-privileged students in basic Computer Skills.

Workshops on alternate media, such as puppetry, street theatre and folk media, are organised by the Department of Social Work for students who use them as an effective means of communication in field placements and outreach programmes.

In times of disasters, students of Social Work use their counseling skills and mobilise relief to aid the victims.

### **Faculty involved in research**

#### **Faculty Guiding Doctoral Students**

Dr. Sr. Jasintha Quadras fmm, Principal & Head, Dept. of Mathematics - 5

Dr. Felbin C. Kennedy, Dept. of Mathematics - 1

Dr. Crystal David John, Dept. of Economics - 1

Dr. Razia Tony, Dept of Fine Arts - 3

Dr. Thilagavathy Joseph, Dept of English - 3

Dr. V. Padma, Dept of English - 5

Dr. Susan Oommen, Dept of English (Rtd) - 2

#### **M. Phil programmes**

Faculty of the following departments are actively involved in guiding M,Phil dissertations: Mathematics, Fine Arts, English, Economics and Social Work. Dr. Neeraja Rao (Department of Sociology) and Dr. Priscilla Jebakumari, (Dept. of Botany) have guided two M.Phil students each from other universities.

#### **Postgraduate programmes**

Faculty members of all PG departments are engaged in guiding students in the postgraduate dissertations/projects.

### **Leading research projects**

The faculty from the Departments of Mathematics, Social Work, Physics, Chemistry, English, Fine Arts and Commerce are involved in Research projects funded by organisations such as the UGC, Department of Science and Technology, International Federation of Catholic Universities, Caritas, UBCHEA, Assisi Community Development Alternatives.

## **3.2 Resource Mobilisation for Research**

The College provides financial assistance to faculty and students for research purposes as and when required. The maintenance of the equipment is done by the College in a centralised manner. The College signs Annual Maintenance Contracts for the maintenance of sophisticated instruments. Technical assistants and maintenance personnel are available on campus. Computer engineers, headed by a coordinator, update the software and maintain the computers for uninterrupted use by students and faculty. The inverters and generators ensure uninterrupted power supply.

The College has been a pioneer in setting up one of the best library facilities for students and faculty to facilitate research. The College invests funds in procuring and maintaining resources such as CDs, DVDs, books, journals and data bases. The PG library has modular research carrels equipped with computers.

As on March 31, 2013, the College library has 1,01,878 books and subscribes to 110 journals and periodicals besides online journals. A recently acquired software 'Scientific Work Place' specifically supports research activities.

The College allocates required funds for the purchase of chemicals and glassware, repairs and maintenance work including AMCs, and also for supporting the conduct of conferences/seminars.

The College has not filed any patents so far. However it is hoped that it will be done in the future.

### Details of ongoing projects: 2012-13

Sl. No.	Name of the Principal Investigator & Co-investigators	Title of the project	Funding Agency	Duration of the project	Sanctioned Amount (In `)
1.	Dr. Sr. Jasintha Quadras fmm, Principal Dept of Mathematics	Dilation and Wire length Problems in Interconnection Networks	UGC-Major Research Project	3 years 2011-14	5,92,800
2.	Dr. Sandra Joseph, Dept. of Social Work	An action research study on creating sustainable livelihoods for rural women in Tirupassur Panchayat, Thiruvallur dist. Tamil Nadu	UGC-Major Research Project	2 years 2011-13	6,26,200 enhanced to 7,06,600 in April 2013
3.	Dr. N.L.Mary and Dr. Revathy Rajagopal Dept. of Chemistry	Synthesis, Characterisation and application of Novel polymer metal nano composites in opto electronics	UGC-Major Research Project	3 years 2013-2016	9,78,800
4.	Dr. Mary George Ms. Avila Josephine & Ms. Mary Teresita. Dept.of Chemistry	Synthesis and humidity sensing properties of nanocomposites of mixed metal oxides	UGC Minor Research Project	18 months 2013 - 14	1,70,000
5.	Dr. Rajini, Department of Physics	Theoretical Studies on P-Waves Super Conductivity in Two Coupled Chains of Spinless Fermions	UGC Minor Research Project	18 months 2013-14	1,70,000



6.	Dr. Agnes Rozario, Ms. Shanthi S. and Ms. S. Vidya, Department of Commerce	A Study on Distribution Network adopted by Women Entrepreneurs of the Unorganised Sector in Chennai and Neighbouring Districts	UGC Minor Research Project	18 months 2013-14	70,000
7.	Ms. A. Rashida Banu, Ms. Zonita Mason Ms. Shanthi Selvanayagam, Department of Commerce	A Comparative Study of Work-Life Balance of Female Nurses in Government and Private Hospitals in Chennai, Tamil Nadu	UGC Minor Research Project	18 months 2013-14	90,000
8.	Dr. Padma V. Mckertich and Ms. V. Shilpa, Department of English	Reclaiming Green Presences: An Interdisciplinary Approach to the subjectivity of Plants in Literatures and Botanical Sciences	UGC Minor Research Project	18 months 2013-14	80,000
9.	Dr. Mary George, Ms. Avila Josephine Dept. of Chemistry	Synthesis and humidity sensing properties of nanocomposites of lanthanum mixed metal oxides	UGC-DAE Consortium for Scientific research	3 years 2011-12 onwards	35,000 for contingency and chemicals per year
10.	Department of Mathematics	Fund for Improvement of S&T Infrastructure in Universities and Higher Educational Institutions , FIST, DST, Govt. of India	DST- FIST	2007 till date	22,50,000
11.	Dr. Juliana Joe Dept. of Zoology Coordinator- STAR College scheme	STAR College Scheme	DBT	2009 till date	36,00,000 extended for 3 more years in 2012 7,80,000 in 2012-13

12.	Dr. Geetha Swaminathan and Dr. Mary George Dept. of Chemistry	Role of Chemistry in Food Safety	DST sponsored project- Training programs	2012-13	3,35,000
13.	Dr. Sandra Joseph Dept. of Social work	Assisi Aid Project Inc. Australia	ACDA	2012-13	5,00,000
14.	College Archives project	Preservation of Manuscripts of Rare Books	National Archives of India	2012-13	1,59,000 + 53,000 (SMC)
15.	College Project	Interfaith Education and Peace Building: Towards a United World	UBCHEA,	2012-13	2,38,932
16.	College Project – IFCU	Studies on Policies and Practices in the field of Drug Use/Abuse	IFCU, France	Will be completed 2013	5,48,276
17.	Ms. K. Latha, Dr. Padma V Mckertich, Ms. Tanya Lawrence Department of English	Translation and Publication of Four Tamil Plays	UBCHEA	2008-13	2,02,823
18.	Social Work	Building Sustainable communities – four research projects – DelPHE Liverpool Hope University, UK	DFID, through British Council	Since 2008	Travel grant

### **Recognition of departments for Research activity: FIST**

The Department of Science and Technology, New Delhi, has sponsored ` 22,50,000 under FIST for the establishment of the State of the art Computer Laboratory facility (with 20 computers, 1 server, 6 UPS, 1 printer), and sanctioned a grant for the purchase of books with the aim of establishing a scientific computing environment based on mathematical approaches to cater to the needs of teaching-learning, research and industrial applications. The Laboratory has since been upgraded with 4 additional computers, a server, a laser printer and internet facility. The department has also procured Software Mathcad 14. The FIST lab is being used by the faculty and students of M.Phil

and M.Sc. Workshops and short-term courses are also held in the lab and the facilities are also used by the faculty of other departments.

**Details of Projects Completed: 2008-12**

S. No	Department	Title & Agency	Sanctioned Amount In `	Duration of the Project
1.	Dr. Razia Tony, Dept. of Fine Arts	Gendered Spaces – Representation of Women in Contemporary Painting and Print Media in Chennai - UGC-Minor Research Project	1,30,000	18 months July 2010- Dec. 2011
2.	Dr. Mary George, Dept. of Chemistry	Synthesis and characterization of TiO <sub>2</sub> nanoparticles for photocatalytic and other applications, UGC-Minor Research Project	1,45,000	18 months 2009- 2010
3.	Dr. Mary N. L., Dept. of Chemistry	Novel polymeric materials as Metallomesogens, UGC-Minor Research Project	1,25,000	18 months 2009- 2010
4.	College Project Dr. Geetha Swaminathan and Ms. Mary Teresita Dept. of Chemistry	Entrepreneurship Development Cell, NSTEDB, DST, Govt. of India	41,08,000	Five years 2006-11
5.	College Project Dr. Geetha Swaminathan and Ms. Mary Teresita Dept. of Chemistry	Women's Entrepreneurship Development Programme – DST-NIMAT programme, NSTEDB, DST, Govt. of India	1,30,000	One year 2011 – 12
6.	College Project Dr. Geetha Swaminathan Dept. of Chemistry	Entrepreneurship Awareness Camps – DST-NIMAT programme, NSTEDB, DST, Govt. of India	81,000	One year 2011-12
7.	College Project Dr. Geetha Swaminathan and Dr. Mary George Dept. of Chemistry	Lecture Demonstrations for Popularisation of Science, NCSTC, DST, Govt. of India	78,000	One year 2011-12
8.	Dr. Geetha Swaminathan, Dept. of Chemistry, Dr. Priscilla Jebakumari, Dept. of Botany	Eco Initiatives for Environmental Conservation and Health Management, United Board for Christian Higher Education in Asia (UBCHEA)	1,09,422	One year 2011-12
9.	College Project Dr. Sandra Joseph,	Holistic Child Development Project,	2,56,680	3 years 2009- 12

S. No	Department	Title & Agency	Sanctioned Amount In `	Duration of the Project
	Dept. of Social Work	CARITAS - INDIA		
10.	Dr. Geetha Swaminathan and Dr. Priscilla Jebakumari	Eco Initiatives for Environmental Conservation and Health Management, United Board for Christian Higher Education in Asia (UBCHEA)	1,09,055	One year 2010-11
11.	Dr. Geetha Swaminathan, Dr. Chitralkha Ramachandran & Dr. Priscilla Jebakumari	Adyar Poonga Project: Strategies for Soil restoration and rejuvenation. Funded by Tamilnadu Urban Infrastructure Financial Services Ltd, Govt. of Tamilnadu	2,50,000	Two years 2009-11
12.	College Project Dr. Geetha Swaminathan Dept. of Chemistry	Entrepreneurship Awareness Camps - NSTEDB, DST, Govt. of India	54,000	One year 2010-11
13.	College Project Dr. Geetha Swaminathan and Dr. Mary George Dept. of Chemistry	Lecture Demonstrations for Popularisation of Science, NCSTC, DST, Govt. of India	62,700	One year 2010-11
14.	Dr. Sandra Joseph Dept. of Social Work	'Fit for Purpose' models of teaching and learning in Social Work. Community Development – with specific reference to women's empowerment, Cross Cultural Research DelpHE Liverpool, UK	Only Travel Grants	2009 – 10
15.	Dr. Sr. Lourthu Mary Dept. of Social Work	Gender Dynamics & Displacement in Chennai City, International Federation of Catholic Universities (IFCU)	27,00,000	2009 – 10
16.	Dr. Geetha Swaminathan Dr. Mary George, Dept. of Chemistry	Lecture Demonstrations for Popularisation of Science, NCSTC, DST. Govt, of India	62,700	One year 2009– 10
17.	College Project Dr. Geetha Swaminathan Dept. of Chemistry	Entrepreneurship Awareness Camps - NSTEDB, DST, Govt. of India	67,500	One year 2009-10
18.	College Project Dr. Geetha Swaminathan and	Women's Entrepreneurship Development Programme	1,30,000	One year 2009-10

S. No	Department	Title & Agency	Sanctioned Amount In `	Duration of the Project
	Ms. Mary Teresita Dept. of Chemistry	– DST-NIMAT programme, Govt. of India		
19.	Dr. Geetha Swaminathan Dr. Mary George, Dept. of Chemistry	Lecture Demonstrations for Popularisation of Science, NCSTC, DST. Govt, of India	49,500	One year 2008 – 09

### 3.3 Research Facilities

#### Infrastructure facilities and Research Centre

Besides well equipped labs for teaching UG and PG courses, the College has set up a Centre for Research in Science and Technology Laboratory (CRIST) to facilitate research. The College also provides services to researchers from other institutes.

The research labs are equipped with instruments that are needed for research by the science departments:

- Atomic Absorption, Spectrophotometer
- FT-IR spectrophotometer
- Inverted tissue culture microscope
- Elisa plate analyser: Readwell
- Elisa plate washer: Washwell plate,
- Semiautomated Biochemistry analyser
- UV-Visible Spectrophotometer
- Photomicrography system
- Phase contast, Darkfield microscope
- Cooling centrifuge
- Scanning Mini Spectrophotometer
- Thermal cycler, Eppendorf Germany
- CO<sub>2</sub> incubator: Autoflow- USA
- Millipore
- Laminar airflow
- Micro centrifuge
- Electrophoresis units
- Waterbath (temperature regulated)
- Tissue homogeniser
- Tubular furnace
- Trinocular microscope
- Soil analyser

Various Analytical Techniques and Instrumentation workshops are conducted in the College and the faculty attend workshops in other institutions to keep abreast of the latest techniques and their uses. The College provides transport and financial assistance for field visits.

The financial assistance provided by the Star College Scheme has helped in the purchase of new equipment. This has made it possible for each student to handle the equipment and perform the experiments individually. It has enriched the practical curriculum and enhanced the experiential learning of the undergraduate science students.

The College has established a Project and Research Centre (Hélène de Chappotin Centre) which houses some of the ongoing research and extension projects. The Research Cell, established in 2012, coordinates research activities of all departments and facilitates research grant proposal writing, research paper writing and presentation. The efforts taken by the College have increased the number of research publications, applications for research projects from various funding agencies and has motivated students to continue research as a career option.

### Information Resources: E-Journals

#### Journals covered in N-List

American Institute of Physics (18 titles)	Economic and Political Weekly (EPW) (1 titles)	Oxford University Press (206 titles)
American Physical Society (10 titles)	Indian Journals (150 titles)	Royal Society of Chemistry (29 titles)
Annual Reviews (33 titles)	Institute of Physics (46 titles)	H. W. Wilson (1420 titles)
Cambridge University Press (224 titles)	JSTOR (2000 titles)	

In 2008, research carrels located in the PG Library were provided with twenty four computers with internet access which can be used by PG and M.Phil students and research scholars. Students can also access E-resources such as EBSCO, which is an online Journal database which has access to about 2000 Journals, Questia, one of the world's largest online libraries housing more than 75,000 full-text online books across a wide range of subjects and also articles from 1700 journals.

The College hostels are provided with Wi-Fi connectivity. Internet facilities are available on campus to assist research scholars and faculty.

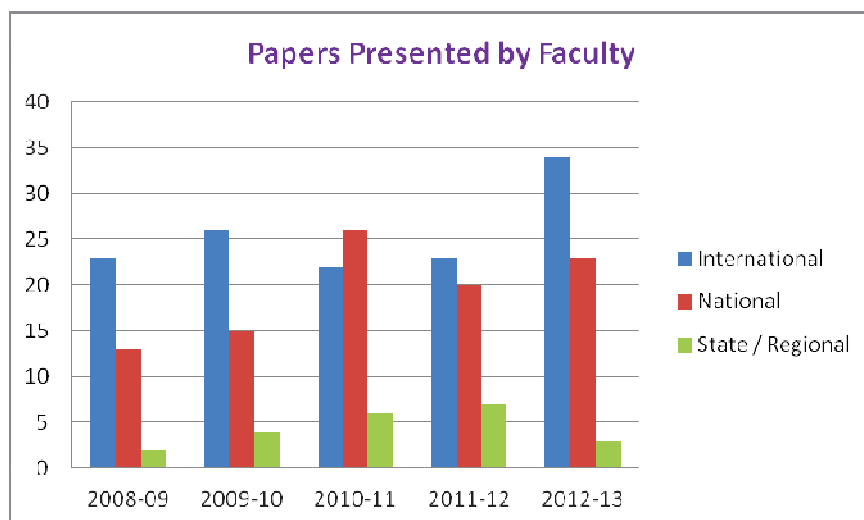
### 3.4 Research Publications and Awards

#### Papers presented

A number of faculty have presented papers at international, national and regional/state level conferences/workshops. The following table shows the details for the past five years:

Year	2008-09	2009-10	2010-11	2011-12	2012-13
International	23	26	22	23	34
National	13	15	26	20	23
State/Regional	2	4	6	7	3

<b>Total</b>	<b>38</b>	<b>45</b>	<b>54</b>	<b>50</b>	<b>60</b>
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### Faculty as Peer reviewers

Dr. Mary George, Dept. of Chemistry – International Journal of Nano Science  
 Ms. K. Latha – Member, Editorial Board, Biannual Research Journal,  
 Department of English, Madras Christian College

### Faculty as member of Advisory Board

Dr. Geetha Swaminathan, Dept. of Chemistry – Indian Journal of Research in  
 Human Science

### Publication by Faculty

\* number of papers published in peer reviewed journals  
 (national/international)

Departments	2008 – 2013	
	National	International
Mathematics	1	19
History	2	-
Sociology	1	1
Economics	3	4
Fine Arts	9	1
English	7	2
Commerce	5	5
Physics	-	2
Chemistry	-	11
Botany	3 (online)	1
Zoology	1	-

Departments	2008 – 2013	
	National	International
Social Work	13	-
Computer Science	-	1
Bioinformatics	-	1
Biotechnology	-	2
International Studies	2	-
<b>Total</b>	<b>47</b>	<b>50</b>

- \* Monographs – 1
- \* Chapters in Books - 35
- \* Editing Books/Book Review - 2
- \* Books with ISBN numbers – 22
- \* Number listed in International Database – 5 (SW)
- \* Impact factor – range/average - around 2

### **M.Phil., Ph.D. Scholars**

Department	No. of M.Phil Guides 2008-12	No. of successful M.Phil students 2008-12	No.of. Ph.D. guides	No. of successful Ph.D. scholars /registered
English	11	31	4	10
Economics	10	13	2	1
Fine Arts	4	3	2	6
Mathematics	9	36	2	6
Social Work	4	6	-	-

### **Research Journal**

The College proposes to set up a Centre for Publications to encourage faculty and students to publish as the College has acquired ten ISBN numbers.

The College follows the regulations of the University of Madras regarding plagiarism. The faculty supervising research projects/dissertations take all possible measures to ensure that there is no malpractice.

### **Interdisciplinary Research Project**

The Adyar Poonga is an ecological park set up by the Government of Tamil Nadu. The project was initiated to bring about the restoration of the vegetation of the ecosystem at Adyar estuary and creek. The departments of Botany, Chemistry and Zoology of the College were invited to carry out soil studies at the Adyar Poonga. The physico-chemical and biological parameters of the soil samples were analysed over a period of 12 months and the results have been



communicated to the authorities for the restoration process.

### **Research Awards**

The College honours faculty members who have successfully completed their doctoral programme during staff meetings, and a special mention, is made of them on College Day and at Governing Body Meetings.

- Dr. V. Padma, Dept of English, received the Rockefeller Bellagio Residency Award given by the Rockefeller Foundation, (March 09 to April 09), Bellagio, Italy
- Dr. Ulaganayaki Palani, Department of Tamil, received the Veeramamunivar Award for the Best Research Paper by the Veeramamunivar Thamizh Changam, Vellore, Nov. 2011.
- Dr. Swapna Sathish, faculty, Department of Fine Arts received a research grant from Charles Wallace India Trust to undertake postdoctoral research in the United Kingdom to study art and artefacts from the homes of British Nabobs with a Madras connection, in September 2011.

### **3.5 Consultancy**

#### **Consultancy Policy**

To disseminate knowledge and maximise the utilisation of resources, the College encourages the faculty to share their expertise and deposes them as resource persons to different institutions to offer honorary consultancy services. When faculty offer consultancy services for a fee, a percentage is given to the College.

#### **Broad Areas of Consultancy Services**

Some areas of consultancy are:

- Functioning of Autonomy and CBCS
- Accreditation and Assessment
- Entrepreneurship Development
- Subject expertise

Representatives from several institutions all over the country have visited the College to study the functioning of autonomy and the CBCS. They interact with the Principal, members of the IQAC, Examination Office, the Deans of Academic Affairs, the Deans of Student Affairs, the Librarian, and the members of the Career Guidance Cell.

#### **College-Industry Cell**

The College has taken up environmental issues such as grey water recycling and solid waste management in collaboration with the Eco Science Research Foundation, Chennai under the guidance of Dr. Sultan Ismail the Director of the foundation.

The Department of Fine Arts has given design inputs for the sarees of Co-optex, Government of Tamil Nadu. This effort has been extended to other weavers under the umbrella of THARI. Faculty members of the department

also collaborated with the World Craft Council in the Sungudi Tie-Dye Revival Programme.

The Department of Chemistry collaborates with EXEL Water System for training programmes in Water Quality Monitoring, Water Analysis with Tamil Nadu Water and Drainage Board (TWAD), food analysis in collaboration with King Institute, Government of Tamil Nadu and applications of Chemistry with Nicholas Piramal Ltd., Orchid Chemicals, Anabond and Shasun Pharmaceuticals Ltd.

### **Publicising expertise for Consultancy Services**

The College website highlights the areas of interest and expertise of faculty and the departments. Based on their expertise, the faculty are deputed to share their experience as resource persons. The seminars and conferences conducted by the departments reflect the specialisations of the faculty thereby paving the way for publicising areas for consultancy. Media coverage of the activities of the College offer a good platform for publicity. The faculty are also invited to be members of Academic Audit Committees at institutions of higher education, to chair sessions at conferences and seminars and as panelists and keynote speakers. They have also been appointed as members of Boards of Studies, Boards of Selection Committees for faculty recruitment at other Colleges and on Doctoral Committees. They serve on Inspection Committees for sanctioning/extending new programmes/courses in other colleges. The Department of Fine Arts holds public exhibitions of their work which serve to showcase their skills and creativity.

### **Consultancy services offered by the College**

An Environment Impact Assessment for MNC Hubert Enviro Care System Pvt. Ltd was taken up by Dr. Priscilla Jebakumai (BT) Functional Area Expert in Biodiversity recognised by NABET Quality Council of India and Ms. Lora Devaprasanna (SW) who dealt with the socio-economic aspects.

Detection of Food Adulteration: Dr. Geetha Swaminathan (CH) supplied Home Kits that can be used by any layperson to detect food adulteration (all over India).

Alternatives to Dissection: Dr. Chitrlekha Ramachandran (ZL) was nominated by the UGC as a member of the Expert Committee (Alternatives to Dissection for the reduction of use of animals and to promote use of alternatives) for colleges in India.

The Entrepreneurship Development Cell conducts women's entrepreneurship development programmes and trains women in the neighbourhood and rural areas (SHGs) on various aspects of entrepreneurship. The cell also imparts hands-on training in the preparation of herbal products, fruit/vegetable processing and jewellery designing and preparing business project proposals. It offers guidance to women in setting up micro enterprises.

The Principal has been invited to be the Member Coordinator of the NAAC Peer Team to assess six colleges in Karnataka. She has also been a member of the UGC Expert Committee constituted to hold an interface meeting with college principals to evaluate the UGC XI Plan requirements. The Principal was also a member of the Expert Committee constituted to consider the

proposals for grant of financial assistance to colleges for conducting seminars, symposia and minor research projects.

Dr. Geetha Swaminathan is a member of the National Expert Advisory Committee of the DST to evaluate and recommend project proposals on Entrepreneurship Education for funding.

Dr. Ashrafi S. Bhagat is a member, Advisory Committee, Hayagriva Study Circle, Chennai.

Dr. Sumithra Dawson is a member, Advisory Committee, Weavers' Service Centre, Chennai.

Dr. Razia Tony was a member, I Design Awards Jury for a national level Product Design competition organised by Unitech Exhibitions October 2012. She was a member of the General Council, Kerala State Institute of Encyclopaedic Publications, Department of Culture, Government of Kerala and member, National Academy of Arts, Lalit Kala Akademi, New Delhi.

The total revenue generated (10% of the income) through consultancy services during the last five years is ` 82,365.

### **Encouragement by the College**

The College encourages faculty to share their expertise with different institutions and the industry as guest speakers, consultants, examiners and trainers. The mutual benefits are:

- Exposure to other institutions and their functioning
- Enrichment of knowledge through interaction
- Sharing of innovative practices
- Motivating other institutions of higher education to adopt autonomy and the CBCS and to apply for accreditation by NAAC.

### **3.6 Extension Activities and Institutional Social Responsibility (ISR)**

#### **Sensitising students and faculty on ISR and outreach programmes and their impact**

Efforts are made to realise institutional social responsibility inspired by the ideals of the vision and the mission of the College. The College strives to enable students make meaningful connections between academics and the real world and extend their learning in practical ways to contribute to social justice and equity. Through core components in the curriculum, the College ensures the transmission of values, attitudes and beliefs that will encourage students to be sensitive to social issues and become responsible citizens. It encourages students to reach out to the community through Social Awareness Programmes/Service Learning and experiential learning. The College organises visits for students to regional medium schools and to tribal communities to teach English.

#### **Centre for Women's Studies**

The Centre for Women's Studies (CWS), sponsored by the UGC under the XI Plan, was inaugurated on December 12, 2009. The Centre seeks to consolidate and strengthen the many initiatives of the College towards women's education, research and interventions on gender issues. It takes up research

and documentation in the field. The Centre also seeks to focus on linking activism, intervention and academics.

The Centre has organised seminars on the following areas: Gender, Economics, Environment and Media; Women and Law; Gender, Gender Equality & Empowerment; Education and the Emerging Indian Women and The Girl Child. Training programmes were conducted on Empowering Women through Political Processes, Gender Sensitisation Programmes, Action Research on Menstrual Health Management, Hollaback Campaign on Street Sexual Harassment and a Workshop on Self Defense for Women.

The CWS conducted a Disability Access Audit in collaboration with Tamil Nadu Handicapped Federation Trust. This is a pioneering effort of the College to facilitate access of the disabled to physical facilities. The follow-up action on the report resulted in the construction of ramps and restrooms for the use of the disabled.

Other extension programmes include Sangamam, the Entrepreneurship Development Cell (EDC) and Functional Literacy programme besides the NCC, NSS and the YRC.

Some of the Outreach Programmes organised by departments to sensitise faculty and students on Institutional Social Responsibility are:

<b>Name of Department</b>	<b>Outreach Programme</b>	<b>Impact on Campus Experience</b>
Botany	Plants and People – Service Learning extended to parents of Balwadi Children – Kodambakkam, on the cultivation and medicinal uses of common herbs	Enhanced their knowledge on medicinal plants honed their creative, communication and interactive skills through chart making, growing saplings and distributing the same.
	Tree census in collaboration with Tamil Nadu forest Department	Created awareness on biodiversity of plants in Chennai and classified heritage trees, plants under stress and geographical mapping of trees in Chennai.
Chemistry	Pollutants and adulterants analysing samples of water and food from different localities for potability and absence of adulteration.	Transformation of classroom learning into environmental education of society and working towards food safety
Botany and Chemistry	Through the UBCHEA supported project on Eco Initiatives, and under the aegis of Service Learning conducted programmes in about 33 Schools in the neighbourhood and Self Help Groups at Avadi and Thirupassur	Created awareness on importance of mosquito control, automobile pollution, and use of plants in curbing the growth of mosquitoes. Cultivation of mushrooms and its nutraceutical importance

<b>Name of Department</b>	<b>Outreach Programme</b>	<b>Impact on Campus Experience</b>
Fine Arts	<p>Worked with NGOs to paint the walls of High Court, Children's Ward in hospitals, storytelling for autistic children</p> <p>Conducted an art camp for tribal children in Perumalmalai</p> <p>Taught block-printing, embroidery, making paper jewellery and bags to women of SHG sponsored by Arudra Charitable Trust</p>	<p>Reaching out to society through art enlivening the mood of the inmates of hospitals</p> <p>Encouraging creativity in underprivileged children</p> <p>Enhancing self-employment opportunities for women</p>
English	Course in English for school children in Perumalmalai, Kodaikanal	Raised awareness in students of the needs of the underprivileged children, and trained them in communication skills
Public Relations	Campaign on Spandana – Healthy Heart, Svashakthi Svabhimani and Suraksha – self defence	Fosters students-community relationship
History	Conservation of Museums	To instill in the students a respect for the cultural heritage of our country
Sociology	Rural Realities	Students are exposed to the problems of the rural community
Economics	Visiting schools in villages to understand their socio-economic status	Classroom learning is connected to field experience
Computer Science	Teaching computer skills to less privileged children	Enhances experiential learning with a social responsibility
Zoology	Dissemination of information on Health and Hygiene and conservation of biodiversity through Charts and Models Class room teaching in the schools & community	Feedback received from the school -community is sensitised to the observe the reality of the less fortunate & underprivileged society
Social Work	Mitigation of Child Labour in Brick Kilns at Kanchipuram, Tiruvallur and Chennai Districts, in collaboration with the ILO	Greater awareness among the students on the issue of child labour

<b>Name of Department</b>	<b>Outreach Programme</b>	<b>Impact on Campus Experience</b>
Social Work	Gender Sensitisation Programmes in city schools on “Stop Violence against Women”  Annual Rural Camps – Outreach Programmes in rural communities Awareness on Health and Hygiene for Women and Children Child Rights –Street Theatre Outreach Programme Women’s Rights Outreach Programme	Awareness of gender discrimination in society, health status in the country, food scarcity and need for food security in the country  Students are sensitised to the reality of hunger, poverty, illiteracy and the need to be builders of a just society
Commerce	Care for the differently abled, welfare of the aged	Sensitising students to social issues
Mathematics	Welfare of the Aged and Child Welfare	Sensitising students to problems of the aged and creating awareness on the need to protect and nurture children

### **College-neighbourhood network holistic development of students and sustained community development**

Departments network with neighbourhood communities by establishing and building personal and institutional contacts with NGOs and voluntary organisations in order to conduct community development activities. Local schools, both government and private, urban poor settlements - such as those living along river banks, railway tracks, pavements – and those areas marked as hazardous for living, are identified to initiate projects based on the community’s needs.

Listed below are some of the neighbourhood networks established by the departments:

<b>Name of the Department</b>	<b>Neighbourhood Networks established</b>	<b>Contribution to holistic development of students/sustained community development</b>	<b>Skills and values inculcated in the students</b>
Zoology	Assumption School, Nungambakkam Sacred Heart (Tamil Medium) Nungambakkam	Relevant input sessions by a team of doctors on oral hygiene, eye care, personal hygiene, low cost nutrition & birth defects are provided for the students	Organising skills, time management, theatre skills, presentation skills, preparation of charts in regional language medium, report writing

<b>Name of the Department</b>	<b>Neighbourhood Networks established</b>	<b>Contribution to holistic development of students/sustained community development</b>	<b>Skills and values inculcated in the students</b>
Zoology			skills
	Montfort Community Development School Open & Transit School for school dropouts	Increased awareness of social responsibility of students and the value of education	Teaching skills, sharing of knowledge
Fine Arts	Balavidyalaya the School for Hearing Impaired Children managed by Balavidyalaya Trust (registered not for Profit Charitable Organisation)	Contribution to educational materials in terms of illustrations for stories	Illustration skills Voluntary work
English	Course in English for school children at St Helen's School, St Thomas Mount	Enhancing English language skills	Raised awareness in students of the needs of the underprivileged children, increasing communication skills of underprivileged children
Centre for Women's Studies and Department of Chemistry	Assumption Schools and Corporation Schools	Career options in science for women	Career guidance and awareness of the importance of basic sciences

Departments have also initiated intervention programmes in rural areas specifically in Tirupassur Panchayat, Tiruvallur district where the College has an extension project. Social Awareness Programmes and Service Learning Projects give students an exposure to social realities and promote a commitment to social development.

Sangamam, the extension project of the College has established the following neighbourhood networks that contribute towards sustainable community development:

<b>Neighbourhood Networks Established</b>	<b>Aspects of Sustained Community Development</b>	<b>Skills and Values Inculcated by the Students</b>
Meenavar Sangam, Tamil Nadu Slum Clearance Board (TNSCB), Corporation of Chennai Women's Development Corporation (WDC), Local bodies (Panchayat, Community based organisation) Tamil Nadu Aids Control Society	Established linkages with Government and local bodies for continued support of government resources for the community	Respect for the dignity of the human person  A non-judgemental attitude Skills in negotiating with Government bodies
Government Children's Home for Boys, Royapuram Private and Government Schools, Royapuram,	Creating linkages with schools for child participation in development Awareness programmes on child labour, need for education, health and nutrition of children, Recreation for children	Skills in communication, analytical skills
Address Centre for Drug Dependents, Royapuram Saadhan Clinic Xavier Medical Trust Rehabilitation Centre for Differently Abled Adhinath Trust for Differently Abled Vasantha Memorial Cancer Centre Nalamthana YRG Care Sagodharan	Community health linkages, promotes referrals and continued health support mechanisms for sustainable community development	
Help for the Helpless, Royapuram People's Action Movement (PAM) Arunodhaya, Royapuram Karunalaya (Centre for Street and Working Children), Royapuram Saral, Anbu Illam C.Dot, C.Daws, KVM Trust	NGO networks for collaborative action on several social issues and common needs of the people	



Nano Nagle Community College, Loyola College, Hindu College Shree Chandrababhu Jain College D.G.Vaishnav College Madras Christian College Women's Christian College Liverpool Hope University, UK Students from France and Switzerland Bharathiar University, Coimbatore	Networks with institutions of higher learning enable students to gain a deeper understanding of community living, urban poverty and a will to be involved in the development process of marginalised communities	Experiential learning  Field work training
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### Participation of students and faculty in extension activities

Extension activities are part of the curriculum of the College. They include the EDC, Sangamam – the Tirupassur Project, Functional Literacy besides NCC, NSS and YRC activities.

#### The National Service Scheme (NSS) and Youth Red Cross (YRC)

The NSS unit provides each of its members with a significant context in which she can arrive at a deeper understanding of social realities as part of higher education. It aims to create social awareness leading to effective action, enable students to be actively and constructively involved in the needs and problems of the community and thus become agents of social change. It brings about an overall development in the personality of students through involvement in such projects.

The NSS collaborates with various governmental, non-governmental, national and international agencies like UNICEF, ActionAid, TANSACS, APAC, Rajiv Gandhi National Institute of Youth Development, Department of Police, Tamil Nadu Tourism and Culture, Sports Development and Youth Welfare and the Lions Club. Camps serve to provide valuable learning experiences to the volunteers. Motivated and committed NSS students have been part of many service and empowerment-oriented programmes throughout the year and have developed as individuals and as agents of change.

#### Activities of the NSS and YRC

The role and contribution of the NSS unit in extension activities has been in the form of two events - the annual rural camps and the adoption of neighbourhood slums.

The Annual Rural Camps at Athivakkam Village in Thiruvallur District: Medical camp for community members, Veterinary Health Camp in collaboration with the Madras Veterinary University and a Dental Camp for children, organised by the Secretary of Sports Development and Youth Affairs.

Adoption of neighbourhood slums: The NSS unit also works with students of Sathyamurthy Higher Secondary School and Balamandir, Kamaraj Trust, in

which most of the children from the slums adopted by the College are enrolled. In these slums, the NSS concentrates on issues related to women's empowerment, school dropouts, environment, health, hygiene and sanitation and child development.

Fifteen thousand books were collected, as part of the Book Collection Project of the NSS, in order to establish libraries in rural areas. Books were handed over to the Arignar Anna Centenary library at Kotturpuram and other community libraries in rural areas. NSS volunteers collected books donated to the project from the former Chief Minister Kalaignar Karunanidhi, on behalf of the University of Madras. The NSS Unit of the College was awarded the sixth place for having collected the maximum number of books for the project.

The NSS unit conducts Blood Donation Camps regularly. *Kaitharikku Kai Koduppom* was an initiative of the University of Madras which was aimed at selling handloom products to support weavers. The NSS unit of the College was awarded the third place among the city colleges for its contribution. Voice recording of books for visually challenged persons was a pioneering project of the NSS unit. Other activities include a Candle Vigil Rally against terrorism and the Bhopal Gas tragedy, participation in the Chennai Marathon and Walkathon to show solidarity with the physically challenged, observing days such as World HIV/AIDS day, Violence against Women, International Youth Day against drug abuse and illicit trafficking and World Disability Day.

The NSS volunteers helped in the organisation of the College Bazaar held under the auspices of the Government of Tamil Nadu to market the products of SHGs. NSS volunteers serve as scribes for the visually challenged on a regular basis.

**The NCC** with its visionary aim of empowering the youth of the nation, has, since its inception, inspired the cadets of the College to put service before self and respond to every challenge with courage and conviction.

The NCC plays a vital role in moulding the character of young women, emphasising the qualities of leadership and inculcating in them a spirit of sportsmanship. It aims to develop their character, courage, comradeship, discipline, a secular outlook, and the ideal of selfless service. It serves to create a human resource of organised, trained and motivated youth who will be available in the service of the nation.

NCC cadets participate regularly in national level camps, such as Republic Day Camp and Vayu Sainik Camps. Cadets also visit other countries through Youth Exchange Programmes.

#### **NCC in outreach activities**

The NCC unit of the College has participated in the following outreach activities:

- 'Save the Girl Child' Campaign
- Awareness on organ donation

- Helped Ashok Nagar Public Library in indexing and labelling 3000 books
- National integration camps
- Blood donation camps
- International coastal clean up
- Cancer awareness programmes
- Rainwater harvesting campaigns

### **Sangamam - extension project of Stella Maris College**

The project focuses on the development of women, children, adolescents, youth, the elderly, the differently-abled and transgender communities. Sangamam conducts ongoing capacity building programmes keeping in mind the changing needs of the community. The extension project has been funded by several development and educational institutions and works in collaboration with them. These include: the International Federation of Catholic Universities (IFCU), Caritas India, Aide et Action, Tamil Nadu Slum Clearance Board and the locally based community organisations.

Sangamam works with a predominantly fishing community in Kasimode, whose growth and development is impeded by illiteracy and poverty, two major reasons for the prevalence of child labour. Sangamam serves as a learning centre for students from Colleges in and around the city and also for international students who visit the country on learning/field work assignments.

### **ENTREPRENEURSHIP DEVELOPMENT CELL**

The College has set up an Entrepreneurship Development Cell with the support of the National Science and Technology Entrepreneurship Board, (NSTEDB), Department of Science and Technology, Government of India in 2006. The main objective of the EDC is to orient students to entrepreneurship and to motivate them to become successful entrepreneurs. The EDC also imparts Skills Development Training to enhance self/wage employment opportunities. The setting up of the EDC in the College has helped open up an interdisciplinary approach to various projects and impart skills to students for starting a micro-enterprise.

The EDC conducts a three-day Entrepreneurship Awareness Camps (EACs) for the first year UG students. In the period 2008-2013 the EDC has conducted 27 EACs which have benefited 2620 students of the College.

The students have undergone Skill Development Training Programmes in the preparation of herbal products (200), fruits/vegetable processing (125), paper conversion products (50), jewellery designing (800).

The EDC has conducted Women's Entrepreneurship Development Programmes of one month's duration each, with the support of the DST (2009-10, 2011-12), for women in the city who are budding entrepreneurs/home-makers from varied educational backgrounds. The women are given intensive training in both theoretical and practical aspects of setting up an industry. About 60 women have benefited from these training programmes. More than 60% of the women who have undergone the training

have started micro-enterprises and business. The EDC acts as consultants and advisors in assisting the women trainees to start businesses.

With the mission of empowering rural women, the EDC, in collaboration with NABARD and Science City, conducted Entrepreneurship Training Programmes for rural women in Thiruvallur District which benefited about 60 women members of SHGs. The programme focussed on empowering rural women and educating them for their socio-economic uplift.

## **FUNCTIONAL LITERACY PROGRAMME**

The Functional Literacy Programme aims at educating rural women whose predominant occupations are housekeeping, agricultural labour and allied activities. It aims at empowering them through vocational training, to be economically independent. Through its activities it attempts to bridge the gap between education, lives and livelihoods focussing on indigenous knowledge and methods.

Thirupassur village in Thiruvallur District has been chosen for the programme. The students helped the village children with their coursework in English in response to a request from the villagers. The students also imparted training to the rural women in producing handicrafts. A campaign on techniques of organic farming was conducted to educate the villagers on the importance of segregation of garbage and vermicomposting.

## **ROTARACT CLUB**

The Rotaract Club as ‘partners in service’ works with the motto ‘Service above Self’ and forms a part of the Rotary International. The members of the Rotaract Club are actively involved in Environmental Awareness Campaigns, Beach Clean Up and the Walkathon organised by the College for creating awareness on the importance of higher education of the girl child, anti-tobacco campaign in the neighbourhood and organising sports meets for the differently abled. They also conducted art camps in the slums of Nungambakkam.

## **Social surveys, research/extension work for social justice and empowerment**

<b>Department</b>	<b>Name of the Surveys /Research/Extension</b>	<b>Contribution to Social Justice and Empowerment</b>	<b>Beneficiaries</b>
Social Work	Collaborated with ILO to tackle child labour in partnership with Employers Federation of Southern India and Irish Aid	Community empowerment Awareness among employees and parents on ill-effects of child labour	Thirupassur, Keelkondaiur, Aayalur and Aranvoyil Villages Thiruvallur District and in Chennai City
	Major Research Project – Creating Sustainable Livelihoods for Rural Women	Creating opportunities, enhance leadership, women’s rights with special reference to	Dalit and Tribal (Irular) Communities residing in Tirupassur Panchayat,

<b>Department</b>	<b>Name of the Surveys /Research/Extension</b>	<b>Contribution to Social Justice and Empowerment</b>	<b>Beneficiaries</b>
		employment, health, education, and other legal aspects.	Thiruvallur District, Tamil Nadu
Sangamam (Extension Project)	Research studies carried out by students at Kasimode, Chennai on issues like : Cancer among women, socio- economic conditions of WSHGs Problems faced by widows Post-traumatic stress among men and women in Tsunami Nagar, Royapuram, Physically challenged youth in the fishing community	Students conduct intervention programmes for the community members in relation to the various studies conducted	Fishing communities residing at Kasimode. Kasipuram Thiruvalluvar Nagar, Singaravel Nagar D.G. Colony, M.G.R. Nagar, G.M. Pet, Power Kuppam, Indira Nagar, Pudumanai Kuppam, Jeevarathinam Nagar.
IFCU Research Project	All India Study on Policies and Practices in the Field of Drugs Use/Abuse: A Survey on the Level of Awareness on the Ill-effects of Drug Abuse Among School Children in Chennai City.  Signature Campaign on the eve of International Day against Drug Abuse and Illicit Trafficking June 26, 2012 – Submitted to the Narcotics Control Bureau, Chennai	Aspects of rehabilitation in India and uphold the protection and rights of the drug dependants  Conducted an awareness programme on drug use/abuse	600 Drug Dependants' Children from five city schools exposed to the abuse of drugs  3000 college students from city colleges
EDC	In collaboration with NABARD, Science City- Training socio-economically backward rural women of Thiruvallur District on preparation of herbal products and also food processing	Empowerment of rural women and socio-economic uplift by motivating them to start their own enterprise	Rural women of Thirupassur  Members of Self Help Groups

Department	Name of the Surveys /Research/Extension	Contribution to Social Justice and Empowerment	Beneficiaries
EDC (Supported by the DST)	Conducted WEDP to empower women in the neighbourhood-jewellery designing, herbal products preparation, block printing	Empowerment of women through entrepreneurship. The Project Advisor and Coordinator act as mentors in guiding the women	Women participants from Chennai City
College Project (Supported by the DST)	Lecture demonstrations for Popularisation of Science among School students	Motivational sessions on the relevance and usefulness of basic sciences	School students from semi-urban and rural areas
College Project (Supported by the DST)	An Inter-school Teachers Training Programme and a State Level Training Programme on 'Role of Chemistry in Food Safety'	Sessions on topics such as food and nutrition, food additives, food adulteration, food safety standards and practical inputs	250 teachers in five districts of Tamil Nadu

**Awards/recognition received by the College for extension activities/community development work**

S.No.	Name of Department	Name of the Award
1	Stella Maris College – NSS	Awarded sixth place for having collected the highest number of books in the Book Collection Project of the University of Madras. (2010 – 11)
2	Stella Maris College – NSS	Awarded Dr. K. M. Radhakrishnan Rolling Shield for mobilising maximum number of donors among Women's Colleges by the Madras Voluntary Blood Bureau. (2010 – 11)
3	Stella Maris College – YRC	Winner of the Rolling Shield for the year 2009-2010 under the category of Women's College for mobilising the most number of Voluntary Blood Donors to Red Cross, Blood Bank. His Excellency Thiru Surjit Singh Barnala, Governor of Tamil Nadu presented the Rolling Shield on October 1, 2010 at Darbar Hall, Raj Bhavan. (2010 – 11)
4	Stella Maris College - NSS	Awarded the third place for selling handloom products to support the weavers through the <i>Kaitharikku Kaikoduppom Project</i> of the University of Madras. (2010 – 11)

5	Stella Maris College	Winner of the Silver Rolling Trophy for the Best College in Chennai City for providing value-based education in 2008 by the Mylapore Academy at the 55 <sup>th</sup> Anniversary Celebrations
6	Stella Maris College - ISTD	Best Student Cell for the year 2009-2010 by the Indian Society for Training & Development (ISTD) Chennai Chapter. (2010 – 11)
7	Stella Maris College	Awarded by the National Integration Committee for Excellent and Committed Contribution of the Institution towards Higher Education especially for the socio-economically backward women. It was presented by Dr. Padmanaban former Governor of Mizoram (2010 – 11)
8	Stella Maris College – NSS	Awarded the Dr. K. M. Radhakrishnan Rolling Trophy for mobilising the maximum blood donors among women's colleges (2011-12)
9	Stella Maris College – Rotaract club	Best Supporting Club Award Best International Service Project Award Best Community Service Project Award Star Performer Award for the Best President for the District Rotary International 3230 in the year 2009-10 Outstanding Rotaract President Award in the year 2011-12

### **NCC, NSS and Rotaract Students' Awards**

- **Geraldine Maria Smith** - All India Best Cadet - Bronze medal, Rajpath
- **Devi Chandana V** - Best Pilot at the combined Annual Training Camp 2009. Selected for Youth Exchange Programme to represent India in Canada
- **J. Maria Nita** - Gold Medal for Best Pilot, CATC camp conducted by TN Girls Battalion
- **CUO Geraldine Maria Smith** - Selected for the youth exchange programme in Bangladesh
- **Ex SUO Divya Ajith Kumar** - All India Best Cadet and All India best Parade Commander in 2008, created history in September by becoming the first woman in India to be awarded the Sword of Honour during the Passing Out Parade at the Officers Training Academy
- **Devi Chandana V & S. Jean Victoria** - Selected to represent the state at the South zone national level shooting camp and Selection Board camp for the armed forces at OTA, Madhya Pradesh

- **Mini. M** - Selected to represent India in a Youth Exchange Programme at Singapore
- **Bhuvanewari** - Selected as the Best NSS Volunteer at the Mega Camp 2011 at Pune
- **Vincent Femilaa** - Represented Tamil Nadu at the Republic Day Parade 2012 at New Delhi as NSS volunteer
- **C/Sgt. Preyanka** - Silver medal for flying in the Inter-Group Competitions, Tambaram. Selected for the All India Vayu Sainik Camp, Bronze medal for flying
- **C/Sgt. G. Thaatcher** - Gold medal in firing in the pre-IGC II camp
- **L/Cpl. Divya E.** - Selected for the Thal Sainik Camp held at New Delhi, Gold medal in Tent-pitching, and Bronze medal in Health and Hygiene
- **Asha** - Star Performer Award for the Best President for the District Rotary International 3230 in the year 2009-10
- **Navitha** - Outstanding Rotaract President Award in the year 2011-12

#### Other Awards:

Name of the Department	Name of the Award	Extension Activity
Fine Arts	Certificate of Appreciation for Students from Balavidyalaya the School for Hearing Impaired Children, Chennai.	Contribution to educational materials in terms of illustrations for stories Illustration skills / Voluntary work
Sangamam	Sangamam was selected as the nodal agency by the Tamil Nadu Slum Clearance Board for imparting training skills on Alternative livelihoods through SHGs for five NGOs operating in North Chennai. The project was awarded a citation titled Milestones of Achievements by the TNSCB for successful performance.	Working towards the empowerment of women from the fishing community through Self Help Groups

#### Objectives and expected outcomes of extension activities

The extension activities of the College aim at providing the students with an opportunity to engage with the community through a range of activities that enables them to develop a sense of social responsibility.

The expected outcome of these activities is the creation of a community of young women who are willing and mature participants in the process of social development and would be able to contribute to nation building.

#### Initiatives of the College for community participation



- Reaching out to rural communities and the neighbourhood through Social Awareness Programmes/Service Learning Programmes
- Educating society on environmental issues, food safety and nutritional aspects
- Empowering rural people especially women in Thirupassur (Thiruvallur District), the village adopted by the College for extension activities
- Inviting NGOs and collaborating agencies like NABARD, KVIC, MSME share their experiential knowledge about community service
- Organising health camps in rural areas
- Development of the fishing community at Kasimode, Royapuram
- Contribution by the NSS, the NCC, the YRC and Functional Literacy Programmes to the creation of an inclusive and equitable community

### **Mechanism to track students' involvement in activities that promote citizenship roles**

The students are involved in programmes relating to social causes organised in the city. Students participate in such campaigns after obtaining prior permission from the institution. Faculty monitor and coordinate the activities of the students and accompany them during camps, campaigns and rallies. Students document their activities systematically.

Students participated in environmental campaigns, Go Green, Go Blue, Go Red campaigns, promotion of green energy, One Billion Rising campaign for stopping violence against women, One Billion Hearts Beating for awareness of a Healthy Heart, Awareness on HIV and AIDS campaign, Blood Donation Camps, White Ribbon Campaign and 16 days Activism Against Gender Violence.

### **3.7 Collaborations**

#### **Impact of Collaborations**

Stella Maris College collaborates with institutions and organisations of repute at regional, national and international levels. The collaborations are interdisciplinary in nature, promoting cross-cultural research through seminars, workshops and conferences.

The collaborations are geared towards training of students at different levels such as internships, skills development and on-the-job training. These have enhanced the employability of the students. The collaborations have enabled the College to carry forward its educational goals and opened up avenues for enhancement of vocational skills. This has made education more relevant to societal needs.

Global visibility of the institution and diversity of activities on campus have been positively impacted by these collaborations. Student Exchange programmes have enabled students to appreciate cultural diversity and to understand and cope with the challenges posed by a pluralistic society. Special

mention may be made of the Department of Social Work, which has collaborated with Liverpool Hope University (LHU) and IFCU.

### **Benefits of linkages**

As a result of the linkages, new Certificate Courses have been introduced. Experts from industry/institutions are involved as members of Boards of Studies and the Academic Council of the College, to share their expertise in designing the curriculum. IBM helped in imparting Soft Skills training to students.

Field Work and interaction with NGOs is a part of the curriculum for Social Work students.

Collaboration with institutions/industries/the corporate sector like IGCAR, CLRI, TIME, The Hindu, Business Line, Shasun Pharmaceuticals Pvt.Ltd, Orchid Chemicals has facilitated internship and project work at the postgraduate level.

The vocational students of Food Science & Quality Control (till 2009) underwent on-the-job Training at Modern Foods, Britannia Co., Aavin - Tamil Nadu Cooperative Milk Producers Federation Ltd., Bush Boake Allen, King Institute, Aachi Masala, Mega Foods, Khadi Gramodyog Bhavan.

The students of History and Tourism undergo a ticketing course at Kuoni Travels, and conduct a Travel Mart in collaboration with several Travel Agencies.

Faculty participated in Faculty Leadership Programmes supported by the UBCHEA and in workshops/training programmes at IGCAR, CLRI.

The College is coordinating a survey on the level of awareness on the ill effects of drug abuse among school children in Chennai city as a part of an IFCU supported project.

Faculty and students of LHU are involved in the Sangamam Project of the College. Students from LHU are placed in Sangamam for their Field Work Practicum.

Three students from IESEG, France, have enrolled for two semesters of study in the Commerce Department every year since 2009. Between 2008 and 2010 five students from the Commerce Department went for a semester of study to France under the Exchange Programme.

Three students of ICES, France, joined the department of International Studies. Some students who have undergone internships have been employed at the institutions where they have completed their internships/training.

### **MoUs /Collaborations and their contribution**

<b>Year</b>	<b>Department</b>	<b>Name of the Institution / Industry</b>	<b>Outcome</b>
2008-10	Computer Science	HCL Technologies	Conducted a course on software testing for students
2008-10	International Studies	Institute of Social Change, New Delhi Institute of Peace and	Facilitates internships, visiting scholar programmes and research

<b>Year</b>	<b>Department</b>	<b>Name of the Institution / Industry</b>	<b>Outcome</b>
		Conflict Studies, New Delhi	projects
2006 – 2009	Economics, Social Work	Eastern Iowa Community College District	Professional Exchange programme- Four faculty from SMC visited Community Colleges in Iowa and Dr. Jeff Armstrong and a team of four members visited SMC- Implementation of a course on Contemporary Issues
2008 till date	Chemistry	Central Leather Research Institute	Promoting research, Internship for PG students
2008 till date	Social Work	Liverpool Hope University	Field work training offered to UG students from Liverpool Hope University
2008 till date	Social Work	Liverpool Hope University and Bishop Heber College DeLPHE – Development of Partnerships in Higher Education, UK	Student and Faculty exchange programmes Four Research projects: 1. Learning and Assessment in Social Work 2. Empowering Women 3. Overseas Social Work Placement : An Evaluation 4. Socio emotional experience of children with disabilities
2009	Commerce	Chartered Institute of Management Accounting , UK	Conducting a course on International financial reporting system to enable students to become qualified management accountants to work in MNCs
2009 till date	College - Science departments	Indira Gandhi Centre for Atomic Research, Kalpakkam	Collaborative research in sciences, UGC-DAE Project, Internships for PG chemistry students, Participation in conferences/training workshops, Visit to IGCAR labs

<b>Year</b>	<b>Department</b>	<b>Name of the Institution / Industry</b>	<b>Outcome</b>
2010-12	College-UBCHEA funded	UBCHEA- Eco initiatives for Environmental Conservation & Health Management	Awareness programmes on solid waste management, water analysis, mitigation of mosquito menace and vehicular pollution, cultivation and nutraceutical aspects of mushrooms in schools and neighbourhood, - through Service Learning and Enviroclub and Rotaract Clubs
2010 till date	Social Work	International Labour Organisation Social partnership and advocacy to tackle child labour	Awareness in districts of Chennai , Thiruvallur and Kancheepuram A signature campaign undertaken by students to eliminate child labour- mobilised over one lakh signatures
Till date	Sangamam – College project	IFCU funded	Holistic child development for fishing communities at Kasimode
2011-12	College	IBM India	Faculty development programmes on Managerial Effectiveness, Capacity Building and Soft Skills and also Soft skills training for PG students
2011 till date	Social Work	East West Centre for Counselling, Chennai	Certificate course on Counselling skills for social workers
2011-12	Social Work	Tamil Nadu Slum Clearance Board	Research project on Socio-economic Household Survey of Resettled Families
2011 -12	Sangamam	Aid et Action International	Brought out a training manual on empowering children- Trained 800 children in self protection techniques
2011-12	Computer Science	Multimedia institute - Pivot Animation	Certificate Course
2012-13	Social Work	Assisi Community Development Alternatives India, a unit of Assisi Aid Project Inc. Australia	Scholarships for PG students specialising in development practice Fee scholarship for UG economically backward students

<b>Year</b>	<b>Department</b>	<b>Name of the Institution / Industry</b>	<b>Outcome</b>
			Collaborated in conducting an International Conference
2012-13	College	UBCHEA funded - Inter-faith Education and Peace Building: Towards a United World	Panel discussion, workshops for faculty and students National Conference

The research, consultancy and extension activities undertaken by the College reflect its commitment to academic excellence and transformative education and its abiding commitment to social justice and equity.

## **CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES**

### **4.1 Physical Facilities**

#### **Optimal utilisation of infrastructure facilities and learning resources**

Located in the midst of a verdant campus spread over 19.5 acres in the heart of the city of Chennai, Stella Maris College has ensured the availability of physical infrastructure and learning resources on campus to suit varying needs of the College community. Optimal utilisation of resources and infrastructure is ensured through careful planning of schedules, time-tables and easy access to technology. A facilities management team oversees the maintenance and upkeep of all infrastructure and resources on campus.

The Management, in consultation with architects oversees the development of infrastructure on campus. The infrastructure includes open air theatres, seminar halls, conference rooms, audio visual rooms, classrooms (some equipped with SMART Boards), buildings to house administrative offices, staff rooms, well equipped laboratories, a video conferencing facility, Fine Arts studios, library, a chapel, a common prayer room, students' common room, guest room, infirmary, wellness centre, games field, browsing centre, DTP centre, a telephone kiosk with STD and ISD, a bank with ATM facility, canteen, a Nestlé kiosk, a juice centre, parking area and residential facilities for students and a few staff.

Classrooms are designed to accommodate varying numbers of students enrolled in different courses. Appropriate rooms are allocated for classes, so that optimal use of infrastructure is made. An additional floor has been constructed in Hélène Block for the Department of Social Work. A new building for the support staff has been constructed on campus.

The video conferencing facility set up in 2012 has enabled both students and faculty to engage in interactions with scholars across the globe.

In 2010, a new students' hostel with the capacity to house 180 students was constructed, to meet the requirements for safe and secure accommodation for students in their pursuit of higher education.

#### **Creation and enhancement of infrastructure**

In keeping with rapid advancements in technology, and for students to benefit from state-of-the-art equipment, the College has set up six SMART Boards in selected classrooms located in different buildings on campus. Additionally, every department has been provided with a laptop and a portable/mounted LCD projector. All the large halls have LCD and screen facilities. Digital notice boards with LCD screens have been installed in strategic locations in order to disseminate information relating to events, news, and other important information that every student needs to know.

In order to ensure safety and security of the campus community, the College is under central surveillance with the installation of CCTVs at several locations

on campus. Fire extinguishers have been installed on campus and students and staff have been trained in handling the equipment.

Over the years, with the growth in student numbers, there was a need for an enclosed space to accommodate nearly 4000 students on campus. In 2011-12, an enclosure was constructed in front of the OAT, which has enabled the College to conduct programmes such as College Day, Graduation Day, inter-collegiate cultural programmes and assemblies. This space is also available to the entire student population for activities such as group discussions, group study, rehearsals for cultural programmes and other interactions.

The last re-accreditation cycle foregrounded the need for the College to respond to the growing importance of developing a vibrant research culture on campus. As a first initiative to enhance infrastructure to facilitate research, particularly interdisciplinary research, and enrich the teaching-learning process, the Centre for Research in Science and Technology was set up with sophisticated equipment.

A multimedia language lab, computer labs and science labs provide opportunities for hands-on training.

A full-fledged photography lab has been set up in the Physics lab. The Physics lab has been equipped with an inverter for uninterrupted power supply during practical classes. The Department of Chemistry has set up a PG research lab. The gas-line was relaid to ensure smooth conduct of the practical sessions. The computer labs in the Department of Computer Science are upgraded regularly based on curricular needs.

For more efficient functioning of all administrative units, high-end equipment have been installed in various offices. High-speed, secure multi-function printers have been installed in the examination office to cater to the printing requirements including hall tickets, question papers, mark sheets, certificates etc.

To make the college self-sufficient and to eliminate errors in printing, the College has set up its own ID card studio with state-of-the-art camera and ID card printers.

Resources are shared by different departments and class rooms/halls are made available to other agencies to conduct national/international/regional competitive/entrance examinations. The College is a certified centre for TOEFL iBT. Library resources are accessible to students and staff of other institutions.

The College also conducts Faculty Development Programmes and Students' Training Programmes during holidays and vacation. The campus is also used for training and conducting camps for rural communities and women.

### Provision of common facilities

All the departments are provided with staff rooms. In addition, faculty holding administrative positions, such as the Vice Principals, Controller of Examinations, Deans of Student Affairs, Deans of Academic Affairs and IQAC Coordinator, have their own well-equipped offices. Administrative staff have been provided with individual workstations equipped with the needed facilities to maximise efficiency. The College provides separate restrooms for staff and students in all the buildings on campus. Students have a common room with a reading room and a few indoor games.

The different units/offices of the College are connected by an intercom network. Some offices also have their own direct dialing system. The College has an EPABX system with four lines and 120 intercom connections. A Day Care Centre for children of faculty members and staff of the College has been set up at Shanthi Bhavan, the Social Welfare Centre on campus.

### Infrastructure facilities for students/staff with disabilities

The College has conducted a Disability Access Audit, initiated by the Centre for Women's Studies. It was carried out by a team of trained auditors from organisations such as Disability Rights Authority, Need Trust and Tamil Nadu Handicapped Federation Charitable Trust. The College has initiated follow-up action based on the recommendations of the audit team.

Ramps have been constructed for easy access to buildings. Wheel chairs have been provided for easy mobility across the campus and wherever lifts are available the facility is availed of by the physically challenged students. Three disabled friendly rest rooms have also been constructed.

The College also has two computers with JAWS and Super Nova Access Suite version 13.03 Dolphin software that cater to the academic needs of visually challenged students.

### Residential facilities for students

The College has four hostels which accommodate 484 students. The table below gives details of the capacity and facilities offered to the residents.

Name of hostel	Capacity	Occupancy	Recreational facilities	Broadband connectivity / Wi-fi
Our Lady's Hostel	126	126	TV with cable connection with access to a number of regional and English language channels Indoor games	Wi-fi enabled
St. Joseph's Hostel	116	116		Wi-fi enabled
Mother Klemens' Hostel	180	180		Wi-fi enabled
Nava Nirmana	62	62		Wi-fi enabled
<b>TOTAL</b>	<b>484</b>	<b>484</b>		



A team of security personnel, stationed at important locations around the campus, ensures campus safety and security.

### **Health support services**

The College has a Wellness Centre which caters to the wellbeing of students. A visiting doctor and a resident nurse are available to attend to the medical needs of students and staff. The infirmary is sufficiently equipped to deal with medical emergencies. There is a well-stocked first aid kit and emergency medical kit in the office of the Deans of Student Affairs and the labs.

The College also has three trained counsellors. Besides this, a professional counsellor regularly visits the College to deal with any problems the students or staff may have.

### **Facilities to promote interest in sports and cultural events**

The Physical Directress coordinates all sports activities from her office in the G Block. The College has well-maintained basketball, kho-kho, tennis, hockey, throwball and volleyball courts. There is also a facility for net practice for aspiring cricketers. Besides these, there are two table-tennis tables in the students' common room. The College employs professional coaches to train students in all the above games.

An Obstacle Court has been set up for NCC cadets from the College and from other institutions to enhance their physical fitness and mental alertness.

Musical instruments such as grand pianos and a drum set are available for students' use.

The College has instituted several clubs to encourage students to participate in extra-curricular activities. Information regarding club activities is passed on to the students through notice boards, the Public Address System and digital notice boards (LCD display). Students are encouraged to participate in cultural competitions under the guidance of the Deans of Student Affairs. The Students' Union also conducts intercollegiate and intra-collegiate cultural programmes, Freshers' Talent Hunt and other programmes such as Model United Nations, TEDx, and Parliamentary Debate.

The vast structure at the Open Air Theatre permits the entire College to witness and participate in collegiate and intercollegiate events.

## **4.2 Library as a learning resource**

### **Library Advisory Committee**

The College library is fully automated with a wide collection of the latest books, periodicals and CDs. The holdings are expanded and updated every year.

The Members of the Committee are:

- The Principal
- The Secretary of the College
- Librarian
- Vice Principals – Shifts I & II

IQAC Coordinator  
The Bursar  
Faculty Representatives: PG Head -1, UG Head -1, (Aided)  
Faculty from the Self financing stream – 1  
Student Representatives: UG -1, PG - 1

The Committee meets periodically to study the functioning of the library. Feedback and suggestions of the Committee have helped in upgrading the library facilities. Some recent developments include:

- Networking of the departmental libraries with the main library
- Subscription to Online Databases namely EBSCO, Questia, NList, JSTOR
- Extension of library timings to 6.00 pm
- Uploading of e-books on DSpace

### **Details of the Library**

Total area of the library: 6500 sq. ft.  
Total seating capacity: 400 students (UG – 270, PG -130)

#### **Working hours of the library:**

On working days: 8 am – 6 pm (Monday – Friday)  
On Saturdays: 8 am – 1 pm  
Public holidays: Library remains closed  
During vacations: 9 am – 4 pm

#### **Layout of the library**

- Two floors – Ground floor and mezzanine: General Library, First floor: PG and research library
- Individual reading carrels
- Lounge area for browsing and relaxed reading
- IT Zone for accessing e-resources
- Mezzanine: Archives, audio visual room

The floor plan has been displayed in the library premises.

Adequate signage: UG - 45; PG -16

Fire Safety equipment: 7 (Fire extinguishers)

Access to differently abled users: Assisted by library personnel

Mode of access to collection: Open Access System

### **Library holdings as on 31.3.2013**

- Print (books, back volumes and thesis) 1,01,878
- Non-print (Microfiche, AV): 808 (CDs)
- Electronic (e-books, e-Journals):  
**e-books (NList)**  
Cambridge Books Online: 1000+ titles  
e-library: 70000+ titles  
EBSCO Host-Net Library: 936 titles  
Hindustan Book Agency: 65+ titles

Institute of South East Asian Studies (ISEAS) Books:	382+ titles
Oxford Scholarship:	902 titles
Springer eBooks:	1500+ titles
Taylor Francis eBooks:	1000+ titles
Mylibrary-McGraw Hill:	1124 titles

### **e-journals (NList)**

American Institute of Physics:	18 titles
American Physical Society:	10 titles
Annual Reviews:	33 titles
Cambridge University Press:	224 titles
Economic and Political Weekly (EPW):	1 title
Indian Journals:	150 titles
Institute of Physics:	46 titles
JSTOR:	2000 titles
Oxford University Press:	206 titles
Royal Society of Chemistry:	29 titles
H. W. Wilson:	1420 titles
EBSCO:	2100 journals
Sage:	7 journals
Questia:	articles from 1700 journals
JSTOR (Literature):	247 titles
• Special collection (textbooks, reference books, standards, patents):	12,489
• Total no. of Journals subscribed to:	110

### **Tools to access the collection**

OPAC: eBlis

In-house/remote access to e-publications: LAN connection facilitates departments to access e-resources from their respective locations.

### **Extent to which the ICT is deployed in the Library**

#### **Library Management Software**

The Library has been automated using the library management software eBlis. eBlis is a user-friendly software designed to take care of all the administrative and management functions of the Library. It organises and manages the information of the books, articles, journals and circulation in the most economical and effective way. eBlis offers a total solution for all functions of a library with the following modules:

- Administration
- Librarian Desk
- Acquisition
- Document Catalogue
- Serial Control
- Membership
- Web OPAC (Online Public Access Catalogue)
- Circulation
- Budgeting

The following are the other ICT-based library services and facilities:

**Networking:** Users can access resources of various types such as online databases, e-journals and e-books, digitally through networked systems. Access may be allowed online remotely through the internet or intranets.

**Institutional Repository (DSpace):** ICT has made it possible not only to provide better access to the institutional repository but also to ensure the preservation of the resources. The institutional repository includes reports, lecture notes, conference papers and seminar papers, course schedules, question papers and syllabi.

**Barcode Printer:** This is used for printing the accession numbers of the books which are scanned during book transactions.

**Online Searching:** Searching of online databases like EBSCO, JSTOR, Questia & N-List and also browsing and surfing the internet through search engines to supplement the library sources.

**Barcode Scanners:** Used in scanning the barcode of the books during book transactions.

**ID card Scanners:** Used to scan the ID Cards of library users.

**Slot Readers:** Used for generating reports of users, such as month-wise reports, date-wise count, department-wise staff and student visit reports.

Total number of computers for public access: 47 (UG -15; PG -32)

Total number of printers for public access: 1

Internet band width speed: 8 Mbps

Institutional repository: DSpace

Content management for e-learning: DSpace contains seminar papers of faculty, PowerPoint presentations, journal articles, lecture notes of faculty, course schedules, ebooks and synopses of Ph.D. theses of faculty

Participation in resource sharing networks/consortia: The library is part of INFLIBNET Consortia, namely NList

Average number of walk-ins: 6178 (per month)

Average number of Issues /Returns: Issues: 3694

Returns: 3373 (per month)

Ratio of library books to students enrolled: 1: 27

Average number of books added during last three years: 6094

Average number of login to e-resources: 2500 (per month)

Average number of e-resources downloaded/printed: 700 (per month)

Number of information literacy trainings organised: 7

- User Orientation programmes department-wise:

First year UG students – 14 sessions

First year PG Students – 12 sessions

- Meet the Author – 4 programmes
- One quiz programme

### **Details of specialised services provided by the library**

- Manuscripts: Some handwritten documents and books are housed in the archives
- Reference: a separate floor allocated for reference books like dictionaries, encyclopedia, yearbooks
- Reprography: Previous years' question papers; syllabus & reference material can be photocopied
- ILL (Interlibrary Loan Service): Interlibrary loan is available on request in addition to an institutional membership with the American Center Library, Chennai
- Information Deployment & Notification: The library displays the new arrivals prominently and allows students and staff to reserve these books
- The library also displays books on topics of current relevance near the issue/return counter
- OPAC: The list of books available in the library with their status can be viewed from the departments also. Reservation for books issued is possible
- The list of books available in some departmental libraries can also be viewed
- Internet Access: Facility is available for faculty and students. It is free of cost for faculty and research scholars
- Downloads: On request, students can save the reference materials they require on CDs
- Reading list/bibliography compilation: Done on request
- In-House/remote access to e-resources: LAN connection facilitates departments to access DSpace & NList from their respective locations
- User orientation: The library conducts orientation programmes regularly for new students, research scholars and faculty members
- Assistance in searching Databases: Library staff provides assistance to anyone who requires help to search the online databases
- INFLIBNET/IUC facilities: The College subscribes to INFLIBNET consortia namely NList

### **Details of the amount spent on learning resources**

<b>Year</b>	<b>Amount Spent on Books</b>	<b>Amount Spent on Journals and Periodicals</b>	<b>Amount Spent on Electronic Resources</b>
2008-09	` 9,93,669	` 3,75,000	-
2009-10	` 3,96,417	` 4,35,148	` 1,81,155
2010-11	` 10,30,119	` 3,98,281	` 1,55,161
2011-12	` 14,86,582	` 3,80,000	` 1,66,503

## **Feedback from users**

Library users and visitors have lauded the facilities and the ambience of the library. It is one of the best maintained in the city and has received several awards. Users also provide their feedback online. Suggestions for new titles given by the users are reviewed and, if found useful, the titles are procured.

## **Infrastructural development over the last four years**

- Establishment of an archive
- New server for eBlis
- New server for Thinclient systems
- New racks for PG library
- 5KV UPS for 24 Thinclient machines in the PG library
- 3KV UPS for search systems in the UG library
- Four systems for viewing subject CD
- Additional fire extinguishers – 2 nos.
- New barcode printer replacing the old one
- 10 cushioned stools

In addition to the centralised library, most departments have a department library. The departments also have Book Banks which loan text books to deserving and needy students.

A Certificate Course on Documentation is also offered by the library.

## **4.3 IT Infrastructure**

The IT policy of the college has been formulated with the vision of using technology to benefit all, while preserving the integrity and confidentiality of data. The campus has a fibre backbone which links the networks of various departments, ensuring that the resources are available to authorised users.

### **IT Service Management**

The campus houses about 18 servers and 562 clients with a host of peripherals. The maintenance of the IT infrastructure is outsourced and resident engineers are deputed at the campus by the agency. Complaints from various departments are received by a co-ordinator and recorded in the break-down register, and are attended to by the service engineers.

Preventive maintenance is carried out on all the computer equipment. Software required in computer labs for the forth-coming semester is loaded well in advance. The previous year's student data is backed up and free space is created for the current semester.

The hardware is inspected periodically for failures and suitable replacements/upgrading is done to cater to the current usage.

### **Information Security**

A large amount of sensitive data is maintained in the College comprising student records, administrative data, examination data, etc. under a highly compartmentalised and secure environment.

Data is made available only to authorised users through the campus intranet software and other software which are used in the daily routine. Complex

passwords are enforced both on the domain and intranet server. Users are advised to change passwords frequently and sharing of passwords is strictly prohibited.

The data on the server is stored in rugged, structured databases and highly sensitive data is encrypted. Direct database access is prohibited. The tables are suitably indexed to ensure speed of usage.

Unauthorised copying/moving of critical/sensitive data is strictly prohibited.

### **Network Security**

The whole campus is protected through a robust, state-of-the-art firewall which monitors the data inflow and outflow, with policies and filters integrated into it. The internet usage is reviewed and policies are strengthened/modified at regular intervals. The servers are housed in network racks and physical access is restricted.

The servers on the network are hardened with blocking of ports, user based authorisation, continuous update of anti-virus software and server monitoring.

Internet access is provided for select clients in the lab with a strong policy which prevents threats to the systems and class-room productivity. Access to social networks, personal emails, internet shares/drop boxes is restricted on campus. USB and other data sharing ports have been disabled on the client systems to avoid threats to information security and to ensure that the network is not compromised.

Unused accounts are removed every four weeks.

Higher-end and expensive resources are available only to authorised users and have strong physical security with biometric access. Sensitive areas like server rooms are also under surveillance.

### **Risk management**

Redundancy is maintained at all levels for the network, hardware and software. The web server and the primary domain servers are backed up with respective backup servers. Spare systems and parts are maintained on campus for substitution in the case of failure of clients.

A NAS is used to backup all critical data. Scheduled backups of the databases ensure availability of data in case of any failure. A periodic backup of critical data is stored off-campus at the Sisters' Residence with restricted physical access.

Alternate network routes have been established in the isolated blocks, so that connectivity can be quickly re-established in case of failure of one route. Redundancy has also been maintained in the underground fibre cables laid.

Fire-safety equipment has been installed at all critical locations like server rooms, labs, expensive equipment areas etc.

### **Software asset management**

The campus is protected with a campus-wide license for Microsoft products. The multimedia suite of software is under perpetual license from Adobe. All other database and application software used for teaching and administrative purposes are licensed.

The software utilisation is reviewed every year and the necessary purchases are made.

### College's computing facilities (hardware and software)

Number of servers with configuration: 18

S.No	Block	Location	Make and Configuration	Role and OS Details
1	CC	Server Room Rack	Model : IBM X3500 M2 Processor : Intel Xeon Speed :2.13GHz(4 CPUs) HDD : 160 GB RAM : 4 GB	Windows Server 2008 R2, Roles: DC, DNS, DHCP
2	CC	Server Room Rack	Model : IBM X3400 M2 Processor : Intel Xeon Speed :2.00GHz(4 CPUs) HDD : 250 GB RAM : 2 GB	Windows Server 2008 R2, Roles: Additional DC
3	CC	Server Room Rack (Intranet Server)	Model : IBM X3400 Processor : Intel P III Xeon Speed :2.00GHz(4 CPUs) HDD : 250 GB RAM : 2 GB	Windows Server 2003 R2, Roles: Intranet Server
4	CC	Server Room Rack (pay & Acc Dept)	Model : IBM eserver X Series 236 Processor : Intel Xeon Speed :3.20GHz(2 CPUs) HDD : 80+80 GB RAM : 4 GB	Windows Server 2003, Roles: File Service
5	CC	File Server Room	Model : IBM eserver X Series 236 Processor : Intel Xeon Speed :3.20GHz(2 CPUs) HDD : 320+80+80 GB RAM : 4 GB	Windows Server 2003 R2, Roles: File Service
6	CC	File Server Room	Model : IBM eserver X Series 236 Processor : Intel Xeon Speed :3.20GHz(2 CPUs) HDD : 320+80+80 GB RAM : 1 GB	Windows Server 2003 R2, Roles: File Service
7	CC	File Server Room	Model : IBM X3400 M3 Processor : Intel Xeon Speed :3 GHz(4 CPUs) HDD : 300+300 GB RAM : 8 GB	Windows Server 2008 R2, Roles: File Service



S.No	Block	Location	Make and Configuration	Role and OS Details
8	CC	Exam Unit	Model : IBM X3650 Processor : Intel Xeon Speed :1.86 GHz HDD : 3x80 GB RAM : 3 GB	Windows Server 2000 , Roles: File Service
9	F	F Lab	Model : IBM X3400 M3 Processor : Intel Xeon Speed :3 GHz(4 CPUs) HDD : 300 GB RAM : 8 GB	Windows Server 2008 R2, Roles: File Service
10	F	F Language Lab	Model : IBM X3400 M3 Processor : Intel Xeon Speed :2.4 GHz(4 CPUs) HDD : 250 GB RAM : 4 GB	Windows Server 2008 R2, Roles: File Service, Language S/W
11	A	Bio Info Lab	Model : IBM X3400 M3 Processor : Intel Xeon Speed :3 GHz(4 CPUs) HDD : 300 GB RAM : 8 GB	Windows Server 2008 R2, Roles: File Service
12	Main	Maths Lab	Model : IBM eserver X Series 226 Processor : Intel Xeon Speed :3.4 GHz HDD : 320 GB RAM : 2 GB	Windows Server 2003 R2, Roles: File Server, Mathcad Licence Server
13	Main	Library (eBlis Server)	Model : IBM X3400 Processor : Intel P III Xeon Speed :2.3 GHz(4 CPUs) HDD : 150 GB RAM : 4 GB	Windows Server 2003 R2, Roles: eBlis S/W
14	Main	Library (Think Client Server-Windows)	Model : IBM X3400 M2 Processor : Intel P III Xeon Speed :2.0 GHz(4 CPUs) HDD : 250 GB RAM : 2 GB	Windows Server 2003 R2, Roles: Think Client, RDP
15	Main	Library	Model : IBM eserver X Series 226 Processor : Intel Xeon Speed :3.4 GHz HDD : 80 GB RAM : 4 GB	Fedora Server OS, Roles: Think Client, RDP
16	Hélène	Datacenter Room	Model : IBM X3400 M2 Processor : Intel Xeon Speed :2.0 GHz(4 CPUs) HDD : 4x250 GB RAM : 4 GB	Windows Server 2008 R2, Roles: Web Service

S.No	Block	Location	Make and Configuration	Role and OS Details
17	Hélène	Datacenter Room	Model : IBM X3400 M2 Processor : Intel Xeon Speed :2.0 GHz(4 CPUs) HDD : 250 GB RAM : 2 GB	Windows Server 2008 R2, Roles: IIS,AD,DNS, LDAP, File Service
18	Hélène	Datacenter Room	Model : HP X1400 Processor : Intel Xeon Speed :2.0 GHz HDD : 4x500 GB RAM : 2 GB	Windows Server 2008 R2, Roles: File Service, DC

- Computer-student ratio: 1:9

Every student has access to the computer on a one-to-one basis to meet her academic requirements. In addition, the Government of Tamil Nadu provided free laptops to all students between 2011 and 2013.

- Dedicated computing facilities

The website applications of the College are hosted on a high-end Web server in the Hélène Block. The Intranet Server in the CC Block caters to faculty and students of all departments. The examination unit has an isolated, secure network with servers hosting examination related data and software. It also has secure printing facilities for in-house printing of mark-sheets and other certificates.

Computer labs have been set up in the CC Block, Mathematics, Bio-informatics and Commerce departments. A common computing facility, including a browsing centre for the students, with 99 nodes for the other departments is available in the F Block. The library has two servers, one for the eBlis library automation software, and another for the Thinclients and DSpace software.

The Language lab in the F block is used by the English Department to support English language learning for students of all departments.

An ID card unit with studio facility and ID card printers makes the College self-sufficient in the issue of ID cards to faculty and students.

A network with 10 clients has been provided for IAS/NET coaching in the Hélène Block.

Every department has an adequate number of computers totalling 59 computers specifically for the use of the faculty.

Computers for student use are available in the hostel also with wi-fi connectivity.

Separate networks are available to administrative staff for their routine work. The accounts section of the college has its own network with accounting software.

A biometric finger print based attendance system in the campus is used for faculty attendance.

All IT infrastructure of the College is supplied with regulated and uninterrupted power with UPS and generator backup. Three generators, one of capacity 250 KVA and the other two of capacity 82 KVA each, have been installed. These cater to the power needs of the various blocks in the campus, serving as a backup to the UPS. Inverters have also been installed in strategic locations to supply power to the network connectivity devices, in times of main power outage.

- LAN Facility :

All networks of the college are connected through a 100/1000 Mbps network with manageable switches. All the computer labs are networked through structured cabling systems. A fibre-optic backbone connects all networks across the campus.

- Wi-fi facility:

Several areas of the campus are Wi-fi enabled to provide secure, but easy access to campus networks and the internet.

Plans are underway to make the whole campus Wi-fi enabled.

- **Proprietary software/Open Source software:**

Proprietary software from Microsoft, Adobe, SPSS etc are licensed under the campus-wide license and perpetual licensing schemes and are used in the curriculum. Open source software like Php, Linux etc. are also used.

The College also has developed a proprietary college automation software which has automated all areas of operation. The work-flow starts from online registration during admission and culminates in the issue of the Transfer Certificate (TC) to the student.

The various modules covered under this are:

Module	Features
Admissions	Online & offline registration, application processes: ranking of applicants, short-listing of candidates, generating call letters for interview, preparing selection and admission galleys, email, online and SMS notifications, admission reports, admission register
Fees	Setting of fees for various programmes, student strength setting, challan printing and student number generation, fee reports and fee breakup register, other MIS reports
ID Card	Photographing of faculty, students, ID card printing

<b>Module</b>	<b>Features</b>
Office of the Deans of Academic Affairs	Subject entry, credits setting (batch-wise and semester-wise) for all courses, subject allocation for all programmes (semester-wise), attendance master settings, faculty registration, online registration for electives, download of courses from remote, attendance entry and reports (month-wise, percentage-wise and student-wise), upload of attendance to remote, students and parents view of attendance online through their logins, reports including course registration, student list, attendance lack list, attendance condoning
Examination Unit	Examiners selection, exam fees setting, challan and application printing for semester exams, regular and arrear exam scheduling, hall ticket printing, seating arrangement, online registration for supplementary examinations, examiners' reports (central valuation list & register), CA marks entry, exam attendance reports, marks entry for regular and supplementary examinations, mark galley generation, results publication on the website, secure printing of semester and consolidated mark sheets, entry of name in Tamil, convocation and other reports
TC Unit	Student detail updating, TC and Conduct Certificate updating, TC reports
Course teacher evaluation	Evaluation master setting, questionnaire setting, posting of evaluation by students, evaluation reports
Communication	Principal's desk, complaint register, two way communication between CoE and departments
IQAC	Template for data entry from departments over the intranet for IQAC report
e-polling	Software for e-nomination and e-polling for the election of Students' Union office bearers

### **Website of the college**

The College website has been built on a Content Management System for ease of regular updates. The website was revamped in 2011 and is reviewed regularly for relevancy of content.

### **Computer based testing**

An in-house software for computer based testing for objective type tests has been developed and has been in use since 2008. This enhances the precision and speed of evaluation, eliminating subjectivity.

- **Number of nodes/computers with internet facility:**

All computers on campus have internet connectivity, but access is restricted through User Logins on the Firewall.

- **Type of internet facility:**

- 8 Mbps Tata Communications leased Line
- 2 Mbps Aircel leased line
- 2 Mbps BSNL broadband line

### **Strategies for deploying and upgrading the IT infrastructure facilities**

IT facilities available are constantly monitored, maintained and upgraded. A technical team, consisting of a systems analyst, software and hardware engineers and lab assistants, is available on campus to address all IT needs. To systematise recording and accessing of information, customised software packages have been installed and are updated regularly to ensure smooth and efficient academic and administrative functioning.

### **Access to online teaching and learning resources**

All the faculty rooms have been provided with computers that have internet and intranet facilities. The library subscribes to several online databases like EBSCO, NList, Sage Journals & Questia (access to articles from 1700 Journals), which are used by the faculty.

DSpace contains seminar papers of faculty, Power Point presentations, journal articles, lecture notes of faculty, course schedules, ebooks and synopses of Ph.D. theses of faculty.

Faculty are also members of various online learning forums in areas of their specific interest.

Students are encouraged to refer to appropriate learning resources on the web, whenever required.

The DTP centre and the library have browsing facilities. This is also made available to resident students after college hours for a nominal fee.

### **ICT enabled classrooms**

ICT enabled classrooms/learning spaces available within the College enhance the teaching-learning process. Each department has been provided with a laptop and LCD projector, in addition to OHPs. The College also has conference halls and audio-visual rooms for larger gatherings and conferences. Besides these, the College has installed six SMART Boards for interactive teaching and LCD projectors are available for use by faculty members and students.

Teaching is made more effective through presentations and demo classes.

The Zoology Department uses Simulation Software for dissection. A computer based testing package is also used to conduct online tests by various departments.

### **Facilities for faculty for preparation of teaching-learning material**

Faculty are trained regularly on the preparation and use of teaching material for ICT enabled classrooms.

Faculty from other departments seek the assistance of the Computer Science department whenever there is a need.

### **Maintenance of computers and their accessories**

The maintenance of computers and accessories is outsourced to a private company which has appointed resident service engineers to be on campus during the working hours of the College.

The details regarding maintenance of computers and accessories are as follows:

- **Installing hardware** - computers, terminals, disk drives, CD-ROMs, RAM, printers, NICs, cabling
- **Maintaining** - regular preventive maintenance, booting and shutting down systems when needed, printers, backup media, tune systems for performance
- **Monitoring** - printers, disk space, network, servers and workstations, performance, and security, and all log files regularly
- **Installing/upgrading/removing software** - OS (kernel patches, new device drivers), applications (new versions, DLLs, new configurations), documentation
- **Backups and archives**
- **Configuring** - Quotas for mail and disk space, access to servers and other resources
- **Trouble-shooting**
- **Maintaining local documentation** - new user's guide, policy and procedure documents (security plan, disaster recovery plan, administrative procedures, service request/bug report forms)
- **Helping and educating users** - working with the management to meet technology needs, helping new and experienced users.
- **Baselining** - generating system reports and correlating growth, changes over time (using data to order supplies, spares, hardware and software upgrades in a timely manner, and to generate reports for management)

#### **Details of annual budget for update, deployment and maintenance of the computers**

An amount of ` 8,00,000 is spent annually to upgrade and maintain computers. Once in three years, ` 15,00,000 is spent on replacement of IT equipment.

#### **4.4 Maintenance of campus facilities**

##### **Overseeing maintenance of buildings, classrooms and laboratories**

A Campus Maintenance Manager and a team of support staff oversee maintenance of the campus and its facilities. All the buildings on campus are regularly renovated and maintained. The lawn has been landscaped and additional greening of the garden in front of the Main Block has enhanced the people-friendly ambience of the campus. The herbal garden, developed and maintained by the Department of Botany contains a variety of medicinal plants.

### **Staff for maintenance and repair**

The College has electricians, carpenters, plumbers and technicians on campus for general maintenance. Electrical and electronic equipment are covered by Annual Maintenance Contracts. Technicians are also available to repair equipment. The gardeners maintain a green campus. The furniture is maintained and replaced whenever necessary. Buildings are well maintained and renovated periodically.

Adequate infrastructure facilities and learning resources are provided and maintained by the College to ensure and sustain an ambience conducive to the holistic education that the College strives to impart.

## **CRITERION V: STUDENT SUPPORT AND PROGRESSION**

### **5.1 Student Mentoring and Support**

Sustained efforts are taken by the College in the area of student support and services, to ensure academic excellence through overall development of the student and to make student life on campus enriching.

The student support system is coordinated by the office of the Deans of Student Affairs which consists of a team of three faculty members, appointed by the Management Committee. The Deans of Student Affairs liaise between the administration, the faculty and the student body. They are advisors to the Students' Union and aim at promoting student welfare at all levels.

The work of this office includes:

- Providing personalised service and counseling
- Guiding and assisting in the coordination of student activities

The Deans of Student Affairs function as the consultative body for the Students' Union members and in matters of administration relating to student support.

The Deans of Student Affairs:

- Organise Orientation for the Students' Union and Class Representatives
- Coordinate the activities of the Students' Union
- Guide and monitor the activities of the various clubs
- Organise student welfare activities
- Facilitate the conduct of Student Council meetings
- Help in students' counselling
- Disburse scholarships, financial aid, food tokens and stationery material to the less privileged
- Distribute bus passes in collaboration with the Metropolitan Transport Corporation
- Organise orientation programmes for the first year students on all matters relating to academics, student discipline and services
- Organise a medical camp for first year students

### **Mentoring**

Personal guidance, on both academic and non-academic matters, is made available to the students through mentoring, which is offered in the College at multiple levels. Besides the course teachers, each class has a class teacher, whom the students can approach for academic and personal help.

In addition to this, since the academic year 2009-2010, the College has adopted a well-structured mentoring system, in which every faculty member mentors a group of students. Each student is required to meet her mentor, on one-on-one session, at least three times every semester. These are out-of-classroom personal meetings in which the mentor gets to know the student personally and keeps track of her academic performance, attendance record,



course registration, fulfillment of course requirements and so on, giving guidance where necessary on matters pertaining to academics.

Each student has a mentoring booklet in which she enters her personal details and updates details of her academic performance and curricular progress. Mentors offer academic counselling to students, help them choose elective courses, recommend them for remedial coaching, if necessary, and also meet parents of their wards to update them on their progress. The mentors also direct students who need financial assistance to the relevant officials of the College.

Besides approaching the mentors for academic assistance, the students may approach them for counselling on personal matters and, if need be, the mentor refers them to the professional counsellor who is available on campus.

### **Orientation**

A three-day orientation programme is conducted at the beginning of every year for the fresh entrants – the first year students – to the college. The Principal addresses the entire student community, welcoming the first years into the Stella Maris community and introducing them to the ethos of the college. The President of the Students' Union also welcomes them and informs them about the various activities of the Students' Union. Faculty holding administrative positions in the college brief them on matters relating to academics, assessment and evaluation processes, co-curricular and extracurricular activities. The Heads of Department orient the students on the functioning of the department. Course teachers explain course requirements, detail course schedules and evaluation patterns to the students. Coordinators of various Student Training Programmes, such as NCC, NSS, YRC, and Games, give a brief introduction to these programmes so that the students can make an informed choice about the training programme in which they would like to enroll.

Second and final year students volunteer as “Friendly Seniors” and help facilitate the transition from school to college for the freshers. They take the first year students on a campus tour and inform them about various infrastructure and facilities available on campus.

This orientation programme ensures that the first experience of the new entrants on campus is a pleasant and memorable one.

### **Personal Enhancement and Development Schemes**

The College has various student support programmes which aim at empowering students to face the challenges of higher education.

- **The Pathway Programme**

With its goal ‘Pathways to Opportunities’, this programme aims at inclusive education by equipping students from less privileged backgrounds – SC/ST, BC, first generation learners, and students from regional medium schools – with a range of skills in order to increase their confidence and competence as individuals. Training sessions are conducted from the first to the fifth semesters to develop and enhance

Communication Skills in English, Computer Skills, Soft Skills, and Employability Skills to empower them and improve their scope for employment. The funds provided under the UGC Merged Scheme for Equal Opportunities Centre is used for conducting these training programmes.

The IBM, as a part of their CSR initiative, collaborates with Stella Maris in training the students in Soft Skills. Each year, approximately 300 students (in three parallel groups) benefit from these sessions conducted by professional trainers.

- **The Multimedia Language Lab**, installed with interactive language learning software (Tense Buster, Study Skills Success, Issues II, Business writing, and Active Listening) from Clarity, UK, helps students improve their language skills through self learning. 'Renet', the language lab software, aids teacher-student interaction, besides enabling the teacher to monitor each student from the teacher-computer. The lab, which was set up with funds provided by the Ford Foundation, has 30 terminals for students and one server/teacher-computer.
- **Language Partnership Programme: LPP**  
The LPP is a language support programme which aims at improving the English language proficiency of the first year undergraduate students. The objective of the LPP is to help first year students improve their proficiency in English, to bridge the divide between those who can speak English fluently and those who cannot, and to fulfil the mission of the College to provide inclusive education. The programme is organised for about 200 students of the first year, for four hours a week, through the academic year. A unique feature of this programme is that the facilitators are student volunteers from all disciplines. The feedback from student-teachers has been very positive. They have said that they have also improved their own language competence, and have gained teaching skills.
- **Course in English Communication**  
From 2010 onwards, every year, twenty-five first generation learners are selected from the II year UG programmes and a forty-hour course in English language skills is offered to them by an external trainer, using multimedia. This course is sponsored by the Student Christian Movement of India.
- **Certificate Course on English Language and Life Skills**  
This one-year Certificate Course is offered to students who lack the required competence in the English language to enroll for UG programmes. This intensive course covering a range of study skills prepares them for entry into these programmes the following year.
- **Bridge Course**  
A preparatory one-week Bridge Course is offered to newly enrolled UG students who come from marginalised sections of society. It enhances their communication skills in English and, through personality development training, enables them to integrate into the larger student community.

- **Remedial Coaching**  
Remedial Coaching classes are conducted by the departments to provide additional help to slow learners. The classes are conducted by course teachers or by peer teachers under the supervision of faculty members.
- **Counselling**  
Faculty trained in counselling take on additional roles as counsellors. The College also has a Centre for Psychological Counselling, with two counsellors - a psychologist and a trained counsellor and a professional counsellor, who are available to students whenever required.
- **Writing Centre**  
The objective of the Writing Centre is to improve the academic writing skills of students especially in the areas of grammar, organisation and style. The centre is managed by the English Department with students as Writing Assistants and faculty as advisors.
- **Career Counselling**  
The Career Guidance Cell is managed entirely by the alumnae of the College. It is dedicated to providing comprehensive, quality career development guidance. The Cell also conducts workshops and training programmes to equip the diverse student community to successfully meet the demands and challenges of a career. It also organises campus recruitment drives during which the students are placed in reputed organisations and institutions.
- **Soft Skills**  
The Soft Skills Course has been made a mandatory part of the curriculum for both UG and PG students since 2008. The Soft Skills courses includes training in leadership qualities, time management, conflict resolution, goal setting, career mapping, team building and interpersonal skills. Besides the faculty of the Department of English, professional trainers are also involved in teaching soft skills.

### **Prospectus and handbook**

The College updates and publishes a prospectus highlighting the structure of the programmes, the various courses offered, the credit requirements and admission criteria. These details are provided along with the application form and are also available online on the College website.

The handbook is a compact ready-reckoner for students to plan ahead for all academic, co-curricular and extracurricular activities and is given to each student and faculty member at the beginning of the year. The handbook contains information regarding the College, the courses offered, the list of faculty and administrative staff and calendar indicating the events of the year. The handbook includes rules and regulations of the College, dates of Continuous Assessment Tests and End Semester Examinations, NCC Day, NSS Day, Sports Day, College Day, Retreat Days, etc. Every student is also given a Credit guidelines and regulations handbook that explains the curricular structure.

In addition, all relevant information and updates on latest developments and calendar of events are posted on the website, [www.stellamariscollege.edu.in](http://www.stellamariscollege.edu.in) and [www.stellamariscollege.org](http://www.stellamariscollege.org).

### Scholarships and Freeships

The College helps deserving students to avail of different scholarships on a merit-cum-need basis. Students may apply for Management, private and Government scholarships. Fee concessions are given to deserving students on time to meet their needs.

S.No	Particulars	No. of students			
		2008- 09	2009-10	2010-11	2011-12
1	Golden Jubilee, Diamond Jubilee, Millennium Scholarship	141	148	112	102
2	Fee Concession	124	254	246	194
3	Management Scholarship	128	-	-	-
4	Student Aid	15	11	10	9
5	Food Tokens	79	98	117	126
6	Private Scholarship	64	74	38	51
7	Govt. Scholarship	601	1002	628	623
8	Merit-cum-means Scholarship	104	103	98	95
9	Hostel Mess & Fee Concession	16	21	93	49
10	Madras Univ. Free Education Scheme	-	-	5	5
11	FAEA	-	-	-	3
	<b>Total</b>	<b>1272</b>	<b>1711</b>	<b>1347</b>	<b>1256</b>
	Students provided with stationery	79	98	98	126

- Divya V Rajan, a student of B.Sc. Chemistry, was selected for Kishore Vaigyanik Protsahan Yojana (KVPY) Scholarship offered by the Department of Science and Technology (DST), Government of India in the year 2010-11
- Amritha Vivek, M.A. Economics, was awarded a scholarship to attend a one-month course in Business Engineering, Science and Technology at the University of Dayton, USA in the year 2012-13

## **Support Services**

### **Overseas students**

The needs of the overseas students are met by arranging family stay, counselling and acculturation programmes and assistance in writing assignments through the Writing Centre.

### **Differently-abled students**

The College is sensitive to the needs of the differently abled students. Student volunteers from the College act as scribes, and help the visually impaired students to write their continuous assessment tests, assignments and semester examinations.

Ramps, lifts and convenient furniture are available for the physically disabled. Disabled friendly restrooms have been constructed. Wheel chairs are available for differently abled students.

JAWS, Super Nova Access Suite Version 13.03 - Dolphin and Openbook software are available for visually challenged students, to help them with writing and reading.

Use of the computer is enabled for differently abled students for tests and examinations and they are encouraged in their pursuit of learning through special coaching outside class hours by students and teachers. Additional time is given to these students to complete their examinations. The students are also exempted from Part I - Language Courses, if they make a request, as per University norms.

### **SC/ST/OBC and economically weak students**

Besides Government scholarships, private and College scholarships are given to the needy students. These students are also provided with food tokens, books from the book bank, fee concession and financial aid for study tours. Mentoring and Remedial Coaching help them improve their academic performance.

## **Encouragement for participation in competitions/conferences**

Students are encouraged to participate in and present papers at conferences. Several opportunities are provided for students to discover, develop and enhance their talents through a variety of intercollegiate academic and cultural programmes.

Information about forthcoming events and competitions at the collegiate, intercollegiate, university, state, and national levels are displayed on the notice boards. The information is also announced through the public address system, and through digital display boards installed in strategic locations.

To provide equal opportunity, the participation of students is coordinated by the Office of the Deans of Student Affairs, faculty advisors of clubs, mentors and the Students' Union.

The Students' Union ensures that the students participate in a plethora of activities and avail of all possible opportunities for personal growth through the year.

The Freshers' Talent Show, organised by the Students' Union for the first year students, encourages the freshers to showcase their talents and helps them to be a part of the vibrant campus life. The annual interdepartmental/inter-year Cultural Fest focusses on participation and interaction among students and helps them to showcase their talents. The annual intercollegiate Cultural Fest, 'Aquilae', brings together the best talents from various city colleges to participate in competitions and workshops, providing them with an enjoyable and competitive atmosphere.

Special achievers are honoured on College Day, Sports Day, NCC Day, NSS Day, and Union Day.

Proficiency prizes and Best Outgoing Student awards are given to students based on their academic performance, participation in extracurricular/co-curricular activities and personal growth, thus motivating the students to participate in all activities.

The clubs conduct break-time presentations on different issues like the environment, wild-life protection, self-defence, physical fitness, etc. to the entire College community to create awareness on these issues. The Students' Union organises a Language Week, in which a day is dedicated to each language taught in the College, to celebrate the rich linguistic and cultural traditions associated with the language.

### **Health Services**

The College has a Wellness Centre which caters to the wellbeing of the students. A visiting doctor and a resident nurse are available to attend to the medical needs of students, teaching and non-teaching staff. The infirmary is sufficiently equipped to deal with medical emergencies. There is a well-equipped first-aid kit and emergency medical kit in the Office of the Deans of Student Affairs and in science labs. The students and the faculty are covered by health insurance.

The College conducts a medical check-up for all the first year UG students by a medical team from Apollo Hospitals. The College also organised an Eye Testing Camp by Sankara Nethralaya (2009), and a Dental Camp by Sathyabama University Dental Hospital (2010), a special Diagnostic Campaign by Thyro Care (2010), a special Health Check up by Chettinad Health City (2010), and an Eye Testing Camp by Vasana Eye Care (2011–12, 2012–13).

A survey of the nutritional status of the first year students was done in order to counsel them on the advantages of a balanced diet.

### **Exposure to other institutions of higher learning and industry**

Students are encouraged to participate in seminars, workshops, conferences conducted by other higher educational institutions or organisations that offer such opportunities for youth. Course teachers also ensure that students benefit from field visits to institutions in the corporate sector, internship in institutions and business houses / corporate sectors.

### **Publications by students/student magazines**

- The annual magazine of the College has students on the Editorial Board
- The College has its own monthly online newspaper, called Stellaidoscope, available on <http://colleges.papyrusclubs.com/smc>, edited and published by students and posted on the Papyrus Club website, as a joint venture with the Deccan Chronicle and Nethink Technologies
- Various departments bring out annual journals/magazines:

<b>S.No</b>	<b>Department</b>	<b>Name of the journal/magazine</b>
1.	History	History Update
2.	Economics	Ankur
3.	English	Literary Journal
4.	International Studies	Focus
5.	Physics	Physik
6.	Chemistry	Zircon Reactions - Compilation of abstracts of dissertations of PG Students
7.	Hindi	Khilti Kaliyaan

### **Paper presentations and publications by Students**

K. Priya, III B.A. English, authored a novel – ‘Prophecy: The Rise of the Sword’ published by Oxford University Press.

Dhanashree Jayaram, a former student of the Department of English, authored a book titled Breaking out of the Green House: Indian Leadership in Times of Environmental Change.

Ramya R of M.Phil. Economics won the Best Paper Presentation Award at the National Seminar conducted by Ethiraj College.

D. Samhita, Department of Economics, was judged the winner for ‘The Best Summary of the Lecture Award’ for the lecture on “Foreign Direct Investments in Retail” conducted by the Scientific Research Association for Economics & Finance, Chennai.

Sneha Krishnan, Department of History, was selected as a Fellow to attend the Starting Bloc Global Institute for Social Innovation, organised by the London Business School. She was also selected by Harvard University to represent Stella Maris College at the On-campus Conference organised by the Harvard Project for Asia and International Relations in February 2009 where she presented a paper on ‘Rationalising Reservations’.

Jainul Shereen K. won the first prize for Paper Presentation on Ethics in Clinical research.

Amrita Girirajkumar's manuscript 'The Perfect Daughter' submitted under category –IV 'No Mountain Is High Enough' is accepted for publication by the Children's Book Trust, New Delhi.

Swarna Chander presented a paper titled "Impact of Food Inflation on the Urban Poor" at the National Seminar on Impact of Economic Meltdown on World Economics.

Ann Joseph attended an International Conference in Spain and presented a paper on Mentoring in August.

Gargi Saripalli presented a paper entitled "Consumer Friendly Food Labels and Eco Friendly Packing" at the IBS 8<sup>th</sup> International Conference on Economics and Finance: Governance and Wellbeing.

### **Civil Services coaching classes**

Coaching for the Civil Services Examination was introduced taking into consideration the suggestions of the last NAAC Reaccreditation team. From 2009 onwards, classes are held twice a week in collaboration with Manithaneyam Civil Service Coaching Academy, Chennai. On an average, 65 students enroll every year.

### **NET/SET coaching classes**

The College has been conducting coaching classes for NET/SET for students to enable them to qualify for lectureship/research.

Other qualifying exams too are taken by our students and a good percentage of them succeed.

### **Policies to enhance student participation in Sports and NCC**

In order to encourage participation of students in Sports & Games and NCC, the College provides a host of incentives to the team players and cadets. The College team players who participate in state, national and international tournaments are given fee concessions by the College. Players are provided with food tokens, sports uniforms, TA/DA and entry fee for tournaments. Additional academic support is provided with flexibility in attendance and continuous assessment schedules.

### **Placement of Students**

The Career Guidance Cell (CGC) of the College, a wing of the Alumnae Association of Stella Maris College (AASMC) is dedicated to providing career development and employment opportunities, internship programmes and training for a diverse student-alumnae community.

The following are the goals of the CGC:

- To organise training programmes and special events to assist students in career planning
- To provide information on jobs, positions and opportunities



- To develop employment opportunities and foster partnerships and links with on- and off-campus community
- To guide needy students to apply for jobs and start enterprises
- To provide information on entrepreneurship

The Cell maintains data on the information provided to students, information received from employers, programmes conducted and students' efforts to find suitable employment. A data-bank has been created on the educational qualifications of the students with their financial background, residential address and training received. The Cell can retrieve necessary information from the data-bank and provide it to employers who seek it.

Recruitment has been arranged for both UG & PG students and many have been placed in reputed organisations.

Career Talks are conducted for second year students by corporate professionals on a variety of topics such as the pharma industry, teaching, banking, e-publishing, retail management, logistics and insurance. Exposure to these areas gives students a clear picture of career options.

An event titled "Beyond Horizons" is organised by the CGC every year. This one-day event includes the setting up of stalls from different institutions and organisations and provides a platform for students to meet educationists and gather information on higher studies or job options.

### **List of Employers and number of students selected**

**2008-09**

<b>S.No</b>	<b>Name of the Company</b>	<b>No. of Students</b>
1	IREVNA	5
2	FIDELITY	18
3	WIPRO WASE	8
4	I – GATE	11
5	TATA CAPITAL	3
6	STORY TRAILS	2
7	SAVY SOFT	4
8	HDFC INSURANCE	7
9	WIPRO TECHNOLOGIES	11
10	AJUBA BPO	2
11	TNQ BOOKS AND JOURNALS PVT. LTD.	4
12	SHINE KIDS	2
13	GOLDMAN SACHS SERVICES PVT. LTD.	12
14	WIPRO INFRASTRUCTURE	31
	<b>TOTAL</b>	<b>120</b>

**2009-10**

<b>S.No</b>	<b>Name of the Company</b>	<b>No. of Students</b>
1	GOLDMAN SACHS SERVICES PVT. LTD.	17
2	ITC	2
3	DELOITTE	9
4	PEOPLE PRO	5
5	SAP LABS	3
6	AMELIO	3
7	WEALTH ADVISORS	2
8	GOOGLE	6
9	EZ VIDYA	2
10	CRYSTAL	3
11	ERNST & YOUNG	5
12	R R DONNELLEY	3
13	HCL	9
14	NOKIA	5
15	WORLD BANK	4
16	FIDELITY	9
17	CGH	2
18	TCS BPO	8
19	THOMAS REUTERS	4
20	ABN AMRO	25
21	TNQ BOOKS & JOURNALS PVT.LTD	4
22	IL & FS	10
	<b>TOTAL</b>	<b>140</b>

**2010-11**

<b>S.No</b>	<b>Name of the Company</b>	<b>No. of Students</b>
1	CTS IT	42
2	CTS BPO	68
3	GOLDMAN SACHS SERVICES PVT. LTD.	11
4	LEVERAGE	3
5	VENTURE INTELLIGENCE	2
6	CALIBER	1
7	FEDBY	2
8	MCKINSEY & COMPANY, INC.	7
9	WIPRO	5
10	TATA CAPITAL	3
11	REACH	1
12	GOOGLE	4
13	DELOITTE (I)	8
14	DELOITTE(H)	6

S.No	Name of the Company	No. of Students
15	ITC INFO	7
16	INFO BPO	18
17	HCL BPO	51
18	HCL IT	12
19	ITCWELC	2
20	PROF C	1
21	VIRTUSA	1
22	IIL	5
23	WORLD BANK	1
24	R.R. DONNELLEY	25
25	SUTHERLAND	16
	<b>TOTAL</b>	<b>302</b>

**2011-12**

S.No	Name of the Company	No. of Students
1	GOLDMAN SACHS SERVICES PVT. LTD.	16
2	MCKINSEY & COMPANY, INC.	7
3	DELOITTE	6
4	VENTURE INTELLIGENCE	1
5	WIPRO WISTA	13
6	WIPRO WASE	22
7	WIPRO INFOTECH	14
8	HCL LEARN	34
9	HCL	42
10	GOOGLE	3
11	TATA CAPITAL	3
12	TNQ BOOKS AND JOURNALS PVT. LTD.	3
13	ACCENTURE	8
	<b>TOTAL</b>	<b>172</b>

**2012-13**

S.No	Name of the Company	No. of Students
1	GOLDMAN SACHS SERVICES PVT. LTD.	24
2	RBS BUSINESS SERVICES PVT. LTD.	85
3	MCKINSEY & COMPANY, INC.	4
4	IBM GLOBAL PROCESS SERVICES	20
5	KPMG	2
6	ZOMATO	2
7	ERNST & YOUNG	3
8	GOOGLE	5

S.No	Name of the Company	No. of Students
9	DELOITTE U.S. INDIA	6
10	COGNIZANT	17
11	WIPRO TECHNOLOGIES	17
12	MAHINDRA SATYAM	18
13	HEWLETT PACKARD	17
14	VIRTUSA	3
15	SUTHERLAND GLOBAL SERVICES	10
16	TNQ BOOKS AND JOURNALS PVT. LTD.	5
	<b>TOTAL</b>	<b>223</b>

### **Entrepreneurship Skills**

The Entrepreneurship Development Cell (EDC) of the College was set up with the support of the National Science and Technology Entrepreneurship Board (NSTEDB), Department of Science & Technology, Govt. of India. The EDC introduces students to the concepts of entrepreneurship and stresses its importance, its advantages and the qualities required of a successful entrepreneur. It also gives them guidelines for setting up a micro enterprise. The EDC also conducts skill development training programmes on the preparation of herbal products, processing of fruits/vegetables and designing jewellery.

### **Alumnae Association**

The Alumnae Association of Stella Maris, AASMC was formed in 1997 to foster fellowship among alumnae, current students and faculty members. The Association offers annual and life membership. Each department conducts meetings for former students of their respective departments.

The AASMC has created various chapters in Kerala, Karnataka, Madurai, Dubai, Malaysia and the USA. The Association also undertakes the following activities that contribute to the development of the College:

- Kalanjiam, arranges talks by experts and writers on topics ranging from cookery, psychiatry and film making to books and travel through Kalanjiam
- Stellar News, a newsletter, that serves as the official voice of the alumnae
- A Student Support Fund set up with contributions from members, support deserving students in paying examination fees and expenses for study tours
- Organising training sessions, workshops, liaising with business houses and other institutions for student placement, through the CGC.

### **Avenues for Grievance Redressal**

In order to offer students the opportunity of expressing grievances regarding Continuous Assessment and End Semester Examinations, the College has set up an Appeals and Grievance Committee with the Principal as the Chairperson.

The online course teacher evaluation has a provision for students to voice their grievances, if any. Grievances are also voiced at Class Committee meetings and Student Council meetings. Students have the freedom to approach the mentor, the Head of the Department, faculty members, Deans of Academic Affairs and the Vice Principals and issues, if any, are communicated to the concerned departments/offices for redress.

### **Anti-ragging Committee**

In accordance with UGC norms, ragging in any form is strictly forbidden. If found guilty of ragging, the student faces cancellation of admission/suspension from College and also will be liable to pay a fine of ` 25,000 to 1,00,000.

The Anti-ragging Committee consists of the Principal, the Secretary, a Dean of Student Affairs, a member of the faculty, representatives of the Students' Union and the local Inspector of Police. The phone numbers of the committee members are given in the handbook and details are displayed at various locations on campus.

The Principal and the Heads of Departments counsel senior students on the ill-effects of ragging and the need to treat everyone with due respect. Senior students who volunteer under the banner of 'Friendly Seniors' also offer support and guidance to the freshers.

### **Cooperation from Stakeholders**

The College considers all stakeholders as important participants in the holistic development of students. Their co-operation and involvement is elicited in a number of ways: Parents meet their ward's mentors / course teachers' at least once a semester for updates on their performance. Departments establish links with organisations/institutions in order that the expertise / experiences of the specialists are made available to students through workshops, interactive sessions, opportunities for research, internships opportunities and so on. As members of Board of Studies, Academic Councils, subject experts, top level administrators and academicians from industry and the university participate in the process of curricular development.

Field work opportunities and professional advice is availed of from NGOs, to benefit students of the departments of SW and PR in their course work. Students' involvement in SAP and SL courses bring them in close contact with local communities and the benefits are mutual.

### **Motivation of students for participation in extracurricular activities**

Besides motivating the students to participate in different extracurricular/co-curricular activities, student participation is encouraged through training/workshops conducted for the participants, allowing time for rehearsal, and attendance compensation.

## 5.2 Student Progression

### Success Rate: Final Year Results

Programmes		PERCENTAGE OF PASS			
		April 2009	April 2010	April 2011	April 2012
<b>B.A.</b>	History	78.79	50.00	63.04	56.41
	Sociology	76.36	60.94	73.68	69.84
	Economics	74.07	77.05	77.78	69.70
	Fine Arts	82.86	82.05	-	-
	English	70.18	66.07	65.57	82.76
<b>BVA</b>	Visual Arts	-	-	-	77.78
<b>B.Com</b>	Shift I	85.51	86.67	94.37	95.24
	Shift II	93.36	90.54	92.44	80.32
<b>B.Sc.</b>	Mathematics Shift I	91.67	83.33	82.81	88.06
	Mathematics Shift II	93.18	87.80	77.27	81.25
	Physics	86.49	82.05	82.86	80.00
	Chemistry	93.10	93.10	87.50	81.40
	Plant Biology & Biotechnology	94.00	92.31	96.67	70.83
	Advanced Zoology & Biotechnology	90.48	95.24	82.05	88.46
<b>B.C.A</b>	Computer Applications	85.44	94.39	92.38	88.17
<b>B.S.W</b>	Social Work	85.29	88.57	94.74	89.36
<b>M.A.</b>	International Studies	78.95	75.00	96.27	85.71
	Economics	77.78	50.00	77.78	75.00
	English	94.29	72.97	64.00	88.00
	Fine Arts	92.86	71.43	100.00	85.00
	Public Relations	100.00	100.00	95.65	94.74
<b>M.S.W</b>	Social Work	93.75	84.62	94.44	90.91
<b>M.Com</b>	Commerce	100.00	100.00	81.25	88.57
<b>M.Sc.</b>	Mathematics	100.00	100.00	91.89	91.67
	Information Technology	92.00	88.46	100.00	88.00
	Bioinformatics	100.00	100.00	94.12	100.00
	Chemistry	100.00	96.00	90.48	83.33
	Biotechnology	95.45	100.00	100.00	77.27

### Ranking of the College

The College has been consistently ranked among the top twelve colleges at the national level as surveyed and ranked by India Today and The Week. The College has acquired national repute as an autonomous institution that sets itself high benchmarks in every aspect of education.

**Progression:** On an average, in the past four years, 50-60% of the students of UG choose to pursue PG programmes while 30% of the students are employed. Two percent of the PG students continue their education and register for Ph.D. Eighty percent of the PG students are employed. There has been a substantial increase in the number of students pursuing higher studies and the placement of students is also on an upward trend.

**Program-wise dropout rate**

UG Programmes	Dropout Rate	PG Programmes	Dropout Rate
History	9.9	Economics	6.1
Sociology	8.4	English	4.4
Economics	5.5	Fine Arts	1.8
Visual Arts	2.9	Mathematics	5.5
English	3.1	Social Work	5.0
Mathematics - Shift I	0.4	Chemistry	3.3
Mathematics - Shift II	2.0	Bioinformatics	7.7
Commerce - Shift I	3.5	Biotechnology	1.1
Commerce - Shift II	2.9	Information Technology	3.3
Commerce (CS)	5.2	International Studies	10.8
Physics	3.8	Public Relations	7.1
Chemistry	6.0	Commerce	2.1
Botany	5.1		
Zoology	4.7		
Social Work	2.3		
Computer Applications	0.8		

**NET/SET:** Approximately 33 students have cleared NET/SET in the past four years. However, accurate information is not available. Approximately 100-200 students appear for CAT exams annually. Five students have cleared the Civil Services Examinations during the period 2008-2013.

**Ph.D. theses, submitted, accepted in the last four years**

S. No	Department	Particulars		
		Registered	Submitted	Awarded
1.	English	10	1	3
2.	Fine Arts	6	1	4
3.	Economics	1	-	-
4.	Mathematics	6	-	-

### 5.3. Student Participation and Activities

Student clubs are an integral part of life on campus catering to the varied interests of the student body. To encourage and widen the interests of students, the College offers voluntary membership to various departmental and non-departmental clubs managed by elected representatives and a faculty advisor. These clubs provide students with several opportunities to showcase their talents and develop their personality and leadership skills.

Students enroll in one or more of the following clubs: Quiz, Debate and Current Affairs, Western Music, Light music, Folk Dance, Bharathi Mandram, Rotaract Club, Computer Club - Links, Event Management, Dramatics, Western Dance, Classical Dance, Enviro Pawpals Club, Anubhuthii, French Club, and the online newspaper Stellaeidoscope. Members of these clubs represent the College at various prestigious intercollegiate events in the city, competitions, debates etc. and bring in laurels to the College.

#### Highlights of club events:

**Western Dance Club** - Besides organising programmes in the College, the members actively participate in intercollegiate cultural programmes. They secured first place in *Sarang* at IIT, in *Milan* at SRM, in *Festeve* at WCC, in *Deepwoods* at MCC and in *Ignite* at Loyola College.

**Quiz, Debate and Current Affairs Club** – The members conduct quiz contests and debates in the College. The special event they organised in 2012–2013 was the Parliamentary Debate held on Nov. 30, Dec. 1 & 2, 2012. The Stella Maris College Parliamentary Debate saw the participation of more than a hundred students from prestigious universities across the country and overseas such as IIT Madras, NLS Bangalore, IIT Bombay, NUS Singapore, Christ University, R.V. College of Engineering, Asian College of Journalism, Loyola and MOP Vaishnav.

In the academic years 2010 – 2011 and 2011 – 2012, the club organised the MUN - Model United Nations. About 140 students from various city colleges and from all over India participated.

**Dramatics Club** - The College dramatics team, Stellar Players under the guidance of a faculty advisor, stages an annual play, entirely a student venture, for the public, directed and managed by students with some help from a theatre professional. Titles of some of the plays that have been staged are 'Black and Blue and other Hues', "A Veiled Affair", "Winding Up the Charm", "The Importance of Being Ernest" and "12 Angry Jurors".

#### Highlights of Students' Union activities

The Students' Union selects a theme for each year and various activities based on the theme are organised through the year.

The theme for the year 2012 – 2013 was Go Green, Go Blue, Go Red. Green stands for Environment Security, Blue for Water Security and Red for Food Security.

The theme for the year 2011–2012 was Food and Water Security, in keeping with which the entire College arranged an exhibition and other activities through the year. After a month-long awareness creation through sessions for



faculty and students by Dr. V. Suresh of PUCL, the Supreme Court appointed Advisor for Tamil Nadu on Food Security and his team, the campaign was launched on 23 August 2011.

A Walkathon (2010) was organised on Marina Beach to create awareness about the importance of higher education of first generation women learners. This had a positive impact on the public.

Under the theme Care of Mother Earth (COME) (2008) the College conducted orientation programmes, awareness campaigns and encouraged research initiatives and eco-friendly practices on campus. The students formed a Green Squad which worked towards maintaining a clean and green Campus. The proactive measures of the students continue till date and a record of the activities have been compiled into two booklets *Green Initiatives* in 2010 and 2012.

Students' Union organised **TEDx** (2011), which brought several renowned and inspirational speakers to the College.

An annual intercollegiate cultural competition *Aquilae* is organised by the Students' Union every year with active participation from representatives of various city colleges. In 2012–13, a total number of 21 colleges took part in the 24 events organised by the Students' Union.

A 'Recycle Week' was organised in collaboration with Paperman, a movement that promotes the idea of recycling of paper.

The Rotaract Club of Stella Maris College, under the District Rotary International 3230, is actively involved in community services such as reaching out to the slum and creating awareness on social and civic issues.

The Enviro Club has been making a significant contribution to environmental issues by creating awareness among students regarding environmental pollution by reinforcing the need for the protection and conservation of the environment and by inculcating an eco-friendly attitude among the student community.

**Sports:** The College has always been at the forefront of games and sports at all levels.

**Highlights of the achievements and the number of tournaments won:**

Name of the Event	Level	2008 – 09	2009 – 10	2010 – 2011	2011 – 12
Table Tennis	University	3	3	3	2
	Zonal	1	-	2	-
	State	1	2	-	1
	National	2	6	4	5
	International	-	-	-	1
Basket Ball	University	2	3	2	2
	Zonal	2	-	2	-

Name of the Event	Level	2008 – 09	2009 – 10	2010 – 2011	2011 – 12
	State	1	1	-	1
	National	1	4	3	1
Hockey	University	3	2	2	2
	Zonal	1	-	1	-
	State	-	-	1	1
	National	1	-	1	1
Lawn Tennis	University	3	1	2	2
	Zonal	-	-	-	-
	State	2	2	1	1
	National	3	3	5	7
	International	-	-	-	1

Golf - at the Gymkhana Club: 2<sup>nd</sup> prize, Renex Cup: 1<sup>st</sup> prize

Archery: 1<sup>st</sup> place

Shooting - State level: 1<sup>st</sup> prize

Swimming: won gold and silver medal at national level and represented India in Rescue Games 2008 held at Berlin, Germany

Athletes have represented the College at all levels in the following events: Relay, High jump, Javelin Throw, Shot-put and sprint.

### **Feedback**

The Students' Council Meeting (held twice a year) is an important forum for students to provide feedback.

The Students' Union organises General Body meetings of the Student Body. This is an interactive session that gives the students an opportunity to express their opinions, comments and suggestions.

Class Committee meetings of all departments are a forum for the students to express their opinions on issues relating to support services and facilities.

### **Students' Union and Students' Council**

The Students' Union office bearers are democratically elected by the student body in a free and fair atmosphere where every student is encouraged to exercise her franchise. The voting is done through online nomination and online polling. The Union Executive members consists of The President, Vice President, Secretary, Treasurer, Cultural Secretary (Shift I) and Cultural Secretary (Shift II). All students of the College are the members of the Union. The objectives of the Students' Union are to

- Uphold, work for and implement the ideals of the College
- Foster cordial relations between the students and the staff

- Promote healthy and responsible participation of students in all activities

The Students' Council functions as the deliberative body of the Union and is governed by a constitution. The Students' Council consists of members of the Students' Union, elected Class Representatives and Assistant Representatives, Executive Representatives, and Club Presidents. The Students' Council Meeting, convened twice a year, is a forum where students' needs are discussed and addressed.

**Students' Wing of the IQAC:** Recognising the importance of the role of students in quality sustenance and enhancement on campus, the IQAC launched a Students' Wing in February 2012. The members suggest measures to enhance the quality of student life on campus and serve to liaise between the IQAC and the student community. They assist in the Pathway Programme and other programmes for the freshers.

### **Additional Information**

Students of the College have always been sensitive towards environmental and social issues and are committed to working for the uplift of the socio-economically underprivileged. Towards this end, the student community has been actively involved in socially relevant activities such as campaign against GM foods, Tree Census, Turtle Walk, Signature Campaign against Child Labour, Nature Walk, door to door campaigning to educate the public and school students on environmental issues, health and hygiene, malaria control, conservation of water, and segregation of waste at source.

The students have taken a pledge to say "no" to plastic. They also work to promote the idea of food security. Some other important student activities are Care of Mother Earth and Care of the Heart through the Billion Hearts Beating programme. To instill a feeling of oneness and inclusiveness, the College community organises the Christmas Fete and Christmas Melodies to inculcate the value of sharing.

The students of the Department of History participate in heritage conservation activities to help restore museum artifacts. The Cardiology Department of the Government Children's Hospital has been brightened by the paintings of the Fine Arts students, bringing cheer to the children.

Two of our students, Poojitha Konduru and Kamini Nandakumar, attended the Swearing-in Ceremony of the U.S. President Mr. Barack Obama and the five-day *Collegiate Presidential Conference* at Washington D.C. in January 2013.

The Student Support initiatives of the College have lead to the holistic growth of our students by enhancing their confidence and developing their personality. They have facilitated the smooth progression of students through their period of study in college and have also contributed to preparing them for life outside the campus.

## CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

The leadership and governance of the college is based on a philosophy that upholds a participatory, democratic and transparent approach. The Management, right from the inception of the college had a vision for the empowerment of young women and marginalised sections of the society and a mission for the establishment of social justice and equity. From this focused, long range view, the management has evolved a blueprint for the systematic, humane and service-oriented functioning of the institution.

### 6.1 Institutional vision and leadership



Truth and charity has been the motto of the college since its inception in 1947. The emblem represents a ship sailing on stormy waters led on by a star. This symbolises the students' life, guided amidst tempests by the light of Stella Maris, the Star of the Sea. Institutional vision and leadership is therefore directed towards encouraging young women to continuously search for truth, and grow into mature and responsible women to face the challenges of life at home and in society. The ceaseless quest for truth and the untiring spirit of selfless service is the hallmark of a true Stella Marian.

Blue and gold are the colours of the College. Blue symbolises truth, loyalty and fidelity and gold symbolises love, zeal and charity

### Vision and mission of the College

#### Vision statement

*To build a vibrant and inclusive learning community in a culture of excellence sustained by a sound value system that promotes responsible citizenship and effects social change.*

#### Mission statement

*The mission of Stella Maris College is to empower young women to face the challenges of life with courage and commitment, to be builders of a humane and a just society, and to promote a learning community in which all, especially those from less privileged backgrounds, feel part of the collaborative high quality educational process which is value-based and leads to holistic growth.*

The objectives that follow the statement of mission of the institution define every aspect of the college's raison d'être, its reason for being.

- To develop in the college, a community of individuals endowed with intellectual curiosity, and an eagerness for lifetime learning, who will

- use knowledge creatively for social transformation
- To form women of character, with sound moral principles and integrated personalities
  - To instill in the students a sense of national pride and appreciation of Indian traditions and cultures
  - To create awareness among students about current socio-economic, political and cultural issues and to denounce all forms of oppression relating to class, caste and gender
  - To sensitise students to environmental issues, thus motivating them to promote ecological justice and sustainable development
  - To establish a link between the institution and policy makers through collaborative research leading to social development

### **Leadership and organisational development**

As a minority institution, Stella Maris College has its own Management Committee comprising the Vice President of the FMM, the Secretary of the College, the Principal, two religious staff and the Bursar.

The Management Committee is a planning and policy making body which meets periodically to plan policies relating to admissions, academic programmes, recruitment of staff and infrastructure development. The Committee also reviews and evaluates the academic progress, administrative processes and all matters related to co-curricular, extra-curricular and extension activities of the College.

The statutory bodies of the College are the Governing Body, the Academic Council, the Boards of Studies and the Finance Committee.

The Governing Body has been constituted in line with the recommendations of the UGC with the Provincial as the Chairperson. It steers the organisation's management systems, their implementation and continuous improvement and meets twice a year to review the academic and administrative functioning of the College.

The Principal, as the academic and administrative head of the institution, reports to the Governing Body on various aspects of the functioning of the College: academic progress, admissions, examination results, financial aspects, staff positions and other administrative matters. She also briefs them on the actions taken on the earlier recommendations of the Body. The Bursar presents the recommendations of the Finance Committee of the College in relation to the fee structure and the annual budget for the following year. She also presents the audited statement of accounts and balance sheet for the current year.

The Governing Body assesses and evaluates all the activities and programmes of the College and offers suggestions pertaining to all aspects of its development and growth. It approves the introduction of new programmes, the fee structure and proposals for the development of infrastructure and facilities.

The Academic Council, constituted according to the guidelines laid down by the UGC, leads the process of curriculum development and reviews and approves the recommendations of the Boards of Studies.

The Boards of Studies, constituted according to the guidelines laid down by the UGC, provide leadership with regard to the content development of various courses and innovative methodologies for teaching and evaluation.

Both the Academic Council and the Boards of Studies meet once or twice a year, depending on the need.

The Finance Committee, with the Principal as the Chairperson, is an advisory body to the Governing Body in matters pertaining to finance. It oversees the preparation of the budget, monitors the budget estimates relating to the UGC grants received/receivable and income from fees. It is also responsible for managing the financial aspects of schemes under autonomy.

The suggestions given by the Governing Body, the Management Committee and the Finance Committee are implemented by the various administrative offices, under the leadership and guidance of the Principal.

The College ensures a system of participative management whereby information flow and decision making processes are systematised and channeled through all key constituents of the College.

As the academic and administrative head of the College, the Principal provides leadership in advancing the academic agenda of the College. She manages change in policies and practices that affect the academic life of the College, and is the final authority in decision making relating to curriculum change and development and any other matters relating to academic, co-curricular, extra-curricular and extension programmes of the College. She also oversees all the administrative processes of the College.

The Secretary represents the Management before the Government and the Directorate of Collegiate Education. She plays a supportive role with regard to the academic community which is headed by the Principal.

The Vice Principals serve as Deans of Faculty and assist the Principal in the general administration of the college and in maintaining quality at all levels in the College. They serve as ex-officio members on all executive bodies.

The Deans of Academic Affairs are directly responsible for coordinating all academic programmes of the college. They oversee the planning and restructuring of the curriculum in consultation with the Principal and the Curriculum Restructuring Committee.

The Deans of Student Affairs advise and monitor all student activities of the student body. Their primary role is to help/guide the executive members of the students' union to plan, strategise and organise student related activities. The office of the Deans serves as the nodal point for student support services.

The Controller of Examinations heads the examination office. She ensures the smooth and effective functioning of the examination unit and takes direct charge of all matters relating to the conduct of examinations.

The Internal Quality Assurance Cell (IQAC), constituted in keeping UGC guidelines, is a key unit of the College. The IQAC initiates and implements quality enhancement and assurance measures for all constituencies of the College.

The Heads of departments ensure the smooth functioning of the activities of the department in collaboration with other members of the department. They ensure that the syllabi for various courses are up-to-date and that the teaching-learning-evaluation processes meet required standards.

Regular meetings of the Staff Council are held to discuss and decide on matters relating to academics and administration.

For the smooth and effective functioning of the College, interactions with stakeholders comprising of faculty, parents, alumnae and the students, are regularly organised. The College Development Committee, which includes faculty members, parents, benefactors and alumnae, has been set up for feedback and to mobilise resources to meet the growing financial requirements of the institution. Feedback received from faculty, students, alumnae and other stake-holders are considered for continuous review and revision which are relevant to the changing needs of higher education.

Policy decisions regarding institutional advancement and growth are taken at the Management level. Various officials of the College assist in the implementation of the policy decisions. Decisions pertaining to the functioning of the College are taken by the Staff Council.

To enhance the smooth functioning of the institution, the management identifies faculty members to hold leadership positions in various offices, on a rotational basis. The Management ensures that senior leadership positions and all other positions in various statutory bodies of the College are filled as and when they arise. Members of the statutory bodies meet regularly.

The Heads of departments, the faculty members who hold positions in various offices and coordinators of the different activities assist in ensuring effective and efficient functioning of the college through a participatory mechanism. Faculty members are nominated as members of the Governing Body and Finance Committee. They are also members of various committees which are formed to take up specific academic and administrative responsibilities. These committees, in consultation with the Principal, Vice Principals, Deans of Academic Affairs and Deans of Student Affairs are empowered to take decisions on activities relating to their areas of responsibility. Ideas and suggestions from the alumnae, parents and well-wishers of the College are considered while making major decisions. They are also members of select committees.

To reinforce and sustain a culture of excellence, academic, co-curricular and extra-curricular activities are constantly monitored by the Management and the Staff Council. Programmes for Faculty Development, Quality Assurance and Sustainance, TQM and other measures to augment and sustain quality education processes, are initiated by the IQAC. An important initiative taken by the management is to encourage faculty members to pursue doctoral programmes, to undertake research projects, and establish linkages with industries and institutions of national and international eminence.

The participation of the Principal in an action-oriented programme titled 'Leading Catholic Universities in the 21<sup>st</sup> Century' organised by the International Federation of Catholic Universities (IFCU) has enabled the College to rework and revise its strategic plans in the areas of administration and research. An in-depth SWOC analysis prepared for the above mentioned programme, provided an opportunity for self-analysis and reflection of the institution's role and contribution in the field of higher education.

The College is committed to meeting the changing needs of a heterogeneous social order and to planning its programmes with a view to establishing their relevance on a 21<sup>st</sup> century global arena. Planned interventions like academic audit, energy audit, disability access audit, green cover assessment, etc., contribute towards improving the system to meet academic and social challenges.

### **Academic and administrative leadership provided by the University to the College**

- Three representatives from the University are nominated for a tenure of two years to the Academic Council
- One representative from the University is a member of the Boards of Studies of departments in the College
- One nominee of the University is a member of the Governing body
- The members of the Commissions for grant and extension of affiliation to new programmes and extension of autonomy also include a University representative

### **Grooming of Faculty and Students for leadership**

Annual leadership training programmes are organised by the College for faculty at various levels. Faculty periodically attend leadership training programmes organised by other institutions of repute at the national and international levels. Interactive sessions and workshops are organised by the management for faculty holding administrative positions and for senior faculty.

The members of the Students' Union and Students' Council are groomed for leadership through annual leadership training programmes. Through the Springboard for Leadership Programme, students with a potential for leadership from different departments are given intensive training in various aspects of developing leadership skills. Through interactive sessions and



motivational talks, members of the Students' Wing of the IQAC are encouraged to take on leadership roles.

The College also organises sessions on capacity building and team building for the administrative staff to enhance their efficiency.

### **Strategy for knowledge management**

The College adopts a strategy for knowledge management through a multi-pronged approach to sharing skills, expertise, and experience:

- Sharing of individual expertise with other members of the faculty through lectures, workshops, interactive and demo sessions
- Orientation sessions on effective ethos of the College, curricular structure, teaching-learning-evaluative processes and capacity building by senior faculty for junior and mid-level faculty, within the department and across departments
- Motivational sessions by senior and retired faculty
- Sessions on quality assurance and enhancement processes by the IQAC
- Inter-disciplinary approach to academic programmes and research
- DSpace, a digital repository, hosts syllabi, lecture notes, published articles, conference papers, abstracts and synopsis of dissertations and research related documents
- Student presentations to the College community on social and environmental themes
- Programmes organised by the Department of Languages and various clubs to sensitise the student community to various cultures, traditions, and art forms
- Guest lectures for students by faculty across departments in areas of their expertise

### **Reflection of values in the functioning of the College**

#### **Contributing to national development**

Observing days of national importance is a regular activity of the College. Eminent speakers are invited to speak to the students and inculcate in them a spirit of nationalism.

The College makes conscious efforts to involve the faculty and the students in the development of communities in the immediate neighbourhood and also in and around the city of Chennai thereby contributing to nation building. The extension activities of the College are directed towards this aim. The NSS and NCC are major student training programmes of the College that aim to instill in students a deep sense of patriotism and commitment towards becoming agents of social change. The College organises several awareness programmes to create a sense of responsibility and involvement among students on issues of national concern. Students participate in campaigns and awareness programmes on issues relating to gender, environment, health and hygiene and food and water security.

Every student is involved through the Social Awareness Programme/ Service learning and extension projects in neighbourhood development. This gives students an exposure to social realities and promotes their commitment to social development.

### **Fostering global competencies among students**

The academic structure of the College incorporates innovative and contemporary courses which equip students to meet challenges at the global level. Student Clubs organise national level programmes such as the Model United Nations, Parliamentary Debates and TEDx in which students from several institutions all over India participate and exchange ideas and knowledge on global issues thereby promoting leadership qualities and an awareness of socio-political realities at both national and global levels.

Students are encouraged to participate in academic, co-curricular and extra-curricular activities at national and international levels.

### **Inculcating a value system in students**

Value Education courses, such as Values in Personal life, Values in Family and Social Life and Building a Humane and Just Society and Values and Competencies, Women in Family and Society and Values for Harmonious Living, are a core component of the curriculum. Students benefit immensely from these courses and imbibe values for life. A significant thrust of the College is towards fostering inter-faith understanding and encouraging dialogue across diverse cultures.

Peer-teaching efforts, through programmes such as Remedial Teaching and Language Partnership Programmes, are encouraged to foster a sense of responsibility and concern for fellow students.

### **Promoting use of technology**

Students enhance their technical skills by utilising modern technology regularly. Some ICT enabled facilities that enrich the academic experience in the College are: the use of SMART Boards for the teaching-learning process, a fully automated library, simulation for dissections, virtual class rooms, science, maths and language labs equipped with relevant software, Weblems, use of software for modeling and statistical analysis and design and development of software by students to fulfill in-house requirements

### **Quest for Excellence**

The College strives to ensure quality in every aspect of the teaching-learning processes that contribute to the holistic development of students. In order to achieve this, every activity of the College is planned systematically by faculty and students in consultation with the Principal, Management and other officials of the College.

Encouraging student and faculty participations in international, national and regional conferences, seminars, workshops and certificate courses and value added certificate courses offered to students are some of the measures adopted by the College to ensure out-of-classroom learning experiences that will serve to widen horizons of learning.

Special programmes such as the Language Partnership Programme, Pathway Programme and Remedial Coaching help slow learners and students from regional language medium schools to improve and develop their linguistic competency. It also serves as a springboard for these students to raise their performance levels in their major disciplines.

Student services such as Mentoring and Counselling enable students to meet their day-to-day challenges with courage and confidence which in turn ensures better performance among students.

Online feedback on teacher effectiveness obtained from the students every semester, and feed-back obtained through Class Committee Meetings on various courses and general feed-back from the Students' Council help the College to improve and sustain its quest for excellence. Evaluation and feedback from members of the Academic Audit and the Autonomy Review Committee are used to enhance the quality of education and to promote excellence in every aspect of functioning.

The Archives housed in the College library collects, preserves, maintains and makes available the rich historical evidence of the institution's heritage for posterity. It is an initiative to pass down to generations of faculty and students, the rich legacy, ethos and traditions of the college.

#### **Compliance with UGC autonomous review committee's recommendations** Recommendations of the UGC Review Committee (17/09/2008)

After a visit to all the departments, classrooms, laboratories, library, common facilities like hostels etc. and interaction with students, teachers and members of the Management Committee of the College, the Committee unanimously recommended the following measures:

- i. Ex-post-facto approval for the extension and contribution of autonomous status of Stella Maris College, Chennai for the academic years 2002-2003 to 2007-2008
- ii. Further extension and continuation of autonomous status to Stella Maris College, Chennai for a period of six years 2008-2009 to 2013-2014 (as per UGC XI Plan Guidelines)

The Report of the Autonomous Review Committee set up by the University of Madras stated that the College is "progressing very well and that the autonomous status may be continued."

## 6.2 Strategy Development and Deployment

### Perspective Plan for development

- **Teaching and learning**

The College follows a policy of reviewing and redesigning curriculum/ syllabi once in three years to keep pace with the changing trends in higher education and societal needs. It invests in state-of-the-art technology for promoting innovative teaching methodologies. Constant review of testing and evaluation patterns encourages creativity, originality and analytical thinking. Faculty members are motivated to design contemporary, skill based and value-added courses.

- **Research and development**

A Research Cell with appropriate technological support has been set up with a coordinator and core team members representing the sciences, arts and commerce streams. They are assisted by representative from each department who liaise between the Cell and the departments.

To strengthen research activities the College encourages faculty members to pursue research and publish papers, apply for grants to conduct research projects and present papers at conferences. It encourages inter-disciplinary research and department-industry tie-ups. It also identifies potential funding agencies for projects/other research based activities.

- **Community engagement**

All departments organise Social Awareness Programmes/Service Learning in order to sensitise the student community towards social realities. The needs of neighbourhood communities are identified and programmes are planned accordingly. Extension Projects of the College serve as a laboratory for students to learn and understand prevailing social concerns that need the involvement of the community. The College has embarked on a development project in Tirupassur, Tiruvallur District of Tamil Nadu. Students are given an opportunity to experience rural living and reach out to the people through various need-based programmes.

- **Human resource planning and development**

At the end of each academic year the Management Committee reviews the existing positions and identifies the required personnel for various teaching and non-teaching positions and makes appointments through appropriate procedures. Orientation and training programmes are organised for new recruits and need-based training/workshops are organised for faculty, administrative, and supportive staff.

- **Industry interaction**

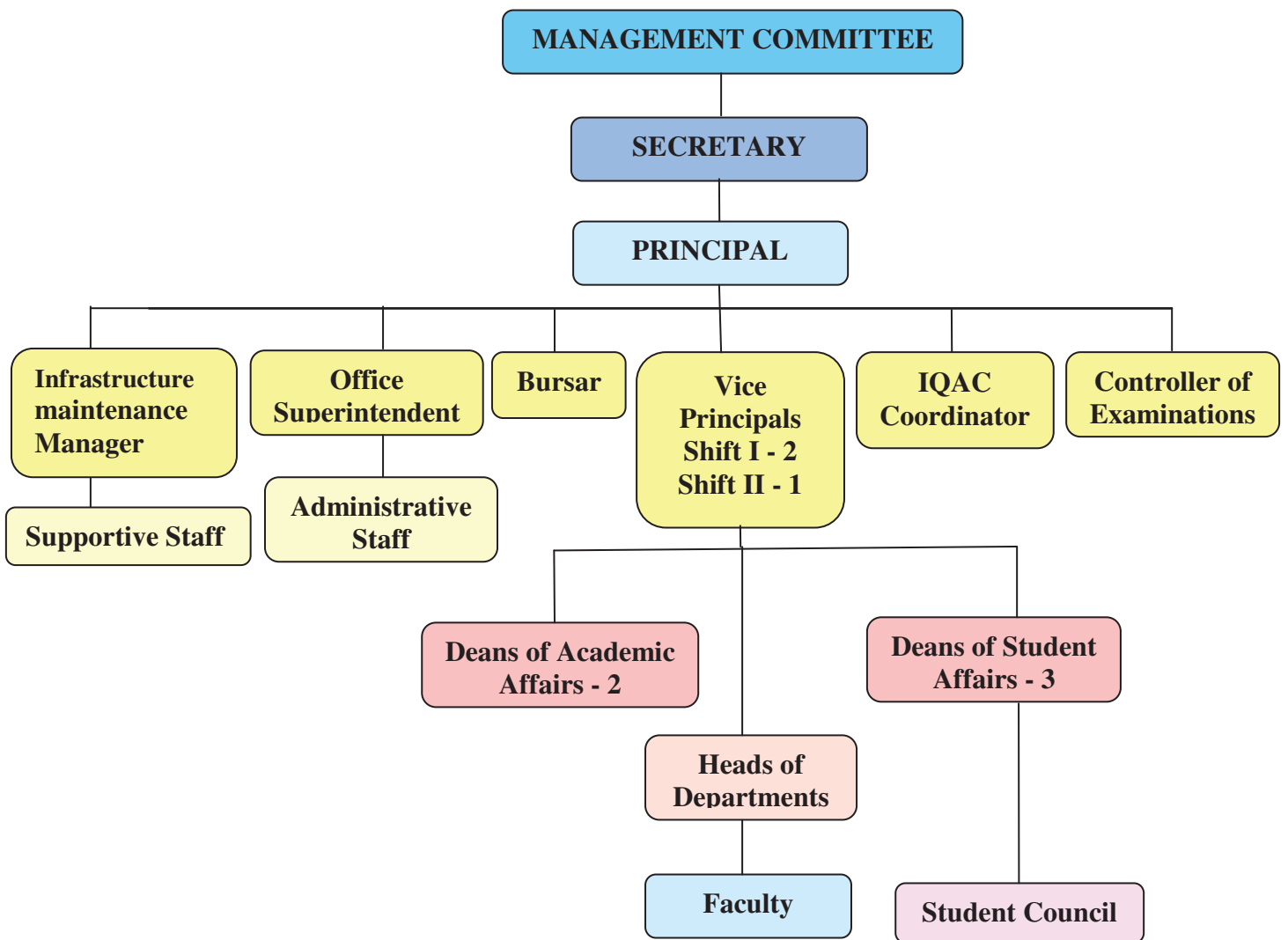
Departments have identified specific industry/institutions for enhancement of existing courses, internships and job placements. Departments network with industries/institutions and agencies for conducting workshops, conferences and seminars and industrial visits/field trips are organised by the departments.

Experts from industry / corporate sector are invited to address faculty and students.

- **Internationalisation**

- ❖ Collaborates with foreign universities and international organisations for student exchange programmes and projects
- ❖ Projects undertaken in collaboration with IFCU/UBCHEA
- ❖ Faculty and student exchange programmes with Liverpool Hope University, Liverpool, UK, Institut Catholiques d'Etudes Superieure (ICES), Nantes, France, ISEG School of Management, Catholic University- Lille, France, Eastern Iowa Community College
- ❖ Partnership with International Labour Organisation (ILO) for field-based Intervention for Child Labour Eradication
- ❖ Admission for students from other countries

**Internal organisational structure of the College**



The College has brought out a Faculty Handbook outlining the roles and functions of the various officers and the faculty members of the institution.

### **Planned proposals initiated/implemented**

The following proposals were initiated and implemented in the last four years:  
Academics:

- B.Com - Corporate Secretaryship, B.A History and Tourism.
- Value added certificate courses, skill development courses
- Curriculum restructuring
- MoUs and collaborations with industry/institutions
- Online course schedules
- Online evaluation of course teachers
- NET/CSIR and IAS Coaching
- Preparation of the question bank
- UGC Major and Minor research projects,
- Extension projects and activities
- IFCU Research Project
- Star College Scheme for Science Departments
- International, National and Regional, State and Local level Conferences/ Seminars and Workshops
- Centre for Women's studies
- Day Care Centre
- LPP
- Remedial coaching
- Mentoring
- Eco-initiatives

### **Infrastructure facilities:**

- An additional hostel to accommodate 184 students
- Biometric system for registration of entry and exit of employees
- CCTV and digital display board
- Digital notice boards with LCD screens have been installed in strategic locations
- Technology upgrading

### **Quality policy**

The formally stated quality policy is contained within the vision and mission statements of the College. It is deployed in every aspect of the functioning of the College from academic operations to administrative processes. The Management Committee, Staff Council and the IQAC periodically review the policies and make suggestions for improvement.

### **Resolution of grievances/complaints**

In order to afford students the opportunity to present any grievance regarding CA and End Semester Exams, the College has set up an Appeals and

Grievance Committee in accordance with UGC guidelines with the Principal as Chairperson.

The Student Council meetings (twice a year) are also a forum for students to voice their grievances. The Students' Union organises General Body meetings of the student body. This is an interactive session that gives the students an opportunity to express their opinions, comments and grievances. Class Committee meetings of all departments are a forum for the students to express their opinion on the curriculum and other issues relating to the teaching-learning-evaluation process.

A Ragging Eradication Committee has been constituted with the Principal, Secretary, Dean of Student Affairs and the Students' Union representatives. Students have the freedom to meet with the Principal, Vice Principals, Deans of Academic Affairs and Student Affairs, and Heads of Departments for any complaint/grievance.

### **Mechanism for analysing student feedback**

The class committee meetings, Student Council meetings, members of Students' Wing of the IQAC and feedback from the final year students help the institution assess its functioning and help in taking corrective/remedial measures

### **Role of the University in identifying the developmental needs of the College**

The University supports all the initiatives of the College. University nominees sit on various Boards and Committees such as BOS, Academic Council. The Governing Body of the College also has University nominees on the Board and they give suggestions and recommendations for the development of curricular and other programmes of the College. The University Inspection Commission visits the College periodically and gives its recommendations for affiliation of the programmes and other developmental needs. The University has nominees in the Autonomy Review Commission which gives suggestions and recommendations on more effective ways to improve the functioning of autonomy.

### **College Development Council (CDC) of the University of Madras**

The University of Madras has a College Development Council (CDC) which regularly disseminates information to the College on opportunities for FDP and other projects.

### **Feedback from non-teaching, teaching, parents and alumni**

Meetings for General Staff, Staff Council, Committees, Administrative Staff, Parent Teachers' Meets, Alumnae meetings and inquiries through the College website and e-mails serve as a channel to obtain feedback. Feedback is analysed and assessed. The results are used to improve the functioning of the institution.



Feedback is also sought on a one-to-one basis from Heads of Departments, Club Advisors, Administrative staff, parents and alumnae.

Feedback obtained is utilised for revising the policy and streamlining strategies for better functioning.

### **Autonomy of academic departments and accountability**

Departments are given the freedom to design their syllabi and organise academic and other related programmes. Accountability is ensured through checks and balances such as approval from the Principal, Boards of Studies and Academic Council. The centralised CA tests are monitored by the CA Committee and the Vice Principals.

### **Performance auditing of departments**

An Academic audit was conducted to review courses, its structure, performance of students and teaching/learning methodologies. Performance is also reviewed through Class Committee Meetings.

## **6.3 Faculty Empowerment Strategies**

### **Professional development of teaching and non teaching staff**

Capacity building programmes are regularly organised for both teaching and non-teaching staff. These programmes are aimed at enhancing knowledge and competencies such as teaching-learning methodologies, teacher effectiveness, professional ethics, counselling, mentoring, inter-personal and technical skills.

Faculty members are encouraged to pursue research and publish papers, organise international and national conferences.

MoUs and collaborations facilitate faculty exchange programs for professional development.

### **Outcome of the review of the Performance Appraisal Reports**

- Efforts taken by the management to improve and enhance their performance through counseling
- Need based training programmes/workshops organised at the department and College level
- Faculty replaced if and when required after reviewed by the Head of the Department and forwarded to the Principal
- Faculty member recommended for upgrading to the next level if she meets the requirements

### **Welfare schemes for teaching and non teaching staff**

- A Day Care Centre housed in Shanthi Bhavan Welfare Centre on campus for children of staff

- Loan facilities
- Uniforms for the supportive staff
- Financial aid to educate the children of supportive staff
- Festival advance
- Admissions, scholarships and fee concessions for daughters of administrative and supportive staff
- Bonus for administrative and supportive staff
- Refreshments during working hours for administrative staff
- Flexi-timings provided for medical reasons
- Contributory Provident Fund for management faculty
- Contribution towards medical insurance
- Maternity leave
- Advance to meet emergency expenditure of the staff

### **Measures to retain eminent faculty**

- Flexi-timings for research and paper publications
- OD facility given to faculty for paper presentations; attend conferences, to be resource persons, to attend Boards of Studies meetings of other Colleges
- Revision of salaries for management faculty
- Retired eminent faculty offered administrative positions in the College
- Recognition of faculty members on receipt of awards, doctoral degrees and special achievements during College Day, Staff Council and General Staff meetings
- Special skills and talents of faculty are identified and they are encouraged to serve in various committees for the smooth functioning of the College

### **Gender Sensitisation**

- The Centre for Women's Studies organises gender sensitisation programmes such as Gender Equality and Empowerment, Women and Law and other training programmes
- Women's Day and Human Rights Day observed annually on campus
- Prominent Speakers/activists invited to address issues pertaining to gender

### **Impact of UGC-Staff College Programmes**

The Orientation Courses organised by the UGC – Academic Staff College have helped to improve teaching styles, introduce faculty to innovative teaching and research methodologies, hone analytical and computer skills.

The Refresher Courses organised by the UGC – Academic Staff College have enabled faculty:

- To become familiar with current developments in their respective disciplines
- To understand the interdisciplinary approach to teaching-learning and research

- To improve testing and evaluation methods
- To get acquainted with recent research opportunities and to integrate research into the teaching-learning process

## 6.4 Financial Management and Resource Mobilisation

### Effective use of financial resources

The financial requirements for each academic year are assessed, prioritised and budgeted by the Finance and Management Committees.

The Bursar executes and ensures effective and efficient use of financial resources under the guidance of the Finance and Management Committees.

Departments, coordinators of various projects and student activities are required to present a budget for the approval by the Principal at the beginning of the academic year. The Principal, in consultation with the Bursar approves the budget. Accounts are maintained and are regularly monitored by the administrative staff.

### Mechanism for internal and external audit

The process of vouching expenses and income for the year is entrusted to external chartered accountants. Statutory audit is performed by an external auditor annually.

The College has a system of Internal Auditing for regular monitoring of accounts and the auditors prepare and submit an internal audit report. This report is also scrutinised and approved by the Governing Body and the Management Committee. In addition, the Finance Committee of the College also monitors the accounts.

### Abridged income and expenditure statement

INCOME	2008-09	2009-10	2010-11	2011-12
Fees Collection	61,288,354.35	66,878,373.50	75,752,443.60	95,311,404.00
Grant Received	71,350,514.00	83,926,184.00	101,777,745.00	93,473,198.00
Scholarship	1,621,514.00	2,870,929.00	2,133,415.00	2,097,541.00
Interest from Bank	13,881,819.50	13,466,069.35	28,022,028.92	17,501,004.50
Other Receipts	12,411,745.00	12,736,802.00	11,612,045.00	19,177,624.00
Contributions incl. foreign Contribution	7,905,944.06	6,376,714.31	4,992,582.66	8,087,574.00
<b>TOTAL INCOME</b>	<b>168,459,890.91</b>	<b>186,255,072.16</b>	<b>224,290,260.18</b>	<b>235,648,345.50</b>

<b>EXPENSES</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>
Salaries and Establishment	71,500,651.50	94,006,708.06	119,873,976.75	119,290,070.48
UGC Grant				
Expenses	23,320,018.40	11,655,990.00	5,827,537.00	10,486,472.00
Special Fees				
Expenses	5,054,273.00	4,273,012.56	9,122,336.45	3,591,544.00
Scholarships	2,545,596.00	3,356,730.00	2,588,127.00	2,564,896.00
University Fees and Affiliation Fees	441,782.00	627,435.00	444,730.00	503,281.00
Maintenance, Electricity, Communication	11,826,378.50	14,141,237.15	15,864,027.65	15,748,336.67
Student Activities and related expenses	1,808,301.00	2,053,162.00	2,581,012.37	4,639,974.00
Administration Expenses	3,586,563.59	3,959,787.50	3,152,596.70	2,874,702.10
Other Expenses	2,358,631.92	3,481,288.49	3,718,197.70	8,176,787.24
Foreign Contribution Project Expenses	6,201,047.25	5,136,550.01	5,064,173.16	4,813,189.50
Contributions	5,000,241.00	6,737,039.00	10,275,535.00	10,524,639.00
Depreciation	5,817,112.61	5,694,557.93	9,478,956.41	9,378,807.33
<b>TOTAL EXPENSES</b>	<b>139,460,596.77</b>	<b>155,123,497.70</b>	<b>187,991,206.19</b>	<b>192,592,699.32</b>
Excess of Income over Expenditure	28,999,294.14	31,131,574.46	36,299,053.99	43,055,646.18
<b>TOTAL</b>	<b>168,459,890.91</b>	<b>186,255,072.16</b>	<b>224,290,260.18</b>	<b>235,648,345.50</b>

The accounts are audited regularly and there are no major objections raised.

### **Efforts resource mobilisation**

A College Development Committee has been formed to raise funds. The Committee comprises faculty, well-wishers, alumnae, parents and management representatives. College Resources are mobilised through:

- Fund Raising programmes
- Applying for Private and Government Scholarships
- Mobilizing UGC, DBT, DST and other Government/Non-Governmental Grants
- Applying for international grants for research projects (IFCU/UBCHEA)
- Donations and scholarships from faculty, alumnae, parents and well wishers of the College

- Renting out classrooms for exams and training programmes during holidays

### **College development fund**

For flexibility in operations, the management has accumulated a portion of the income annually in the College Development Fund. This fund is used to meet revenue as well as capital expenditure exigencies.

### **6.5 Internal Quality Assurance System**

The IQAC of the college is well established and has played an active role in internalising a culture of quality within the institution. This culture is maintained and sustained by several initiatives taken by the Cell over the years. The Cell comprises a team of 16 members from the College and two nominees from the local community as advisors. The Cell is headed by the Principal as the Chairperson and coordinated by a senior faculty member.

### **Academic Audit**

To address the growing demand and concern for quality education, an Academic Audit co-ordinated by the IQAC was conducted in all the departments from 1 to 3 December 2010. The quality policies of the College ensure high benchmarks in academic processes.

The objectives of the Academic Audit were:

- To enhance and sustain quality in the institution
- To ensure that sustained and validated processes for academic growth are in place
- To ensure continuous improvement in teaching-learning processes
- To assess methods of testing and evaluation
- To assess the relevance of the course content
- To obtain feedback from the experts for improvement

The Academic audit was conducted in all the departments in four stages. In the first stage, a panel of subject experts was formed to serve as members of the Academic Audit Committee. From the panel of six members a Chairperson and two members were selected for each department after obtaining their consent.

The second stage began a month ahead of the visit of the members of the Audit Committee. Details of the history of the department, syllabi and evaluation pattern, Continuous Assessment question papers, End Semester examination question papers, third component evaluation pattern and model question papers for new courses were sent to the members.

The third stage involved the review of the course content for each course by the respective teacher, students and faculty members of the department and the collated report kept ready for the audit. A SWOT analysis of the curriculum was done and copies of these were given to the IQAC for review.

The fourth stage involved the actual audit process. It commenced with a briefing for the members of the Academic Audit Committee by the Principal. Members interacted with students, visited the laboratories, library and discussed the curriculum, teaching-learning and evaluation methodology with the faculty members of the departments. A consolidated report was given by the audit committee with observations, comments and recommendations on the various aspects of the department's functioning. Their analysis included an appraisal of the strengths and the healthy practices of the departments. They also gave suggestions for improvement and guidelines for future plans.

The IQAC consolidated the recommendations of the Academic Audit Committee and the reports were given to the departments for further action.

### **Recommendations and action taken**

The members of the Academic Audit Committee were highly appreciative of the efforts of the College to maintain quality in the educational process. Special mention was made of the way in which the institution had optimised the implementation of the CBCS by offering students an excellently designed curriculum that met the needs of society at both the local and global levels. They commented on the feedback from the students which reflected their satisfaction and appreciation of the efforts taken by the College to make education relevant and meaningful

The recommendations of the Academic Audit Committee were considered during the revision of the curriculum in 2011-12. After due deliberation, the suggestions were implemented at various levels: in the curriculum design and course options. The departments incorporated relevant suggestions concerning the curriculum and shifting of courses across semesters. A few additional skill oriented/job oriented courses were introduced and the number of General Elective/PG Electives were increased to offer a wider range of options to students

### **Structure and methodology for continuous review of the teaching-learning process**

The Staff Council is the central body that reviews the teaching-learning process within the College. The Staff Council is headed by the Principal who is assisted by the Vice Principals, Controller of Examinations, IQAC Coordinator, Academic Deans, Deans of Student Affairs and Heads of departments. Meetings are held periodically with a specific agenda pertaining to the academic functioning, teaching-learning and evaluation methods. The following feedback is returned to the Staff Council:

- Issues concerning delivery of courses that are discussed at the department staff meetings and the results of the deliberations
- Matters pertaining to the conduct of examinations, evaluation patterns and examination reforms discussed by the Examination Committee

- Suggestions and recommendations by the Academic Council and Governing Body and Boards of Studies regarding teaching-evaluation processes

The discussion points raised at the Staff Council are communicated to the entire faculty for further deliberations. The Heads of Departments send a report of their deliberations to the Vice Principals' office. The collated reports are brought back to the Staff Council for further review and decision making.

Outcomes:

- Revision and updating of syllabi
- Change in the teaching methodology and evaluation pattern
- Introduction of new courses and programmes
- Curriculum restructuring
- Enhanced use of technology in the teaching-learning-evaluation processes

### **Contribution of IQAC for institutionalising quality assurance strategies and processes**

The Cell assists in the dissemination of information on quality parameters of higher education. The IQAC has been conducting programmes to enhance the quality of education through quality evaluation, promotion and sustenance activities. The IQAC documents the various programmes/activities of the College and prepares all necessary reports.

To support the activities of the IQAC, every department has faculty representatives who liaison between the IQAC and the department. Their roles and responsibilities include participation in different activities/meetings of the IQAC and giving suggestions, updating the IQAC database, documenting departmental activities and maintaining all the records in the department.

As a post-accreditation measure, a template for entering data pertaining to departmental details has been designed and is available on the intranet for easy access. The data is updated online. This helps in the compilation of reports.

Realising the importance of the role of students in helping to sustain and enhance quality, the Students' Wing of the IQAC was launched in 2011-12. The Students' Wing comprises two to four representatives from each department. The responsibilities of the members include liaising between IQAC and their peers, giving new ideas and suggestions to enhance the quality of student life and participating in meetings/ sessions. They also assist in the Pathway Programme and LPP as peer teachers. They play an active role in enhancing student involvement in College activities and facilitating inclusive education.

The IQAC, as part of its quality assurance and sustenance policy has systematised the conduct of faculty development programmes. Sessions are conducted on Quality Enhancement, Capacity Building and Motivation and Orientation sessions are held for newly recruited faculty on Teacher

Effectiveness and Ethics in Education. With the aim of raising quality awareness, the IQAC initiated discussions on 'Emerging Challenges in the Field of Higher Education'. Input sessions on effective mentoring, sustainable development, environmental education and value education have been also organised.

In the year 2009-10, the IQAC organised a two day national seminar, sponsored by NAAC on 'Quality in Higher Education: From Assurance to Enhancement'.

In addition to routine activities, to ensure greater visibility, the IQAC assisted in the redesigning of the College website. The website is constantly updated.

The College embarked on a major initiative to revise, rework and fine-tune its strategic plans in order to raise its quality benchmark. In connection with this a seven day training programme was organised in January 2012 in collaboration with Knowledge Xchange and LIBA. This Management Development Programme titled 'Enhancing Managerial Effectiveness of Centres of Higher Learning,' was designed to initiate discussion on strategies to identify and deal with challenges faced by institutions of higher education in maintaining and enhancing quality. This comprehensive programme addressed various aspects involved in managing and running an institution of higher learning. There were also brain-storming sessions on drawing up a road map for the future. The issues identified by the group were discussed in the departments to ensure inclusion of every faculty in the process of sustaining quality in the institution.

The IQAC also conducts capacity building programmes for the administrative staff such as sessions on computer skills, team building and effective workplace relationship. Sessions on motivation, health, hygiene and nutrition were conducted for supportive staff.

It also played an active role in publishing the second edition of the booklet 'Green Initiatives' which highlights the eco-friendly practices of the College and the booklet on Food Security Initiatives - a publication of the report of the activities conducted by the various departments as a part of the Food and Water Security Project of the College.

Based on the suggestion of the IQAC Advisory Committee to increase the visibility of the College, presentations were made on the different activities of the institution, the functioning of Autonomy and the CBCS, in various forums of other institutions.

The IQAC has been coordinating the visits of teams from several institutions to study the working of autonomy, the CBCS and the functioning of the IQAC at Stella Maris College.

Every major committee of the College has a representative from the IQAC as a quality sustenance strategy.



Several eminent personalities from different walks of life have been invited to contribute their knowledge, skills and expertise as external experts and advisors to the IQAC. They include:

Alumna and philanthropist, Ms. Latha Kumaraswamy, Managing Trustee, Tanker Foundation, Mr. Francis Alapatt (Late), Director, Atulya Development Associates, Mr. V.A. George, President and CEO, Thejo Engineering are the external advisory members in the IQAC Core committee.

Significant contributions from the experts include the following:

- Introduction of certificate courses open to students and outsiders
- Communication to parents on student's performance and attendance
- Increasing tie ups/collaborations with industry and institutions
- Road map for Brand Stella
- Setting up a Public Relations Office
- Students' participation in IQAC
- Organisation of training programmes to work towards a specific aim of reaching greater heights in the next five years
- Capacity Building initiatives
- Redesigning the website
- Creation of a media centre to increase the visibility factor
- Setting up a centre for international partnerships to organise exchange programmes and other international collaborations
- Interaction with members of IQAC of other institutions for knowledge exchange
- Introduction of Twinning programmes

### **Academic growth of students from disadvantaged sections of society**

The incremental growth of students is analysed through the data collected by the coordinators of the LPP and the remedial programmes on the academic performance of the students from disadvantaged sections of society enrolled in these programmes. The performance of the students is followed-up by the mentor and the course teacher. Both the LPP and the mentoring system are coordinated by the IQAC members.

### **Policies for review of administrative and academic departments**

Rigorous review of the functioning of the various units of the College are a part of quality enhancement/sustenance measures. The following processes form part of the policies for review of administrative and academic units of the College in this regard:

- Review of syllabi every year at the department level and at Boards of Studies meetings
- Restructuring the curriculum once in three years
- Periodical review of the teaching-learning process at the end of each semester
- Feedback from students on curriculum, teaching, learning and evaluation

- Feedback on infrastructure facilities, amenities in the College from all stakeholders
- Analysis of the overall performance of the students every semester by the Controller of Examinations
- Review of the performance and progress of the institution by the Governing Body and Management Committees
- Periodic assessment of the resources of the library by the Library Advisory Committee
- Review of evaluation processes by the Examination Committee
- Periodic review of IT resources by the centralised computer systems maintenance team
- The proposed activities of each department presented to the staff body at the beginning of the academic year for effective planning
- Review of the admissions process by the Admissions Committee

## CRITERION VII: INNOVATION AND BEST PRACTICES

### 7.1 Environment Consciousness

The College constantly seeks to promote the Care of Mother Earth in keeping with the spirit of St. Francis, the Patron Saint of Ecology and of the Franciscan Missionaries of Mary. Therefore, one of the primary objectives of the institution is to sensitise students on environmental issues and to motivate them to promote ecological justice and sustainable development. The wide spectrum of eco-initiatives that have been undertaken by the members of the College community is a testimony to our commitment to the Franciscan vision of justice, peace and integrity of creation.

Stella Marians are given every opportunity to make a difference by their commitment to environmental responsibility. The College, on a regular basis, makes a thorough environmental assessment of the campus and implements healthy ecological practices in water and energy conservation and waste management. The three 'R's: "Reduce", "Reuse" and "Recycle" form the essence of every eco-friendly practice adopted in the College.

#### GREEN INIATIVES ON CAMPUS



#### Green Cover

The campus has 800 trees belonging to 60 species. Planting of trees by the final year UG and PG students is an annual tradition at Stella Maris College that has contributed to the dense green cover in the campus. The 'prayer garden' in the campus is a place of peace and serenity with lush greenery and birds. It is an ideal place for communion with God amidst nature's beauty.

The herbal garden, with more than 60 medicinal plants, is maintained by the Department of Botany. Students learn the importance of conserving medicinal plants and their benefits, and also participate in propagating traditional knowledge which is critical to sustainable development.

### **Energy Conservation**

Using energy efficient light bulbs helps reduce energy consumption and is a small step that the College has taken to conserve energy.

Energy efficient lighting – LED lights are used in the College. LED lights are significantly more energy-efficient than either incandescent or CFL bulbs and will last approximately 50,000 hours.

Energy efficient PL lamps which consume less power are used in the College. They are eco-friendly since they are recyclable, and contain no mercury or other hazardous material.

### **Use of Renewable Energy**

**Solar power** - Solar energy facilities have been installed in the College to enhance sustainability and reduce pollution. The use of solar panels has been one of the green initiatives adopted by the College to reduce carbon emission. The solar devices used in the College include:

- Solar powered lights
- Solar hot water systems installed in the hostel and the convent

An Energy Audit has been initiated and measures are being taken to increase the use of solar energy on campus.

**Reverse Osmosis Plants** have been installed in the College. The two RO plants supply potable water for the entire college. The water quality is periodically tested by the Department of Chemistry which assists in maintaining the RO plants.

### **Watershed Management**

The College took the lead in setting up rain-water harvesting facilities and sprinklers have been installed to optimise use of water for gardening. Approximately 12000 to 18000 litres per day of wastewater, generated from domestic activities in the hostels, such as laundry, dish washing and bathing, is recycled through the grey water-recycling unit. The recycled grey water is used to water plants and trees and to recharge ground water. An analysis of the recycled grey water carried out in the College indicated a considerable improvement in the water quality.

### **Waste Management**

#### **Waste-to-Wealth Initiative**

Source segregation of garbage is carried out by the College. Bioconversion of biodegradable wastes by earthworms and other decomposer organisms into nutrient rich organic fertilizers is done in the College in open pits. About 2400 kilograms of biodegradable waste is converted to 800 kilograms of organic manure in a month's time. Workshops on vermicomposting techniques are organised in the College for students and faculty by the Departments of

Zoology and Botany. The nutrient rich vermicompost is an excellent fertilizer for the lush growth of plants on campus. A sale of vermicompost is organised periodically on campus. The use of plastic on campus is discouraged. In order to reduce the use of paper, the College encourages increased use of IT enabled communication.

### **Laboratory Waste Disposal**

- **Department of Zoology**

The amount of animal waste generated through dissections has been considerably reduced through replacement of dissections with simulations. The department has been a pioneer in the use of simulators as alternatives to dissections and has been represented in the UGC Expert Committee in framing the mandate to reduce killing of animals in the laboratories. This practice has enhanced the process of learning and paved the way for a more humane life-science education, besides contributing to the conservation of biodiversity.

- **Department of Chemistry**

**Green Chemistry** - The Department has adopted the principles of Green Chemistry by implementing processes which reduce or eliminate the use and generation of hazardous substances. Green Chemistry is a tool not only for minimising the negative impact of the chemical procedures but is also aimed at optimising efficiency. Such healthy practices require no treatment or clean up of wastes.

The Department has also recognised the environmental impact of chemical processes and energy requirements for these have been minimised. It has incorporated the use of safe chemicals and safer reaction conditions. It also makes use of solar energy for organic syntheses wherever possible. The Department also conducts micro scale experiments in practicals which reduce the amount of chemicals used.

- **Department of Botany**

Degradable plant wastes generated by the Department are effectively composted.

- **Department of Computer Science**

The College replaces older computers with updated systems whenever necessary. The old computers are reallocated to other units which do not require high-end systems.

### **Academic Initiatives**

Stella Maris College has integrated Environmental Studies into the curriculum to create among students an awareness of environmental concepts and issues both as members of a college community and as responsible citizens.

The autonomous status of the College has made it possible for the various departments to introduce innovative environment related courses.

The following Environment related courses are a part of the curriculum:

Conservation Biology	Ecotourism
Soil Biology	Horticulture
Waste Management	Green Economics
Industrial Waste management	Plants and People
Concepts on Animal Welfare	Environmental Chemistry
Ethnobiology	Ecology and Environmental Biotechnology
Phytotherapy and Ethnobotany	Environmental Protection and Global Policy
Eco Feminism	Global Environmental Policy Issues

The College also organises conferences, seminars and workshops at national and international levels with environment related topics as key themes.

The Department of Zoology organised a conference on Human Animal Conflict. Eminent wild life biologists highlighted the reasons for such conflicts and outlined ways to mitigate this problem. The National Conference on Perspectives in Ethology, organised by the Department illustrated the significance of the various facets of ethology and eminent ethologists demonstrated how an understanding of animal behaviour helped conserve threatened species. The Department also organised a National Workshop on Development of an Alternative Laboratory Curriculum in Zoology to replace Animal Dissections and Experiments with Humane Techniques. The workshop, the first of its kind in India, spearheaded the revision of the practical syllabus and paved the way for humane life-science education and biodiversity conservation.

A National Conference on the Role of Traditional Knowledge in Biodiversity Conservation, Livelihood and Sustainable Development organised by the Department of Botany highlighted the need to protect traditional culture and folklore, as well as the various systems of Indian medicine and biological diversity.

**Panels depicting eco-issues:** Students of the Department of Fine Arts have displayed a set of panels on the compound wall of the College. These focus on global warming, reduction of pollution and protection of Chennai's ecology using sustainable energy and rain water harvesting. They have also painted a series of murals on the walls of the vermicomposting pit describing the process.

### **Environmentally Conscious Designs created by the Department of Fine Arts**

#### **Ayurvedic or Herbal textiles**

PG students of Textile Design created a collection of bed linen called Avani – the essence of the earth. The collection used pure handloom cotton which was dyed using herbs such as Tulasi (basil), Turmeric, Neem, Triphala, Amla and Retz.

**Use of banana fibre** for weaving blinds, carpets and mats by the M.A. Fine Arts students specialising in Textile Design was aimed at reviving the hand weaving craft tradition and the use of natural fibres to create aesthetic products.

#### **Ecofriendly packaging designs**

PG students of Graphic Design created eco-friendly packaging designs as part of their curriculum in Packaging. Various natural materials such as recycled paper, biodegradable paper, dried palm leaves, jute and corrugated sheets were used to design packages and promote social responsibility.

#### **Lectures on Environmental Issues**

The College invites renowned environmentalists to lecture on various environmental issues. The objective of these lectures is to make students aware of and sensitise them to the following issues:

- environmental problems and their effects on human health
- environmental preservation and environmental health among the College community, and to
- empower students to assume responsibility to promote sustainable development
- highlight the role of students in the conservation of the environment

The following were some of the lectures delivered:

- **Professor M.S. Swaminathan**, Chairman, M.S. Swaminathan Research Foundation, voiced his concerns about global warming in his College Day Address to the students
- **Dr. Vandana Shiva**, the eminent environmentalist, in her College Day Address to the students emphasised the urgent need to preserve our rich biodiversity
- **Whose planet is it any way?** by the renowned wildlife film maker Shekar Dattatri
- **Biodiversity of Chennai** by the eminent naturalist Tara Gandhi
- **Ecology of the Amazon Rain forest** by Dr. Varun Swamy, Environmentalist, Centre for Tropical Conservation, Duke University, USA
- **Man Eaters & Rogues – The Ecology of Human Animal Conflict** – Dr. Sukumar, Chairman, Centre for Ecological Sciences, IISc
- **Human Crocodile Conflict** by Nikhil Whittaker, Curator, Madras Crocodile Bank
- **Human Leopard Conflict** by wildlife biologist Dr. Vidhya Athreya
- **Living with Nature from Conflict to Coexistence** by Dr. Divya Mudappa wildlife scientist, Nature Conservation Foundation
- **Coral Reef and Climate Change Interaction in Andaman Islands** by Dr. Purvaja Ramachandran, scientist, Institute of Ocean Management, Anna University
- **The Canal and the Courser** by Dr. P. Jegannathan, wildlife scientist, Nature Conservation Foundation
- **Man – Animal Conflict: No Easy Solution** by the renowned wildlife film maker Shekar Dattatri

- **What on Earth is Climate Change – The Anatomy of a Silent Crisis** by Dr. A. Arivudai Nambi, Project Director (Climate Change), M.S. Swaminathan Research Foundation
- **How to Save a Dragon: Conserving our Crocodiles** by Mr. Colin Stevenson Director, Madras Crocodile Bank Trust, Centre for Herpetology
- **The Science of Alternatives to the Use of Animals in Cosmetic Testing** by Dr. Shiranee Pereira, Senior Scientist – ICAR
- **Behaviour of Lions, Tigers & Leopards and their Implication in their Management and Conservation** by Dr. Ravi Chellam, Research Director, Madras Crocodile Bank
- **Usual Populations, Unusual Individuals: Insights into the Behaviour and Management of the Asian Elephant in Fragmented Landscapes** by Mr. Nishant M.S. National Centre for Biological Sciences&Wildlife Conservation Society - India Program, Tata Institute of Fundamental Research, Bangalore
- **Food and Water Security** by Dr. Sultan Ahmed Ismail, Director, Ecoscience Research Foundation
- **Conservation of Olive Ridley Turtles** by Dr. Supraja Dharini, TREE Foundation

### **Environmental Activities**

Studies on physico-chemical and biological parameters of the soil at the Adyar Poonga to plan strategies for soil restoration and rejuvenation was carried out by the Departments of Botany, Chemistry and Zoology. A study of the physico-chemical and biological parameters of grey water before and after treatment using Cana plants was done by the faculty and students of the Chemistry and Botany departments to prove the efficiency of grey water recycling that is carried out in college.

Workshops are periodically organised for faculty teaching Environmental Studies. The faculty were given hands-on training in solid and liquid waste management. The workshop highlighted the methods of composting and illustrated the importance of soil conservation and biodiversity conservation. Faculty are invited to be resource persons to speak on environmental related issues to school students.

The staff and students of the department of Public Relations carried out a campaign titled 'Paryavaranam' to sensitise the people of Chennai on environmental issues. 'Practice Green and Preach Green' was the motto of this event.

Food and Nutrition Day was celebrated in College as part of Food Security initiatives. The collective efforts of all the departments contributed significantly towards raising awareness levels in the area of food and water security. Exhibitions, lectures, workshops, experiments and screening of documentaries set the stage for an action-based approach to the College project on food and water security. Reduced use of unrecyclable plastics, reduced wastage of food, and water conservation formed the essence of this



programme. The programme brought in a new dimension to our community outreach programmes and reaffirmed our commitment to work for social change.

The Public Relations Department also took part in the campaign against Genetically Modified Brinjal. A campaign on air pollution and the need for pollution check of the vehicles used was carried out by students.

As part of the Service Learning Programme the students of science departments educate school students and women in villages on low cost nutritious food and its importance, health and hygiene, food and water quality and the significance of composting of waste for production of organic manure.

With the mission of educating the students and community on Environmental Conservation and Health Management, the departments of Chemistry and Botany conducted different activities as part of the UBCHEA supported project “Eco Initiatives for Environmental Conservation and Health Management”. Action Research, Capacity Building and Awareness Programmes were conducted on the importance of sanitation and on the diseases associated with mosquitoes and mosquito control. Pamphlets were distributed in English and Tamil, highlighting the mosquito life cycle, symptoms of dengue and malaria and control measures. Awareness on automobile pollution and consequences of vehicular emission was created through lecture demonstrations, charts, posters and quiz competitions. The Action Research included grey water recycling and waste management.

### **Department of Zoology**

**Wildlife week:** With a view to creating awareness on wildlife preservation the Department of Zoology took the initiative to organise a week long programme on wildlife. As part of this programme the students of the department visited several schools and through mime and street plays impressed on the minds of the young students how environmental degradation and depletion of wildlife are interlinked. Over 600 school students between the ages of 6 to 15 participated in a drawing and painting competition to portray different aspects of biodiversity conservation.

The faculty and the students of the Department of Zoology collaborated with the TREE foundation to participate in a turtle walk. Dr. Supraja Dharini enlightened the students on the community-based conservation measures adopted to save the dwindling population of Olive Ridley turtles.

The Department also organised a workshop on reptiles in collaboration with the Madras Crocodile Bank. The workshop enhanced the knowledge of the students on reptiles. Some of the students of the department also work as volunteers in the Crocodile Bank to educate the public about these reptiles.

A documentary on Truth about Tigers was screened by the department for the students and the faculty of the College. Students of the Department have an annual event Exzoobition which highlights different aspects of environmental issues.

**Compassion Week** was a one-of-a-kind awareness programme organised by the Department. The thrust of this programme was to promote humane treatment of animals and stress the importance of conservation of animals.

**Adoption Drive:** The Department collaborated with the Blue Cross in finding homes for abandoned pets. The students of Stella Maris took great pride in adopting abandoned pups.

**Nature Walk:** Students and faculty of the Department collaborate with an NGO Nizhal and go on a tree walk at the Guindy National Park once a year, to explore the biodiversity of the national park. An awareness programme on Global Warming was organised among school students by the department.

### **Department of Botany**

**Tree census:** The students of the Department of Botany took an active part in the tree census programme coordinated by the Urban Forestry Division of the Tamil Nadu Forest Development and Centre for Floristic Research. This initiative provided data on the species diversity at Stella Maris College. The trees on campus were identified and labelled.

**Mushroom cultivation** is carried out in the campus with the aim of educating students, faculty, and the community at large on its nutritive value.

**Segregation of garbage at source:** The students of Stella Maris were involved in a door-to-door campaign on garbage segregation in the community adjoining the College.

### **Additional Information**

#### **Green Warriors: Students' Step towards a Green Tomorrow**

One less plastic bag – The Students' Union made jute bags as part of Union merchandise to encourage the student community to reduce the use of plastic bags.

A Say No to Plastic Campaign was held.

An awareness week was organised by the Students' Union to create awareness on various environmental issues.

**Wealth from Waste** – The students of Fine Arts collected wastes like plastics, batteries, paper and bottles and created utility items. Distribution of saplings as part of the **Adi Pattam Drive** to promote the concept of “grow more trees” was also carried out.

**Environment – the Web of Life**, a conference, was organised by the students of the Department of International Studies.

An **Environment Week** was organised by the Students' Union to promote healthy eco-friendly practices among the student community.

**Campaign for a pollution free Diwali** was conducted by the members of the Students' Union to promote the idea of a noise and pollution free Diwali among students.

The setting up of the Enviro Club is one of the significant steps taken by the College to initiate environment related activities and thereby create awareness on environmental issues among the student community.

**A Waste Audit** was conducted during the intercollegiate competitions Aquilae and recommendations were made by the members of the Enviro Club to implement measures to reduce waste generation.

**Coastal cleanup** – Members of the Enviro Club participate in coastal clean drives organised on the Marina beach. The club collaborated with Reclaim Our Beaches, Tree Foundation and PETA to create awareness on different environmental issues.

**Go Green, Go Blue, Go Red** was the theme adopted by the Students' Union to address issues relating to ecology, conservation of water and food security. A **Go Green Rally**, involving the participation of the entire college body, highlighted the need to conserve our natural resources. Posters on environmental issues created awareness among the public.

The Department of Botany created awareness on the revival of traditional grains and the use of herbal products for cosmetics. There was also a display of traditional grains.

The massive tree planting drive initiated by the Government of Tamil Nadu and carried out by the University of Madras was launched at Stella Maris College.

### **Environment related Publications**

The College has published two compilations (in 2010 and 2012) titled 'Green Initiatives' documenting all the environment related activities of the College.

## **7.2 Innovations**

The College, in its quest for excellence in every aspect of the educational process, emphasises and encourages innovation and change in response to the diverse needs of all stakeholders. This forward-looking vision of the College has ensured that it sets high benchmarks for itself, so that it maintains a high rank at the national level.

### **Academics**

The College, in its mission to impart quality education, periodically introduces new and innovative courses in its curriculum. These courses are introduced by various departments to cater to the different needs of the students.

Various courses that have been introduced under the CBCS, listed in Criterion I, focus on intellectual development and creativity which increase opportunities for both personal growth and societal change.

The following initiatives were taken to enhance knowledge, skills and employability:

- Summer Internships made mandatory for PG students to enhance research and industry-institute linkage
- Projects/internships undertaken at the UG level
- Introduction of Skill Development courses which enhance employability
- Introduction of Interdisciplinary courses to impart broad based learning
- Independent Electives encourage the students to widen their knowledge and earn additional credits
- Auditing of courses gives students an opportunity to study subjects of their interest
- Training in Soft Skills increases self confidence, builds leadership qualities and skills for holistic development

The College encourages activities that transform classroom learning into practical applications. The Department of History organises an Annual Travel Mart which gives hands-on training to students in preparing travel itineraries, helping other departments to plan their tour programmes, working with travel agencies and promoting travel and tourism. The Department also conducted several programmes on Voters' Day. A Street Play to raise awareness on the importance of voting, and a survey of the number of students registered as voters were some of the other activities undertaken.

The Chemistry Department organises entrepreneurial programmes for students and rural women, lecture-demonstrations on Environmental Pollution, Food Adulteration, Food and Nutrition and Food Laws for school students and school teachers from various districts of Tamil Nadu.

Campaigns on social themes such as 'Make Chennai Heart Safe', 'Plastic Salai' and 'Minsar' – a pledge to save electricity were organised by the students of the Department of Public Relations.

The students of Fine Arts contributed to the Sungudi tie-dye revival programme and executed thematic paintings on the walls of the Children's Hospital, Egmore.

The students of the Department of English who volunteer to be part of the Writing Centre as Writing Assistants help first and second year students with their assignments.

**Stellarchives:** The archives housed in the College collects, preserves, maintains and provides access to historical evidence of the institution's rich heritage. It hosts priceless and old treasured documents. The National Archives of India, Ministry of Culture has funded the College for Preservation of Manuscripts and Rare Books. The archive preserves handwritten documents and books. The collection includes hundred-year-old copies of books on music and works of Charles Dickens and Jonathan Swift dating back to 1900.

Inspiring works of Sir C. V. Raman and Srinivasa Ramanujam have found a place on the shelves. The archives also contains digitised versions of doctoral theses of students and faculty members in order to promote an atmosphere of research and learning. It also digitises college magazines and newspaper clippings on the activities of the College since inception. It boasts of an autographed collection of books. A book signed by Dr. A.P.J. Abdul Kalam, the former President of India is a prized possession.

**Mentoring:** Personalised guidance in both academic and personal matters is made available through the Mentoring Programme. The students are assigned faculty members as mentors who follow their progress through their years of study. Meetings are held regularly to keep track of their academic progress, their credit completion requirements and overall development.

**Remedial teaching:** Remedial Coaching is provided by their peers to slow learners, the differently abled and first generation learners, supervised by faculty members. Individual assistance is given to academically weak students. Peer teaching and group learning are encouraged and coordinated by the course teachers/mentors.

### **Enhancing Student facilities**

Student friendly IT enabled services have been enhanced for easy accessibility and transparency:

- Online access to viewing and automated report generation of attendance records have been provided to students and parents
- Online Registration for Elective Courses
- Online publication of results
- Online registration for Supplementary Examinations
- Automated Library Services

**Students' Union Election:** Software for e-nomination and e-polling has been developed by the students and faculty of the Department of Computer Science for the smooth conduct of elections.

**Language Partnership Programme (LPP):** The LPP improves the English language proficiency of first year students from regional language medium schools and students who need help in this area.

**Career Guidance Cell (CGC):** The Career Guidance Cell, administered entirely by the alumnae of the College, is dedicated to providing career development and employment opportunities, internship programmes and resources that prepare a diverse student community to successfully meet the challenges of a career. The CGC organises training programmes/workshops for career planning. It provides information on opportunities through recruitment programmes and fosters partnerships.

**Centre for Women's Studies (CWS):** The CWS sponsored by the UGC seeks to consolidate and strengthen initiatives of the College towards women's education, research and intervention on gender issues. It focuses on the process of socialisation through systematic programmes of action aimed at sensitising the students and faculty on gender issues and through them to

respond to societal needs. Teaching, training, research, documentation, field action and linkages form the key focus of the centre.

**Disability Access Audit:** As an initiative towards inclusivity, the CWS conducted a Disability Access Audit in the campus, involving a team of trained auditors in 2010-11 to assess the extent to which the facilities available were disabled-friendly. The Disability Rights Authority of India recognised this as a pioneering initiative. Remedial measures are being pursued.

## 7.3 Best Practices

### Best Practice - I

#### 1. Title of the Practice

**Language Partnership Programme for Enhancement of Communication in English**

#### 2. The Objectives

- to help I year students who lack the required competency in English, to improve their proficiency
- to bridge the wide divide between those who can speak English fluently and those who cannot
- to fulfill the mission of the College towards inclusive educational practices
- to enhance communication in English which in turn will help them understand their core disciplines and subjects better

#### Expected Outcome

At the end of the course the student should be able to follow classroom teaching/ lectures in English, understand texts better, speak fluently and write correctly. The belief is that intensive training and regular follow-up can make any student a competent user of English. Improved English language competence should lead to improvement in academic performance.

#### 3. The Context

Stella Maris College has students who come from regional language medium schools and rural backgrounds. Many are first generation learners. There are also students who feel diffident for some reason or the other. These groups of students, as they enter college find the shift from the secondary to the tertiary level of education, from one system to another and from one campus to another, unnerving and a daunting experience. In addition a lack of required proficiency in English makes her feel out of place on campus. The result is a divide between students who are proficient in English and those who lack this proficiency. This concern is the underlying reason and context for launching the English Language Partnership Programme at Stella Maris College.

#### **4. The Practice**

A target group of about 170 students are identified from the I year undergraduates soon after they are admitted to one of the programmes of the College. The classes are conducted 2 hours a day, 2 days a week, from 1.00 pm to 3.00 pm for Shift I students and from 9.30 to 11.30 am for Shift II students, for a total number of about 70 hours in the academic year.

##### **The Uniqueness**

The unique feature of this practice is that the teachers are senior student volunteers from the II and the III year UG or from the PG classes of the following departments – English, Economics, Commerce, Sociology, Mathematics, Chemistry, Zoology, Botany, International Studies and Public Relations.

The involvement of student helpers in this programme has several advantages. Informal, interactive teaching methods are creatively used by student- turned- teachers and the enthusiasm which they radiate in the class room is an instant success with the learners. The active involvement of both students and student-teachers in a non-threatening environment facilitates language learning.

The vision of the College to create among students the culture of sharing - by those who have with those who do not have – is partially fulfilled through this programme, as student helpers share their time and knowledge with their fellow students. The student teachers are awarded a certificate which is a value addition to their profile.

##### **The Methodology**

The approach is interactive and the lessons are activity-based, integrating all four skills of language - listening, speaking, reading and writing. The modules are prepared by the faculty of the English Department. Each lesson has a clear objective, with detailed step by step lesson plans. A workshop is conducted for the student-teachers by Ebek Language Laboratories Ltd. to train them in the strategies of teaching. Each week, prior to the classes, a brief orientation is given to the student-teachers, and after the classes, an interactive review session is held in which the student-teachers and the coordinator discuss the problems and possible solutions and suggestions for improvement.

The modules vary from the use of simple conversations to storytelling. All modules are based on real life situations such as opening and operating an account in a bank; a lesson based on the pet pals column in newspapers, reading fairytales and watching the film version, interspersed with singing to break the monotony and to hone the articulators.

The young student-teachers are very creative in using innovative methods of teaching. They use every conceivable method to encourage

the learners to participate actively during the sessions. They draw pictures on the board, enact or mime the given situations or show downloaded pictures on their laptops.

## **5. Evidence of Success**

It is heartening to watch the shy and diffident students coming out of their shells to communicate in English. The course enables them to improve their fluency in the English language. The students gain confidence and acquire a sense of belonging in the College. The programme is time bound and a survey has been conducted to measure the success.

The time frame is one academic year and the difference in the language competence of the students from the entry point to the exit point has been measured by comparing their scores in the Foundation English Course. There has been an improvement in scores. A similar comparison is made to measure their performance in major subjects. The findings show an improvement in performance. More remarkable, however, is the phenomenal growth in their confidence and self esteem. The objective of bridging the divide between the two categories of students is fulfilled to a certain extent and the bond between the student- learners and student-teachers is strong.

The student-teachers, have also benefited from this best practice. The teaching-learning process has helped them improve their own English language skills. As grammar and sentence structures are part of the modules, the student-teachers are able to review and build on the accuracy of their own language use. This helps them improve their academic performance.

### **Feedback from Student-teachers**

“Knowledge increases by sharing it” and in this one month, I myself have learnt a lot. The concept of student teachers is very apt as one student shares a similar wavelength with the other. It was a challenge, but I am glad I was a part of it. The moment of achievement for me was, when the ice broke and they took the initiative and conversed with us in English for the first time and then, the journey began and I knew, there was no looking back.” Saakshi Goyal, III B.A. Economics.

“We learnt very valuable lessons – patience, endurance, empathy and the intricacies of teaching. Our relationship with the students both inside and outside class has turned out to be very special.” Divya Bharath and Aishwarya, II M.A. International Studies.

“By teaching I learnt a lot. My language skills have improved too and I thoroughly enjoyed this experience.” Danisha, II B.A. Sociology

“The review sessions with other student teachers, faculty members and the coordinator were useful for my improvement in teaching. I am convinced that I want a career in teaching.” Melisha R., II M.A. English.



### **Feedback from Student-learners**

“The classes helped us a lot to improve speaking and writing. Now we are speaking in English. We made friends from different departments because of this class.” Bharathi Kannamma and E.Pavithra, I B.A. History.

“I learnt English grammar in a very simple way. I learnt more English words. I want this course to continue.” Rasitha, I B.Com.

“I am from Tamil medium school. Now I speak to my class mates in English.” Aparna, I B.Com.

“Our teachers are like our friends. I like them and enjoy their class.” Raphaela, I B.Sc. Zoology.

## **6. Challenges/Problems Encountered**

The entire Language Partnership Programme for the Enhancement of Communication is conducted outside class hours. Both for student-learners and for student-teachers, it is difficult to spend extra time in addition to what they need to spend on their own academic requirements.

The faculty coordinators spend a lot of time planning and executing the programme. The preparation of lessons, identifying willing student-teachers, training them, preparing the list of students who should enroll, getting the infrastructure facilities ready, maintaining attendance, follow up in terms of feedback, tackling the problem of absenteeism, etc. require a deep sense of commitment on the part of faculty.

Schedule of science practical classes, field visits, extracurricular activities, departmental activities clash with the scheduling of this programme leading to absenteeism.

## **7. A Model to Emulate, a Lesson to Learn**

The LPP model of involving students in the teaching-learning process is one that can be easily emulated by other institutions. The major lesson to be learnt from this model is that learning basic language skills can be sustained through the concept of ‘partnership’ an encounter and engagement between peers, in an atmosphere conducive to free and easy exchange. As good communication skills is the prime criterion for the selection process by employers, developing students English language skills will greatly enhance their potential for employability. The impact of this programme extends beyond academics and has created a sense of togetherness, mutual understanding and has narrowed the divide between the different sections of the student population on campus.

## **Best Practice - II**

### **1. Title of the Practice** **Institutionalising the Mentoring System**

### **2. The Objectives**

- to monitor student progression and advancement
- to help students plan their courses of study
- to ensure course requirements are fulfilled
- to help students deal with issues related to life on campus
- to help deal with personal issues if the student seeks advice

### **3. The Context**

The CBCS adopted by the College requires students to be aware of credit requirements for course completion and involves choosing courses with care at the right time. Further, over a period of time, it has been observed that students often have personal problems, issues of relationships and so on that affect their academic performance. The mentoring system, envisioned as a student support activity, was restructured in 2009-10, in order to ensure that students are made aware of what is required of them to acquire a degree and also to help them deal with personal issues so that they do not hamper their academic growth.

### **4. The Practice**

The Faculty Advisor System, which was in practice in the College, has been restructured and systematised into the practice of mentoring to make it more effective. The process of mentoring involves the idea of a faculty member “journeying with” the mentee. The mentor participates in the academic life of the mentee through the period of the students’ study on campus.

Faculty members have been trained in mentoring skills and basic counselling skills. A core committee has been formed with representatives from all the departments. The members of the committee are given intensive training and meet periodically to review the functioning of the system.

Each member of the faculty is assigned 25-30 students belonging to her department. A booklet has been designed by the College to keep track of the student’s growth and development on campus. This booklet contains personal information about the student, such as details of family and economic status. It also contains the academic record of the student, which is regularly updated by the student and checked by the mentor. It records students’ achievements in curricular, co-curricular and extracurricular activities.

Each student is required to meet her mentor in a one-on-one session at least three times every semester. These are out-of-classroom personal meetings in which the mentor gets to know the student personally and keeps track of her academic performance, attendance, course registrations and fulfillment of course requirements giving guidance where necessary on matters pertaining to academics. If the mentor feels that her mentee requires additional help, she is recommended for remedial coaching. The mentor also guides students on matters relating to higher education and careers.

The practice of mentoring encourages students to discuss personal issues that affect their performance in the College. The mentor refers her to a professional counsellor if required. The mentor also identifies students who need financial assistance and direct them to the appropriate authority for availing of fee concessions, scholarships, food tokens and other assistance. The mentor also meets the parents/guardians of her mentees once a semester to update them on their ward's performance.

The mentoring system enables students and teachers to establish a personal bond with each other.

## **5. Evidence of Success**

The mentoring system has been effective in dealing with absenteeism. When a student is absent from class for more than three consecutive days without informing the class/course teacher, the mentor is alerted. The student is contacted to find out the reason for her absence and her attendance is followed closely thereafter. This has led to a reduction in the number of students who are not eligible to take the end-semester examinations because of lack of attendance.

The mentoring system has also been helpful in ensuring that students fulfill course requirements. Students have to register for General Electives offered by other departments and also earn credits under Part V. Very often, unaware of these requirements students fail to complete them on time. With the introduction of the mentoring system, the mentor checks periodically if the student is registered in the courses she is required to take in that particular semester. Any lapse is immediately brought to the notice of the Deans of Academic Affairs and is remedied, to ensure that the student completes her degree within the specified period.

The mentoring system has also helped many students deal with personal issues, family problems and even with psychological disturbances, in some instances. When the mentor succeeds in establishing a personal rapport with the students assigned to her, there is a bond of trust and respect that is established and this has encouraged many students to open up to their mentors about issues they face in their personal lives on and off campus. Timely counseling, and intervention, when necessary, has helped many students deal with these issues successfully.

## 6. Challenges/Problems Encountered

- The time-factor is a major hurdle in the successful implementation of the programme. Often mentors find it difficult to make time to meet the students assigned to them on a regular basis, because of the pressures of academic and administrative responsibilities
- The average mentor-mentee ratio poses a challenge for the effective implementation of the system
- Finding an appropriate space that will encourage personal interaction has also proved to be a challenge

The mentoring system, when effectively practiced, can serve as a pre-emptive measure against extreme steps taken by students who are unable to deal with academic stress, peer pressure, problems in adapting to campus living and personal issues. It has proved helpful in encouraging students to continue pursuing higher education.

**EVALUATIVE  
REPORTS  
OF THE  
DEPARTMENTS**

## Department of Mathematics

1. Name of the Department & its year of establishment

<b>MATHEMATICS</b>	<b>UG - 1951</b> <b>PG - 1964</b> <b>M.Phil. - 2002</b> <b>Ph.D. - 1989</b>
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2. Names of Programmes / Courses offered

- UG Degree Programme - **B.Sc. Mathematics**
- PG Degree Programme - **M.Sc. Mathematics**
- M.Phil. Programme - **M.Phil. Mathematics**
- Ph.D. Programme - **Ph.D. Mathematics**

3. Interdisciplinary courses and departments involved

General Electives, Independent Electives and Postgraduate Electives to all departments

**General Electives** - Basic Mathematics, Operations Research, Graph Theory and its Applications, Applied Statistics, Discrete Mathematics, Mathematics for Competitive Examinations

**Independent Electives** - UG - Popular Astronomy, PG - Probability and Random Processes

**Postgraduate Electives** - Basic Mathematical Methods, Quantitative Techniques for Management, Discrete Mathematics, Operations Research, Research in Statistics

4. Annual/semester/choice based credit system

Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments

Faculty participates in designing courses offered by other departments.

Students enroll in elective and allied courses offered by other

departments. The faculty delivers guest lectures whenever required.

6. Number of teaching posts sanctioned and filled

	Sanctioned	Filled	
		Aided	Mgt.
Associate Professors & Assistant Professors - Shift I	11	10	1
Assistant Professors - Shift II			5

7. Faculty profile with name, qualification, designation, specialisation.

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Dr. Sr. Jasintha Quadras fmm	M.Sc., M.Phil., M.S., Ph.D	Principal & Head	Graph Theory	18

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Dr. Felbin. C. Kennedy	M.Sc., M.Phil., Ph.D	Associate Professor	Fuzzy Analysis	21
Dr. M. Uma	M.Sc., M.Phil., Ph.D	Associate Professor	Fluid Dynamics	22
Dr. Sr. Rosy Joseph	M.Sc., M.Phil., Ph.D	Assistant Professor	Algebra	14
Dr. Mercy Soruparani	M.Sc., M.Phil., Ph.D	Associate Professor	Analysis	13
Ms. Nalini	M.Sc.,B.Ed., M.Phil.,	Assistant Professor	Fluid Dynamics	21
Ms. Josephine Lissie	M.Sc.,B.Ed., M.Phil.,	Assistant Professor	Algebra	20
Dr. V. Jude Annie Cynthia	M.Sc., M.Phil., Ph.D	Assistant Professor	Graph Theory	14
Ms. V. Dhanalakshmi	M.Sc., M.Phil.	Assistant Professor	Graph Theory	10
Ms. Teresa Arockiamary	M.Sc., M.Phil.	Assistant Professor	Graph Theory	11
Ms. Gowri Bhaskarun	M.Sc., M.Phil.	Assistant Professor	Probability Theory	15
Lt. Fancy. V.F.	M.Sc., M.Phil.	Assistant Professor	Complex Analysis	10
Ms. Sindhiya Terese	M.Sc., M.Phil.	Assistant Professor	Algebra	4
Ms. S. Latha	M.Sc., M.Phil.	Assistant Professor	Euclidean Geometry	3
Ms. A. Dhanalakshmi	M.Sc., M.Phil.	Assistant Professor	Algebra	2

8. Percentage of classes taken by temporary faculty – programme-wise information - NIL
9. Programme-wise Student Teacher Ratio – UG - 24 : 1, PG - 20 : 1
10. Number of academic support staff (technical) and administrative staff - Not Applicable
11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received.

Name of the Principal Investigator & Co investigator	Title of the Project	Funding Agency, Duration & Sanctioned amount
Dr. Sr. Jasintha Quadras fmm.	'Dilation and Wire length problems in interconnection networks'	UGC Major Research Project – 3 years (2010-13) ` 5,92,800

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received.

Name of the Agency	Amount	Period
Fund for Improvement of S&T Infrastructure in Universities and Higher Educational Institutions (FIST - 2006). Co-ordinator - Dr. Felbin.C.Kennedy	22.5 Lakhs	5 years

13. Research facility / centre with National Recognition

The Department received financial assistance under the Fund for Improvement of Science & Technology Infrastructure in Higher Educational Institutions (FIST), from the Department of Science & Technology (DST), Govt. of India. The funds were sanctioned for the development of a computer laboratory and purchase of books, with the aim of introducing a scientific computing environment based on mathematical approaches, to cater to the needs of teaching, learning, research and industrial applications. The College has set up a Research Cell to enhance research activities. The research cell has a department representative who liaisons between the department and the cell.

14. Publications:

Particulars	No. of Publications 2008 - 2013
No. of papers published in peer reviewed journals	National - 1 International- 19
Chapter(s) in Books	3
Books with ISBN numbers	3

15. Patents and income generated - NIL

16. Areas of consultancy and income generated - NIL

17. Faculty recharging strategies -

Faculty members have regularly attended Faculty Development Programmes organised by the College and also Refresher Courses to keep abreast of teaching learning methodologies. Faculty have presented papers/ participated in seminars and conferences.

Programmes	2008 - 09	2009 - 10	2010 - 11	2011 - 12	2012 - 13
Conferences / Seminars / Workshops Attended	11	5	3	4	5
Paper Presentations	2	6	1	4	2
Resource persons / chairing the sessions / panelist	5	1	3	1	11



18. Student projects

- Percentage of students who have done in-house projects including inter-departmental - Compulsory for PG students
- Percentage of students doing projects in collaboration with industries / institutes - N.A.

19. Awards / recognitions received at the national and international level by

- Faculty

Name	Awards and achievements
Dr. Sr. Jasintha Quadras, fmm Principal & Head	<ul style="list-style-type: none"> <li>• Participated in the Regional Networking Conference of Presidents of Women's Colleges and Universities in Asia at Miriam College, Manila, Philippines in November 2008 <b>(2008-09)</b></li> <li>• Professional Women's Services Award, July 2009 - Hindi Sahitya Akademi, Chennai <b>(2009-10)</b></li> <li>• Invited to be the Member-Coordinator of the National Assessment and Accreditation Council Peer Team to assess six colleges in Karnataka as part of their reaccreditation process <b>(2011-12)</b></li> <li>• Selected to represent Catholic Universities in India, among 15 other universities across the globe, by the International Federation of Catholic Universities, for an action-based programme titled "Leading Catholic Universities in the 21<sup>st</sup> Century". The programme was conducted in three phases: the first phase was held in Assumption University, Bangkok, in April 2012, the second phase was in Rome in October – November 2012 and the last meeting was held in London in April 2013</li> <li>• Awarded the Distinguished Alumnae of the Institution at Christ University, Bangalore</li> <li>• Appointed as member of the Expert Committee constituted by the Kerala State Higher Education Council for Autonomy and Affiliation of colleges in Kerala <b>(2012-13)</b></li> <li>• Member of the UGC Expert Committee constituted to evaluate XI Plan proposals and grant proposals</li> </ul>
Dr. Felbin C. Kennedy	<ul style="list-style-type: none"> <li>• Invited to be the Visiting Professor to share her expertise with the faculty and students of the Department of Mathematics, H.P. University, Shimla from 1-8 August, 2009 <b>(2009- 10)</b></li> </ul>
Lt. V.F. Fancy	<ul style="list-style-type: none"> <li>• Awarded the rank of "Lieutenant" under Direct Commission in July 2012 and is now the NCC Officer <b>(2012-13)</b></li> </ul>

- Students

Name	Awards and achievements
Tinjumol Mathew and Neha Prabhu	<ul style="list-style-type: none"> <li>• Participated in the National Level Mathematics Training and Talent Search Programme during the summer of 2008 <b>(2008-09)</b></li> </ul>

Ashwini N Chezhiyan	<ul style="list-style-type: none"> <li>Participated in the Asian conditioning and Pre-Championship Match racing for j24 class sailing held at Mumbai. She was also a part of a documentary made by CNBC about women sailing and was interviewed by DNA newspaper regarding sailing (2008-09)</li> </ul>
Neha Prabhu	<ul style="list-style-type: none"> <li>National level Math Camp: Math Training and Talent Search (MTTS) program in 2008 and 2009 (2009-10)</li> </ul>
Linia	<ul style="list-style-type: none"> <li>Summer research fellow by the Indian Academy of Sciences for a project under the guidance of Pro-Vice-Chancellor, University of Hyderabad during April-June 2010</li> </ul>
Bhuvaneswari	<ul style="list-style-type: none"> <li>Best NSS volunteer at the Mega Camp 2011 at Pune (2011-12)</li> </ul>

20. Seminars/ Conferences/Workshops organised and the source of funding:

Level	Title of Conference / Seminar	Source of Funding	Date
National	Recent Advances in Computational Techniques (RACT-09)	UGC, TNSCST, TNSCHE, IOB	January 9-10, 2009
International	International Conference on "Mathematics in Engineering and Business Management" ICMEB 2012	DST	March 9-10, 2012
International	Workshop – UNESCO HP Brain Gain Initiative	-	March 8, 2012

21. Student profile course-wise:

Year	Degree Name	Applied	Admitted
2009	B.Sc.	793	117
	M.Sc.	116	38
	M.Phil.	10	8
2010	B.Sc.	712	124
	M.Sc.	88	38
	M.Phil.	34	8
2011	B.Sc.	690	101
	M.Sc.	120	35
	M.Phil.	27	8
2012	B.Sc.	643	127
	M.Sc.	152	39
	M.Phil.	34	8
Total Ph.D.			6

Pass percentage	April 2009	April 2010	April 2011	April 2012
B.Sc. Mathematics - Shift I	91.67	83.33	82.81	88.06
Shift II	93.18	87.80	77.27	81.25
M.Sc. Mathematics	100	100	91.89	91.67

22. Diversity of students in Percentage

Name of course	2009-10				2010-11			
	TN	Other States	Inter-national	College	TN	Other States	Inter-national	College
UG	96	3	1	-	96	3	1	-
PG	95	5	-	15.39	100	0	-	12.5

Name of course	2011-12				2012-13			
	TN	Other States	Inter-national	College	TN	Other States	Inter-national	College
UG	93	7	-	-	96	4	-	-
PG	89	11	-	15.45	98	2	-	37

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?

1 – SET, 2 - GATE

24. Student progression

Student progression	Percentage against enrolled
UG to PG	16- 20
PG to M.Phil.	10
PG to Ph.D.	5
Employed	30
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	

25. Diversity of staff

Percentage of faculty who are graduates	
Of the same parent university	88
From other universities within the State	6
From other universities from other States	6

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period – Two

27. Present details about infrastructural facilities

- a) Library – No. of Books - 147
- b) Internet facilities for staff and students – FIST Lab and Faculty room
- c) Total number of class rooms – 8
- d) Class rooms with ICT facility – 2
- e) Students' laboratories – FIST Lab
- f) Research laboratories – FIST Lab

28. Number of students of the department getting financial assistance from College.

Number of students getting financial assistance from College	2008-09	2009-10	2010-11	2011-12	2012-13
Government Scholarships	150	276	186	165	122
From College/ Private	29	19	23	20	21

29. Was any need assessment exercise undertaken before the development of new program(s)?

Interaction at Departmental Meetings and Board of Studies, feedback from alumnae and employers are used in developing new courses and programmes

30. Does the department obtain feedback from

a. Faculty on curriculum as well as teaching-learning-evaluation?

Feedback is obtained from faculty at department meetings.

b. Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Online feedback is obtained every semester. The online feedback helps in enhancing the teaching methodology and the curriculum is revised as per the suggestions wherever required. Reinforcement of areas identified for improvement.

c. Alumni and employers on the programmes and what is the response of the department to the same?

Suggestions by the alumnae, employers and industrial experts are taken into consideration while framing the syllabus for enhancing employability and research skills and to be on par with current trends.

31. Distinguished alumni of the department

Ms. Shyamala Shekar	Principal, Padma Seshadri Bala Bhavan Senior Sec. School, Nungambakkam
Sr. Dulcy fmm	Principal, Holy Angels' AIHSS, T.Nagar.
Dr. R. Bharati	Conjoint Professor, University of New Castle, Australia & Professor Emeritus, Loyola College
Dr. Premalatha	Director, Ramanujam Institute for Advanced Study in Mathematics
Dr. Geetha Srinivasan	Former Director, RIASM
Ms. Meena.R	Principal, Union Christian Mat. Hr. Sec. School
Ms. Bhuvaneshwari	Principal, Chennai Public School
Ms. Sathyavathy I.A.S	Chief Secretary, Puducherry
Dr. Revathy Sundararajan	Associate Professor, Dept. of Mathematics, Don Bosco Engineering College, Bombay
Dr. Usha	Professor, IIT Madras

32. Student enrichment programmes with external experts.

	2008-09	2009-10	2010-11	2011-12	2012-13
Guest Lectures, Workshops/Training	3	1	13	3	7

33. List the teaching methods adopted by the faculty for different programmes.

- Lectures
- Audio - Visual aids
- CAT- Computer Assisted Testing

- The software La Tex and Mathcad are used for project work and Dissertation
  - Group discussions
34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
- Feedback from students – class committee meetings, online evaluation
  - Through Boards of Studies meetings
35. Students and faculty in extension activities.
- Students are involved in the Social Awareness Programmes - Welfare of the Aged and Child Welfare. As part of the programme students conducted mathematics classes for school students
  - Awareness on Food and Water Security in schools as part of Functional Literacy Programme
36. “Beyond syllabus scholarly activities” of the department.
- The department conducts an intercollegiate competition “MATHZOOM” with a focus on increasing knowledge and instilling confidence in the students
  - INTEGRA has organised a series of workshops for the students of the department
  - MATHZOOM and INTEGRA train students to have hands on experience in the conduct of programs like math puzzle, crossword and quiz
  - Through INTEGRA yearlong activities are conducted to motivate students to participate in events held in and outside college
37. State whether the programme/ department is accredited/ graded by other agencies - NIL
38. Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.

### **Strengths**

- The Department of Mathematics is a Research department offering Ph.D. and M.Phil. Programmes with two research guides and a DST sponsored Research Lab – FIST is a resource for faculty and students of the department as well as other departments.
- Faculty are invited as Resource Persons for Conferences and various other programmes in Colleges and other Institutions, Scientific Committee members of International Conferences conducted by universities and Colleges, Quiz masters at different Zonal levels for Central and State Board Schools
- Faculty are members of International Forums like Forum of Mathematics for Engineering and Management (FRMEB), Forum for Interdisciplinary Mathematics (FIM), Forum de Analyst and All India Mathematics Teacher’s Association (AMTI)

- Faculty are involved in Quality Assurance of other Institutes like Academic Audit, as NAAC peer team member, Member of Recruitment Board for recruiting Faculty and various other posts in college recruitment, members of committees for recognition of other Universities and Colleges, census for the government
- The department has faculty serving in various positions like Principal, Dean of Academic Affairs, Dean of Student Affairs, NCC Officer, Academic Council member of the University, Superintendent & Asst. Superintendent of the End Semester Examinations, Chief-in-charge of Central Evaluation
- A forum of the department called INTEGRA conducts various competitions for the students in particular two major programmes – MATHZOOM an intercollegiate competition for the students of Arts & Science Colleges as well as Engineering colleges in and around the city and MATH –O-MATCH an interclass competition for our students giving an opportunity to be event managers as well as to showcase their talents
- International and national conferences, workshops and seminars are conducted by the department which helps in developing organising skills of the faculty and also gives opportunities for students to participate
- Remedial coaching classes are conducted for the academically weak students, first generation learners as well as slow learners.
- Effective Mentoring

#### **Weaknesses**

- Lack of student motivation
- Compulsory dissertation poses a challenge for students coming from regional medium schools

#### **Opportunities**

- Collaboration with Institutes of Higher Learning like IIT, IMS, Birla Planetarium, ITWM-Germany and also from other Universities. Conducting conferences, workshops, seminars and endowment lectures with resource persons from the institutes across the globe
- Faculty to become members of International Forums and committees.

#### **Challenges**

- Delay in granting of funds by the Funding Agencies in order to conduct programmes

#### 39. Future plans of the department.

- To organise Scholar in Residence Program
- To conduct Conferences - National /International level, Seminars and Workshops
- Applying for Research Projects to various funding agencies
- To increase the number of Ph.D. enrollments
- To reintroduce course on Astronomy
- To introduce “History of Mathematics” and “Sky Watch” as a general elective courses.
- To collaborate with Industries and research institutes for research projects

## Department of History

1. Name of the Department & its year of establishment

<b>HISTORY</b>	<b>UG – 1957</b>
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2. Names of Programmes / Courses offered

UG Degree Programme - **B.A. History**

B.A. Branch I History changed to Branch IA **History and Tourism from 2011-12**

3. Interdisciplinary courses and departments involved General Electives and Independent Elective courses with all departments.

**General Electives** - History of Science and Technology, Heritage Tourism, Fundamentals of Indian Constitution, Museums and Conservation, International Affairs since 1945.

**Independent Electives** - History of the USA, China and Japan in the 20th Century

4. Annual/ semester/choice based credit system  
Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments

Students enroll in elective courses offered by other departments.

The faculty delivers guest lectures whenever required.

6. Number of teaching posts sanctioned and filled

	Sanctioned	Filled	
		Aided	Mgt.
Associate Professors & Assistant Professors	5	3	2

7. Faculty profile with name, qualification, designation, specialisation

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Ms. Vimala Stephen	M.A., M.Phil, B.Ed.	Assistant Professor	Freedom Struggle in Tamil Nadu	24
Ms. Dolly Thomas	M.A., M.Phil,	Assistant Professor	Economic History	16
Dr. Susan Paul	M.A., Ph.D.	Assistant Professor	Education	4
Dr. S. Gayathri	M.A., Ph.D.	Assistant Professor	Indian Culture	5
Dr. Shan Eugene	M.A., M.Phil, Ph.D.	Assistant Professor	Human Rights	4

8. Percentage of classes taken by temporary faculty – programme-wise information - NIL

9. Programme-wise Student Teacher Ratio – UG - 35 : 1
10. Number of academic support staff (technical) and administrative staff - Not Applicable
11. Number of faculty with ongoing projects - NIL
12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc; - NIL
13. Research facility / centre - The College has set up a Research Cell to enhance research activities. The research cell has a department representative who liaisons between the department and the cell.

14. Publications:

Particulars	No. of Publications
No. of papers published in peer reviewed journals	National – 2
Chapter(s) in Books	1
Books with ISBN numbers with details of publishers	National – 1

15. Patents and income generated - NIL
16. Areas of consultancy and income generated - NIL
17. Faculty recharging strategies - Faculty have regularly attended Faculty Development Programmes organised by the College and also Refresher Courses to keep abreast with teaching learning methodologies. Faculty have presented papers/ participated in seminars and conferences.

Programmes	2008 - 09	2009 - 10	2010 - 11	2011 - 12	2012 - 13
Conferences / Seminars / Workshops Attended	1	2	2	5	9
Paper Presentations	-	-	4	8	7
Resource persons / chairing the sessions / panelist	-	11	1	-	5

- One faculty member has availed the UGC Faculty Development Programmes in the XI Plan period for pursuing her doctoral work

18. Student projects

- Percentage of students who have done in-house projects including inter-departmental - All students do research projects in each paper as part of the Third Component of their internal evaluation
- Percentage of students doing projects in collaboration with industries / institutes - Students take a course in Computerised Ticketing



Procedures in airports. First and second-year students did a 36-day course in practical training on hospitality at the Institute of Hotel Management, Catering Technology and Applied Nutrition

19. Awards / recognitions received at the national and international level by

• Faculty

Name	Awards and achievements
Ms. Dolly Thomas	<ul style="list-style-type: none"> <li>Director General NCC Commendation Medal 2009</li> </ul>

• Students

Name	Awards and achievements
Sneha Krishnan	<ul style="list-style-type: none"> <li>Selected as a Fellow to attend the Starting Bloc Global Institute for Social Innovation, organised by the London Business School.</li> <li>Selected by Harvard University to represent Stella Maris College at the On-campus Conference organised by the Harvard Project for Asia and International Relations in February 2009 where she presented a paper on 'Rationalising Reservations' (2008-09)</li> </ul>
C/Sgt. G. Thaatcher	<ul style="list-style-type: none"> <li>Won the Gold medal in firing in the pre-IGC II camp. She was also selected for the IGC camp held at Madurai (2011-12)</li> </ul>

20. Seminars/ Conferences/Workshops organised and the source of funding – NIL

21. Student profile course-wise:

Year	Degree Name	Applied	Admitted
2009	B.A. History	119	47
2010	B.A. History	118	62
2011	B.A. History and Tourism	172	68
2012	B.A. History and Tourism	110	60

Pass percentage	April 2009	April 2010	April 2011	April 2012
B.A. History	78.79	50.00	63.04	56.41

22. Diversity of students in Percentage

2009-10		2010-11			2011-12			2012-13	
TN	Other States	TN	Other States	Inter-national	TN	Other States	Inter-national	TN	Other States
94	6	84.6	13.8	1.5	84.7	12.5	2.8	90	10

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations? Civil Services - 2

24. Student progression

Student progression	Percentage against enrolled
UG to PG	20
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	70

25. Diversity of staff

Percentage of faculty who are graduates	
Of the same parent university	60
From other universities within the State	20
From other universities from other States	20

26. Number of faculty who were awarded Ph.D., during the assessment period: ONE

27. Present details about infrastructural facilities

a) Library - The Department has its own library for the staff and also regularly recommends books which are then purchased by the college library. There are also classroom libraries for students. No. of books - 345

b) Internet facilities for staff and students - The Department staff room has two computers connected to the internet. The students can access the internet in the library.

c) Total number of class rooms - 3

d) Class rooms with ICT facility – 1. The Department has a DVD player which is frequently used. The Department also has a laptop, a notebook computer, and an LCD projector of its own.

e) Students' laboratories - Not Applicable

f) Research laboratories - Not applicable

28. Number of students of the department getting financial assistance from College.

Number of students getting financial assistance from College	2008-09	2009-10	2010-11	2011-12
Government Scholarships	33	45	30	30
From College / Private Scholarships	10	13	6	6

29. Was any need assessment exercise undertaken before the development of new program(s)?

Interaction at Departmental Meetings and Board of Studies, feedback from alumnae and employers are used in developing new courses and programmes.

30. Does the department obtain feedback from
- Faculty on curriculum as well as teaching-learning-evaluation?  
Feedback is obtained from faculty at department meetings.
  - Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?  
Online feedback is obtained every semester. The online feedback helps in enhancing the teaching methodology and the curriculum is revised as per the suggestions wherever required. Reinforcement of areas identified for improvement.
  - Alumni and employers on the programmes and what is the response of the department to the same?  
Suggestions by the alumnae, employers and industrial experts are taken into consideration while framing the syllabus for enhancing employability and research skills and to be on par with current trends. Representatives of Ticketing/Travel industries participate in the Board of Studies meetings and give feedback on the curriculum – changes where necessary are incorporated.

31. Distinguished alumni of the department

Sheela Murthy - Lawyer, USA; received Best Citizen Award	Alin Suneja - IAS
M. Vanitha - IAS	Adhilakshmi - Executive Committee Member, Women Lawyer's Association
Kokila – Assistant District Collector	Sneha Krishnan – Oxford University
Nikita Jois – Australian University	Lavina – Oxford University
Jancy Rani – IAS	Sukanya Natarajan – Foreign Embassy, Delhi
Arpitha – Australian University	

32. Student enrichment programmes with external experts.

	2008-09	2009-10	2010-11	2011-12	2012-13
Guest Lectures, Workshops / Training	7	17	20	23	13

33. Teaching methods adopted by the faculty for different programmes.

- Lectures
- Power Point presentations
- Viewing and discussion of documentaries and movies related to the subjects taught
- Field visits and Industrial visits
- Group discussions

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

- Feedback from students – class committee meetings, online evaluation.
- Through Boards of Studies Meetings

35. Participation of students and faculty in extension activities.
- Students do practical work in conservation and liaise with museums and the Department of Archaeology of the Government of Tamil Nadu and also the Archaeological Survey of India
  - Ms Dolly Thomas was coordinator of the NCC activities
36. “Beyond syllabus scholarly activities” of the department.
- Educational tours and field trips for students. Third-year students go for a 10-day tour to places of Historical interests like Delhi, Agra, Jaipur.
  - Annual Department publication –“History Update”
  - Travel Mart - Giving hands-on training to students in preparing travel itineraries, helping other departments to plan their tour programmes, and also working with travel agencies and getting familiar with the marketing of travel and tourism
  - Exhibitions - Innovative exhibitions showcasing the culture and heritage of India.
  - Events like quiz and exhibitions are regularly organised for events like the Chennai Week and World Tourism Day. Exhibitions of photos, models of Chennai landmarks, coin and stamp collections and competitions are conducted on Chennai Day
  - “BC to AD” Intercollegiate Annual Fest
37. State whether the programme/ department is accredited/ graded by other agencies - NIL
38. Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.
- Strengths**
- Team work and good interpersonal relations among faculty of the department
  - A good department library and good collection of books on the subject in the College library
  - Audio-visual equipment and resources like documentaries and films.
  - Remedial courses conducted for first generation learners and slow learners.
  - Efficient mentoring
- Weaknesses**
- Lack of Research and publications
  - Lack of motivation among a few students
- Opportunities**
- Course gives rooms for employability and entrepreneurship
  - Course content motivates / prepares them to take civil services exam
- Challenges**
- Academe-industry interaction
  - Internship for students
39. Future plans of the department.
- To conduct a national-level conference in History.
  - To liaise with alumnae to conduct short-term courses.

## Department of Sociology

1. Name of the Department & its year of establishment

<b>SOCIOLOGY</b>	<b>UG - 1971</b>
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2. Names of Programmes / Courses offered  
UG Degree Programme - **B.A. Sociology**

3. Interdisciplinary courses and departments involved

- Four credit paper on Ethnobiology in collaboration with the Department of Zoology and Botany
- General Electives and Independent Elective courses with all departments.

**General Electives** - Organisational Development and Change, Subaltern Groups, Ethnobiology, Media and Society, Women and Identity, Law and Society

**Independent Electives** - Corporate Social Responsibility, Social Networking.

4. Annual/ semester/choice based credit system – Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments

Students enroll in elective and allied courses offered by other departments  
The faculty delivers guest lectures whenever required.

6. Number of teaching posts sanctioned and filled

	Sanctioned	Filled	
		Aided	Mgt.
Associate Professors & Assistant Professors	4	1	3
**Psychology – Asst. Prof.	1	1	-

7. Faculty profile with name, qualification, designation, specialisation

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Dr. Neeraja Rao	M.A.,M. Phil., Ph.D	Associate Professor	Political Sociology	33
Dr. J. Maria Agnes Sasitha	M.A.,Ph.D	Assistant Professor	Child Welfare	10
Ms. Mary Shantha Joseph**	M.A.,M.Phil	Assistant Professor	Counselling & Guidance	13
Dr. Jayasheela George	M.A.,M. Phil., Ph.D	Assistant Professor	Women's Studies	7
Ms. Seline	M.A.	Assistant Professor	Medical Sociology	1

\*\* Faculty – Department of Psychology

8. Percentage of classes taken by temporary faculty – programme-wise information - NIL
9. Programme-wise Student Teacher Ratio – 36: 1
10. Number of academic support staff (technical) and administrative staff - Not Applicable
11. Number of faculty with ongoing projects - NIL
12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc. - NA
13. Research facility / centre - The College has set up a Research Cell to enhance research activities. The research cell has a department representative who liaisons between the department and the cell.

14. Publications:

Particulars	No. of Publications
No. of papers published in peer reviewed journals	National – 1 International - 1

15. Patents and income generated - NIL
16. Areas of consultancy and income generated - NIL
17. Faculty recharging strategies - Faculty have regularly attended Faculty Development Programmes organised by the College and also Refresher Courses to keep abreast of teaching learning methodologies. Faculty have presented papers/ participated in Seminars and Conferences.

Programmes	2008 - 09	2009 - 10	2010 - 11	2011 - 12	2012 - 13
Conferences / Seminars / Workshops Attended	2	-	-	1	-
Paper Presentations	-	3	-	-	-
Resource persons / chairing the sessions / panelist	-	1	-	1	-

18. Student projects
  - Percentage of students who have done in-house projects including inter-departmental - NIL
  - Percentage of students doing projects in collaboration with industries / institutes - NIL
19. Awards / recognitions received at the national and international level by
  - Faculty- NIL
  - Students - NIL

20. Seminars/ Conferences/Workshops organised and the source of funding - NIL

21. Student profile course-wise:

Year	Degree Name	Applied	Admitted
2009	B.A. Sociology	167	69
2010		153	69
2011		170	64
2012		165	67

Pass percentage	April 2009	April 2010	April 2011	April 2012
B.A. Sociology	76.36	60.94	73.68	69.84

22. Diversity of students in Percentage

2009-10			2010-11			2011-12			2012-13		
TN	Other States	Inter-national	TN	Other States	Inter-national	TN	Other States	Inter-national	TN	Other States	Inter-national
82	7	11	84	13	3	80	17	3	77.5	21.1	1.4

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?  
Civil Services – 4, NET - 20

24. Student progression

Student progression	Percentage against enrolled
UG to PG	30
Employed • Campus selection • Other than campus recruitment	5
Entrepreneurs	20

25. Diversity of staff

Percentage of faculty who are graduates	
Of the same parent university	60
From other universities within the State	20
From other universities from other States	20

26. Number of faculty who were awarded Ph.D. during the assessment period - NIL

27. Present details about infrastructural facilities

a) Library - The department regularly recommends books which are then purchased by the college library.

b) Internet facilities for staff and students - The staff room has computers with internet facilities. A laptop is also provided. Students can access internet from different locations on the college campus.

- c) Total number of class rooms - 3
- d) Class rooms with ICT facility - 2
- e) Students' laboratories - NIL
- f) Research laboratories – NIL

28. Number of students of the department getting financial assistance from College.

<b>Number of students getting financial assistance from College</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>
Government Scholarships	15	32	14	20
From College / Private Scholarships	-	1	-	-

29. Was any need assessment exercise undertaken before the development of new program(s)?

Interaction at Departmental Meetings and Board of Studies, feedback from alumnae and employers are used in developing new courses and programmes.

30. Does the department obtain feedback from

- a. Faculty on curriculum as well as teaching-learning-evaluation?

Feedback is obtained from faculty at department meetings.

- b. Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Online feedback is obtained every semester. The online feedback helps in enhancing the teaching methodology and the curriculum is revised as per the suggestions wherever required. Reinforcement of areas identified for improvement.

- c. Alumni and employers on the programmes and what is the response of the department to the same?

Suggestions by the alumnae, employers and industrial experts are taken into consideration while framing the syllabus for enhancing employability and research skills and to be on par with current trends.

31. Distinguished alumni of the department

Ms. Jane Srinivas - IC & CS	Ms. Sowmya – Social Activist
Ms. Uma Murali- Dancer and Artist	Ms. Tula Goenka - Documentary maker
Ms. Roja Kannan- Dancer and Artist	Ms. Madhu - Entrepreneur
Ms. Rashmi Gautham - IC & CS	Ms. Sweety - Entrepreneur
Ms. Ramya - IPS	Ms. Jayalakshmi - IAS

32. Student enrichment programmes with external experts.

	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
Guest Lectures, Workshops / Training	10	5	3	7	4



33. Teaching methods adopted by the faculty for different programmes.
- Lectures
  - Power Point presentations
  - Field visits and industrial visits
  - Group discussions & Seminars
  - Screening of documentaries
34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
- Feedback from students – class committee meetings, online evaluation.
  - Through Boards of Studies meetings
  - Through visit to industries
  - Interaction and exposure to rural realities
35. Participation of students and faculty in extension activities - NIL
36. “Beyond syllabus scholarly activities” of the department
- “Samavesh”, the annual department magazine.
  - Department organises an Annual Intercollegiate Fest which offers the students a channel to enhance their creativity and subject knowledge.
37. State whether the programme/ department is accredited/ graded by other agencies - NIL
38. Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.
- Strengths**
- The breadth and perspective of knowledge provided by majoring in Sociology has been looked upon favorably by employers in many fields
  - High quality, socially relevant undergraduate programme
  - The department encourages interaction between students and faculty by offering opportunities for individualised study and projects
  - Many courses offered in the department provide the opportunity for students to have field-based experiences
  - The department has a long history of combining leadership with a friendly, student centered culture for students
  - Remedial coaching offered to slow learners
  - Effective Mentoring
- Weaknesses**
- Many students from the regional language medium
  - Lack of student motivation
- Opportunities**
- Graduates of our programme are working in many interesting jobs in research, in fields such as management and industry, health care, human resources, social work, education and also hold prestigious positions in the rank of IAS and IPS
  - Opportunities for consultancy – corporate sector

- Using ICT for networking with other institutions
- Building strong relationships with external communities in the business and industry, governmental and non-governmental organisations to provide students with the opportunity of experiential learning

**Challenges**

- To cater to the job market
- To modify the syllabi according to the changes in the society
- Internships

39. Future plans of the department.

- Working towards starting a postgraduate diploma programme.
- To introduce cross disciplinary programmes that open up new channels of ideas and even new professions.

## Department of Economics

1. Name of the Department & its year of establishment

<b>ECONOMICS</b>	<b>UG – 1949</b> <b>PG – 1952</b> <b>M.Phil. &amp; Ph.D. - 1982</b>
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2. Names of Programmes / Courses offered

- UG Degree Programme - **B.A. Economics**
- PG Degree Programme - **M.A. Economics**
- M.Phil. Programme - **M. Phil. Economics**
- Ph.D. Programme - **Ph.D. Economics**

3. Interdisciplinary courses and departments involved General Electives, Independent Electives and Postgraduate Electives with all departments.  
**General Electives** - Ecofeminism, Green Economics, Women's Studies, Organisational Behaviour, Contemporary Issues

**Independent Electives –**

UG - Art of Native Cultures, Three Dimensional Art - Practical

PG - Concise History of Art, Creative Painting

**Postgraduate Electives** - Contemporary Economic Issues, Data Analysis using SPSS Software

4. Annual/ semester/choice based credit system

Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments

Offers Allied Courses to students of the Department of Commerce

The faculty deliver guest lectures whenever required

6. Number of teaching posts sanctioned and filled

	Sanctioned	Filled	
		Aided	Mgt.
Associate Professors & Assistant Professors	11	9	2

7. Faculty profile with name, qualification, designation, specialisation.

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Ms. Chandunissa	M.A., M. Phil.,	Associate Professor	Human Resource Development	32
Ms. Raihana Sabir	M.A., M. Phil.,	Associate Professor	Statistics	31
Ms. Pearl Paul	M.A., M. Phil.,	Assistant Professor	Public Economics, Principles of Economics	23

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Dr. J. Regi Manimegala	M.A., M. Phil., Ph.D.	Associate Professor	Research Methodology, Econometrics, Education	19
Dr. Millie Nihila	M.A., M. Phil., Ph.D.	Associate Professor	Gender, Environment and Health	16
Ms. A.Punitha	M.A., M. Phil.,	Associate Professor	Human Resource Development	19
Ms. D. Hima Bindu	M.A., M. Phil.,	Associate Professor	Macro & Monetary economics	19
Dr. Crystal David John	M.A., Ph.D.	Associate Professor	Public Economics, Gender Economics, Environmental Economics	29
Ms. Mary Abraham	M.A., M. Phil.,	Assistant Professor	Indian Economics	14
Sr. Stella Mary	M.A. M.Phil NET	Assistant Professor	Micro Finance	1
Ms. Jayalakshmi	M.A., M.Phil.,	Assistant Professor	Development Economics	1

8. Percentage of classes taken by temporary faculty – programme-wise information - NIL
9. Programme-wise Student Teacher Ratio – UG – 33 : 1, PG - 10 : 1
10. Number of academic support staff (technical) and administrative staff - Not Applicable
11. Number of faculty with ongoing projects- NIL
12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc. - NIL
13. Research facility / centre - The College has set up a Research Cell to enhance research activities. The research cell has a department representative who liaisons between the department and the cell.
14. Publications:

Particulars	No. of Publications
No. of papers published in peer reviewed journals	National – 3 International – 4
Chapter(s) in Books	2
15. Patents and income generated - NIL

16. Areas of consultancy and income generated

Name of the Faculty	Details
Dr. Geetha Sridharan	Subject Matter Expert (SME) Content Authoring for on line home work and course assessment systems at Lazer Words, Chennai. April 2008

17. Faculty recharging strategies - Faculty have regularly attended Faculty Development Programmes organised by the College and also Refresher Courses to keep abreast with teaching learning methodologies. Faculty have presented papers/ participated in Seminars and Conferences.

Programmes	2008 - 09	2009 - 10	2010 - 11	2011 - 12	2012 - 13
Conferences / Seminars / Workshops Attended	17	8	1	9	3
Paper Presentations	2	1	-	4	5
Resource persons / chairing the sessions / panelist	8	7	6	6	4

- Two faculty members have availed the UGC Faculty Development Programmes in the XI Plan period for pursuing their doctoral work

18. Student projects

- Percentage of students who have done in-house projects including inter-departmental: UG – 19, PG - 21
- Percentage of students doing projects in collaboration with industries / institutes - NIL

19. Awards / recognitions received at the national and international level by

- Faculty

Name	Awards and achievements
Dr. Millie Nihila	<ul style="list-style-type: none"> <li>• Nominated as member of the NSS Advisory Committee by the Vice-Chancellor, University of Madras and has also been appointed as a member of the Action Committee of the Youth Red Cross (2010-11)</li> </ul>

- Students

Name	Awards and achievements
G. Janani	<ul style="list-style-type: none"> <li>• Worked as a freelance journalist and has published twenty articles. She won a special prize in the National Essay Writing Competition conducted by the Friends of Police (2008-09)</li> </ul>
S.J.Jananiy	<ul style="list-style-type: none"> <li>• “Rising Star” awarded by the Indian Music Academy, Mumbai (2009-10)</li> </ul>
CUO Geraldine Maria Smith	<ul style="list-style-type: none"> <li>• NCC- Republic Day Camp New Delhi. All India Best Cadet- Bronze Medal, Rajpath (2009-10)</li> <li>• Selected for the Youth Exchange Programme in Bangladesh, State representative as Best Cadet at the Republic Day Camp at New Delhi (2010-11)</li> </ul>
Shreya Devnath	<ul style="list-style-type: none"> <li>• Performed in London- Bharatiya Vidya Bhavan</li> <li>• Won ISAI VELVI- State wide competition for classical music organised by International Society for</li> </ul>

	<p>Laya Awareness (ISLA)</p> <ul style="list-style-type: none"> <li>Participated in Yuva Utsav – National level youth festival for music in Bharat Kalachar <b>(2009-10)</b></li> </ul>
Neha Anna Thomas Srilakshmi R	<ul style="list-style-type: none"> <li>Passed DELF B<sub>1</sub> exam with distinction conducted by the National Commission of France held at Alliance Francaise Chennai <b>(2009-10)</b></li> </ul>
Mijin Lim	<ul style="list-style-type: none"> <li>Participated in the Global Model United Nations conducted and organised by the UN in the Republic of Korea in August 2011 <b>(2011-12)</b></li> </ul>
Ann Joseph	<ul style="list-style-type: none"> <li>Attended an international conference in Spain and presented a paper on Mentoring in August <b>(2011-12)</b></li> </ul>
Swarna Chander	<ul style="list-style-type: none"> <li>Presented a paper at the National Seminar on Impact of Economic Meltdown on World Economics entitled Impact of Food Inflation on the Urban Poor <b>(2011-12)</b></li> </ul>
Gargi Saripalli	<ul style="list-style-type: none"> <li>Presented a paper entitled Consumer Friendly Food Labels and Eco friendly Packing at IBS 8th International Conference on Economics and Finance: Governance and Wellbeing - January 2012 <b>(2011-12)</b></li> </ul>
Amrutha Varkey	<ul style="list-style-type: none"> <li>Winner of the best summary of the lecture on Demystifying the Budget, conducted by Scientific Research Association for Economics &amp; Finance (SRAEF), Chennai <b>(2011-12)</b></li> </ul>
Amritha Vivek	<ul style="list-style-type: none"> <li>Awarded a scholarship to do a one month course in business engineering, science and technology (BEST) at the University Dayton, USA <b>(2012-13)</b></li> </ul>
Anusha Ramesh	<ul style="list-style-type: none"> <li>First Place in National Ultimate Frisbee Tournament</li> <li>Given the Title of <b>Most Valued Player</b> by Bangalore Ultimate Open, Chennai Ultimate League <b>(2012-13)</b></li> </ul>

20. Seminars / Conferences / Workshops organised and the source of funding - NIL

21. Student profile course-wise:

Year	Degree Name	Applied	Admitted
2009	B.A	348	67
	M.A	48	19
	M.PHIL	3	1
2010	B.A	356	69
	M.A	35	16
	M.PHIL	5	2
2011	B.A	358	66
	M.A	49	24
	M.PHIL	3	2
2012	B.A	293	68
	M.A	41	17
	M.PHIL	8	4
Total Ph.D.			1

Pass percentage	April 2009	April 2010	April 2011	April 2012
B.A	74.07	77.05	77.78	69.70
M.A	77.78	50	77.78	75

22. Diversity of students in Percentage

Name of course	2009-10				2010-11			
	TN	Other States	Inter-national	College	TN	Other States	Inter-national	College
UG	81	15	4	-	72	28	-	-
PG	77	19	4	63	52.2	43.5	4.3	44

Name of course	2011-12				2012-13			
	TN	Other States	Inter-national	College	TN	Other States	Inter-national	College
UG	82	15	3	-	72	24	4	-
PG	34.5	62.1	3.4	21	80	20	-	29

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?  
NET – 3, UPSC - 1

24. Student progression

Student progression	Percentage against enrolled
UG to PG	24
PG to M.Phil.	-
PG to Ph.D.	2
Employed	15
• Campus selection	
• Other than campus recruitment	
Entrepreneurs	5

25. Diversity of staff

Percentage of faculty who are graduates	
Of the same parent university	73
From other universities within the State	9
From other universities from other States	18

26. Number of faculty who were awarded Ph.D. during the assessment period:  
ONE

27. Present details about infrastructural facilities

- Library - The department regularly recommends books, which are purchased by the College library. A book bank is maintained for students.
- Internet facilities for staff and students - yes
- Total number of class rooms - 6
- Class rooms with ICT facility - 1
- Students' laboratories - Yes
- Research laboratories - NIL

28. Number of students of the department getting financial assistance from College.

<b>Number of students getting financial assistance from College</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>
Government Scholarships	33	36	8	22
From College / Private Scholarships	13	11	5	2

29. Was any need assessment exercise undertaken before the development of new program(s)?

Interaction at Departmental Meetings and Board of Studies, feedback from alumnae and employers are used in developing new courses and programmes.

30. Does the department obtain feedback from

- Faculty on curriculum as well as teaching-learning-evaluation?  
Feedback is obtained from faculty at department meetings.
- Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?  
Online feedback is obtained every semester. The online feedback helps in enhancing the teaching methodology and the curriculum is revised as per the suggestions wherever required. Reinforcement of areas identified for improvement.
- Alumni and employers on the programmes and what is the response of the department to the same?  
Suggestions by the alumnae, employers and industrial experts are taken into consideration while framing the syllabus for enhancing employability and research skills and to be on par with current trends.

31. Distinguished alumni of the department

V. Keerthi Valarmathi - Advocate, High Court	Kalpana K- IMF Officer
Sukanya Sukumar - Senior Research Analyst, Crisil, Global Research Analytics	Archana Amarnath - Team Leader, Frost and Sullivan, in London
Asma Ahmed - Lecturer at University of Bolton and Lecturer at Emirates College for Management and Information Technology, Dubai UAE	Sheela Rani Chunkath - IAS
Vanithamani Kumararaja - Tamil Nadu Secretariat	Gaudiose M- Prof. at Lycee Norte Dame de Citeaus Nyarugene Kigali, Rwanda
Aditi Ravindranath - Mediaone Global Entertainment	Becky Elizabeth - Legislative Assistant to Members of Parliament (LAMP Fellow) at PRS Legislative Research External Experts
Manasi Krishnamoorthy - Nokia	Alamelu – Proprietrix, Ansi Techniques



32. Student enrichment programmes with external experts.

Guest Lectures, Workshops / Training	2008-09	2009-10	2010-11	2011-12	2012-13
	4	3	5	5	5

- Students visit Madras Institute of Development Studies, IFMR, RBI, and Madras School of Economics.

33. Teaching methods adopted by the faculty for different programmes.

- Lectures
- Power Point presentations
- Field visits and Industrial visits
- Group discussions
- Model fitting using empirical data
- Article Review
- Case Studies/ Country studies, Model fitting and presentations
- Application of mathematical concepts for problems solving in economics
- Teaching Aids: Using SPSS, EXCEL software for data analysis

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

- Feedback from students – class committee meetings, online evaluation
- Through Boards of Studies meetings

35. Participation of students and faculty in extension activities.

- Village visit to a High School and SHG group at Thirupassur
- Visited Royapuram to interact with Socio-economically backward people

36. “Beyond syllabus scholarly activities” of the department.

- Dr. Millie Nihila and Dr. Crystal David John are on the Doctoral Committee of Ph.D. Scholars
- Field visits and study tours are conducted by the faculty
- Projects connected to the papers are assigned to the students for them to learn the working of the theories in real life
- The SAP trip is utilised to a large extent to connect the class room learning to the field
- Students are encouraged to attend seminars and conferences in the city and present papers where ever possible
- Department organises Annual Intercollegiate Fest “**Ecofest**” which offers the students a channel to enhance their creativity and subject knowledge
- “ANKUR”, the annual department magazine is published every year

37. State whether the programme/ department is accredited/ graded by other agencies - NIL

38. Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.

**Strengths**

- The curriculum is versatile, students therefore stand a very good chance in the job market
- A strong peer group teaching mechanism exists in the department, which takes place in pairs or small groups
- The PG and UG project/dissertation based papers enable the students to think laterally within the subject and theorize anew
- Syllabus offers scope for major and minor research projects
- The compulsory internship program for the PG students opens up new avenues for the students
- Remedial coaching offered to slow learners
- Effective mentoring

**Weaknesses**

- Inadequate research activities
- Not many students opt for quantitative papers, due to the fear of mathematics
- It is extremely difficult to balance teaching with research
- The range of academic competencies among students leads to dilution of knowledge inputs

**Opportunities**

- The increasing demand for the UG programme
- Many students are recruited for jobs through campus interviews
- Students are absorbed in diverse fields of study and work across the globe
- To offer consultancy services for other researchers and academic HEIs
- Immense possibility for collaboration with industry and society
- Via the CGC cell and independently able to arrange for various lectures and workshops to connect the students to recent trends in the economy and varied manner in the application of economic theories to real everyday economics
- Many UG students go in for internships independently

**Challenges**

- The weak math base of students at the school level affects their ability to understand Economics at the UG and PG levels.

39. Future plans of the department.

- To offer two Certificate Courses in Econometrics and Financial Economics
- Plans to work through the Career Guidance cell to get Industry links for the department

## Department of Fine Arts

1. Name of the Department & its year of establishment

<b>FINE ARTS</b>	<b>UG – 1957</b> <b>PG &amp; Ph.D. – 1963</b> <b>M. Phil – 1986</b> <b>B.V.A. – 2008</b> <b>(4 year degree programme)</b>
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2. Names of Programmes / Courses offered

- UG Degree Programme - **Bachelor of Visual Arts (4 year degree programme)**

The college has upgraded the three year Fine Arts programme to a four year professional programme leading to the Bachelor of Visual Arts Degree (B.V.A.), with effect from 2008-09 to enhance employability and entrepreneurship besides offering opportunities for higher studies in Universities in India and abroad. The B.V.A programme equips students to become art historians, art critics, art teachers, art managers, art dealers, creative artists, graphic designers, textile designers, jewellery designers, illustrators, animators, web designers and entrepreneurs

- PG Degree Programme - **M.A. History of Fine Arts**
- M.Phil. Programme - **M.Phil. History of Fine Arts**
- Ph.D. Programme - **Ph.D. History of Fine Arts**

3. Interdisciplinary courses and departments involved

- General Electives, Independent Electives and Postgraduate Elective courses with all departments

**General Electives - Fabric Art**

**Independent Electives –**

UG - Art of Native Cultures, Three Dimensional Art - Practical

PG - Concise History of Art, Creative Painting

**Postgraduate Electives - Textile Dyeing and Printing, Creative Design**

- Faculty from the Dept of Commerce handle Marketing course for Postgraduate students of the Graphic Design Specialisation
- The Department of Fine Arts offers Modern Western Painting as an Allied Core Course to undergraduate students of the English Department

4. Annual/ semester/choice based credit system – Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments

- The faculty deliver guest lectures whenever required
- UG & PG students take up GE & PE courses offered by other departments
- Fine Arts Students take the Allied Core Course titled Academic Writing Course offered by the Department of English

6. Number of teaching posts sanctioned and filled.

	Sanctioned	Filled	
		Aided	Mgt.
Associate Professors & Assistant Professors	11	8	3

7. Faculty profile with name, qualification, designation, specialisation.

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Dr. Alamelu.N	M.A., M.Phil, Ph.D	Associate Professor Head (PG)	Art History, Drawing, Design	34
Dr. Margaret Thomas	M.A., M.Phil, Ph.D	Associate Professor Head (UG)	Art History, Graphic Design	23
Dr. Sumithra Dawson	M.A., M.Phil, Ph.D	Associate Professor	Art History, Textile Design	22
Ms. Anne Samuel	M.A., M.Phil, (Ph.D)	Associate Professor	Art History, Drawing, Painting	21
Dr. Lakshmi priya Daniel	M.A., M.Phil, Ph.D	Associate Professor	Art History, Painting	16
Dr. Razia Tony	M.A., Ph.D	Associate Professor	Art History, Painting	22
Ms. Mallika Madhavan	M.A., M.Phil,	Assistant Professor	Art History, Drawing, Painting, Design	19
Dr. Swapna Sathish	M.A., B.Phil., Ph.D	Assistant Professor	Art History, Design	10
Sr Fatima Futardo	M.A., M.Phil,	Assistant Professor	Art History, Textile Design	3
Ms. Deepti Mehandru	M.A.	Assistant Professor	Art History, Textile Design	1
Ms. Manasi Ravindranath	M.A. M.F.A.	Assistant Professor	Art History, Graphic Design, Photography, Painting	1

8. Percentage of classes taken by temporary faculty – programme-wise information – NIL

9. Programme-wise Student Teacher Ratio – UG - 19 : 1, PG – 6 : 1

10. Number of academic support staff (technical) and administrative staff - Not Applicable
11. Number of faculty with ongoing projects – NIL
12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc. - NIL
13. Research facility / centre - The College has set up a Research Cell to enhance research activities. The research cell has a department representative who liaisons between the department and the cell.

14. Publications:

Particulars	No. of Publications 2008 to 2013
No. of papers published in peer reviewed journals	National – 9 International – 1
Chapter(s) in Books	4
Books with ISBN numbers with details of publishers	18

15. Patents and income generated - NIL
16. Areas of consultancy and income generated - Graphic Art & Art catalogue writing - ` 24,000
17. Faculty recharging strategies - Faculty have regularly attended Faculty Development Programmes organised by the College and also Refresher Courses to keep abreast with teaching learning methodologies. Faculty have presented papers/ participated in Seminars and Conferences. Faculty have also been invited as resource persons / chair persons / panelists in different academic forums.

Programmes	2008 - 09	2009 - 10	2010 - 11	2011 - 12	2012 - 13
Conferences / Seminars / Workshops Attended	10	11	17	3	9
Paper Presentations	9	11	7	1	7
Resource persons / chairing the sessions / panelist	3	7	3	10	4

- Two faculty members have availed the UGC Faculty Development Programmes in the XI Plan period for pursuing their doctoral work

18. Student projects

- Percentage of students who have done in-house projects including inter-departmental - NIL
- Percentage of students doing projects in collaboration with industries / institutes – 20% in year 2011-12

19. Awards / recognitions received at the national and international level by

- Faculty

Name	Awards and achievements
Dr. Margaret Thomas	Elizabeth Luce Moore Award for Best Fellow 2006 – 08 by United Board for Christian Higher Education in

	Asia, August 2008
Dr. Razia Tony	<ul style="list-style-type: none"> <li>• Award for contemporary art by Salon de Printemps, Lyons, France, March 2009</li> <li>• Nominated Vice President of a National Association “art.i “ for the Divine in Art (2012-13)</li> <li>• Nominated as Member of Ethics Committee a National level Ethical and Scientific Regulatory Body to review Human Clinical Research Studies (2012-13)</li> </ul>
Dr. Ashrafi. S. Bhagat	<ul style="list-style-type: none"> <li>• Invited by Concordia College, New York to be an Art Historian in Residence for an International Artist Camp, held in June 2011</li> <li>• Invited by Kala Bhavan, Vishva Bharathi University, Shantiniketan, to be a Visiting Fellow (2011-12)</li> </ul>
Dr. Swapna Sathish	<ul style="list-style-type: none"> <li>• Post-doctoral Grant, Charles Wallace India Trust, United Kingdom, September 2011 (2011-12)</li> </ul>

• Students

Name	Awards and achievements
Amrita Girirajkumar	<ul style="list-style-type: none"> <li>• Manuscript ‘The perfect daughter’ submitted under category –IV ‘No Mountain Is High Enough is accepted for publication by the Children’s Book Trust, New Delhi (2010-11)</li> </ul>
Monish Mohanraj	<ul style="list-style-type: none"> <li>• D.J. Merrit Award at Kalavart National Art Contest -2010, Ujjain (2010-11)</li> <li>• Won the Dr.V.S. Wakankar Gold Medal in the “Kalavart National Art Contest 2011” held in Ujjain (2011-12)</li> </ul>

20. Seminars/ Conferences/Workshops organised and the source of funding.

Level	Title of Conference / Seminar	Source of Funding	Date
International	Rethink Redesign	Lalit Kala Akademi, Regional Centre, Chennai	January 28-29, 2010
National	Thari: Tradition in the Modern	Private Sponsorship	February 12-13, 2013

21. Student profile course-wise:

Year	Degree Name	Applied	Admitted
2009	UG	212	51
	PG	31	16
2010	UG	213	55
	PG	40	21
	M. Phil	1	1
2011	UG	201	51
	PG	43	18
	M. Phil	3	-
2012	UG	198	57
	PG	34	18
	M. Phil	2	1
Total Ph.D.			7

Pass percentage	April 2009	April 2010	April 2011	April 2012
UG	82.86	82.05	-	77.78
PG	92.86	71.43	100	85

22. Diversity of students in Percentage

Name of course	2009-10				2010-11			
	TN	Other States	Inter-national	College	TN	Other States	Inter-national	College
UG	89	7	4	-	76	22	2	-
PG	75	19	6	43	76	24	-	57

Name of course	2011-12				2012-13			
	TN	Other States	Inter-national	College	TN	Other States	Inter-national	College
UG	83	15	2	-	88	10	2	-
PG	85	15	0	-	79	21	-	39

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?  
NET - 5

24. Student progression

Student progression	Percentage against enrolled
UG to PG	30
PG to M.Phil.	2
PG to Ph.D.	-
Ph.D. to Post-Doctoral	1
Employed	
• Campus selection	2
• Other than campus recruitment	70
Entrepreneurs	1

25. Diversity of staff

Percentage of faculty who are graduates	
Of the same parent university	91
From other universities within the State	-
From other universities from other States	9

26. Number of faculty who were awarded Ph.D. during the assessment period:  
Four

27. Present details about infrastructural facilities

- Library – No. of books: 5001
- Internet facilities for staff and students - Internet Facility exist only for faculty members
- Total number of class rooms - 8

- d) Class rooms with ICT facility - 5  
 e) Students' laboratories - 1 Painting studio, 1 Photography studio,  
 2 Postgraduate Design studios, 1 Research room  
 f) Research laboratories - Not Applicable

28. Number of students of the department getting financial assistance from College

Number of students getting financial assistance from College	2008-09	2009-10	2010-11	2011-12
Government Scholarships	-	5	6	5
From College / Private Scholarships	-	2	2	-

29. Was any need assessment exercise undertaken before the development of new program(s)?

- Student survey has always been taken when any restructure was due. For the restructuring of the BVA programme a student feedback form was circulated and student opinion was considered in the shaping of the programme
- Infrastructure need assessment is undertaken periodically and the requirements are sent to the College authorities and major needs are addressed
- Interaction at Departmental Meetings and Board of Studies, feedback from alumnae and Employers are used in developing new courses and programmes

30. Does the department obtain feedback from

- a) Faculty on curriculum as well as teaching-learning-evaluation?  
 Feedback is obtained from faculty at department meetings.
- b) Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?  
 Online feedback is obtained every semester. The online feedback helps in enhancing the teaching methodology and the curriculum is revised as per the suggestions wherever required. Reinforcement of areas identified for improvement.
- c) Alumni and employers on the programmes and what is the response of the department to the same?  
 Suggestions by the alumnae, employers and industrial experts are taken into consideration while framing the syllabus for enhancing employability and research skills and to be on par with current trends.

31. Distinguished alumni of the department

Shobita Punja - Art historian	Dr. Arputharani Sengupta - Art historian
Dr. Ashrafi.S.Bhagat - Art historian, critic	Dr. Preminda Jacob - Art historian
Sharan Apparao - Art gallery owner	Gita Mehra - Art gallery owner
Shalini Biswajit - Art Gallery owner	Sara Smita Fenn - Jewellery Designer
Laksmi Srinath - Artist	Preetha Kannan - Artist



32. Student enrichment programmes with external experts.

Guest Lectures, Workshops, Field Visits	2008-09	2009-10	2010-11	2011-12	2012-13
	14	14	11	7	14

33. Teaching methods adopted by the faculty for different programmes.

- Lectures
- Power Point presentations and Animations
- Demonstrations using models, practical demonstration
- Field visits to museums and galleries
- Group discussions, student seminars, workshops with professionals
- Class exercises with course teacher-mentoring
- Periodic critiques with experts from industry

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

- Feedback from students – class committee meetings, online evaluation
- Periodic assessment that is centrally organised aids as check and balance measures to ensure the programme objectives for theory courses are met
- Periodic assessment of coursework submitted on scheduled dates is evaluated for practical courses
- Portfolio evaluation
- Critiques by experts in the field
- Jury evaluation of coursework
- The annual Board of Studies is a platform to discuss these issues
- Informal feedback from employers of our students reveals if objectives have been met
- The regular questioning and quizzing in class ensures effective learning in class rooms
- Examination results are an important pointer of learning outcomes in general

35. Participation of students and faculty in extension activities.

- Story Telling Kits were made for Kaleidoscope Learning Centre of V Excel Educational Trust, a school for autistic children
- Painted the walls of a Crèche run by Arudhra Charitable Trust (ACT).
- Go Green Campaign on Campus: Cleaned up the campus, made products out of recycled materials and conducted a sale on campus, designed and fabricated cloth bags on campus
- The Department worked with Tulir an NGO by painting the walls of the visitation room in the Family Court and Madras High Court
- The students painted two wards of the Cardiac Department in the Govt. Children's Hospital, Egmore, Chennai with educative themes and cartoons to cheer the child patients
- Collaborated with World Craft Council in sungudi tie-dye revival programme
- II PG students are collaborating with Nalanda Way, an organisation

- that has launched 'Achieve through Art' initiatives in education
- III BVA students painted murals in a school for slum children built by Ford Foundation at Kannaginagar based on the theme 'Ecosystems of the Earth'. The activity was sponsored by U S Consulate
36. "Beyond syllabus scholarly activities" of the department.
- National and International Seminars
  - Regional Artists Workshop
  - Eco Panels: An installation and painted panels along with explanatory boards in both English and Tamil have been put up on the compound walls inspired by the theme 'Greener Chennai' and protecting Chennai's ecology using sustainable energy and rain water harvesting. The activity was sponsored by US Consulate
  - Students also painted the walls of the Vermipit describing the different stages of vermicomposting process
37. State whether the programme/ department is accredited/ graded by other agencies - NIL
38. Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.
- Strengths**
- Unique department in the state
  - A four year degree course in Humanities (UG)
  - Using creativity for all art and design requirements in the college
  - Socially responsible extension activities built on art and design capabilities of the college
  - Vocational programme lends itself to immediate employment or entrepreneurship
  - To design and develop innovative courses and evaluation methods
  - Effective mentoring
- Weaknesses**
- Inadequate research publications
- Opportunities**
- More job opportunities for creative field and demand for art and design in the globalised world with growing technology
  - Demand for art historians and critics
- Challenges**
- Difficulty in getting teachers with University stipulated qualifications
  - Dynamic field which demands faculty to be constantly updated
  - Dynamic field which demands course content to be constantly updated
  - No refresher courses offered in this discipline
39. Future plans of the department.
- Organise an inter-disciplinary refresher course
  - Online Art History course to be designed and offered by the department

## Department of English

1. Name of the Department & its year of establishment :

<b>ENGLISH</b>	<b>UG – 1959</b> <b>PG – 1963</b> <b>M. Phil &amp; Ph.D - 1989</b>
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2. Names of Programs / Courses offered :

- UG Degree Programme – **B.A. English**
- PG Degree Programme – **M.A. English**
- M.Phil. Programme - **M. Phil. English**
- Ph.D. Programme - **Ph.D. English**

3. Interdisciplinary courses and departments involved:

- Allied Course – Fine Arts and Sociology
  - Academic Writing – English to Fine Arts
  - History of Ideas – Sociology to English
  - Basics of Psychology – Sociology to English
  - Modern Painting in the West – Fine Arts to English
- General Electives, Independent Electives and Postgraduate Electives – All postgraduate Departments
 

**General Electives** - Communicative English, English for Competitive Examinations, English for the Workplace, Journalistic Writing, Basic Theatre Skills, Introduction to Translation

**Independent Electives** –

UG - The Novel of Courtship and Marriage

PG - Poetry of the Romantic Age

**Postgraduate Electives** - English for Communication, Introduction to Translation Studies, Introduction to Technical Writing, Business English Certificate

4. Annual/ semester/choice based credit system - Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments:

Students take an allied course offered by the Department of Fine Arts. The department offers a course in Academic Writing to the students of the Department of Fine Arts and Foundation English courses to all students. The faculty deliver guest lectures whenever required.

6. Number of teaching posts sanctioned and filled

	Sanctioned	Filled	
		Aided	Mgt.
Associate Professors & Assistant Professors (Aided)	18	9	9

7. Faculty profile with name, qualification, designation, specialisation- as on July 2012

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Dr. Bernadine Mary Joseph	M.A., M.Phil., Ph.D.	Associate Professor	Postcolonial Studies, British Fiction, British Poetry, Indian Writing in English	30
Dr. Thilagavathi G. Joseph	M.A., M.Phil., Ph.D.	Associate Professor	Semiotics, Contemporary Critical Theories, ELT	20
Dr. Miruna George	M.A., M.Phil., Ph.D.	Assistant Professor	American Literature, Postcolonial Literature, Drama, Indian Literature	16
Ms. Ajie George	M.A.	Assistant Professor	English Language Teaching	17
Dr. V. Padma	M.A. (Eng.), M.A. (Women's Studies), M.Phil., Ph.D.	Assistant Professor	Gender, Theatre, Translation	13
Dr. Sujitha S	M.A., M.Phil., Ph.D.	Assistant Professor	ELT, British Literature, American Literature	15
Ms. Nazneen Marshall	M.A., M.Phil.	Assistant Professor	Fiction, Children's Literature	9
Ms. K. Latha	M.A., M.Phil.	Assistant Professor	Indian Literature, Translation Studies	8
Dr. V. Padma	M.A., M.Phil., Ph.D.	Assistant Professor	Indian Literature in English and Translation, Criticism, Science and Literature	5
Ms. Tanya C Lawrence	M.A. (Eng.), M.Sc. (Psychology), M.Phil.	Assistant Professor	ELT, American Literature, Contemporary Poetry	10
Ms. Deepa Krishnamurthy	M.A., M.Phil.	Assistant Professor	Women's Writing, Translation, Bhakthi Literature	3
Dr. Prabha G.	M.A., M.Phil., Ph.D.	Assistant Professor	Contemporary Literary Theory	2
Ms. Sophia Xavier	M.A., M.Phil., B.Ed.	Assistant Professor	ELT, Linguistics, Children's Literature	2
Ms. Ishleen	M.A., M.Phil.	Assistant Professor	Literary Theory, Women's Writing, Children's Literature	2
Dr. S. Annapoorni	M.A., Ph.D.	Assistant Professor	Theatre, Literary Theory, Indian Writing	1

Ms. V. Shilpa	M.A., M.Phil.	Assistant Professor	Science and Literature, Bhakthi Literature	1
Dr. Vasantha Kumari Krishnaraj	M.A., Ph.D.	Assistant Professor	American Literature	1
Ms. Betty Elsa Jacob	M.A.	Assistant Professor	Black Literature	1

8. Percentage of classes taken by temporary faculty –NIL
9. Programme-wise Student – Teacher Ratio: UG – 16 : 1; PG – 8: 1
10. Number of academic support staff (technical) and administrative staff: Not Applicable
11. Number of faculty with ongoing projects

Name of the faculty	Title of the Project	Funding Agency and Duration	Total Grants received
Ms. Latha K. Dr. Padma V. Ms. Tanya C Lawrence	Translation and Publication of a Critical Edition of a Regional Language Text from India.	United Board for Christian Higher Education in Asia (5 years)	` 2,02,823
Dr. Padma V. Ms. V. Shilpa	'Reclaiming Green Presences: An Interdisciplinary Approach to the Subjectivity of Plants in Literatures and Botanical Sciences'	UGC – Minor Research Project 18 months	` 70,000

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc. - NA.
13. Research facility / centre – The College has set up a Research Cell to enhance research activities. The research cell has a department representative who liaisons between the department and the cell.
14. Publications:

Particulars	No. of Publications 2008 - 2013
No. of papers published in peer reviewed journals	International – 2 National – 7
Monographs	1
Books and Chapter(s) in Books	14
Review of Books	1

15. Patents and income generated - Not Applicable
16. Areas of consultancy and income generated – NIL

17. Faculty recharging strategies - Faculty have regularly attended Faculty Development Programmes organised by the College and also Refresher Courses to keep abreast with teaching learning methodologies. Faculty have presented papers/ participated in Seminars and Conferences. Faculty have also been invited as resource persons / chair persons / panelists in different academic forums.

<b>Programmes</b>	<b>2008 - 09</b>	<b>2009 - 10</b>	<b>2010 - 11</b>	<b>2011 - 12</b>	<b>2012 - 13</b>
Conferences / Seminars / Workshops Attended	1	-	6	1	8
Paper Presentations	13	3	9	5	5
Resource persons / chairing the sessions / panelist	4	1	8	7	11

18. Student projects - NIL

19. Awards / recognitions received at the national and international level by

• Faculty

<b>Name</b>	<b>Awards and achievements</b>
Dr.V.Padma	<ul style="list-style-type: none"> <li>• Rockfeller-Bellagio Residency to work on the manuscript of 'Gender and Theatre in India' at Bellagio, Italy <b>(2008-09)</b></li> <li>• Vetri Penmani Award from the Centre for Women Studies, Bharathidasan University <b>(2009-10)</b></li> </ul>

• Students

<b>Name</b>	<b>Awards and achievements</b>
Nivedita Subramniam	<ul style="list-style-type: none"> <li>• Published her books Jalebi Curls and the Thumb Thumb Book – 9 to 1! – Children's literature</li> </ul>
Chitralekha	<ul style="list-style-type: none"> <li>• Won the Poetry Slam conducted by Prakriti Foundation <b>(2009-10)</b></li> </ul>
Sharanya U Lalpet	<ul style="list-style-type: none"> <li>• Japanese Exchange Scholarship Award <b>(2009-10)</b></li> </ul>
Priya K	<ul style="list-style-type: none"> <li>• Published a book of fiction titled 'Prophecy: The Rise of the Sword' <b>(2010-11)</b></li> </ul>
Preeti Srinivasan	<ul style="list-style-type: none"> <li>• Part of the Doubles team at the International Tennis Tournament in China</li> <li>• Participated and won the Winners title in Tennis in the Second Malaysian Indian Tamil Nadu Youth Games held at Malaysia from 25th to 28th Aug 2011 <b>(2011-12)</b></li> </ul>
Abirami	<ul style="list-style-type: none"> <li>• Won 2nd place in All India French Essay Writing Competition conducted by the French Embassy and Institut Francais <b>(2012- 13)</b></li> </ul>
Dhanashree Jairam	<ul style="list-style-type: none"> <li>• Published her book 'Breaking Out of the Green House: Indian Leadership in Times of Environmental Change' <b>(2012- 13)</b></li> </ul>
Namrata	<ul style="list-style-type: none"> <li>• National level hockey player <b>(2012- 13)</b></li> </ul>

20. Seminars/ Conferences/Workshops organised and the source of funding.

Level	Title of Conference / Seminar	Source of Funding	Date
International	Interdisciplinary Bilingual International Conference in collaboration with the Dept. of French, University of Madras, <b>Through the Eyes of the Other</b>	Collaboration with CEMRA, France, Madras University	Dec. 18-20, 2008

21. Student profile course-wise:

Year	Degree Name	Applied	Admitted
2009	UG	531	61
	PG	107	28
	M. Phil	11	8
2010	UG	575	64
	PG	84	28
	M. Phil	43	9
2011	UG	648	67
	PG	144	33
	M. Phil	25	10
2012	UG	580	64
	PG	186	38
	M. Phil	31	10
Total Ph.D.			10

Pass percentage	April 2009	April 2010	April 2011	April 2012
UG	70.18	66.07	65.57	82.76
PG	94.29	72.97	64	88

22. Diversity of Students in Percentage

Name of course	2009-10				2010-11			
	TN	Other States	Inter-national	College	TN	Other States	Inter-national	College
UG	79	21	-	-	82	18	-	-
PG	78	19	3	10.71	55	45	-	32.14

Name of course	2011-12				2012-13			
	TN	Other States	Inter-national	College	TN	Other States	Inter-national	College
UG	84	12	4	-	78	22	-	-
PG	63	34	3	27.27	74	26	-	35.13

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?  
NET – 8, SLET – 1

24. Student progression

<b>Student progression</b>	<b>Percentage against enrolled</b>
UG to PG	25 – 30
PG to M.Phil.	30
PG to Ph.D.	10
Employed	40
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	

25. Diversity of staff

<b>Percentage of faculty who are graduates</b>	
Of the same parent university	72
From other universities within the State	12
From other universities from other States	16

26. Number of faculty who were awarded Ph.D. during the assessment period:  
Three

27. Present details about infrastructural facilities

- a) Library – The department maintains a library for the staff which has around 1350 books
- b) Internet facilities for staff and students – The department has 4 computers with internet facilities for staff. Internet is available for students in the general library on campus
- c) Total number of class rooms – 6
- d) Class rooms with ICT facility – 1 smart board classroom & one portable LCD
- e) Students’ laboratories – Language lab & Writing Centre. The software in Language lab are used extensively in the Foundation English, ELT, Journalistic Writing, and Technical Writing courses. The department has a computer with the JAWS & Open Book software for the use of visually challenged students
- f) Research laboratories – not applicable

28. Number of students of the department getting financial assistance from College:

<b>Number of students getting financial assistance from College</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>
Government Scholarships	15	16	24	15
From College	10	10	9	8

29. Was any need assessment exercise undertaken before the development of new program(s)? If so, give the methodology.

- Interaction at Departmental Meetings and Board of Studies, feedback from alumnae and employers are used in developing new courses and programmes

30. Does the department obtain feedback from

- a) Faculty on curriculum as well as teaching-learning-evaluation?  
Feedback is obtained from faculty at department meetings.



- b) Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Online feedback is obtained every semester. The online feedback helps in enhancing the teaching methodology and the curriculum is revised as per the suggestions wherever required. Reinforcement of areas identified for improvement.

- c) Alumni and employers on the programmes and what is the response of the department to the same?

Suggestions by the alumnae, employers and industrial experts are taken into consideration while framing the syllabus for enhancing employability and research skills and to be on par with current trends.

31. Distinguished alumni of the department

Priya Kumar - Novelist	Dhanashree Jairam - Writer on Environmental Issues
Nandhini Krishnan - Playwright	Niveditha Subramaniam- Children's Literature Writer
Srilatha. K - Poet, Novelist, Critic	Tulsi Badrinath - Novelist
V. Geetha - Editor, Critic	Anupama Chandrashekar - Playwright

32. Student enrichment programmes with external experts.

Conferences / Seminars, Guest Lectures, Workshops / Training, Poetry Panels /Meet the Author	2008-09	2009-10	2010-11	2011-12	2012-13
	4	3	2	12	6

33. Teaching methods adopted by the faculty for different programmes.

- Lectures and discussions/ interactive learning are the principal methods used. Student-centered teaching-learning processes are adopted in keeping with the aim of catering to diverse needs. Foundation courses employ activity-based learning strategies in order to involve the students more constructively in their learning process. Experiential learning modes supported by activity based interactions are employed for soft skills courses. Seminar presentations and panel discussions are other methods used to involve students in their learning and to encourage the research culture in the teaching-learning process. Several teaching-learning aids are used in the classroom. They include various audio-visual aids, SMART Boards and Multimedia language lab.

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

- Feedback from students – class committee meetings, course teacher feedback, online evaluation
- Through Boards of Studies meetings
- Continuous Assessments and End Semester Examinations

35. Participation of students and faculty in extension activities:
- English Language Skills Development Programme for Regional Language Medium students who lack proficiency in English
  - Social Awareness Programme- Child Welfare
  - Bridge Course – The Postgraduate students and faculty who teach ELT contribute towards materials production and classroom teaching. The course prepares the students for entry into tertiary education
  - ELT – As part of their course work/ project work, students are involved in materials preparation and teaching of English language skills in neighbouring schools
  - A course in English Communication was held at Perumalmalai for school children from the marginalised sections of that region
36. “Beyond syllabus scholarly activities” of the department:
- Conducting and participating in international, national and state level conferences and seminars within and outside college
  - Visits to libraries outside college
  - Poetry panels conducted with Prakriti Foundation / student seminar
  - Seminars and panel discussions within classrooms
  - Publication of Literary Journal, the research publication of the department that publishes research articles written primarily by the students of the departments.
  - Involvement in projects like translation workshop sponsored by funding agencies such as UBCHEA, UGC etc
37. State whether the programme / department is accredited/ graded by other agencies - NIL
38. Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department
- Strengths**
- Research Department offering Ph.D. and M.Phil. Programmes
  - Courses: Job-Oriented Courses, Application Oriented Content, Interdisciplinary Courses, Socially Relevant and Contemporary Courses
  - Innovative pedagogy – ICT enabled classroom and teaching, Student centered learning approach, experiential learning
  - Opportunities to grow for students - Writing Assistants editors, Literary Journal, Inter-collegiate Literary Festival
  - Student Support Initiatives – Language Partnership Programme, Remedial Coaching, Pathway Programme, Extension Programmes
  - Mentoring
- Weaknesses**
- Lack of collaboration with other educational and research institutions and corporate/industry collaboration
  - Lack of strong alumnae database
  - Lack of Student Exchange Programmes
- Opportunities**
- Funding for projects from Governmental organisations and funding agencies

- Internships
- Participation in Conferences/ Seminars/ Workshops/ Literary or Cultural Fests
- Job opportunities in companies of international reputation, especially in IT companies
- Study Abroad and Faculty-Student Exchange

**Challenges**

- University imposed restrictions and regulations
- Restrictive admission policies

39. Future plans of the department.

- International Peer-Reviewed Journal publication
- Collaboration for a Course in Copy Editing with EXETER
- Strengthening of Alumnae Database
- MoUs with Universities abroad
- Increasing research opportunities
- To become a Centre of Excellence
- Accreditation of the Department

## Department of Commerce

1. Name of the Department & its year of establishment

<b>COMMERCE</b>	<b>UG - 1985</b> <b>PG - 2004</b>
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2. Names of Programmes / Courses offered

- UG Degree Programme - **B.Com. Bachelor of Commerce**  
B.Com (CS) - **Bachelor of Commerce (Corporate Secretaryship)**  
**from 2010-11**
- PG Degree Programme – **M.Com**

3. Interdisciplinary courses and departments involved

General Electives, Independent Electives and Postgraduate Electives with all departments.

**General Electives** - Banking Practices, Financial Services, Personnel Management, Accounting Practices, Advertising and Salesmanship, Business Leadership, Human Resource Management, Salesmanship, Contemporary Advertising

**Independent Electives** - UG - Principles of E-Commerce, Essentials for a Business Venture, PG - Business Policies

**Postgraduate Electives** - Essentials of Marketing, Human Resource Management, Personal Distinctiveness

4. Annual/ semester/choice based credit system – Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments

- The department offers the following courses to other departments:  
Marketing Research for Fine Art for PG  
Financial Statement Analysis for B.C.A  
Principles of Financial Management for B.C.A  
Tools for Financial Statement Analysis for B.A Economics
- The faculty delivers guest lectures whenever required

6. Number of teaching posts sanctioned and filled

	Sanctioned	Filled	
		Aided	Mgt.
Associate Professors & Assistant Professors - Shift I	5	5	-
Associate Professors & Assistant Professors – Shift II			2 17

7. Faculty profile with name, qualification, designation, specialisation.

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Dr. Leema Vanithakumari	M.Com., B.A.L., M.Phil., Ph.D	Associate Professor	Finance and Taxation	35
Ms. Rashida Banu	M.Com., M.Phil. (Ph.D.)	Associate Professor	Finance	30
Dr. Agnes Rozario	M.Com. Ph.D.	Associate Professor	Marketing	25
Ms. Zonita Mason	M.Com. M.Phil.	Associate Professor	Management	27
Ms. S. Shanthi	M.Com., PGDCA, PGDBM, M.Phil	Associate Professor	Finance	25
Dr. Grace Paul	M.Com. M.Phil. Ph.D	Associate Professor	Marketing and Management	20
Ms. Shanthi Ranjit	M.Com., M.Phil. B.Ed.	Assistant Professor	Taxation and Management	22
Ms. Vidya Srinivasan	M.Com., B.Ed. M.Phil	Assistant Professor	Finance	17
Ms. Victory Henry	M.Com., M.Phil.	Assistant Professor	Management	11
Ms. I. Valentina	M.Com. M.Phil., DCA	Assistant Professor	Accounting	12
Ms. Adela Peacelyn Joyce	M.Com. M.Phil M.B.A.	Assistant Professor	Marketing	4
Ms. S. Jothilakshmi	M.Com., M.Phil.	Assistant Professor	Management	7
Ms. Evangel Aazhima	M.Com., M.Phil.	Assistant Professor	Accounting	10
Ms. B. R. Ayeswarya	M.Com., MBA (CS), M.Phil. NET	Assistant Professor	Accounting	3
Ms. Deepasri	M.Com., M.Phil., NET	Assistant Professor	Management	2
Ms. Teresa Priyadarshini	M.Com., M.Phil., NET	Assistant Professor	Marketing	2
Ms. Nisha Guruharan	M.Com, M.Phil	Assistant Professor	Management	4
Ms. Nithya .K	M.Com, M.Phil,	Assistant Professor	Management	3

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Ms. Renuka Devi	B.Com, MBA, M.Phil. MHRM, NET	Assistant Professor	Management	12
Ms. Sunita Mary Tharakan	B.Com MBA	Assistant Professor	Management	1
Ms. Leelavathy R	M.Com	Assistant Professor	-	2
Ms. S. Sakthi	M.Com. MFM	Assistant Professor	-	1
Ms. Philomena Robert	M.Com.	Assistant Professor	-	1
Ms. Jeraldine Deepali	M.Com	Assistant Professor	-	1

8. Percentage of classes taken by temporary faculty – programme-wise information - NIL
9. Programme-wise Student Teacher Ratio – UG - 48: 1, PG - 26: 1
10. Number of academic support staff (technical) and administrative staff - Not Applicable
11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received.

Name of the Principal Investigator & Co investigator	Title of the Project	Funding Agency, Duration & Sanctioned amount	Amount received in the last academic year
Dr. Agnes Rozario Ms. Shanthi S. Ms. Vidya S.	A Study on Distribution Network adopted by Women Entrepreneurs of the unorganised sector in Chennai	UGC – Minor Research Project ` 2,00,000 18 months	` 60,000
Ms. Rashida Banu Ms. Zonita Mason Ms. Shanthi R.	A Comparative Study of Work Life Balance of Female Nurses in Government and Private Hospitals in Chennai, Tamil Nadu.	UGC – Minor Research Project ` 2,00,000 18 months	` 60,000

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc. – NIL

13. Research facility / centre - The College has set up a Research Cell to enhance research activities. The research cell has a department representative who liaisons between the department and the cell.

14. Publications:

Particulars	No. of Publications
No. of papers published in peer reviewed journals	National – 1 International – 3

15. Patents and income generated - NIL

16. Areas of consultancy and income generated - NIL

17. Faculty recharging strategies - Faculty have regularly attended Faculty Development Programmes organised by the College and also Refresher Courses to keep abreast with teaching learning methodologies. Faculty have presented papers/ participated in Seminars and Conferences. Faculty have also been invited as resource persons / chair persons / panelists in different academic forums. Interactive sessions with industries for both staff and students.

Programmes	2008 - 09	2009 - 10	2010 - 11	2011 - 12	2012 - 13
Conferences / Seminars / Workshops Attended	3	4	-	5	6
Paper Presentations	-	1	-	10	17
Resource persons / chairing the sessions / panelist	-	-	-	-	3

- Two faculty members have availed the UGC Faculty Development Programmes in the XI Plan period for pursuing their doctoral work

18. Student projects

- Percentage of students who have done in-house projects including inter-departmental – 0.5%
- Percentage of students doing projects in collaboration with industries / institutes - NIL

19. Awards / recognitions received at the national and international level by

- Students

Name	Awards and achievements
Tejasvi Ravi	<ul style="list-style-type: none"> <li>• Invited to attend the University Presidential Inaugural Conference at Washington DC, USA. She has also the unique distinction of having received interview calls from all seven IIMs having scored a percentile of 99.95 (2008-09)</li> </ul>
Divya Ajith	<ul style="list-style-type: none"> <li>• Selected to represent India in the Youth Exchange Programme to be held in Bangladesh in 2009</li> <li>• Won the All India best cadet and all India best parade commander in 2008, created history in September by becoming the <b>first woman in India to be awarded the Sword of Honour</b> during the Passing Out Parade at the Officers Training Academy (2008-09)</li> </ul>

Anisha S., Rashmi R. Amrutha R., Munira Sinduri	<ul style="list-style-type: none"> <li>Selected to attend a one semester programme in IESEG School of Management, France (2009-10)</li> </ul>
Gayathri Parthasarathy, B. Santhoshika	<ul style="list-style-type: none"> <li>Selected for the Global Foundation Programme and did internship with non- profit organisations of the US State Departments organised by the United States Training Center, Washington D.C (2009-10)</li> </ul>
K.K.Narmadha and N.Vidya	<ul style="list-style-type: none"> <li>Represented India in the India – Srilanka Test Match held in 2012 at Srilanka and their team won the Winners title in Table Tennis (2011-12)</li> </ul>
Poojitha Konduru Kamini Nandakumar	<ul style="list-style-type: none"> <li>Attended the Swearing-in Ceremony of the U.S. President Mr. Barack Obama and the five-day Collegiate Presidential Conference at Washington D.C. in January 2013 (2012-13)</li> </ul>

20. Seminars/ Conferences/Workshops organised and the source of funding

Level	Title of Conference / Seminar	Source of Funding	Date
International	International Conference on “Mathematics in Engineering and Business Management” ICMEB 2012	DST	March 9-10, 2012

21. Student profile course-wise:

Year	Degree Name	Applied	Admitted
2009	B.Com	1965	267
	M. Com	93	34
2010	B.Com	2670	294
	B.Com (CS)	179	66
	M. Com	73	36
2011	B.Com	2938	276
	B.Com (CS)	739	69
	M. Com	118	39
2012	B.Com	2870	280
	B.Com (CS)	816	70
	M. Com	145	40

Pass percentage	April 2009	April 2010	April 2011	April 2012
UG (Aided)	85.51	86.67	94.37	95.24
UG (Self-Financed)	93.36	90.54	92.44	80.32
M.Com	100	100	81.25	88.57

22. Diversity of students in percentage

Name of course	2009-10				2010-11			
	TN	Other States	Inter-national	College	TN	Other States	Inter-national	College
B.Com	94	6	-	-	94	6	-	-
B.Com (CS)	-	-	-	-	82	18	-	-
M. Com	91.7	5.6	2.8	21	83	17	-	14



Name of course	2011-12				2012-13			
	TN	Other States	Inter-national	College	TN	Other States	Inter-national	College
B.Com	95	4	1	-	95.7	4.0	0.3	-
B.Com (CS)	89	11	-	-	94	6	-	-
M. Com	97	3	-	47.5	70	27.5	2.5	17.5

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations? IAS – 3, NET – 6 (Students), 8 (Faculty)

24. Student progression

Student progression	Percentage against enrolled
UG to PG	40
PG to M.Phil.	10
PG to Ph.D.	1
Employed	
• Campus selection	25
• Other than campus recruitment	15
Entrepreneurs	3

25. Diversity of staff

Percentage of faculty who are graduates	
Of the same parent university	30
From other universities within the State	67
From other universities from other States	3

26. Number of faculty who were awarded Ph.D. during the assessment period:  
One

27. Present details about infrastructural facilities

- Library – No. of Books – 2000 + 600 (Book Bank)
- Internet facilities for staff and students – available for faculty
- Total number of class rooms - 17
- Class rooms with ICT facility - 2
- Students' laboratories - 2
- Research laboratories - Nil

28. Number of students of the department getting financial assistance from College.

Number of students getting financial assistance from College	2008-09	2009-10	2010-11	2011-12
Government Scholarships	102	172	124	94
From College / Private Scholarships	46	61	90	91

29. Was any need assessment exercise undertaken before the development of new program(s)?

Interaction at Departmental Meetings and Board of Studies, feedback from alumnae and Employers are used in developing new courses and programmes.

30. Does the department obtain feedback from
- Faculty on curriculum as well as teaching-learning-evaluation?  
Feedback is obtained from faculty at department meetings.
  - Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?  
Online feedback is obtained every semester. The online feedback helps in enhancing the teaching methodology and the curriculum is revised as per the suggestions wherever required. Reinforcement of areas identified for improvement.
  - Alumni and employers on the programmes and what is the response of the department to the same?  
Suggestions by the alumnae, employers and industrial experts are taken into consideration while framing the syllabus for enhancing employability and research skills and to be on par with current trends.

31. Distinguished alumni of the department

Irene Cynthia - IAS	Pallavi (a) Mariam- IAS
Divya Ajith - Defence Academy	Sushma - HR Consultant
Geetha Das - Vice Principal, Patrician College	Deepthi Bajaj - Chartered Accountant, Earnst & Young
Mayur - Chartered Accountant, Earnst & Young	Vandana Manoj – DGM, Bharathi Airtel
R. Srividhya - IFMR Capital Finance Pvt. Ltd.	Shweta Mohan – Playback Singer

32. Student enrichment programmes with external experts.

Guest Lectures, Workshops / Training	2008-09	2009-10	2010-11	2011-12	2012-13
	5	5	6	4	6

33. Teaching methods adopted by the faculty for different programmes.

- Lectures
- Power Point presentations
- Animations
- Group discussions
- Online assignments
- Viewing of commercials through online display and discussion
- Interviews and Surveys
- Practical training in filing of IT returns as a probable Tax Assessee

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

- Feedback from students – class committee meetings, online evaluation
- Through Board of Studies meeting
- The regular questioning and quizzing in class ensures effective learning in class rooms
- Examination results are an important pointer of learning outcomes in general

35. Participation of students and faculty in extension activities.
- SAP – Care of the differently Abled Children- Little Flower Convent, Mithra, St.Louis Institute for the blind and deaf, C.S.I School for deaf and dumb
36. “Beyond syllabus scholarly activities” of the department.
- National Seminars
  - Signed a MoU for Student Exchange Programme with IESEG School of Management, Lille Catholic University
  - Signed a MoU with CIMA (Chartered Institute of management Accountants), UK in 2010
  - Student interaction, participation and planning of various events such as seminars, workshops, Inter-collegiate Annual Competition – COMBAT and Inter-Class Departmental Competitions
  - Initiatives related to Commerce and Industry such as HR Practices, Advertising, Marketing and Business related issues and challenges faced by business
37. State whether the programme/ department is accredited/ graded by other agencies - NIL
38. Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.
- Strengths**
- Course Specialisation – Streamlining
  - Catering to students from diverse backgrounds
  - Offers scope for higher education of students and their employability.
  - Practical exposure through project work and internship
  - Experienced faculty in specialised field of study
  - Creative, intelligent and vibrant student body – drawn from diverse backgrounds
- Weaknesses**
- Less involvement in research activities
  - Identifying and retaining competent and qualified faculty
- Opportunities**
- Scope for more collaborative effort with International Institutions
  - Tie-up for certification – Industry (Banks, FICCI, MMA) and CIMA
  - Student Exchange Programme – Networking with Foreign Universities
  - The scope to emerge as a Business School
- Challenges**
- University imposed restrictions and regulations for course completion before entering into profession (CA qualification)
  - Restrictions in starting professional programmes like MBA (AICTE norms)
39. Future plans of the department.
- The department of Commerce envisages growth in terms of quality through industry-institution partnership
  - To undertake and execute projects on behalf of the industry
  - To start MBA Programme with international collaboration

## Department of Physics

1. Name of the Department & its year of establishment

<b>PHYSICS</b>	<b>UG - 1980</b>
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2. Names of Programmes / Courses offered - **B.Sc. Physics**

3. Interdisciplinary courses and departments involved

General Electives and Independent Electives courses with all departments.

**General Electives** - Basics of Photography, Digital Electronics, Photography, Home Electrical Installations, Astrophysics

**Independent Electives** - Geo Physics, Techniques of Photography

4. Annual/ semester/choice based credit system – Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments

The department offers allied courses to students of Maths and Chemistry Departments. The faculty delivers guest lectures whenever required.

6. Number of teaching posts sanctioned and filled.

	Sanctioned	Filled	
		Aided	Mgt.
Associate Professors & Assistant Professors	6	5	2

7. Faculty profile with name, qualification, designation, specialisation.

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Dr. K.H. Rajini	M.Sc., M.Phil., Ph. D.	HOD and Associate Professor	Bio-Physics	30
Ms. A. Suganthi Lark Josephine	M.Sc., M.Phil.,	Associate Professor	Quantum Physics	28
Ms. N. Neeraja	M.Sc., M.Phil.,	Associate Professor	Plasma Physics	26
Ms. Belina Xavier	M.Sc., B.Ed. (Ph.D.)	Assistant Professor	Spectroscopy - Nanomaterials	11
Sr. Francisco Nirmala	M.Sc., M.Phil.,	Assistant Professor	Ferro-magnetism and Nanomaterials	5
Ms. Anceila D.	M.Sc., M.Phil.	Assistant Professor	Electronics	5

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Dr. G Gnanasangeetha	M.Sc. M.Phil, Ph.D.	Assistant Professor	Condensed Matter	2

8. Percentage of classes taken by temporary faculty – programme-wise information – 5 %
9. Programme-wise Student Teacher Ratio – UG – 23 : 1
10. Number of academic support staff (technical) and administrative staff: sanctioned and filled - Support staff (technical) - 2
11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received.

Principal Investigator & Co investigator	Title of the Project	Funding Agency, Duration & Sanctioned amount	Amount received in the last academic year
Dr. K. H. Rajini and Dr. G. Gnanasangeetha	Minor Research Project - 'Theoretical Studies on P-Waves Super Conductivity in Two Coupled Chains of Spinless Fermions'	UGC – 18 months ` 1,70,000	` 85,000

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received
- The college is supported by DBT under the STAR College scheme for enhancing Basic Sciences ` 36,00,000 (Botany, Chemistry, Physics and Zoology) – 2009-12 and extended for a further period of three years

Name of the Project	Funding Agency	Amount
“Workshop on analytical instrumentation techniques”	TNSCST – Chennai and NCSTC – New Delhi	` 20,000

13. Research facility / centre - The College has set up a Centre for Research in Science & Technology to facilitate research activities in the campus. The Centre is equipped with state of the art instrumentation facilities to cater to the needs of the students and faculty. The College has set up a Research Cell to enhance research activities. The research cell has a department representative who liaisons between the department and the cell.

14. Publications:

<b>Particulars</b>	<b>No. of Publications 2008 - 2013</b>	<b>Impact Factor/ Citation Index</b>
No. of papers published in peer reviewed journals	International – 2	0.7

15. Details of patents and income generated - NIL

16. Areas of consultancy and income generated - NIL

17. Faculty recharging strategies - Faculty have regularly attended Faculty Development Programmes organised by the College and also Refresher Courses to keep abreast with teaching learning methodologies. Faculty have presented papers/ participated in Seminars and Conferences. Faculty have also been invited as resource persons / chair persons / panelists in different academic forums.

<b>Programmes</b>	<b>2008 - 09</b>	<b>2009 - 10</b>	<b>2010 - 11</b>	<b>2011 - 12</b>	<b>2012 - 13</b>
Conferences / Seminars / Workshops Attended	3	3	2	4	2
Paper Presentations	-	2	2	1	2
Resource persons / chairing the sessions / panelist	-	-	2	-	1

- Two faculty members have availed the UGC Faculty Development Programmes in the XI Plan period for pursuing their doctoral work

18. Student projects

- Percentage of students who have done in-house projects including inter-departmental – 30%
- Percentage of students doing projects in collaboration with industries / institutes - NIL

19. Awards / recognitions received at the national and international level by

- Students

<b>Name</b>	<b>Awards and achievements</b>
Nithyasri	• Summer project in the Centre for High Energy, Indian Institute of Science, Bangalore in May 2008
Nandhini	• Interned at Raman Research Institute Bangalore and completed two projects in May 2008
Nandhini Ramesh	• Summer Training at National Centre for Biological Sciences, Bangalore in 2009

Devi Chandana V	<ul style="list-style-type: none"> <li>• Best Pilot at the combined Annual Training Camp 2009</li> <li>• Selected for Republic Day Camp 2010 in Delhi</li> <li>• Selected to March on the Rajpath on the Republic Day</li> <li>• Selected for Youth Exchange Programme to represent India in Canada (2009-10)</li> <li>• 2010-11 - Selected to be a part of the Madras Republic Day marching contingent on 26.01.2011</li> <li>• Selected to represent the state (Tamil Nadu, Puducherry &amp; Andaman and Nicobar Islands) at the National Level Service Selection Board Camp for the armed forces at the Officers Training Academy (OTA) in Gwalior, Madhya Pradesh</li> </ul>
S. Jean Victoria	<ul style="list-style-type: none"> <li>• Selected for All India Vayu Sainik Camp, Bangalore as Firer</li> <li>• Selected for Service Selected Board (SSB) Training Camp, Gwalior (2009-10)</li> <li>• 2010-11 - Selected to represent the state (Tamil Nadu, Puducherry &amp; Andaman and Nicobar Islands) at the National Level Service Selection Board Camp for the armed forces at the Officers Training Academy (OTA) in Gwalior, Madhya Pradesh</li> </ul>
Anju Sebastian	<ul style="list-style-type: none"> <li>• Attended a Summer Research Fellowship programme offered by JNCASR Bangalore</li> </ul>
Vincent Femilaa	<ul style="list-style-type: none"> <li>• Represented Tamil Nadu at the Republic Day Parade 2012 at New Delhi as NSS volunteer</li> </ul>

20. Seminars/ Conferences/Workshops organised and the source of funding.

Level	Title of Conference / Seminar	Source of Funding	Date
National	Workshop on Computational Physics	The Institute of Mathematical Sciences	Jan.23-24, 2009

21. Student profile course-wise:

Year	Degree Name	Applied	Admitted
2009	B.Sc. Physics	249	49
2010		268	47
2011		252	46
2012		193	51

Pass percentage	April 2009	April 2010	April 2011	April 2012
B.Sc. Physics	86.49	82.05	82.86	80

22. Diversity of students in Percentage

Name of course	2009-10			2010-11		
	TN	Other States	Inter-national	TN	Other States	Inter-national
B.Sc. Physics	95	3	2	88	12	-

Name of course	2011-12			2012-13		
	TN	Other States	Inter-national	TN	Other States	Inter-national
B.Sc. Physics	87	13	-	92	8	-

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?  
GATE - 2

24. Student progression

Student progression	Percentage against enrolled
UG to PG	35
Employed	
• Campus selection	20 - 25
• Other than campus recruitment	10
Entrepreneurs	1

25. Diversity of staff

Percentage of faculty who are graduates	
Of the same parent university	40
From other universities within the State	60

26. Number of faculty who were awarded Ph.D. during the assessment period - NIL

27. Present details about infrastructural facilities

- Library – 350 books in the department library
- Internet facilities for staff and students – 2 computers with internet facility
- Total number of class rooms – 3 classrooms
- Class rooms with ICT facility – 1 room
- Students' laboratories – 3 Labs
- Research laboratories – 1 Lab

28. Number of students of the department getting financial assistance from College.

Number of students getting financial assistance from College	2008-09	2009-10	2010-11	2011-12
Government Scholarships	39	31	26	27
From College / Private Scholarships	1	6	8	2

29. Was any need assessment exercise undertaken before the development of new program(s)?

Interaction at Departmental Meetings and Board of Studies, feedback from alumnae, stakeholders and employers are used in developing new courses / programmes.



30. Does the department obtain feedback from
- Faculty on curriculum as well as teaching-learning-evaluation?  
Feedback is obtained from faculty at department meetings.
  - Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?  
Online feedback is obtained every semester. The online feedback helps in enhancing the teaching methodology and the curriculum is revised as per the suggestions wherever required. Reinforcement of areas identified for improvement.
  - Alumni and employers on the programmes and what is the response of the department to the same?  
Suggestions by the alumnae, employers and industrial experts are taken into consideration while framing the syllabus for enhancing employability and research skills and to be on par with current trends.

31. Distinguished alumni of the department.

Ms. Latha B. – Chartered Accountant at Chartered Institute of Management Accountant	Dr. Rita John – Associate Professor, Madras University
Ms. Jayanthi Ravi, IAS, Collector, Gujarat	Monica Theophilus – Solution Architect
Teena Rodrigues – Program Manager, Wipro , UK	Seemita S Das – Senior Manager, Indian Bank
Eurekha Mohan – Medical Physicist, Tata Memorial Hospital	

32. Student enrichment programmes with external experts.

Workshops / Training, Field visits, Guest lectures	2008-09	2009-10	2010-11	2011-12	2012-13
	12	5	9	15	13

33. Teaching methods adopted by the faculty for different programmes.

- Lectures
- Power Point presentations
- Demonstrations using models
- Lecture cum demonstrations
- Experiential learning through practicals
- Animations and simulations
- Field visits and Industrial visits
- Group discussions

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

- Feedback from students – class committee meetings, online evaluation
- Through Boards of Studies meetings
- Feedback from alumnae and employers

35. Participation of students and faculty in extension activities.

- Environment Awareness Programmes
- Social Welfare Programme - Child Welfare

36. “Beyond syllabus scholarly activities” of the department.
- Department organises an Annual Intercollegiate Fest “**Electra**” which offers the students a channel to enhance their creativity and subject knowledge. The department also focuses on conducting workshops on “Learning Electronics through Mini Projects”, “Micro Processors and Micro Controllers”
  - “PHYSIK”, the annual Physics dept magazine is published every year
  - Summer Internship programs are attended by the students in various institutes such as IIT, IISc, IISER etc
  - Participation of students in Energy Audit of the campus
37. State whether the programme/ department is accredited / graded by other agencies – NIL
38. Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.
- Strengths**
- The syllabus is designed in view of competitive exams –UGC NET, CSIR, GATE
  - Organisation of popular lecture series on recent trends in physics
  - Remedial coaching for slow learners
  - Efficient Mentoring
- Weaknesses**
- Students lack interest in basic sciences
  - Students lack focus and are demotivated easily
- Opportunities**
- Improvement in research activities
  - Availing the expertise of faculty from neighbouring institutions
  - Academia – Industry linkage with various industries and research organisations
- Challenges**
- The fast changing needs of the job market
  - Keeping abreast of advanced knowledge using ICT components
39. Future plans of the department.
- To strengthen research and publications
  - To apply for research projects from various funding agencies
  - To introduce Postgraduate programme

## Department of Chemistry

1. Name of the Department & its year of establishment

<b>CHEMISTRY</b>	<b>UG – 1964</b> <b>PG – 2004</b>
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2. Names of Programmes / Courses offered

- UG Degree Programme - **B. Sc. Chemistry**
- PG Degree Programme - **M. Sc. Chemistry**

3. Interdisciplinary courses and departments involved

General Electives, Independent Electives and Postgraduate Elective courses with all departments.

**General Electives** - Chemistry in Everyday Life, Cosmetics and Personal Care, Detection of Food Adulteration, Drugs and Diseases, Developing Entrepreneurial Initiatives

**Independent Electives** – UG - Forensic Chemistry, Environmental Chemistry, PG - Industrial Chemistry and Management, Chemistry of Natural Products

**Postgraduate Electives** - Entrepreneurial Skills, Medicines and Health Care

4. Annual/ semester/choice based credit system – Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments

The students enroll for electives offered by other departments. The faculty deliver guest lectures whenever required. The department offers allied courses to the students of Botany, Zoology and Physics. Vocational courses offered by departments of Botany, Chemistry and Zoology till 2010.

6. Number of teaching posts sanctioned and filled

	Sanctioned	Filled	
		Aided	Mgt.
Associate Professors & Assistant Professors – Shift I	6	4	2
Assistant Professors – Shift II			3

7. Faculty profile with name, qualification, designation, specialisation.

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Dr. Geetha Swaminathan	M. Sc., M.Phil., Ph.D	Associate Professor	Chemical Kinetics	36
Dr. Shiny John Vairamon	M. Sc., M.Phil., Ph.D	Associate Professor	Biomaterials	25
Dr. Mary George	M. Sc., M.Phil., Ph.D	Assistant Professor	Analytical Techniques	21

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Dr. Mary N.L	M. Sc., M.Phil., Ph.D	Assistant Professor	Coordination and Polymer Materials	18
Ms. Avila Josephine	M. Sc., M.Phil.,	Assistant Professor	Nanomaterials and Sensors	10
Ms. Mary Teresita.V	M. Sc., M.Phil.,	Assistant Professor	Nanomaterials and Sensors	9
Dr. Revathy Rajagopal	M. Sc., Ph.D	Assistant Professor	Solid State Chemistry	10
Ms. Revathi Ranganathan	M. Sc., SET	Assistant Professor	Coordination Chemistry	2
Dr. Parimala. S	M. Sc., Ph.D	Assistant Professor	Bioinorganic Chemistry	4

8. Percentage of classes taken by temporary faculty – programme-wise information – NIL
9. Programme-wise Student Teacher Ratio – UG - 22 : 1, PG - 12 : 1
10. Number of academic support staff (technical) and administrative staff: 1 store keeper and 3 supportive staff
11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received.

Name of the Principal Investigator & Co investigator	Title of the Project	Funding Agency, Duration & Sanctioned amount	Amount received in the last academic year
Dr. N. L. Mary and Dr. Revathy Rajagopal	Major Research Project - Synthesis, characterisation & Application of novel polymer metal nanocomposites in optoelectronics	UGC - 3 years ` 9,78,800	` 5,64,800
Dr. Mary George PI, Ms. Avila Josephine & Ms. Mary Teresita. Co-PI	Synthesis and humidity sensing properties of nanocomposites of lanthanum mixed metal oxides	UGC-DAE Consortium for Scientific research Project – 3 years ` 35,000 per year	` 35,000 for contingency and chemicals per year

Dr. Mary George PI, Ms. Avila Josephine & Ms. Mary Teresita. Co-PI	Minor Research Project - Synthesis and humidity sensing properties of nanocomposites of mixed metal oxides	UGC – 18 months ` 1,70,000	` 85,000
Dr. Mary George	Minor Research Project - Synthesis and Characterisation of TiO <sub>2</sub> nanoparticles.	UGC – 18 months ` 1,45,000 Completed in 2011	-
Dr. Mary NL	Minor Research Project - Novel metallomesogens as advanced materials	UGC – 18 months ` 1,25,000 Completed in 2011	-

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received

- The college is supported by DBT under the STAR College scheme for enhancing Basic Sciences ` 36,00,000 (Botany, Chemistry, Physics and Zoology) – 2009-12 and extended for a further period of three years

Name of the Project	Funding Agency	Amount & Period
Training Programmes on Role of Chemistry in Food Safety	DST	` 3,35,000 One year
Lecture Demonstrations for Popularisation of Science (2008-12)	DST	` 2,37,700 2008-09, 09-10, 10-11 and 11-12

13. Research facility / centre - The College has set up a Centre for Research in Science & Technology to facilitate research activities in the campus. The Centre is equipped with state of the art instrumentation facilities to cater to the needs of the students and faculty. The College has set up a Research Cell to enhance research activities. The research cell has a department representative who liasions between the department and the cell.

14. Publications:

Particulars	No. of Publications 2008 – 2013	Impact Factor/ Citation Index
No. of papers published in peer reviewed journals	International – 11	1.5

15. Patents and income generated – NIL

16. Areas of consultancy and income generated - NIL

17. Faculty recharging strategies - Faculty have regularly attended Faculty Development Programmes organised by the College and also Refresher Courses to keep abreast with teaching learning methodologies. Faculty have presented papers/ participated in Seminars and Conferences. Faculty have also been invited as resource persons / chair persons / panelists in different academic forums.

Programmes	2008 - 09	2009 - 10	2010 - 11	2011 - 12	2012 - 13
Conferences / Seminars / Workshops Attended	4	2	6	8	5
Paper Presentations	4	7	3	3	2
Resource persons / chairing the sessions / panelist	4	-	1	7	4

18. Student projects

- Percentage of students who have done in-house projects including inter-departmental - 40%
- Percentage of students doing projects in collaboration with industries / institutes – 60%
- From the year 2011, the PG students are doing the projects in house

19. Awards / recognitions received at the national and international level by

- Faculty

Name	Awards and achievements
Dr. Geetha Swaminathan	<ul style="list-style-type: none"> <li>• Appointed as a member of the National Expert Advisory Committee on Entrepreneurship Education by the Department of Science and Technology, Ministry of Science and Technology, Government of India, for a period of 3 years (2011-14)</li> </ul>

- Students

Name	Awards and achievements
Gayathri Nair	<ul style="list-style-type: none"> <li>• Completed the second year under the Project Oriented Chemical Education Programme of the Jawaharlal Nehru Institute of Advanced Scientific Research, Bangalore (2008-09)</li> </ul>
Poornima Rangadurai	<ul style="list-style-type: none"> <li>• DST/DFG scholar attended the 59th meeting of Nobel Laureates at Lindau, Germany (2009-10)</li> </ul>
Divya Rajan	<ul style="list-style-type: none"> <li>• Selected for the National Project Oriented Chemical Education (POCE) Programme at Jawaharlal Nehru Centre for Advanced Scientific Research (JNCASR)</li> <li>• Selected for <b>Kishore Vaigyanik Protsahan Yojana (KVPY)</b> scholarship interview offered by the Department of Science and Technology (DST), Government of India (2010-11)</li> </ul>
Gayathri S.Nair	<ul style="list-style-type: none"> <li>• Won TOEFL scholarship by ETS to do Masters in London School of Economics and Political Science (2009-10)</li> </ul>

C/Sgt. Preyanka	<ul style="list-style-type: none"> <li>Selected for the All India Vayu Sainik Camp held at Jakkur Airfield, Bangalore and won the Bronze medal for flying</li> </ul>
Chriso Maria Thomas	<ul style="list-style-type: none"> <li>Internship at Centre for Nanoscience and Nano technology, Mahatma Gandhi University, Kerala on Polymernanocomposites (2012-13)</li> </ul>
Liz George	<ul style="list-style-type: none"> <li>Internship at University of Jadavpur, Calcutta (2012-13)</li> </ul>
Ann Candice	<ul style="list-style-type: none"> <li>Internship at IISc, Bangalore (2012-13)</li> </ul>

- Four PG students of the department were selected by Smithkline-Beecham Glaxo Laboratories, UK for pursuing higher studies and training
- Ammu Mathew - US Patent & Malhotra Weikfiled Foundation NanoScience Fellowship Award

20. Seminars/ Conferences/Workshops organised and the source of funding.

Level	Title of Conference / Seminar	Source of Funding	Date
National	National Conference on New Frontiers in Organic Chemistry and Process Research	UGC, DST and Shasun Pharmaceuticals Ltd	24 <sup>th</sup> and 25 <sup>th</sup> January 2013
National	Micro Scale Experiments in Physical Chemistry	CLRI	November 23 <sup>rd</sup> & 24 <sup>th</sup> 2012
National	Novel Polymeric Materials	UGC,DST,CSIR, TNSCST	20 <sup>th</sup> -21 <sup>st</sup> Jan 2009
State, Orientation Course	Orientation (Intensive training) Newly recruited Government College teachers.	TANSCHE, ASC, University of Madras	Oct-13 to 8 <sup>th</sup> Nov, 2008

21. Student profile course-wise:

Year	Degree Name	Applied	Admitted
2009	UG – B.Sc.	175	44
	PG – M.Sc.	46	21
2010	UG – B.Sc.	216	47
	PG – M.Sc.	29	19
2011	UG – B.Sc.	194	44
	PG – M.Sc.	40	13
2012	UG – B.Sc.	175	49
	PG – M.Sc.	51	22

Pass percentage	April 2009	April 2010	April 2011	April 2012
UG – B.Sc.	93.1	93.1	87.5	81.4
PG – M.Sc.	100	96	90.48	83.3

22. Diversity of students in Percentage

Name of	2009-10	2010-11
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course	TN	Other States	Inter-national	College	TN	Other States	Inter-national	College
UG	96	4	-	-	94	6	-	-
PG	91	9	-	8.7	85	15	-	10
Name of course	2011-12				2012-13			
	TN	Other States	Inter-national	College	TN	Other States	Inter-national	College
UG	90	10	-	-	87.5	12.5	-	-
PG	79	21	-	28.5	95	5	-	45.5

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations? NET/SLET: 6, GATE – 2, IFS:1

24. Student progression

Student progression	Percentage against enrolled
UG to PG	40
PG to M.Phil.	25
PG to Ph.D.	30
Employed	20
• Campus selection	
• Other than campus recruitment	
Entrepreneurs	2

25. Diversity of staff

Percentage of faculty who are graduates	
Of the same parent university	66.6
From other universities within the State	-
From other universities from other States	33.3

26. Number of faculty who were awarded Ph.D. during the assessment period:  
One

27. Present details about infrastructural facilities

- Library – Dept. Library books: 507
- Internet facilities for staff and students – Yes
- Total number of class rooms - 5
- Class rooms with ICT facility - 2
- Students' laboratories - 4
- Research laboratories – 2

28. Number of students of the department getting financial assistance from College.

Number of students getting financial assistance from College	2008-09	2009-10	2010-11	2011-12
Government Scholarships	43	77	22	54
From College	17	21	19	16

29. Was any need assessment exercise undertaken before the development of



new program(s)?

Interaction at Departmental Meetings and Board of Studies, feedback from alumnae and employers are used in developing new courses and programmes.

30. Does the department obtain feedback from

a) Faculty on curriculum as well as teaching-learning-evaluation?

Feedback is obtained from faculty at department meetings.

b) Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Online feedback is obtained every semester. The online feedback helps in enhancing the teaching methodology and the curriculum is revised as per the suggestions wherever required. Reinforcement of areas identified for improvement.

c) Alumni and employers on the programmes and what is the response of the department to the same?

Suggestions by the alumnae, employers and industrial experts are taken into consideration while framing the syllabus for enhancing employability and research skills and to be on par with current trends.

31. Distinguished alumni of the department

Dr. Sr. Annamma Philip fmm – Former Principal, Stella Maris College	Preetha Reddy - MD Apollo Hospitals
Mary Natchathra Kala – Scientist, IGCAR	Ahalya Vemulkar – Industrialist
Anim Cherian - Senior DAG	Shankara Gayathri - Alexander von Humboldt Fellowship
Anitha - MD, EXEL Water Systems	Subha – Scifinder Academic Exchange Program
Dhanalakshmi - Scientist US	Dr. Judith Vijaya- Women Scientist and Professional Award -2009

32. Student enrichment programmes with external experts.

Particulars	2008-09	2009-10	2010-11	2011-12	2012-13
Workshops/Training, Field visits, Guest lectures	5	8	15	9	15
Entrepreneurship Awareness Camps	6	6	5	6	4

33. Teaching methods adopted by the faculty for different programmes.

- Lectures and Power Point presentations
- Demonstrations using models
- Experiential learning through practicals
- Introduction of micro scale experiments and green chemistry
- Field visits and Industrial visits
- Group discussions and Seminars

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

- Feedback from students – class committee meetings, online evaluation.
  - Through Boards of Studies meetings
  - Mentoring
  - Alumnae, research institutions and industry
35. Participation of students and faculty in extension activities.
- Dr. Geetha Swaminathan and Dr. Mary George conducted the DST sponsored project ‘Training programmes on ‘Role of Chemistry in Food Safety’ which comprised of conducting Two day training programmes in five districts of the state and four day State level training programme in the college for about 350 teachers
  - Dr. Geetha Swaminathan and Dr. Mary George conducted Lecture Demonstrations for Popularisation of Science, among school students in more than 100 schools in different parts of the state like Cuddalore, Kanyakumari, Trichy, Madurai etc. sponsored by NCSTC, DST (since 2001) with the aim of enhancing the scientific curiosity of the students and motivating them to pursue science
  - Dr. Geetha Swaminathan and Ms. Mary Teresita have been coordinating the Entrepreneurship Development Cell, supported by NSTEDB, DST, Govt. of India (since 2006) and conducting different programmes for the students and rural women motivating them to take up entrepreneurship as a career option
  - Dr. Geetha Swaminathan and Dr. Mary George were the coinvestigators for the Adyar Poonga Project funded by TNUDIFSL, Govt. of Tamil Nadu
  - Dr. Geetha Swaminathan and Dr. Priscilla Jebakumari (BT) were coordinators for a UBCHEA funded project ‘Eco initiatives for Environmental Conservation and Health Management’ (2010-12)
  - The quality of water from the RO plant in the campus is being monitored regularly by the department
  - The department is involved in analyzing the quality of water in the gray water recycling unit of the campus
36. “Beyond syllabus scholarly activities” of the department.
- Field Visits to industries and research organisations and extension activities
  - Summer projects by UG students at various institutions like CLRI, IIT, IISc, DIET AQUA exposing them to hands on experience and research
  - Organisation of conferences, workshops, seminars which expose the students and faculty to recent trends in Chemistry
  - Department organises an Annual Intercollegiate Fest “**Reactions**” which offers the students a channel to enhance their creativity and subject knowledge
  - Publication of two manuals – Semi Micro Analysis, Volumetric and Organic Analysis
37. State whether the programme / department is accredited/ graded by other agencies – NIL

38. Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.

**Strengths**

- Offers high quality academic programme at UG & PG levels.
- The syllabus is also structured in view of competitive exams - JAM, UGC NET, CSIR, GATE
- Organisation of conferences, workshops, seminars which expose the students and faculty to recent trends in Chemistry
- MoU with research institutions – CLRI, IGCAR
- Academe – Industry linkage
- UGC Major and minor research projects
- Remedial coaching for slow learners
- Effective Mentoring

**Weaknesses**

- Lack of motivation among a few students

**Opportunities**

- Enhancing experiential learning through industrial visits, workshops
- Interact with eminent speakers in the field of chemistry at seminars and conferences and update the knowledge
- Enhancing employment opportunities
- Research possibilities through projects

**Challenges**

- The huge subscription costs of international refereed journals
- Escalating cost of chemicals

39. Future plans of the department.

- Research and publications to be enhanced
- To enhance tie up with industries and institutions at national and international levels
- To introduce certificate courses in collaboration with industries
- To introduce UG Projects in the syllabus
- To enhance ‘Green Chemistry’

## Department of Botany

1. Name of the Department & its year of establishment

<b>BOTANY</b>	<b>UG - 1979</b>
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2. Names of programmes/courses offered  
UG Degree Programme - **B.Sc. Plant Biology and Plant Biotechnology**
3. Interdisciplinary courses and departments involved  
General electives and Independent elective with all departments.  
**General Electives** - Herbal Therapy, Fruit Preservation, Fundamentals of Horticulture  
Waste Management, Plants in Everyday Life  
**Independent Elective** – Forestry
4. Annual/ semester/choice based credit system – Semester with Choice Based Credit System
5. Participation of the department in the courses offered by other departments  
The students enroll for electives offered by other departments. The department offers allied courses to the students of Advanced Zoology and Biotechnology. The faculty deliver guest lectures whenever required. Vocational courses offered by departments of Botany, Chemistry and Zoology till 2010.
6. Number of teaching posts sanctioned and filled.

	Sanctioned	Filled	
		Aided	Mgt.
Associate Professors & Assistant Professors	6	5	1

7. Faculty profile with name, qualification, designation, specialisation.

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Dr. Nirmala Kanakaraj	M.Sc., M.Phil, Ph.D.	Associate Professor	Microbiology	32
Dr. Ordetta Mendoza	M.Sc.,M.Phil, Ph.D.	Associate Professor	Anatomy	27
Dr. Priscilla Jebakumari	M.Sc., M.Phil, Ph.D.	Associate Professor	Microbial Ecology	25
Dr. Geradette Davey	M.Sc., B.Ed, M.Phil, Ph.D.	Associate Professor	Chemo-taxonomy	24
Ms. Antony Rose Immaculate	M.Sc., M.Phil, B.Ed.	Assistant Professor	Environmental Science	10
Dr. Sathyabama	M.Sc., M.Phil, Ph.D.	Assistant Professor	Medicinal Plants	1

8. Percentage of classes taken by temporary faculty – programme-wise information - NIL
9. Programme-wise Student Teacher Ratio – 20 : 1
10. Number of academic support staff (technical) and administrative staff: sanctioned and filled - 1- Herbarium Keeper & 1 Laboratory Assistant
11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received.  
The department is conducting 'Tree Census' in collaboration with the Tamil Nadu Forest department.
12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received.
  - The college is supported by DBT under the STAR College scheme for enhancing Basic Sciences ` 36,00,000 (Botany, Chemistry, Physics and Zoology) – 2009-12 and extended for a further period of three years
13. Research facility/centre:  
The College has set up a Centre for Research in Science & Technology to facilitate research activities in the campus. The Centre is equipped with state-of-the-art instrumentation facilities to cater to the needs of the students and faculty. The College has set up a Research Cell to enhance research activities. The research cell has a department representative who liaisons between the department and the cell.
14. Publications:
 

<b>Particulars</b>	<b>No. of Publications 2008 - 2013</b>	<b>Impact Factor/ Citation Index</b>
No. of papers published in peer reviewed journals	International – 1	0.7
Chapter(s) in Books	1	
Online publications	3	
15. Patents and income generated – NIL
16. Areas of consultancy and income generated: Dr. Priscilla Jebakumari – Functional Area Expert in Biodiversity recognised by NABET Quality Council of India for Hubert Enviro Care System Pvt. Ltd. (MNC) – ` 25,000
17. Faculty recharging strategies - Faculty have regularly attended Faculty Development Programmes organised by the College and also Refresher Courses to keep abreast with teaching learning methodologies. Faculty have presented papers/ participated in Seminars and Conferences. Faculty have also been invited as resource persons / chair persons / panelists in different academic forums.

Programmes	2008 - 09	2009 - 10	2010 - 11	2011 - 12	2012 - 13
Conferences / seminars / workshops attended	2	5	5	3	2
Paper presentations	-	1	-	-	3

18. Student projects

- Percentage of students who have done in-house projects including inter-departmental - 15
- Percentage of students doing projects in collaboration with industries/institutes - NIL

19. Awards/recognitions received at the national and international level by

- Faculty

Name	Awards and achievements
Dr. Priscilla Jebakumari	Scroll of Honour for one of the Best Faculty Advisors for Rotaract Club, District Rotary Council 2010-'11 by the Rotary International District 3230

20. Seminars/conferences/workshops organised and the source of funding.

Level	Title of conference/seminar	Source of funding	Date
International	Algal Biomass, Resource and Utilisation	In collaboration with Krishnamurthy Institute of Algology	July 27-30, 2009
National	Role of Traditional Knowledge in Biodiversity Conservation, Livelihood & Sustainable Development	National Biodiversity Authority & UGC	Feb. 5-6, 2013

21. Student profile course-wise:

Year	Degree Name	Applied	Admitted
2009	B.Sc. Plant Biology and Plant Biotechnology	157	50
2010		128	41
2011		124	39
2012		148	37

**Pass percentage**

Name of programme	April 2009	April 2010	April 2011	April 2012
B.Sc. Plant Biology and Plant Biotechnology	94	92.31	96.67	70.83

22. Diversity of students in Percentage

2009-10		2010-11		2011-12		2012-13	
TN	Other States	TN	Other States	TN	Other States	TN	Other States
84	16	87	13	89	11	93	7

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations? - 3

24. Student progression

<b>Student progression</b>	<b>Percentage against enrolled</b>
UG to PG	50
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	20
Entrepreneurs	2

25. Diversity of staff

<b>Percentage of faculty who are graduates</b>	
Of the same parent university	66
From other universities within the State	17
From other universities from other States	17

26. Number of faculty who were awarded Ph.D. during the assessment period: One

27. Present details about infrastructural facilities

- a) Library - Department Library, Book Banks-545, Star College Library Books- 54
- b) Internet facilities for staff and students - Available for staff and students
- c) Total number of class rooms 3
- d) Class rooms with ICT facility 2
- e) Students' laboratories 2 + 1 Tissue Culture Laboratory
- f) Research laboratories 1 (CRIST)

28. Number of students of the department getting financial assistance from College.

<b>Type of scholarship</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>
Government scholarships	17	36	25	27
College/private scholarships	11	11	13	9

29. Was any need assessment exercise undertaken before the development of new program(s)?

Suggestions given at department meetings and Board of Studies meetings and feedback from alumnae and employers are used in designing new courses.

30. Does the department obtain feedback from

- a) Faculty on curriculum as well as teaching-learning-evaluation?  
Feedback is obtained from faculty at department meetings.
- b) Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?  
Online feedback is obtained every semester. The online feedback helps in enhancing the teaching methodology and the curriculum is revised as per the suggestions wherever required. Reinforcement of areas identified for improvement.

- c) Alumni and employers on the programmes and what is the response of the department to the same?

Suggestions by the alumnae, employers and industrial experts are taken into consideration while framing the syllabus for enhancing employability and research skills and to be on par with current trends.

31. Distinguished alumni of the department

Dipika Goyal - Secured the second rank in the Indian Forests Service Examination in March 2010.	Lt. Divyalakshmi – Indian Army
Archana Kalyani – IFS, Deputy Conservator of Forest, Vandaloor Zoo, Tamil Nadu Forest Department	Gauri Venkatesan - Manager, United India Insurance

32. Student enrichment programmes with external experts

Guest lectures, workshops, training, field visits	2008-09	2009-10	2010-11	2011-12	2012-13
	8	11	9	10	16

33. Teaching methods adopted by the faculty for different programmes.

- Lectures and PowerPoint presentations
- Experiential learning through practicals and hands on training
- Field visits and industrial visits
- Group discussions, guest lectures and lecture-cum-demo sessions
- Seminars and group projects

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

- Feedback from students through class committee meetings, online evaluation
- Board of Studies Meetings
- Mentoring and parent-teacher meetings

35. Highlight the participation of students and faculty in extension activities.

- The department conducts the UGC sponsored Certificate Course, Herbal Therapy and Beauty Care coordinated by Dr. Priscilla Jebakumari (2008 onwards)
- The faculty have been involved in coordinating remedial teaching, club activities, community services through service learning – teaching importance of herbs used as medicines among workers at balwadi centres and neighbouring schools
- The faculty have also been involved in the eco-initiatives of the college like maintaining a herbal garden, grey water recycling using canna plants, identifying and labeling the trees of the college, mushroom cultivation and regular tree census in collaboration with the Tamil Nadu Forest Department
- Dr. Priscilla Jebakumari was a coordinator for a UBCHEA funded project ‘Eco-initiatives for Environmental Conservation and Health Management’ (2010-12)
- Dr. Priscilla Jebakumari was the co-investigator for the Adyar Poonga Project funded by TNUDIFSL, Govt. of Tamil Nadu



36. Give details of “beyond syllabus scholarly activities” of the department.
- Guest lectures, demonstrations and training programs on current topics
  - Publication of four manuals – Mycological Techniques, Histochemical Techniques, Molecular Techniques and Food Microbiology
  - Organising an annual intercollegiate fest which offers the students an opportunity to enhance their creativity and expand their knowledge
  - Projects
37. State whether the programme/department is accredited/ graded by other agencies – NIL
38. Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.
- Strengths**
- Most of the faculty have completed their doctoral degrees
  - The faculty have a wide range of specialisations
  - The faculty are members of Boards of Studies and Academic Councils of different universities and colleges
  - They are members of Expert Committees for Staff Selection, Academic Audit, and serve in Community Colleges. They are also examiners for other colleges and institutions
  - The broad-based syllabus provides students with a good foundation for higher studies
  - The annual departmental cultural has given them the opportunity to display their leadership skills
  - Students acquire entrepreneurship skills
- Weaknesses**
- Lack of motivation among students
- Opportunities**
- Many of them appear for competitive exams
  - Through periodic visits to other institutions of higher learning, students are exposed to the latest information in the areas of both classical and contemporary botany
- Challenges**
- Fewer students are opting for pure science programmes
  - Schools lay greater emphasis on modern branches like Biotechnology
  - Several self-financing college/universities have started offering UG programmes in Bioinformatics, Biotechnology etc
39. Future plans of the department.
- To start online certificate courses
  - To introduce a PG programme
  - To enhance industry-institution partnership
  - To enhance research and undertake supervision of M.Phil. and Ph.D. research work
  - To establish a full fledged herbal garden
  - To encourage students to take up research

## Department of Zoology

1. Name of the Department & its year of establishment

<b>ZOOLOGY</b>	<b>UG - 1956</b>
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2. Names of Programmes / Courses offered

UG Degree Programme - **B.Sc. Advanced Zoology and Biotechnology**

3. Interdisciplinary courses and departments involved

General Electives and Independent Elective courses with all departments.

**General Electives** - Pet Care, Concepts in Animal Welfare, Genes – Diseases – Society, Nutrition and Diet Therapy, Biology of Human Reproduction

**Independent Elective** – Biomedical Instrumentation and Techniques, Nutrition and Food Technology

4. Annual/ semester/choice based credit system – Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments

The students enroll for electives offered by other departments. The department offers allied courses to the students of Plant Biology and Biotechnology. The faculty deliver guest lectures whenever required. Vocational courses offered by departments of Botany, Chemistry and Zoology till 2010.

6. Number of teaching posts sanctioned and filled.

	Sanctioned	Filled	
		Aided	Mgt.
Associate Professors & Assistant Professors	6	5	1

7. Faculty profile with name, qualification, designation, specialisation.

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Dr. Chitralkha Ramachandran	M.Sc M.Phil, Ph.D	Associate Professor	Vermi-technology	35
Dr. Annie Cherian	M.Sc, B.Ed, M.Phil, Ph.D	Associate Professor	Entomology	26
Dr. Juliana Joe	M.Sc M.Phil, Ph.D	Associate Professor	Taxonomy & Reproductive Biology	24
Dr. Rita Jayaraj	M.Sc .,B.Ed, Ph.D	Assistant Professor	Environmental Science	15
Dr. Miriam Cecilia Vassou	M.Sc ., Ph.D	Assistant Professor	Aquatic Entomology	11
Dr. Kalpana Ramanan	M.Sc., PhD	Assistant Professor	Environmental Biology	5

8. Percentage of classes taken by temporary faculty – programme-wise information– NIL
9. Programme-wise Student-Teacher ratio – 20 : 1
10. Number of academic support staff (technical) and administrative staff: sanctioned and filled - Two Lab Assistants- One (Aided) + One (Management)
11. Number of faculty with ongoing projects - NIL
12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received.
  - The College is supported by DBT under the STAR College scheme for enhancing Basic Sciences ` 36,00,000 (Botany, Chemistry, Physics and Zoology) – 2009-12 and extended for a further period of three years. Dr. Juliana Joe is the coordinator of the scheme.
13. Research facility / centre - The College has set up a Centre for Research in Science & Technology to facilitate research activities in the campus. The Centre is equipped with state of the art instrumentation facilities to cater to the needs of the students and faculty. The College has set up a Research Cell to enhance research activities. The research cell has a department representative who liasions between the department and the cell.
14. Publications:

Particulars	No. of Publications 2008 - 2013
No. of papers published in peer reviewed journals	National – 1

15. Patents and income generated – NIL
16. Areas of consultancy and income generated - NIL
17. Faculty recharging strategies - Faculty have regularly attended Faculty Development Programmes organised by the College and also Refresher Courses to keep abreast with teaching learning methodologies. Faculty have presented papers/ participated in Seminars and Conferences. Faculty have also been invited as resource persons / chair persons / panelists in different academic forums.

Programmes	2008 - 09	2009 - 10	2010 - 11	2011 - 12	2012 - 13
Conferences / Seminars / Workshops Attended	4	5	3	3	3
Paper Presentations	1	3	1	-	-
Resource persons / chairing the sessions / panelist	-	3	3	1	3

18. Student projects

- Percentage of students who have done in-house projects including inter-departmental - 100
- Percentage of students doing projects in collaboration with industries / institutes – NIL

19. Awards / recognitions received at the national and international level by

- Faculty

Name	Awards and achievements
Dr. Chitrlekha Ramachandran	<ul style="list-style-type: none"> <li>• Nominated and invited by UGC as one of the experts to participate in a brain storming session on “The Issue of Use of Animals for Dissection in Laboratories for Experiments in Universities and Colleges in the Disciplines of Zoology / Life Sciences” in the UGC Head Office, New Delhi (2010-11)</li> </ul>

- Students

Name	Awards and achievements
Agneta Ghose	<ul style="list-style-type: none"> <li>• Recipient of the <b>Young Scientist Fellowship</b> from the Department of Molecular Biology, Indian Institute of Science, Bangalore (2008-09)</li> </ul>
Smritha Chaudhury	<ul style="list-style-type: none"> <li>• Awarded the Summer Research Fellowship of the Indian Academy of Sciences, to work at the Department of Molecular Biology, University of Delhi (2008-09)</li> </ul>
Anusha Shankar	<ul style="list-style-type: none"> <li>• Selected by the Wild Life Trust of India to work at the Centre for Wild Life Rehabilitation and Conservation at Kaziranga in Assam (2008-09)</li> </ul>
Mathangi M.	<ul style="list-style-type: none"> <li>• Selected by the Jawaharlal Nehru Centre for Advanced Research for a Summer Research Fellowship at the National Centre for Biological Sciences, Bangalore (2008-09)</li> </ul>
Divya R	<ul style="list-style-type: none"> <li>• Attended a summer internship for a month in North Eastern Hill University (2009-10)</li> </ul>
SUO Mini	<ul style="list-style-type: none"> <li>• Was selected from the NCC to represent India in a Youth Exchange Program to Singapore from November 23 – December 15, 2010. She was one of the Youth Ambassadors from India (2010-11)</li> </ul>
Amrutha Kalyansunder	<ul style="list-style-type: none"> <li>• Won honorable mention as a delegate representing the country in Bahamas for the Economic and Social Council during the Model United Nations conducted at Stella Maris College in August, 2010. She also represented “Russia” as delegate of UNFCC at VITMUN 2010 and represented “Niger” as a delegate of General Assembly at NLSMUN 2010</li> <li>• Also represented “India” in the Economic and Social Council and won the Best Delegate (2010-11)</li> </ul>
Shankari Subramaniam	<ul style="list-style-type: none"> <li>• Received a National Fellowship from the Jawaharlal Nehru Centre for Advanced Scientific Research, Bangalore (2010-11)</li> </ul>

20. Seminars/ Conferences/Workshops organised and the source of funding.

Level	Title of Conference / Seminar	Source of Funding	Date
National	National Workshop on “Development of an alternative laboratory curriculum to replace animal dissections and experiments with humane techniques”	UGC	November 25-26, 2011
National	National Conference on Perspectives in Ethology	DST & UGC	Nov. 30 and Dec.1, 2012

21. Student profile course-wise:

Year	Degree Name	Applied	Admitted
2009-10	B.Sc. Advanced Zoology and Biotechnology	235	51
2010-11		213	43
2011-12		261	42
2012-13		222	46

Pass percentage	April 2009	April 2010	April 2011	April 2012
B.Sc. Advanced Zoology and Biotechnology	90.48	95.24	82.05	88.46

22. Diversity of students in Percentage

2009-10			2010-11			2011-12		2012-13	
TN	Other States	Inter-national	TN	Other States	Inter-national	TN	Other States	TN	Other States
91.7	6.7	1.7	89	9	2	96	4	89	11

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations? NET – 2, OTA - 1

24. Student progression

Student progression	Percentage against enrolled
UG to PG	On an average 50
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	20

25. Diversity of staff

Percentage of faculty who are graduates	
Of the same parent university	83
From other universities within the State	17
From other universities from other States	-

26. Number of faculty who were awarded Ph.D. during the assessment period – NIL

27. Present details about infrastructural facilities
- Library – Department library with 700 books
  - Internet facilities for staff and students -YES
  - Total number of class rooms - 3
  - Class rooms with ICT facility -1
  - Students' laboratories - 3
  - Research laboratories - One

28. Number of students of the department getting financial assistance from College.

<b>Number of students getting financial assistance from College</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>
Government Scholarships	30	22	18	19
From College	4	2	1	3

29. Was any need assessment exercise undertaken before the development of new program(s)?

Interaction at Departmental Meetings and Board of Studies, feedback from alumnae and employers are used in developing new courses and programmes.

30. Does the department obtain feedback from

- Faculty on curriculum as well as teaching-learning-evaluation?  
Feedback is obtained from faculty at department meetings.
- Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?  
Online feedback is obtained every semester. The online feedback helps in enhancing the teaching methodology and the curriculum is revised as per the suggestions wherever required. Reinforcement of areas identified for improvement.
- Alumni and employers on the programmes and what is the response of the department to the same?  
Suggestions by the alumnae, employers and industrial experts are taken into consideration while framing the syllabus for enhancing employability and research skills and to be on par with current trends.

31. Distinguished alumni of the department.

Dr. Kamala Parasuram (1957 batch); Director, Kappa Charitable Trust	Dr. Shiranee Pereira (1980 batch), President. People for Animals (PFA), I CARE
Dr. Hemalatha Murli (1959 batch), Retired Cytogeneticist, Covance (U.S.A)	Meenakshi Krishnan (1982 Batch), General Manager, Cavinkare Research Center, Chennai.
Anju Bhargava (1973 batch), Senior Vice President, Bank of America. Member of President Obama's Council on Faith Based and Neighbourhood Partnerships	Dharani Mahesh (1987 batch); Vice President, TVB Group, India
Dr. K. Vijayalakshmi (1974 batch), Research Director, Centre for Indian Knowledge Systems	Anita Balachander (1994 batch) , General Manager R & D, Shasun Chemicals

Dr. Vidhya Jayashankar (1976 batch) Senior Scientist, Madras Research Center of Central Marine Fisheries Research Institute	Katherine Theophilus (1995 batch); Business Solutions and Transition Manager, Merit Group, Chennai
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32. Student enrichment programmes with external experts.

Workshops / Training, Field visits, Guest lectures	2008-09	2009-10	2010-11	2011-12	2012-13
	16	14	15	16	12

- The annual event – Exzoobition, motivates the students to showcase their talents through creative presentations, models and exhibits

33. Teaching methods adopted by the faculty for different programmes.

- Lectures and Power Point presentations
- Demonstrations using models
- Experiential learning through practicals and projects
- Animations and Group discussions
- Field visits and Industrial visits

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

- The Zoology Department organises Workshops for Students and Faculty of our college and other local Colleges at the National level to enhance the process of learning by doing. The workshops pave the way for students to carry out projects e.g. Drosophila Culture techniques in Genetics which is assessed
- Seminars (Regional & International) organised by the department provide a forum for scientific exchange and interaction with experts
- Field trips and laboratory visits are an integral part of the curriculum. Students are taken on these tours to learn beyond the class room. Students present reports of these field trips which is part of their continuous assessment
- To enhance the experiential learning and the interest of students in the subject, the students are encouraged to carry out group projects under the guidance of the faculty

35. Participation of students and faculty in extension activities.

- Dr. Chitralekha R. was the coinvestigator for the Adyar Poonga Project funded by TNUDIFSL, Govt. of Tamil Nadu
- Service Learning on Health and Hygiene- Reaching out to the students and community
- Co-ordinating the Eco Initiatives in the campus, Maintaining the Vermicomposting Pit in the campus

36. “Beyond syllabus scholarly activities” of the department.

- Nature walk- and Black Buck census in Guindy National Park in 2010
- Madras Crocodile Bank – Workshop on Reptiles, Summer Internships
- Turtle walk (Creates awareness on Biodiversity and Conservation)

- Students take part in Conferences, Competitions conducted by other colleges.
  - Summer Research projects are carried out at NCBS, JNU, Kaziranga, Agumbe.
  - ‘SYNAPSE’ the annual intercollegiate ZOOFEST provides a platform for fun filled learning among students. Competitions like debate, quiz, junk art, creative writing, poster presentations, etc are organised
37. State whether the programme/ department is accredited/ graded by other agencies – NIL
38. Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.
- Strengths**
- Offers a job oriented course on Medical Laboratory Technology
  - Innovation in practicals – Animal dissections have been drastically reduced & Simulators have been introduced for the first time in Chennai by the Department
  - Studying the fauna on campus
  - Opportunity to carry out group projects creates an aptitude for research among students and motivates them to take up a career in research both in India and abroad
  - The department organises seminars/workshops for students to enhance the process of experiential learning
  - Field trips and Laboratory visits
  - Remedial coaching to slow learners and effective mentoring
  - All the faculty have completed their doctoral degrees
  - The faculty have a wide range of specialisations
  - The faculty are members of Boards of Studies and Academic Councils of different universities and colleges
- Weaknesses**
- Lack of space and funds to introduce more skill based courses
  - Being an under-graduate department, our thrust is mainly on teaching which leaves us with less opportunity to engage in research activities and projects
- Opportunities**
- Students are given ample opportunity to interact with world renowned biologists during conferences and guest lectures and are provided a platform for creative thinking
  - To instill in students the spirit of respect for life, humane approach, concern for environment and willingness to share knowledge and serve the needy and oppressed
- Challenges**
- To train the regional language medium students to be on par with the mainstream students
39. Future plans of the department.
- Faculty to apply for Major and Minor Projects
  - To offer more job-oriented certificate courses in collaboration with other laboratories and institutes



## Department of Social Work

1. Name of the Department & its year of establishment

<b>SOCIAL WORK</b>	<b>PG - 1962</b> <b>UG - 2004</b> <b>M.Phil. - 2004</b>
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2. Names of Programmes / Courses offered

- UG Degree Programme – **Bachelor of Social Work (B.S.W.)**
- PG Degree Programme – **Master of Social Work (M.S.W.)**
- M.Phil. Programme - **M. Phil. Social Work**

3. Interdisciplinary courses and departments involved

General Elective courses with all departments

**General Electives** - UN Systems for Development and Social Change, Human Rights and Justice Issues, Corporate Social Responsibility and Social Entrepreneurship

4. Annual/ semester/choice based credit system – Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments

Students enroll in elective courses offered by other departments. The faculty delivers guest lectures whenever required

6. Number of teaching posts sanctioned and filled

	Sanctioned	Filled	
		Aided	Mgt.
Associate Professors & Assistant Professors - Shift I	6	4	2
Asst. Professors - Shift II			6

7. Faculty profile with name, qualification, designation, specialisation

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Dr. Sandra Joseph	M.A. M.Phil. Ph.D	Associate Professor	Community Development	23
Dr. Marian Benita Maria	M.A. M.Phil. Ph.D	Assistant Professor	Medical and Psychiatric Social Work	18
Dr. Sr. Lourthu Mary	M.A. M.Phil. Ph.D.	Assistant Professor	Community Development	13
Dr. Nirmala Alex	M.A. M.Phil. Ph.D.	Assistant Professor	Community Development	13
Ms. Priya Mary George	M.A	Assistant Professor	Medical and Psychiatric Social Work	9
Ms. Madhavi K	M.A., M.Phil. MHRM. (Ph.D)	Assistant Professor	Community Development	4

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Dr. Catherine Joseph	M.A. M.Phil. Ph.D. PGDCP	Assistant Professor	Generic	3
Ms. Mary.T. Abraham	M.A. B.Ed, SLET	Assistant Professor	Medical and Psychiatric Social Work	14
Ms. Lora Deva Prasana	M.A.	Assistant Professor	Family and Child Welfare	7
Ms. Beula Francis	M.A. M.Phil. B.Ed	Assistant Professor	Medical and Psychiatric Social Work	5
Ms. Asha Vinay	MSW., M.Phil	Assistant Professor	Medical and Psychiatric Social Work	2
Ms. Vijaylakshmi	M.A.	Assistant Professor	Community Development	2

8. Percentage of classes taken by temporary faculty – programme-wise information - NIL
9. Programme-wise Student Teacher Ratio – UG -28 : 1, PG - 11 : 1
10. Number of academic support staff (technical) and administrative staff - Not Applicable
11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received.

Name of the Principal Investigator & Co investigator	Title of the Project	Funding Agency, Duration & Sanctioned amount	Amount received in the last academic year
Dr. Sandra Joseph	An Action Research Study on Creating Sustainable Livelihoods for Rural Women at Tirupassur Panchayat, Thiruvallur District, Tamil Nadu	` 6,26,200 enhanced to ` 7,06,600 (12 <sup>th</sup> April 2013) UGC - Major Research Project	` 3,26,400
Dr. Sandra Joseph	Assisi Aid Project Inc, Australia	` 5,00,000 Assisi Community Alternatives (ACDA)	` 5,00,000

Department of Social Work – DelPHE with Liverpool Hope University and Bishop Heber College	Building Sustainable Communities – Four Research Projects	DFID through British Council	-
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12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received

Title of the Project	Funding Agency, Duration & Sanctioned amount
Social Partnership and Advocacy to Tackle Child Labour	5,54,750 International Labour Organisation (ILO)

13. Research facility / centre - The College has set up a Research Cell to enhance research activities. The research cell has a department representative who liasions between the department and the cell.

14. Publications:

Particulars	No. of Publications 2008 - 2013
No. of papers published in peer reviewed journals	National – 13
Chapter(s) in Books	10
Editing Books	1
Number listed in International Database (For e.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	5

15. Patents and income generated - NIL

16. Areas of consultancy and income generated.

Sl. No	Name of Faculty	Area of Consultancy
1	Dr. Sandra Joseph	National Network of Schools of Social Work- Consultation on National Curriculum for Masters Degree in Social Work, December 2012
2	Ms. Priya George	National Adolescent Resource Team, RGNIYD, (an autonomous organisation of Ministry of Youth Affairs and Sports), GOI since 2009
3	Ms. Priya George	Consultation for formulation of the Draft National Youth Policy 2010, RGNIYD(an autonomous organisation of Ministry of Youth Affairs and Sports), August 10, 2010
4	Ms. Priya George	Consultation on Draft National Youth Policy and Adolescent Policy, RGNIYD (an autonomous organisation of Ministry of Youth Affairs and Sports), October 5, 2011
5	Ms. Lora Devaprasanna	Consultant, NABET Accredited Consultant for EIA Hubert Enviro Care Systems Pvt Ltd, Chennai, since 2009

17. Faculty recharging strategies - Faculty have regularly attended Faculty Development Programmes organised by the College and also Refresher Courses to keep abreast with teaching learning methodologies. Faculty have presented papers/ participated in Seminars and Conferences. Faculty have also been invited as resource persons / chair persons / panelists in different academic forums.

<b>Programmes</b>	<b>2008 - 09</b>	<b>2009 - 10</b>	<b>2010 - 11</b>	<b>2011 - 12</b>	<b>2012 - 13</b>
Conferences / Seminars / Workshops Attended	6	13	15	12	7
Paper Presentations	5	4	6	7	9
Resource persons / chairing the sessions / panelist	4	3	8	8	2

18. Student projects

- Percentage of students who have done in-house projects including inter-departmental - All students were involved in various activities in the Project on Social Partnership and Advocacy to Tackle Child Labour-ILO project
- Percentage of students doing projects in collaboration with industries / institutes - BSW students undertook a project in collaboration with Tamil Nadu Slum Clearance Board

19. Awards / recognitions received at the national and international level by

- Faculty

<b>Name</b>	<b>Awards and achievements</b>
Dr. Poppy Kannan	<ul style="list-style-type: none"> <li>• Awarded the 'Best NSS Programme Officer' by The Tamil Nadu Government (2008-09)</li> <li>• Award for Best Youth Red Cross Programme Officer Award by Red Cross Society (2008 -2009)</li> </ul>
Dr Nirmala Alex	<ul style="list-style-type: none"> <li>○ Awarded the '<b>Best Teacher Award</b>' on 5<sup>th</sup> Sept. 2011 in appreciation and recognition of outstanding services to the student community by the Lions Club International – Kanchipuram District (2011-12)</li> </ul>

20. Seminars/ Conferences/Workshops organised and the source of funding.

<b>Level</b>	<b>Title of Conference / Seminar</b>	<b>Source of Funding</b>	<b>Date</b>
National	Social Entrepreneurship and Sustainability	UGC - CED	March 5-6, 2009
Inter-national	Conference on Building Sustainable Communities – From Local Studies to International Exchange	Development of Partnerships in Higher Education (DelpHE) and British Council	April 26 - 28, 2010

Inter-national	Conference on Studies on Policies and Practices in the Field of Drugs Use/Abuse" - The Catholic University in Dialogue with Political and Social Actors	International Federation of Catholic Universities - IFCU	April 30– May 1, 2010
Inter-national	Voices, Innovations & Directions- Empowering Individuals for Sustainable and Equitable Communities	Assisi Community Development Alternatives	January 30- 31,2013

21. Student profile course-wise:

Year	Degree Name	Applied	Admitted
2009	B.S.W	94	49
	M.S.W	111	42
	M.PHIL	6	6
2010	B.S.W	90	45
	M.S.W	83	34
	M.PHIL	3	3
2011	B.S.W	124	50
	M.S.W	109	35
	M.PHIL	6	2
2012	B.S.W	93	48
	M.S.W	98	35
	M.PHIL	5	2

Pass percentage	April 2009	April 2010	April 2011	April 2012
B.S.W.	85.44	94.39	92.38	89.36
M.S.W.	93.75	84.62	94.44	90.91

22. Diversity of students in Percentage

Name of course	2009-10				2010-11			
	TN	Other States	Inter-national	College	TN	Other States	Inter-national	College
UG	84	14	2	-	82	16	2	-
PG	86	14	0	14.6	83	14	3	36

Name of course	2011-12				2012-13			
	TN	Other States	Inter-national	College	TN	Other States	Inter-national	College
UG	90	8	2	-	92	8	0	-
PG	74	21	5	22.8	89	8	3	23.52

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations? NIL

24. Student progression

Student progression	Percentage against enrolled
UG to PG	30
PG to M.Phil.	10
PG to Ph.D.	10
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	80
Entrepreneurs	10

25. Diversity of staff

Percentage of faculty who are graduates	
Of the same parent university	50
From other universities within the State	50

26. Number of faculty who were awarded Ph.D. during the assessment period:  
Three

27. Present details about infrastructural facilities

- a) Library – No. of Books: 1500
- b) Internet facilities for staff and students – 5 computers with internet access for faculty
- c) Total number of class rooms - 4
- d) Class rooms with ICT facility – 1 Smart Board Classroom and 1 portable LCD
- e) Students' laboratories – NA
- f) Research laboratories - Nil

28. Number of students of the department getting financial assistance from College.

Number of students getting financial assistance from College	2008-09	2009-10	2010-11	2011-12
Government Scholarships	19	33	31	22
From College / Private Scholarships	5	6	5	1

29. Was any need assessment exercise undertaken before the development of new program(s)?

Interaction at Departmental Meetings and Board of Studies, feedback from alumnae and organisations where the students undergo field work/ block placement are used in developing new courses and programmes.

30. Does the department obtain feedback from

- a. Faculty on curriculum as well as teaching-learning-evaluation?  
Feedback is obtained from faculty at department meetings.
- b. Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Online feedback is obtained every semester. The online feedback helps in enhancing the teaching methodology and the curriculum is revised as per the suggestions wherever required.

- c. Alumni and employers on the programmes and what is the response of the department to the same?

Suggestions by the alumnae, employers and NGO's are taken into consideration while framing the syllabus for employability. Informal Feedback is sought from Alumnae of the Department. Feedback obtained from nongovernmental organisations where students are placed for their fieldwork.

31. Distinguished alumni of the department.

Dr. Ruth Manorama - Director , NAWA, Recipient - Right Livelihood Award	Dr. Udaya Mahadevan - Professor Emeritus and Former Head, Department of Social Work, Loyola College
Dr. Poppy Kannan - Former Head, Department of Social Work	Dr. Fatima Vasanth - Principal, Madras School of Social Work
Dr. Cecilia Thangarajan - Former Head , Dept. of Social Work & Former Principal Hindustan College, Chennai	Dr. Rohini Krishnan - Senior Social Welfare Officer, Head-Dept. of Clinical Social Work, Govt. Stanley Medical College and Hospital
Ms. Virgil D' Sami - Arunodhaya Center for Street Children	Dr. Elizabeth Fernandes - Associate Professor, School of Social Sciences, The University of New South Wales, Sydney, Australia
Ms. Sheelu Francis - Director, Women's Collective	Dr. Bhuvana - CDPO (retd.), Slum Clearance Board

32. Student enrichment programmes with external experts.

Guest Lectures, Workshops, Field Visits etc.	2008-09	2009-10	2010-11	2011-12	2012-13
	9	17	11	13	17

33. Teaching methods adopted by the faculty for different programmes.

- Lectures, Power Point presentations and poster presentations
- Smart Board, Audio Visual Aids and E-sources
- Case Study analysis and group discussions
- Field visits and Observation Visits
- Street Theatre, Puppetry
- PLA Methodologies
- Seminars and Guest Lectures

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

- Feedback from students – class committee meetings, online evaluation.
- Effective classroom teaching
- Organising field visits, workshops
- Student mentoring initiatives
- Through Boards of Studies meetings

35. Participation of students and faculty in extension activities.
- Field Work component
  - All students attend a weeklong Rural Camp (once during the course period) planned and executed by the students under the guidance of two faculty members
  - Students participate in activities & programmes of Sangamam the extension unit of Stella Maris College, under the leadership of Dr. Sandra Joseph
  - Dr. Nirmala Alex - NSS Coordinator
  - Faculty and Students are also involved in an action research project at Tirupasur, Thiruvallur district
36. “Beyond syllabus scholarly activities” of the department.  
Participation in Seminars/ Conferences/ Workshops organised by the department and by other colleges within the city and outside. Paper presentations are encouraged.
37. State whether the programme/ department is accredited/ graded by other agencies - NIL
38. Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.
- Strengths**
- The faculty have a wide range of specialisations
  - The faculty are members of Boards of Studies and Academic Councils of different universities and colleges
  - Competent and committed faculty
  - Extensive links and collaboration with organisations at the national and international level
  - Remedial coaching for slow learners and effective mentoring
- Weaknesses**
- Curriculum structuring is bound by University regulations
  - Lack of Publications
  - Time Management
  - Difficulty in accommodating concurrent fieldwork within the day order pattern followed by the college for undergraduate students
- Opportunities**
- Freedom to start new courses
  - Encouragement to participate in Conferences/Workshops at the National / International level
  - Consultancy
- Challenges**
- Field Work agencies charging for field placements
  - Lack of placement opportunities for concurrent field work
39. Future plans of the department.
- Enhance Research Publications / Projects / Consultancy / Extension
  - To upgrade to Stella Maris School of Social Work
  - Organise more campus interviews for placements



## Department of Computer Science

1. Name of the Department & its year of establishment

<b>COMPUTER SCIENCE</b>	<b>PGDCS – 1987</b> <b>UG - BCA – 1998</b> <b>PG - IT – 2001</b>
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2. Names of Programmes / Courses offered:

- UG Degree Programme – BCA - Bachelor of Computer Applications
- PG Degree Programme – M.Sc. Information Technology
- PGDCS - Postgraduate Diploma in Computer Science

3. Interdisciplinary courses and departments involved

- General Electives, Independent Electives and Postgraduate Electives with all departments

**General Electives** - Fundamentals of C Programming, Advance Office Management, Web Page Designing, Animation – Multimedia Tool, Programming with Perl

**Independent Electives** – UG - Current Trends in IT, Programming in Multimedia, Wireless Networking, PG - Cyber Technology and Society, Game Theory and Strategy

**Postgraduate Electives** - Advanced Office Tools, Multimedia, Web Designing

4. Annual/ semester/choice based credit system – Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments

Faculty of computer science department teach programming papers like RDBMS, PERL papers for Department of Bioinformatics and System Analysis and Design paper for Department of Mathematics. The faculty deliver guest lectures whenever required.

6. Number of teaching posts sanctioned and filled

	<b>Sanctioned</b>	<b>Filled (Mgt)</b>
Assistant Professors – Shift II		12

7. Faculty profile with name, qualification, designation, specialisation.

<b>Name</b>	<b>Qualification</b>	<b>Designation</b>	<b>Specialisation</b>	<b>No. of Yrs of Exp.</b>
Ms. Jeya Priya.U	M.C.A., M.Phil.	Head, Assistant Professor	Wireless Sensor Networks	14
Ms. Shanmuga Sundari.R	M.Sc., M.Phil,(Ph.D)	Academic Dean, Assistant Professor	Smart Materials	16

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Ms. J. Birunda Antoinette Mary	M.Sc.,B.Ed., M.Phil.,NET	Assistant Professor	Neural Networks	7
Ms. Blessy Boaz	M.Sc., M.Phil	Assistant Professor	Web Designing	5
Ms. P. Florence Nightingale	M.Sc	Assistant Professor	Software Testing	1
Ms. S. Rama Mercy	M.C.A.,M.Phil	Assistant Professor	Networks & Data Mining	8
Ms. Aparna.R	M.Sc.,M.Phil., P.G.D.C.A	Assistant Professor	Digital Signal Processing	1
Ms. A. R. Charulatha	M.Sc., M.Phil	Assistant Professor	Networks & Operating Systems	5
Ms. B. Sree Vidya	M.Sc., M.Phil., M.B.A.	Assistant Professor	Data Mining	1
Ms. B. Sharmila	M.C.A., M.Phil	Assistant Professor	Computer Applications	2
Ms. T. Deepajothi	M.C.A.	Assistant Professor	-	2
Ms. V.Mahalakshmi	M.C.A.	Assistant Professor	-	1

8. Percentage of classes taken by temporary faculty – programme-wise information - NIL
9. Programme-wise Student Teacher Ratio – UG – 27 : 1, PG - 8 : 1
10. Number of academic support staff (technical) and administrative staff: 2
11. Number of faculty with ongoing projects - NIL
12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc. - NIL
13. Research facility / centre - The College has set up a Research Cell to enhance research activities. The research cell has a department representative who liaisons between the department and the cell.

14. Publications:

Particulars	No. of Publications 2008 - 2013
No. of papers published in peer reviewed journals	International – 1

15. Patents and income generated - NIL
16. Areas of consultancy and income generated - NIL

17. Faculty recharging strategies - Faculty are updated on the current trends through various training programmes. As and when a new version of software is released, training is given to the staff. Faculty have regularly attended Faculty Development Programmes organised by the College. Faculty have presented papers/ participated in Seminars and Conferences.

Programmes	2008 - 09	2009 - 10	2010 - 11	2011 - 12	2012 - 13
Conferences / Seminars / Workshops Attended	3	5	1	3	2
Paper Presentations	2	1	1	3	2
Resource persons / chairing the sessions / panelist	1	4	1	-	

18. Student projects

- Percentage of students who have done in-house projects including inter-departmental  
100% - (All final year B.C.A. students from the academic year 09-10)
- Percentage of students doing projects in collaboration with industries / institutes  
100% - (All final year B.C.A. students in the academic year 08-09 and all M.Sc. (Information Technology) students undertook project work in the industry)

19. Awards / recognitions received at the national and international level by

- Students

Name	Awards and achievements
R. Aaditheer	• Silver medalist in National Level Table Tennis Tournament held in Himachal Pradesh in <b>2008</b>
J. Maria Nita	• Gold Medal for best Pilot, CATC camp conducted by TN Girls Battalion ( <b>2009-10</b> )
M. Chitra	• III place in International Sports & Cultural Fest ( <b>2009-10</b> )
Misbahunisha	• Secured the 11 <sup>th</sup> rank in the National level Biotechnology Aptitude Test conducted by Pharma Care Society Gujarat on February 2012 ( <b>2011-12</b> )
L/Cpl. Divya E.	• Selected for the Thal Sainik Camp held at New Delhi and she won Gold medal in Tent-pitching, and Bronze medal in Health and Hygiene ( <b>2011-12</b> )

20. Seminars/ Conferences/Workshops organised and the source of funding

Level	Title of Conference / Seminar	Source of Funding	Date
Inter-national	International Conference on "Mathematics in Engineering and Business Management" ICMEB 2012	DST	March 9-10, 2012

## 21. Student profile course-wise

Year	Degree Name	Applied	Admitted
2009	B.C.A.	840	100
	M.Sc. (IT)	83	23
2010	B.C.A.	903	104
	M.Sc. (IT)	55	25
2011	B.C.A.	873	90
	M.Sc. (IT)	66	19
2012	B.C.A.	887	101
	M.Sc. (IT)	72	23

Pass percentage	April 2009	April 2010	April 2011	April 2012
B.C.A.	85.44	94.39	92.38	88.17
M.Sc. (IT)	92	88.46	100	88

## 22. Diversity of students in Percentage

Name of course	2009-10				2010-11			
	TN	Other States	Inter-national	College	TN	Other States	Inter-national	College
UG	99	1	-	-	98	2	-	-
PG	96	4	-	30.4	92	8	-	42.3

Name of course	2011-12				2012-13			
	TN	Other States	Inter-national	College	TN	Other States	Inter-national	College
UG	96	4	-	-	98	1	1	-
PG	92	8	-	32	100	-	-	16.7

## 23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations? – NIL

## 24. Student progression

Student progression	Percentage against enrolled
UG to PG	20
PG to M.Phil.	1
Employed	
• Campus selection	42
• Other than campus recruitment	12
Entrepreneurs	5

## 25. Diversity of staff

Percentage of faculty who are graduates	
Of the same parent university	25
From other universities within the State	66.7
From other universities from other States	8.3

## 26. Number of faculty who were awarded Ph.D. during the assessment period – NIL

27. Present details about infrastructural facilities
- Library - Department library with 884 books
  - Internet facilities for staff and students: Internet access is given to all staff and PG students of the department free of cost
  - Total number of class rooms: 5
  - Class rooms with ICT facility-5
  - Students' laboratories - 3 (2 UG labs and 1 PG lab)
  - Research laboratories – Nil

28. Number of students of the department getting financial assistance from College.

<b>Number of students getting financial assistance from College</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>
Government Scholarships	23	88	87	47
From College	36	31	33	18

29. Was any need assessment exercise undertaken before the development of new program(s)?

Interaction at Departmental Meetings and Board of Studies, feedback from alumnae and employers are used in developing new courses/programmes.

30. Does the department obtain feedback from

- Faculty on curriculum as well as teaching-learning-evaluation?  
Feedback is obtained from faculty at department meetings.
- Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?  
Online feedback is obtained every semester. The online feedback helps in enhancing the teaching methodology and the curriculum is revised as per the suggestions wherever required. Reinforcement of areas identified for improvement.
- Alumni and employers on the programmes and what is the response of the department to the same?  
Suggestions by the alumnae, employers and industrial experts are taken into consideration while framing the syllabus for enhancing employability and research skills and to be on par with current trends.

31. Distinguished alumni of the department

Anu Sharadha, Technical Lead, Lason India Pvt. Ltd., Guindy	Swetha.G, Senior Research Analyst, Tata Consultancy Services
Philomena Lincy, Team Lead, Polaris Financial Technology	Shwetha .M, Senior Executive, Learning & Development, Rane (Madras) Limited
D. Arpitha, Project Engineer, Wipro Technologies	Shruthe A.R, Assistant Manager, Tata Consultancy Services
Zainab Udaipurwala, Programmer Analyst, Cognizant Technology Solutions	G. Kala Nisha, Senior Associate Consultant, Infosys Limited
Ankitha Bafna, Programmer Analyst, Cognizant Technology Solutions	Lavanya. M., Testing Executive, Infosys Ltd.

32. Student enrichment programmes with external experts.

Guest Lectures, Workshops / Training	2008-09	2009-10	2010-11	2011-12	2012-13
	3	8	3	2	4

- MoU with HCL technologies - a Postgraduate course 'Software Testing' was handled by a team of experts in the year 2008-09
- Certificate course in 3D Studiomax was offered by Pivot Animation for the interested students of the department during the academic year 2010-11
- MoU was signed between Pivot Animation and Stella Maris College during the academic year 2011-12 and certificate courses in Animation were offered to the interested students of the college during the academic year 2011-12

33. Teaching methods adopted by the faculty for different programmes.

- Lectures and Power Point presentations
- Demonstrations using models
- Experiential learning through practicals
- Animations
- Field visits and Industrial visits
- Group discussions and Seminars

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

- Feedback from students – class committee meetings, online evaluation
- Through Boards of Studies meetings

35. Participation of students and faculty in extension activities.

- Students participate in Social Awareness Programmes by educating the less privileged

36. "Beyond syllabus scholarly activities" of the department.

- Development and implementation of projects for Institutions such as Computer Based Testing, E-Polling, contributing in the creation, updating and maintenance of website etc
- Holding seminars, competitions etc., through the department club LINKS
- Scholar-in-residence program is organised for the students on the advanced concepts for extra learning and understanding of the students
- Industrial Visits are arranged for the students to get practical exposure to the concepts learnt

37. State whether the programme / department is accredited/ graded by other agencies - NIL

38. Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.

**Strengths**

- State-of-the-art lab and other infrastructure including smart classrooms, LCDs

- Updated Syllabi, in consonance with the current developments
- Periodical training for staff
- Internet Facility for all staff and PG Students

**Weaknesses**

- Attrition rate of faculty
- Research initiatives need to be encouraged

**Opportunities**

- Campus recruitment and recognition by the industry
- Flexibility of career options from Designing –Programming –Testing
- Interaction with industry
- Project Experience
- Learning with a social perspective

**Challenges**

- Rapid changes in the requirements of industry and employability
- Accommodating current topics without compromising on the basic subjects

39. Future plans of the department.

- Assimilate, programme and plan different types of teaching methods on a scientific basis and provide a different learning experience
- To introduce certificate courses for add-on value
- To enhance industry-academe liaison
- To organise International Conferences
- To improve research activities

## Department of Bioinformatics

1. Name of the Department & its year of establishment

<b>BIOINFORMATICS</b>	<b>PG - 2002</b>
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2. Names of programmes/Courses offered

PG Degree Programme – **M.Sc. Bioinformatics**

3. Interdisciplinary courses and departments involved

General Electives, Independent electives and Postgraduate Electives with all departments

**Postgraduate Electives** – Cheminformatics, Immunoinformatics and Pharmacology

**Independent Electives** – Python, Systems Biology

4. Annual/semester/choice based credit system – Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments

The faculty deliver guest lectures whenever required.

6. Number of teaching posts sanctioned and filled

	Sanctioned	Filled (Mgt)
Asst. Professors – Shift II		3

7. Faculty profile with name, qualification, designation, specialisation

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Dr. K. Shyamala	M.Sc.,Ph.D. Diploma & Certificate Course in Bioinformatics	Head & Assitant Professor	Bio-chemistry	10
Ms. E. Nandha Devi	M.Sc., M. Phil.	Assitant Professor	Bio-informatics	7
Ms. Deepa Gaauthem	M.Sc and Fellowship in Clinical Research	Assitant Professor	Bio-informatics	3

8. Percentage of classes taken by temporary faculty – programme-wise information - NIL

9. Programme-wise Student Teacher Ratio – 6 : 1

10. Number of academic support staff (technical) and administrative staff - Lab Assistant - 1



11. Number of faculty with ongoing projects - NIL
12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc - NIL
13. Research facility / centre - The College has set up a Centre for Research in Science & Technology to facilitate research activities in the campus. The Centre is equipped with state-of-the-art instrumentation facilities to cater to the needs of the students and faculty. The College has set up a Research Cell to enhance research activities. The research cell has a department representative who liaisons between the department and the cell.

14. Publications:

Particulars	No. of Publications 2008 - 2013
No. of papers published in peer reviewed journals	International – 1

15. Patents and income generated – NIL

16. Areas of consultancy and income generated - NIL

17. Faculty recharging strategies - Faculty have regularly attended Faculty Development Programmes organised by the College. Faculty have presented papers/ participated in Seminars and Conferences. Faculty have also been invited as resource persons / chair persons / panelists in different academic forums. Conducting in-house projects also help in keeping abreast of latest developments in the field.

Programmes	2008 - 09	2009 - 10	2010 - 11	2011 - 12	2012 - 13
Conferences / seminars / workshops attended	-	3	2	1	-
Paper presentations	-	-	1	1	-
Resource persons / chairing the sessions/panelist	-	-	-	2	2

18. Student projects

- Percentage of students who have done in-house projects including inter-departmental – 100%
- Percentage of students doing projects in collaboration with industries/institutes - NIL

19. Awards/recognitions received at the national and international level by

- Faculty- NIL
- Students – NIL

20. Seminars/conferences/workshops organised and the source of funding.

Level	Title of conference/seminar	Source of funding	Date
National	Bioinformatics in Life Science Research	CSIR & Science City, Chennai	Dec. 10-11, 2009

21. Student profile course-wise:

Year	Degree Name	Applied	Admitted
2009	M.Sc. Bioinformatics	41	19
2010		24	13
2011		12	7
2012		19	13

Pass percentage

Name of Programme	April 2009	April 2010	April 2011	April 2012
M.Sc. Bioinformatics	100	100	94.12	100

22. Diversity of students- M.Sc. Bioinformatics (in percentage)

2009-10			2010-11			2011-12			2012-13		
Coll- ege	TN	Other States	Coll- ege	TN	Other States	Coll- ege	TN	Other States	Coll- ege	TN	Other States
-	80	20	3	80	20	50	86	14	80	86	14

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations? NIL

24. Student progression

Student progression	Percentage against enrolled
PG to M.Phil.	4
PG to Ph.D.	4
Employed	
• Campus selection	35
• Other than campus recruitment	25
Entrepreneurs	-

25. Diversity of staff

Percentage of faculty who are graduates	
Of the same parent university	30
From other universities within the state	70
From other universities from other states	-

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period – NIL

27. Present details about infrastructural facilities

a) Library: Dept library with 275 books and six international journals

- b) Internet facilities for staff and students: YES
- c) Total number of class rooms: 2
- d) Class rooms with ICT facility: 1
- e) Students' laboratories: 1
- f) Research laboratories: 1

28. Number of students of the department getting financial assistance from the College.

Type of scholarship	2008-09	2009-10	2010-11	2011-12
Government scholarships	-	-	-	1

29. Was any need assessment exercise undertaken before the development of new program(s)?

Suggestions given at department meetings and Board of Studies meetings, feedback from alumnae and employers are used in designing new courses.

30. Does the department obtain feedback from

- a. Faculty on curriculum as well as teaching-learning-evaluation?  
Feedback is obtained from faculty at department meetings.
- b. Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?  
Online feedback is obtained every semester. The online feedback helps in enhancing the teaching methodology and the curriculum is revised as per the suggestions wherever required. Reinforcement of areas identified for improvement.
- c. Alumni and employers on the programmes and what is the response of the department to the same?  
Suggestions by the alumnae, employers and industrial experts are taken into consideration while framing the syllabus for enhancing employability and research skills and to be on par with current trends.

31. Distinguished alumni of the department

Ms. Anu Nagaraj, Researcher - John Hopkins University, Mary land, USA	Ms. Sindu Ramachandran, British Council
Ms. Misha Rajaram, Researcher, Iowa State University	Ms. Mathangi, CTS
Ms. Lakshmi, National University of Singapore	Ms Srividya, TCS

32. Student enrichment programmes with external experts

Workshops, training, field visits, guest lectures	2008-09	2009-10	2010-11	2011-12	2012-13
	1	6	3	2	1

33. Teaching methods adopted by the faculty for different programmes

- Lectures
- PowerPoint presentations

- Demonstrations using models
  - Experiential learning through practicals
  - Animations
  - Field visits and industrial visits
  - Group discussions, case studies and debates
  - Seminars and paper presentations
  - Weblems, open-book tests
34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
- Feedback from students through class committee meetings, online evaluation.
  - Board of Studies Meetings
35. Participation of students and faculty in extension activities  
As part of Social Awareness Programme students and faculty are involved in offering services to the aged at various old age homes.
36. “Beyond syllabus scholarly activities” of the department
- Participation in seminars/conferences/workshops
  - Students are encouraged to present papers
  - Summer projects
37. State whether the programme/ department is accredited / graded by other agencies – NIL
38. Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.
- Strengths**
- Interdisciplinary nature of the course helps in enhancing networking among various institutes
  - Conduct research activities and workshops
  - Structure of the programme encourages experiential learning.
  - The programme is oriented towards employability
- Weaknesses**
- Lack of commercial software for modeling and simulation studies
- Opportunities**
- Summer internships in various institutes enhance networking among academicians and improves research capabilities.
- Challenges**
- Rapid change in the software requirements
39. Future plans of the department.
- To work towards becoming a Centre for Excellence in Bioinformatics Research and to carve a place for itself on the national map
  - To increase existing industry-institution collaborations for mutual benefit and growth

## Department of Biotechnology

1. Name of the Department & its year of establishment

<b>BIOTECHNOLOGY</b>	<b>PG - 2006</b>
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2. Names of Programmes / Courses offered

PG Degree Programme – **M.Sc. Biotechnology**

3. Interdisciplinary courses and departments involved

General Electives and Postgraduate Electives with all departments

**Postgraduate Electives** – Applications of Biotechnology, Environmental Biotechnology

**Independent Electives** – Genetics and Plant Breeding, Tissue Engineering

4. Annual/ semester/choice based credit system – Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments

The faculty deliver guest lectures whenever required.

6. Number of teaching posts sanctioned and filled

	Sanctioned	Filled (Mgt)
Asst. Professors – Shift II		3

7. Faculty profile with name, qualification, designation, specialisation.

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Dr. J. Anbumalarmathi	M.Sc., Ph. D	Assistant Professor	Plant Biotechnology	4
Dr. S. Aruna Sharmili	M.Sc., Ph.D	Assistant Professor	Microbial Biotechnology	3
Dr. K. Veena Gayathri	M.Sc., Ph.D	Assistant Professor	Environmental Biotechnology	3

8. Percentage of classes taken by temporary faculty – programme-wise information - NIL

9. Programme-wise Student Teacher Ratio – 11 : 1

10. Number of academic support staff (technical) and administrative staff - Lab Assistant - 1

11. Number of faculty with ongoing projects – NIL

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc. – NIL

13. Research facility / centre - The College has set up a Centre for Research in Science & Technology to facilitate research activities in the campus. The Centre is equipped with state of the art instrumentation facilities to cater to the needs of the students and faculty. The College has set up a Research Cell to enhance research activities. The research cell has a department representative who liasions between the department and the cell.

14. Publications:

Particulars	No. of Publications 2008 - 2013
No. of papers published in peer reviewed journals	International – 2

15. Patents and income generated – NIL

16. Areas of consultancy and income generated - NIL

17. Faculty recharging strategies - Faculty have regularly attended Faculty Development Programmes organised by the College. Faculty have presented papers/ participated in Seminars and Conferences. Faculty have also been invited as resource persons / chair persons / panelists in different academic forums.

Programmes	2008 - 09	2009 - 10	2010 - 11	2011 - 12	2012 - 13
Conferences / Seminars / Workshops Attended	2	-	6	5	-
Paper Presentations	-	1	-	-	1
Resource persons / chairing the sessions / panelist	-	-	-	1	-

18. Student projects

- Percentage of students who have done in-house projects including inter-departmental – 100%
- Percentage of students doing projects in collaboration with industries / institutes - NIL

19. Awards / recognitions received at the national and international level by

- Students

Name	Awards and achievements
Misbahunisha	• Winner & Runner-up in the Lawn Tennis- National Level Inter-Collegiate Tournament. (2011-12)

20. Seminars/ Conferences/Workshops organised and the source of funding.

Level	Title of Conference / Seminar	Source of Funding	Date
National	Workshop on “Hands on Training in Biotechnology”	-	January 6-9, 2010

21. Student profile course-wise:

Year	Degree Name	Applied	Admitted
2009	M.Sc. Biotechnology	137	25
2010		82	22
2011		53	15
2012		45	20

Pass percentage	April 2009	April 2010	April 2011	April 2012
M.Sc. Biotechnology	95.45	100	100	77.27

22. Diversity of students - M.Sc. Biotechnology (in percentage)

2009-10			2010-11		
College	TN	Other States	College	TN	Other States
30	88	12	15	83	17

2011-12				2012-13		
College	TN	Other States	International	College	TN	Other States
2	75	19	6	25	75	25

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations? NIL

24. Student progression

Student progression	Percentage against enrolled
PG to M.Phil.	-
PG to Ph.D.	5
Employed	-
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	

25. Diversity of staff

Percentage of faculty who are graduates	
Of the same parent university	33
From other universities within the State	67
From other universities from other States	-

26. Number of faculty who were awarded Ph.D. during the assessment period – NIL

27. Present details about infrastructural facilities
- a) Library - Department library has 160 books
  - b) Internet facilities for staff and students YES

- c) Total number of class rooms: 2
- d) Class rooms with ICT facility: 1
- e) Students' laboratories: 1
- f) Research laboratories: 1

28. Number of students of the department getting financial assistance from College.

<b>Number of students getting financial assistance from College</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>
Government Scholarships	-	-	-	1

29. Was any need assessment exercise undertaken before the development of new program(s)?

Interaction at Departmental Meetings and Board of Studies, feedback from alumnae and employers are used in developing new courses and programmes.

30. Does the department obtain feedback from

- a. Faculty on curriculum as well as teaching-learning-evaluation?  
Feedback is obtained from faculty at department meetings.
- b. Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?  
Online feedback is obtained every semester. The online feedback helps in enhancing the teaching methodology and the curriculum is revised as per the suggestions wherever required. Reinforcement of areas identified for improvement.
- c. Alumni and employers on the programmes and what is the response of the department to the same?  
Suggestions by the alumnae, employers and industrial experts are taken into consideration while framing the syllabus for enhancing employability and research skills and to be on par with current trends.

31. Distinguished alumni of the department.

Reshmy Thomas, Wipro	Divya, Dell Services
Saranya, Neeyamo Enterprises	Merlin, Ajuba
Barani, Azadus	Sindu, Quest Lifesciences
Anto Sujitha Vargeese, Unistar, Vapi	

32. Student enrichment programmes with external experts.

<b>Guest Lectures, Workshops/ Training, Industrial Visit</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
	7	6	7	4	4



33. Teaching methods adopted by the faculty for different programmes.
- Lectures
  - Power Point presentations
  - Demonstrations using models
  - Experiential learning through practicals
  - Animations
  - Field visits and Industrial visits
  - Group discussions
  - Seminars and Paper Presentations
34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
- Feedback from students – class committee meetings, online evaluation.
  - Through Boards of Studies meetings
35. Participation of students and faculty in extension activities.  
Social Awareness Programme - Child Welfare
36. “Beyond syllabus scholarly activities” of the department:
- Participation in seminars/conferences/workshops
  - Students are encouraged to present papers
  - Summer projects
37. State whether the programme/ department is accredited/ graded by other agencies – NIL
38. Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.
- Strengths**
- All faculty hold doctoral degree
  - Faculty have a wide range of specialisation
  - Participation in seminars/conferences/workshops
  - Undertake research based activities
- Weaknesses**
- Require advanced instruments for research and project
- Opportunities**
- Summer internships in varied institutes by the students helps us to network with other academicians to improve our research capabilities
  - Research through projects
  - Enhancing experiential learning through industrial visits
- Challenges**
- High cost of chemicals and equipments
  - Academe-industry linkage
39. Future plans of the department.
- Making it a full fledged research department
  - Undertake collaborative research at the national and international level
  - Enhance publication

## Department of International Studies

1. Name of the Department & its year of establishment

<b>INTERNATIONAL STUDIES</b>	<b>PG – 2002</b>
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2. Names of Programmes / Courses offered

PG Degree Programme - **M.A. International Studies**

3. Interdisciplinary courses and departments involved

Postgraduate Electives and Independent Elective courses with all departments

**Postgraduate Electives** – Globalisation, World Affairs

**Independent Electives** – Third World Development and Challenges, Introduction to Political Thought

4. Annual/ semester/choice based credit system – Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments

Students enroll in elective courses offered by other departments. The faculty deliver guest lectures whenever required.

6. Number of teaching posts sanctioned and filled

	<b>Sanctioned</b>	<b>Filled (Mgt.)</b>
Asst. Professors – Shift II		3

7. Faculty profile with name, qualification, designation, specialisation.

<b>Name</b>	<b>Qualification</b>	<b>Designation</b>	<b>Specialisation</b>	<b>No. of Yrs of Exp.</b>
Ms. Aarti Santhanam	MA (History) MA (International Relations) B.L., PGDIBL UGC NET	Assistant Professor	International Law, International Political Economy	10
Ms. Rajeswari	MA International Studies, MPhil	Assistant Professor	India's Foreign Policy, Human Rights	6
Ms. Neethu S Thottammariyil	MA International Studies UGC NET	Assistant Professor	IR theories, South Asia	1

8. Percentage of classes taken by temporary faculty – programme-wise information - NIL

9. Programme-wise Student Teacher Ratio – PG - 14 : 1
10. Number of academic support staff (technical) and administrative staff - Not Applicable
11. Number of faculty with ongoing projects – NIL
12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc. – NIL
13. Research facility / centre - The College has set up a Research Cell to enhance research activities. The research cell has a department representative who liaisons between the department and the cell.

14. Publications:

Particulars	No. of Publications 2008 - 2013
No. of papers published in peer reviewed journals	National – 2

15. Patents and income generated – NIL
16. Areas of consultancy and income generated - NIL
17. Faculty recharging strategies - Faculty have regularly attended Faculty Development Programmes organised by the College. Faculty have presented papers/ participated in Seminars and Conferences. Faculty have also been invited as resource persons / chair persons / panelists in different academic forums.

Programmes	2008 - 09	2009 - 10	2010 - 11	2011 - 12	2012 - 13
Conferences / Seminars / Workshops Attended	2	1	1	1	2
Paper Presentations	-	-	-	1	-
Resource persons / chairing the sessions / panelist	-	1	1	-	-

18. Student projects
  - Percentage of students who have done in-house projects including inter-departmental – 99
  - Percentage of students doing projects in collaboration with industries / institutes - 1

19. Awards / recognitions received at the national and international level by
  - Students

Name	Awards and achievements
Sharanya U Lalpet	Japanese Exchange Scholarship Award (2009-10)
Navitha Elizabeth Raj	Outstanding Rotaract President Award for the Rotaract Club of Stella Maris College in the District 3230 (2011-12)

20. Seminars/ Conferences/Workshops organised and the source of funding.

Level	Title of Conference / Seminar	Source of Funding	Date
National	Maritime Security in the Indian Ocean Region	Collaboration with the Centre For Asian Studies, Chennai	Aug. 8, 2012
International	Conference on the “ Asia Pacific 2013:Looking Beyond South East Asia”	Collaboration with IPCS New Delhi and SAEA Group Research Singapore.	March 04 ,2013

21. Student profile course-wise:

Year	Degree Name	Applied	Admitted
2009	M.A. International Studies	49	29
2010		34	17
2011		52	25
2012		44	19

Pass percentage	April 2009	April 2010	April 2011	April 2012
M.A. International Studies	78.95	75	96.27	85.71

22. Diversity of students in percentage

2009-10				2010-11			
College	TN	Other States	Inter-national	College	TN	Other States	Inter-national
33	71	19	10	28.5	59	29	12

2011-12				2012-13			
College	TN	Other States	Inter-national	College	TN	Other States	Inter-national
17	63	30	7	35	62	33	5

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations?  
NET – 7, Civil Services - 5

24. Student progression

Student progression	Percentage against enrolled
PG to M.Phil.	10
PG to Ph.D.	5
Employed • Campus selection • Other than campus recruitment	75
Entrepreneurs	1-2

25. Diversity of staff

Percentage of faculty who are graduates	
Of the same parent university	75
From other universities within the State	-
From other universities from other States	25

26. Number of faculty who were awarded Ph.D. during the assessment period - NIL

27. Present details about infrastructural facilities

- a) Library - 200 books in the department library
- b) Internet facilities for staff and students - yes
- c) Total number of class rooms - 2
- d) Class rooms with ICT facility - 1
- e) Students' laboratories - NA
- f) Research laboratories - NA

28. Number of students of the department getting financial assistance from College - NIL

29. Was any need assessment exercise undertaken before the development of new program(s)?

Interaction at Departmental Meetings and Board of Studies, feedback from alumnae and employers are used in developing new courses and programmes.

30. Does the department obtain feedback from

- a. Faculty on curriculum as well as teaching-learning-evaluation?  
Feedback is obtained from faculty at department meetings.
- b. Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?  
Online feedback is obtained every semester. The online feedback helps in enhancing the teaching methodology and the curriculum is revised as per the suggestions wherever required. Reinforcement of areas identified for improvement.
- c. Alumni and employers on the programmes and what is the response of the department to the same?  
Suggestions by the alumnae, employers and industrial experts are taken into consideration while framing syllabus for enhancing employability. Interaction with alumnae especially those with research degree are important windows for looking at building higher level of course work to suit the corporate or real world employability criteria.

31. Distinguished alumni of the department.

Divya Jacob - UNDP, Coordination Officer, DPRK	Neetha Chandrasena - Second Secretary, Sri Lankan High Commission, Singapore
Nalina Gopal - Assistant Curator with the Indian Heritage Centre, Singapore.	Prarthana Rao - Australian High Commission, Chennai
Pallavi Manickavel - British High Commission, Chennai	Somrita Sengupta - British High Commission, Chennai
Neethu S Thottammariyil - Indian Revenue Service	

32. Student enrichment programmes with external experts.

Guest Lectures, Workshops/Training, Scholar In Residence Programme	2008-09	2009-10	2010-11	2011-12	2012-13
	5	7	7	6	5

33. Teaching methods adopted by the faculty for different programmes.

- Lectures, Group discussions and Power Point presentations
- Animations and Simulations
- Smart Board for interactive classes
- Common assignments that are intra disciplinary across similar subjects

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

- Feedback from students – class committee meetings, online evaluation
- Through Boards of Studies meetings
- Through periodic testing and evaluation
- Through challenging and stimulating assignments and their successful completion of the same
- Common assignments across subjects to ensure comprehensive learning

35. Participation of students and faculty in extension activities.

- Social Awareness programme – Rural Realities where the students of the department are involved in visits to villages in and around Madurantakam taluk and are involved in interaction with the local villagers and school children. The outreach is in providing some resources for the school ranging from books, maps, notebooks, stationery, sports equipments DVD players, fans, typewriters etc

36. “Beyond syllabus scholarly activities” of the department.

- Encouraging students to conceive plan, raise funds and organise their own academic seminar called “Kriya”. Three such seminars have been organised in successive years 2011, 2012 and 2013 exclusively organised by the students
- The department also brings out its annual newsletter “Focus” which is again a student initiative with one faculty advisor/editor and the rest of the members on the Editorial board are students
- International Studies Club is a forum established and sustained by the dept for open debate and discussion on contemporary issues and topics. Resource persons/experts/activists are invited to conduct such debates and moderate sessions
- Scholar in Residence Programme

37. State whether the programme/ department is accredited/ graded by other agencies – NIL

38. Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.

**Strengths**

- Innovative contemporary course curriculum and very contemporary
- MoU- networking with several institutions
- Participatory decision making
- Updated and upgraded curriculum
- Openness and willing to learn and accept change

**Weaknesses**

- Lack of Publications & Research

**Opportunities**

- Exchange Programmes
- Absence of similar courses in the city

**Challenges**

- Placements for internships / projects
- Finding funding agencies

39. Future plans of the department.

- Developing into a research department
- Raise substantial corpus for scholarship and academic programmes
- Creation of an Alumnae Scholarship Fund
- Enhancing exchange programmes and MoUs
- Launching a department journal

## Department of Public Relations

1. Name of the Department & its year of establishment

<b>PUBLIC RELATIONS</b>	<b>PG – 2006</b>
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2. Names of Programmes / Courses offered

PG Degree Programme - **M.A. Public Relations**

3. Interdisciplinary courses and departments involved

Postgraduate Electives with all departments

**Postgraduate Electives** – Introduction to Public Relations, Public Relations for Professionalism

4. Annual/ semester/choice based credit system – Semester with Choice Based Credit System

5. Participation of the department in the courses offered by other departments

Students enroll in elective courses offered by other departments. The faculty deliver guest lectures whenever required.

6. Number of teaching posts sanctioned and filled

Designation	Sanctioned	Filled (Mgt.)
Assistant Professors – Shift II		3
Guest Faculty		1

7. Faculty profile with name, qualification, designation, specialisation

Name	Qualification	Designation	Specialisation	No. of Yrs of Exp.
Ms. Ramya K Prasad	M.A.,M. Phil.	Head i/c	Mass Communication and Journalism	9
Ms. Shrinidhi S	M.A.	Assistant Professor	Public Relations	2
Ms. Revathy Meyammai	M.A.	Assistant Professor	Public Relations	3

8. Percentage of classes taken by temporary faculty – Approx. 20

9. Programme-wise Student Teacher Ratio – 17 : 1

10. Number of academic support staff (technical) and administrative staff - Not Applicable

11. Number of faculty with ongoing projects - NIL

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc. - NIL

13. Research facility / centre - The College has set up a Research Cell to enhance research activities. The research cell has a department representative who liaisons between the department and the cell.



14. Publications: NIL
15. Patents and income generated - NIL
16. Areas of consultancy and income generated - NIL
17. Faculty recharging strategies - Faculty have been regularly attending Faculty Development Programmes organised by the College. Faculty have also been presenting papers/ participating in Seminars and Conferences to enhance their knowledge. Faculty have also been invited to be resource person / chair person / panelist in different academic forums.

<b>Programmes</b>	<b>2008 - 09</b>	<b>2009 - 10</b>	<b>2010 - 11</b>	<b>2011 - 12</b>	<b>2012 - 13</b>
Conferences / Seminars / Workshops Attended	3	2	6	2	-
Paper Presentations	-	-	-	-	3
Resource persons / chairing the sessions / panelist	-	-	2	-	-

18. Student projects
- Percentage of students who have done in-house projects including inter-departmental – NIL
  - Percentage of students doing projects in collaboration with industries / institutes – 100% - Internship placements and projects in several industries
19. Awards / recognitions received at the national and international level by
- Faculty

<b>Name</b>	<b>Awards and achievements</b>
Dr. Sundari Krishnamurthy	<b>'PRSI Leadership Award 2009'</b> for outstanding contribution to PR Education by the PRSI at the 31 <sup>st</sup> Annual Convention in Chandigarh (2009-10)
Dr. Sundari Krishnamurthy	Presented an <b>International Award</b> in recognition for her outstanding contribution in making "all the difference in the world to the economic empowerment of women" by The International Alliance for Women (TIAW) in the Canadian Embassy, Washington D.C, USA (2011-12)

20. Seminars/ Conferences/Workshops organised and the source of funding - NIL
21. Student profile course-wise:

<b>Year</b>	<b>Degree Name</b>	<b>Applied</b>	<b>Admitted</b>
2009	M.A. Public Relations	69	25
2010		45	20
2011		47	17
2012		48	20

<b>Pass percentage</b>	<b>April 2009</b>	<b>April 2010</b>	<b>April 2011</b>	<b>April 2012</b>
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M.A. Public Relations	100	100	95.65	94.74
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22. Diversity of students in percentage

2009-10		2010-11		2011-12		2012-13	
TN	Other State	TN	Other State	TN	Other State	TN	Other State
68	32	81	19	50	50	85	15

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations? NIL

24. Student progression

Student progression	Percentage against enrolled
PG to M.Phil.	-
PG to Ph.D.	-
Employed	90
• Campus selection	
• Other than campus recruitment	
Entrepreneurs	1

25. Diversity of staff

Percentage of faculty who are graduates	
Of the same parent university	66.7
From other universities within the State	-
From other universities from other States	33.3

26. Number of faculty who were awarded Ph.D. during the assessment period - NIL

27. Present details about infrastructural facilities

- Library - The department regularly recommends books which are purchased by the College.
- Internet facilities for staff and students – yes
- Total number of class rooms - 2
- Class rooms with ICT facility
- Students' laboratories - NA
- Research laboratories - NA

28. Number of students of the department getting financial assistance from College – NIL

29. Was any need assessment exercise undertaken before the development of new program(s)?

Interaction at Departmental Meetings and Board of Studies, feedback from alumnae and employers are used in developing new courses and programmes.

30. Does the department obtain feedback from

- Faculty on curriculum as well as teaching-learning-evaluation?

Feedback is obtained from faculty at department meetings.

- b. Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

Online feedback is obtained every semester. The online feedback helps in enhancing the teaching methodology and the curriculum is revised as per the suggestions wherever required. Reinforcement of areas identified for improvement.

- c. Alumni and employers on the programmes and what is the response of the department to the same?

Suggestions by the alumnae, employers and industrial experts are taken into consideration while framing the syllabus for enhancing employability and research skills and to be on par with current trends.

31. Distinguished alumni of the department.

Shruti Vijayachandran - Scholarship Awardee, Cambridge University, UK	Kalpagam Sharma - Purple Mango Ad Agency
Revathy Meyyammai - Entrepreneur	Hepsiba Raj – Sr. Executive, Corporate Communications
Trishla Dhakra - Global Adjustments	Trishna Jedhwani - Trainer
Swapnil Midha - Oriental Cuisine	

32. Student enrichment programmes with external experts.

Guest Lectures, Workshops / Training / field trips	2008-09	2009-10	2010-11	2011-12	2012-13
	14	14	15	13	12

- Puppetry Workshop, Street Theatre Workshop, Public Speaking Workshop

33. Teaching methods adopted by the faculty for different programmes.

- Lectures
- Power Point presentations
- Simulation Games
- Field visits and Industrial visits
- Group discussions
- Case Study Discussions
- Seminars/ Research Surveys

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

- Feedback from students – class committee meetings, online evaluation
- Through Boards of Studies meetings
- Continuous Assignments, third components and presentations

35. Participation of students and faculty in extension activities.

- Social Awareness Programme that fosters Class room – Community relationships, by taking the students on field trips to villages in Tamil Nadu to study the socio economic status of the working communities
- The students launched a campaign ‘Minsar’ - A Pledge to Save Electricity” in 2012-13, “Plastic Salai” in 2011-12, “Paryavaranam- on

Eco initiatives” in 2010-11, “Svashakthi Svabhiman and Suraksha – Self Defense” in 2009-10, “Spandana – Healthy Heart” in 2008-09

36. “Beyond syllabus scholarly activities” of the department.
- Best Practices in PR, in collaboration with Public Relations Society of India
  - Scholar – in – Residence Programme, a three day expert talk and seminar by invited scholars
  - PRAKASA: Invites experts to talk on industrial realities, conduct student seminars and competitions
37. State whether the programme/ department is accredited/ graded by other agencies - NIL
38. Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.
- Strengths**
- Only college in Tamil Nadu offering a postgraduate programme
  - Live city wide PR campaigns taking up various issues and targeting various audiences
  - Internships in NGO, Corporate Service and Government sectors
  - Specialisation papers – Community Relations, Customer Relations, Employee Relations and Government Relations and practical application of specialisation
  - Extensive individual research projects taken up by II M.A students
- Weaknesses**
- PR discipline not recognised for UGC exams
  - Limited publication
- Opportunities**
- MoUs with other universities
  - Student and staff exchange programme
  - Industry – Community interaction through extensive field programmes by students
  - Endowment scholarships and awards for students
  - Campus placements
- Challenges**
- Research publications
  - Funding agencies for conducting socially relevant activities
  - Identifying qualified staff & examiners
39. Future plans of the department.
- Strengthening campus placements
  - Creating better visibility
    - through in house campaign
    - increase national and international seminars
    - programmes and events in schools, colleges and public places
  - Encourage departmental research publications

## POST-ACCREDITATION INITIATIVES

Stella Maris College has risen to the challenge of continuously working towards quality sustenance and enhancement by evolving systematic and focussed strategies that have strengthened and enriched academic and administrative functioning. All major units of the institution have witnessed a qualitative improvement in infrastructure and facilities over the years. Post-accreditation initiatives have therefore focused on areas of weakness and steps have been taken to fulfill quality assurance mandates in the higher education sector.

In order to clarify the roles and functions of the heads of various units, a faculty handbook has been compiled and distributed to all the faculty members. The following are the measures taken, since the last accreditation cycle, to further enhance quality in the overall functioning of the institution.

- **Restructuring of the curriculum to cater to current needs for greater employability skills**
  - Skills development courses introduced as Major Electives
  - Inter-disciplinary and cross-disciplinary courses
  - Summer internships and project work/dissertations made mandatory at the PG level, and at the UG level in some departments
  - Collaborations and linkages with research institutions established
- **Encouraging self-study, develop research skills, and independent thinking and study**
  - Independent Elective Courses introduced at both UG and PG levels
  - Auditing of courses by students
  - Practical Task and Application Oriented component factored into the syllabus
- **Reviewing of functioning and strategies in academic processes of the College**
  - Academic audit conducted across departments and suggestions reviewed and taken into consideration during curriculum revision
- **Improved functioning of the Department of Social Work**
  - UG and PG programmes brought under the parent department
- **Effective application of the CBCS**
  - Additional GEs and PEs introduced
  - Course in soft skills introduced
- **Efforts to fulfil the mission objective of empowerment of women**
  - Additional courses related to women and gender introduced across disciplines
  - Centre for Women's Studies set up with support from the UGC
  - Training programmes for the uplift of rural women

- **Value-addition and skills development**
  - Additional Certificate Courses introduced
  - EDP training given to students
- **Increasing scope for employment and professional focus**
  - B.Com CS introduced
  - BA History programme changed to History and Tourism
  - Introduction of four year degree programme, Bachelor of Visual Arts
  - Introduction of skill development elective courses
  - Collaborations with research institutes and the corporate sector
- **Responding to different needs of the diverse student community, encouraging innovation and creativity in the teaching-learning process, and ensuring teacher quality**
  - ICT enabled teaching-learning methodologies followed
  - SMART boards installed in classrooms
  - Academic tie ups increased
  - MoUs signed
  - Conferences, seminars, workshops conducted
  - Exchange programmes undertaken for students and staff
  - Star College Scheme supported by DBT for strengthening basic science education
  - Online evaluation of faculty
  - State-of- the-art equipment for all labs
- **Promotion of Research and Enhancement of Research Facilities**
  - Increased focus on promoting research
  - Strengthening extension and outreach activities
  - CRIST research lab for the sciences and additional Research Cell set up
  - Increase in the number of Major and minor projects supported by UGC
  - Increase in number of papers published and presented
  - Increasing numbers of faculty invited as resource persons
  - Continuation of extension projects
  - Increase in number of faculty with doctoral degrees
  - Increase in the numbers of faculty serving on inspection committees, boards of studies, faculty selection panels and academic councils
- **Developing Infrastructure and Facilities to Meet Growing needs**
  - Additional hostel built to accommodate 184 residents
  - A roofed structure to accommodate entire college community for events and functions
  - Disabled-friendly measures – ramps and restrooms constructed
  - Enhanced use of technology in administrative processes
  - Online registration of GE/PE courses
  - Online publication of results
  - Online viewing of attendance

- Online registration for supplementary examinations
  - Online election conducted for the Students' Union
  - CCTVs installed to step up security
  - Digital display boards and additional notice boards to disseminate information
  - Bio-metric system for registering entry and exit of staff
  - Automation of library services
  - Library holdings enhanced to meet the needs of increased research activities
- **Student Support Services**
    - LPP launched for students to enhance their English language skills
    - Mentoring Programme systematised and a booklet introduced for recording progress
    - Regular parent-teacher meetings held
    - Pathway programme activities for developing life-skills, computer skills and English language skills
    - Disability audit conducted and measures taken to facilitate access of disabled students to buildings
    - Financial support for students from socio-economically marginalised backgrounds
    - NET, SET, Civil Services coaching classes
- **IQAC**
    - IQAC structured according to guidelines and functioning streamlined
    - Participatory functioning with departmental representatives
    - Establishing of students' wing
    - Creation of data entry template for collation of data from departments through intranet
    - Organising various training programmes
- **Environmental Initiatives, Best Practices**
    - Rain water harvesting system
    - Solar panels installed for lighting
    - RO plants installed
    - Vermicomposting
    - Mushroom cultivation
    - Herbal garden
    - Grey water recycling
    - Segregation of waste
    - "Green" lab-waste disposal
    - Energy audit conducted
    - Food and water security initiatives taken

## **Future Plans**

The College proposes to

- Introduce professional programmes
- Establish Schools of Excellence
- Introduce dual degree programmes, twinning programmes, and integrated programmes
- Increase the number of certificate courses offered
- Enter into MoUs with research institutes and other organisations
- Encourage faculty and student exchange programmes
- Start virtual classrooms
- Introduce online courses
- To establish another campus at Tirupassur, a village adopted by the College for its extension activities
- To strengthen the Centre for Research
- Setting up an Office of International Programmes
- To acquire University status





**STELLA MARIS COLLEGE**

(AUTONOMOUS)

**17, CATHEDRAL ROAD  
CHENNAI - 600 086.**

**Declaration by the Head of the Institution**

I certify that, the data included in this Self-Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Signature of the Head of the institution

**PRINCIPAL**

**STELLA MARIS COLLEGE**

(AUTONOMOUS)

**17, CATHEDRAL ROAD,  
CHENNAI - 600 086.**

Place: Chennai

Date: 12 August 2013



**STELLA MARIS COLLEGE**

(AUTONOMOUS)

17, CATHEDRAL ROAD  
CHENNAI - 600 086.

## Certificate of Compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that **Stella Maris College (Autonomous)** fulfils all norms

1. Stipulated by the affiliating University (University of Madras)
2. The affiliation and recognition [if applicable] is valid as on date.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date: 12 August 2013

Place: Chennai

Principal/ Head of the Institution

(Name and Signature with Office seal)

Dr. Sr. Jasintha Quadras, fmm

Principal

**PRINCIPAL**  
**STELLA MARIS COLLEGE**  
(AUTONOMOUS)  
17, CATHEDRAL ROAD,  
CHENNAI - 600 086.



NO. 17, CATHEDRAL ROAD, CHENNAI - 600 086, TAMIL NADU.