THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

PART – A

AQAR for the year *(for example 2013-14)* **2017 - 2018**

I. Details of the Institution

1.1 Name of the Institution	Fatima College (Autonomous)
1.2 Address Line 1	Mary Land
Address Line 2	Vilangudi
City/Town	Madurai
State	Tamil Nadu
Pin Code	625 018
Institution e-mail address	fatimacollegemdu@gmail.com
Contact Nos.	0452-2669015
Name of the Head of the Institution:	Dr. Sr. G. Celine Sahaya Mary
Tel. No. with STD Code:	0452-2668016
Mobile:	9791278009
Name of the IQAC Co-ordinator:	Dr. A. I. Auxilia Felicitas

Mobile: 9442168475

IQAC e-mail address: fcdocumentation@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)* 15195

OR

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

EC/64/RAR/31 dated 8.7.2013

Extension for 2 years upto 2020
(Communication received on Jan. 10, 2018)

1.5 Website address: www.fatimacollegemdu.org

Web-link of the AQAR: For ex.

http://www.ladykeanecollege.edu.in

/AQAR2012-13.doc

http://fatimacollegemdu.org/fatima/wp-content/uploads/2015/05/AQAR-2017-2018.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	5	-	2000	5 Years
2	2nd Cycle	A	8.8	2006	5 Years
3	3rd Cycle	A	3.17	2013	7 Years (2 years Extension Given)
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC: DD/MM/YYYY 12.11.2004

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

AQAR (2015-2016) - submitted to NAAC on 15/07/2016

AQAR (2016-2017) - submitted to NAAC on 09/06/2017

1.9 Institutional Status

University	State	T	Central	-	Deemed	-	Private	-
Affiliated College	Yes	T	No	-				
Constituent College	Yes	-	No	-				
Autonomous College of UGC	Yes	T	No					
Regulatory Agency approved Institution	Yes	T	No	-				

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution	Co-education	-	Men	-	Women	T		
	Urban	T	Rural	-	Tribal	-		
Financial Status	Grant-in-aid	T	UGC 2(f)	T	UGC 12B	T		
	Grant-in-aid + Self Financing	T	Totally Self-financing	-				

1.10 Type of Faculty/Programme

Arts	T	Science	T	Commerce	T	Law	-	PEI (Phys Edu)	-
TEI (Edu)	-	Engineering	-	Health Science	-	Management	T		

Others (Specify) Master of Computer Applications (MCA)

1.11 Name of the Affiliating University *(for the Colleges)* Madurai Kamaraj University

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

Autonomy by State/Central Govt. / University State

College with Potential for Excellence - UGC-CPE T

DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	-	DST-FIST	-
UGC-Innovative PG programmes	T	Any other (*Specify*)	-
UGC-COP Programmes	T		

2. IQAC Composition and Activities

2.1 No. of Teachers	6
2.2 No. of Administrative/Technical staff	2
2.3 No. of students	2
2.4 No. of Management representatives	5
2.5 No. of Alumni	2
2. 6 No. of any other stakeholder and Community representatives	-
2.7 No. of Employers/ Industrialists	-
2.8 No. of other External Experts	1
2.9 Total No. of members	18
2.10 No. of IQAC meetings held	27

2.11 No. of meetings with various stakeholders: Students. 3 Faculty 7

Non-Teaching Staff Students - Alumni - Others -

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

If yes, mention the amount -

2.13 Seminars and Conferences (only quality related)

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

Total Nos. - 20

- International - 2
- National - 3
- State - 3
- Institution Level - 6
- Regional - 6

(ii) Themes

- Walking with the Vision & Mission of Christianity in Higher Education in a Secular Country.
- Alternative Teaching Methodologies.
- Lead Kindly Mentors – Teachers as mentors.
- Addictive Use of Mobile Phones and Internet Gadgets among Students.
- Emotional Intelligence at Workplace.
- Professional Ethics.
- Global Talent Mangement in the Digital Era.
- Biomedical Research: Challenges and oppotunities.
- Contemporary Economic Issues and their Implications in India.
- Social Issues: Changes and Challenges (Interdisciplinary View).
- Digital Technologies – A Future Perspective.
- Human Resource Management and Soft Skills.
- Big Data Analytics.
- Digital Transformation in Business.
- Getting Ahead: Interview Matters.
- Solid Waste Management.
- Work your Way to Success.
- Road Map to a Culture of Self- Improvement.

- Enhancing Research Skills.
- Campus to Corporate - Corporate Skills.
- Entrepreneur Development
    - Characteristics of a Successful Entrepreneur
    - Success stories of Entrepreneurs
    - Exploring E-Cells in Campus
    - Design Thinking for Customer Delight

2.14 Significant Activities and contributions made by IQAC

- A **Memorandum of Understanding (MoU) with Binary University, Malaysia** was signed on Apr. 07, 2018 to facilitate knowledge sharing through Staff and Student exchange programmes and by introducing new courses and blended programmes.
- A **Memorandum of Understanding (MoU) was signed with EdCIL India for the "Study in India"programme launched by the Ministry of Human Resource Development** to promote Indian education to foreign students. Fatima College is one of the Partner Institutes in this programme offering specific number of seats for inbound International students.
- **Fatima Incubation** centre was established **–** The following are the **Business Start-ups** initiated:
    - Beauty Parlor
    - Tailoring Unit
    - Nutrition Café
    - Doll Making
- **Fatima Incubation & Skill Training Centre (FIST)** offered skill training on Beauty Culture and Health Care, Paper Recycling, Mushroom Cultivation, Oil Extraction, Vermi-Composting & Composting.

- The **E-Content Development Cell** has taken up the task of producing e-material for the Environmental Awareness Programme which is part of the curriculum offered to the II year Under Graduates.
- **Entrepreneur Development Cell** conducted an Orientation Programme on Entrepreneurship offered by WADHWANI Foundation and NEN jointly with EDII for the I year UG students. The course dealt with the following topics:
    - Characteristics of a Successful Entrepreneur
    - Success stories of Entrepreneurs
    - Exploring E-Cells in Campus
    - Design Thinking for Customer Delight
- **Eco-Sustainability Club**: The club actively endeavours to nurture ecological concerns in students on a regular basis. Throughout the academic year, students created awareness among their peer group on the dire need for healthy eating habits by putting up stalls on Organic Food. The volunteers of the club also strove hard to make the campus plastic free by encouraging Fatimites to use paper and cloth bags instead of plastic ones.
- **Fatima Innovation Drive:** A new competition was introduced along with Fine Arts competitions to put to test the students' flare for newness, competence to think out-of-the-box and to arrive at innovative solutions to challenges that hinder the quality of Higher education in Fatima College. 41 teams participated and submitted reports of their research work after testing their findings on a small scale. Some of the topics on which research was undertaken were:
    - A Study on students satisfaction and expectation towards technological facility provided in Fatima College
    - A Survey on implementation of Google Classroom in Fatima College
    - A Study on the poor eating pattern of adolescent girls
    - Solar Energy harvesting using CD through LED lights
    - Enhancing education through civic knowledge

- **Quality Circle** actively involved in:
    - Organization of traffic near the main gate and parking area
    - Reduction of Water waste
    - Clean and Plastic free campus
    - Maintenance of **Honesty Store** – store selling stationery items, without a store keeper, run on trust placed on student and staff customers. (The items are exhibited in separate transparent containers allowing the student to pick the required item and drop the cost in the money box.)
- **Swachhta Pakhwada** - A Fortnight of cleaning activities as well as Awareness, Surveys and Competitions on Cleanliness were conducted on and off the campus from Sep. 01 to Sep. 15, 2017 in accordance to the communication received from the Ministry of Human Resources Development.
- **Swachh Bharat** – a 100 hour experiential Summer Internship programme to contribute to the cause of rural sanitation in India as part of the Swachhata revolution launched by the Government of India. (May 28 – June 13, 2018).
- **SAILS** (Strategies Adopted to Improve Learning Skills) organised continuous remedial coaching to uplift the slow-learners and to bring them into the mainstream classes as much as possible
- **The Spoken Tutorial** project an initiative of the 'Talk to a Teacher' activity of the **National Mission on Education through Information & Communication Technology** (ICT), launched by the Ministry of Human Resources Development, Government of India in collaboration with IIT Bombay, offered certificate programmes to Fatimites. 1000 students completed the course this year (2017 -2018).
- Certificate Courses on **Foreign Languages** – German (80 hours), Japanese (100 hours) classes were conducted for the Students.

- **Soup Kitchen:** Fatima College Alumnae Association (FCAA) launched "Soup kitchen", an initiative to offer hygienic and nutritious soup to the sports students of Fatima College who unceasingly bring accolades to the institution.
- A Health mix as **supplementary diet**, sponsored by TVS Group of Companies, was given to the sports students.
- Under the **Manna Scheme** free lunch tokens are given for needy students.
- Orientation Programme for Teaching staff – **Walking with the Vision & Mission of Christianity in Higher Education in a Secular Country** (June 13, 2017).
- 7 – Day Faculty Induction Programme for newly appointed staff members (June 15 to 22, 2017).
- Faculty Development Programme for Teaching staff - **Alternative Teaching Methodologies** (Oct. 14, 2017).
- Faculty Development Programme for Teaching staff - **Lead Kindly Mentors** (Jan. 11, 2018).
- Training Programmes for Non-Teaching staff on the topic **"Emotional Intelligence"** (April 06, 2018).
- Motivational session on the topic **"Team Work and Emotional Intelligence"** for the sub-staff (April 06, 2018).
- Awareness Programme for students - **Addictive Use of Mobile Phones and Internet Gadgets among Students** (Jan. 22, 2018).

2.15 Plan of Action by IQAC/Outcome

Plan of Action	Outcome
• To improve efficiency of the young faculty members. Faculty Induction Programme to be conducted.	• 7-day Staff Induction Programmes conducted to orient newly appointed staff about St. Joseph's Culture and Legacy, Decorum of Teacher, Professional Ethics, Group Dynamics and Team-building, Vision and Mission of Higher Education in India, Role of Teachers in Higher Education.

• To enable updating of pedagogic skills of the faculty in order to make them keep abreast of the changing academic scenario Faculty Development programme to be conducted for all the faculty members.	• Faculty Development programme was conducted for all the staff. They were introduced to Alternate Teaching Methodology. The participants learnt how to add voice recording in PowerPoint (PPT) presentations. They were motivated to prepare digital teaching material. They were given a list of new software and websites which would help them use ICT effectively in their classrooms. As an outcome of this programme each Department produced 2 sets of Digital teaching material on their respective subjects.
• To strengthen quality circle activities	• Heavy traffic during the peak hours near the main gate and parking area was regulated and organized • Water waste was reduced to a great extent • Plastic free and clean campus was maintained • Honesty Store – store selling stationery items, without a store keeper, run on trust placed on student and staff customers – was maintained. The honesty level displayed by student-customers was excellent.
• To increase the number of Placements	• 644 students got placed in various companies through campus interview.
• To conduct International Conferences, Seminars, Workshops	A total of 20 seminars were conducted: • International - 2 • National - 3 • State - 3 • Institution Level - 6 • Regional - 6
• To conduct a Quality related International Seminar	• Proposal requesting financial assistance to conduct an International IQAC Seminar was sent to NAAC.

• To enhance the quality of Extension (Reach Out to the Society Through Action - **ROSA**) activities.	• There are 16 target villages where various community programmes were organised. This year a collaborative project with Arogya Welfare Trust, TVS Group of Companies, was started in 7 of those villages. (More details under Research and Extension)
• To increase environmental awareness to public through mural paintings	• Mural paintings on environmental topics were done by students on the compound walls of the college
• To improve solid waste management in college	• Solid Waste Management exhibition was conducted and a compost pit was created to effectively manage the solid leaf litter waste. • A vermi compost pit is also used effectively
• To start coaching classes for UPSC and other Competitive exams	• Initial proposal is approved and the classes will begin next academic year.

* *Attach the Academic Calendar of the year as Annexure.* ***(Refer Annexure-I)***

2.15 Whether the AQAR was placed in statutory body Yes [T] No [-]

Management [T] Syndicate [-] Any other body [-]

Provide the details of the action taken

- Scrutiny was done by the Management.
- Future Plan was designed for the Next Academic Year.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes (Reg. + SF)	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D.	4	-	4	-
PG	15	-	11	-
Professional Courses	2	-	2	-
UG	20	-	8	-
PG Diploma	1	-	1	-
Advanced Diploma	6	-	-	-
Diploma	7	-	-	-
Certificate	30	-	8	-
Others (M.Phil.)	5	-	5	-
Others (Online Courses)	9	1	3	-
Total	99	1	40	-

Interdisciplinary	4	-	-	-
Innovative	1	-	-	-

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

(i) All Courses have Core, Allied, Elective options. Non-major Elective papers offer open options

Pattern	Number of programmes
Semester	UG – Aided – 12 SF – 8 PG – Aided – 4 SF –11 Professional courses – 2 M.Phil. – 5 Ph.D. – 4
Trimester	-
Annual	-

1.3 Feedback from stakeholders* Alumni [T] Parents [T] Employers [T] Students [T]
(On all aspects)

Mode of feedback : Online [T] Manual [T] Co-operating schools (for PEI) [-]

Please provide an analysis of the feedback in the Annexure (Refer Annexure – II)

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

- Every year every Department conducts meeting of its Board of Studies to scrutinise, revise, modify and update the Syllabi.
- Feedback is received by the Deans of Academic affairs from the external members of the Board.
- Apart from Subject Experts the Board has an Industrialist and an Alumna as its members.
- Syllabus is revised once in 3 years.

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

No – Inspection Committee from the Parent University has visited and has given its approval for M.Phil. Physics and Ph.D. Home Science.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

	Total	Asst. Professors	Associate Professors	Management	Others
Regular	102	57	39	6	---
SF	101	51	6	43	1

2.2 No. of permanent faculty with Ph.D.

Regular	70
SF	16

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

	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
Regular	8	-	-	-	-	-	-	-	-	-
SF	28	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-	-	-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	89	92	-
Presented	74	74	-
Resource Persons	-	4	10

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

- Certificate programmes have been offered to train students through Massive Open online Course (MOOC) under the Spoken Tutorial project, which was an initiative of the 'Talk to a Teacher' activity of the **National Mission on Education through Information & Communication Technology (ICT)**, launched by the Ministry of Human Resources and Development, Government of India in collaboration with IIT Bombay Fatima College was recognised as super resource centre last year and this year it has become the nodal resource centre.
- Fatima Incubation and Skill Training Centre (FIST) trained students in Beauty Culture and Health Care, Paper Recycling, Mushroom Cultivation, Oil Extraction, Vermi-Composting & Composting.
- Every Department offers one or more Career Oriented, Certificate, a Diploma or an Advanced Diploma Course off class.

- A certificate course on “Airhostess & Airport Management” was conducted by the Research Centre of English.
- **SAILS** (Strategies Adopted to Improve Learning Skills) organised continuous remedial coaching to uplift the slow-learners and to bring them into the mainstream classes as much as possible
- **INTERNATIONAL ACADEMIC NETWORKING:** A Memorandum of Understanding (MoU) with Binary University, Malaysia was signed on Apr. 07, 2018 to facilitate knowledge sharing through Staff and Student exchange programmes and by introducing new courses and blended programmes.
- A **Memorandum of Understanding (MoU) was signed with EdCIL India for a programme launched by the Ministry of Human Resource Development** called **“Study in India”.** Fatima College is the Partner Institute in this programme offering specific number of seats for inbound International students.
- E - material produced by the staff is provided in CDs to all I UG students for the online Foundation course in each Programme.
- E - material on respective subjects was produced with audio narration of teachers as an outcome of Faculty Development Programme.
- Entrepreneur Development Cell conducted an Orientation Programme on Entrepreneurship which dealt with the following topics: Characteristics of a Successful Entrepreneur, Success stories of Entrepreneurs, Exploring E-Cells in Campus, Design Thinking for Customer Delight.
- Streamlined textbooks and workbooks are produced by the Research Centre of English for Part II English students.
- Street Plays are performed by students of the Department of Sociology with Computer Applications during the lunch break on social themes to create an awareness and impact on students.

- Students of Environmental Awareness Course make ecofriendly products and food items and they conduct a sale of the products every week.

2.7 Total No. of actual teaching days during this academic year | 188 |

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

- Double Valuation of the end semester examination papers for III UG, PG and M.Phil..
- Third valuation is carried out for papers with discrepancy.
- Online Testing through Multiple Choice Questions.
- All first and second year UG end semester papers are transparent to the students.
- NCC is offered as Non-Major elective.
- Credit transfer from candidates of other universities is permitted.
- Current students and private candidates can appear for any supplementary paper in Odd/Even end semester examination of April / November.
- Application forms for registration for Supplementary Examinations can be downloaded from the web site.
- CIA marks are published in the website and students are able to view them online.
- Internal Improvement for CIA in the subsequent semester for students who are failing in spite of getting minimum pass percentage in end Semester Exams.
- External Exam for Skill based papers.
- Extra credit for advanced learners.
- The whole examination section is moving towards paperless work.
- Staff, Panels of Examiners and associated personnel are contacted only through e-mails to minimize use of paper.

- CIA marks and End Semester Results are published on the specified date in the college website. Results are also forwarded to the registered mobile numbers of all the students.

- Water and tamper proof Teslin Mark Sheets with QR Code, Static Bar Code, Gold Foil and student specific serial number are to be issued.

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

37	198	-

2.10 Average percentage of attendance of students

80%

2.11 Course/Programme wise distribution of pass percentage:

APRIL – 2017						
Title of the Programme	Total no. of students appeared	Division				
		Distinction	I Class	II Class	III Class	% of Pass
UG Regular						
History	38	2	6	13	5	68
Economics	40	-	11	21	4	90
Sociology With CA	31	1	16	11	-	90
English	75	1	31	28	15	100
Tamil	45	4	26	8	2	89
Mathematics	77	54	16	5	-	97
Physics	52	22	22	4	-	92
Chemistry	53	17	29	3	-	92
Zoology	49	4	24	16	-	90
Home Sci. with FBT	34	13	16	3	-	94
Computer Science	53	24	13	14	1	98
Commerce	75	12	26	20	7	87
PG Regular						
Economics	15	-	10	-	NA	67
Tamil	14	-	12	-	NA	86

Physics	23	3	15	-	NA	78
Commerce	31	4	15	-	NA	61
UG Self-Financing						
English	79	5	19	35	19	99
Mathematics	154	75	65	11	-	98
IT	56	6	40	10	-	100
BCA	56	15	28	10	-	95
BBA	54	6	13	17	7	80
Commerce with CA	105	5	42	43	4	90
PG Self-Financing						
History	9	-	6	1	NA	78
English	44	-	20	19	NA	89
Social Work	12	3	8	-	NA	92
Mathematics	57	40	10	-	NA	88
Chemistry	22	3	12	-	NA	68
Zoology	-	-	-	-	NA	-
Human Nutrition & Nutraceuticals	12	6	6	-	NA	100
Computer Science	-	-	-	-	NA	-
Commerce With CA	36	9	18	1	NA	78
MBA	50	6	39	3	NA	96
MCA	52	12	37	-	NA	94
M.Sc. IT & M	21	4	17	-	NA	100
M.Sc. CS & IT	16	7	9	-	NA	100
M. Phil.						
Economics	3	2	1	-	NA	100
English	29	-	21	6	NA	93
Tamil	9	4	5	-	NA	100
Mathematics	17	17	-	-	NA	100
Commerce	15	5	10	-	NA	100
Diploma Courses						
P.G.D.C.A.	46	18	19	-	NA	80
F.D.G.C.	13	5	7	-	-	92

APRIL – 2018						
Title of the Programme	Total no. of students appeared	Division				
		Distinction	I Class	II Class	III Class	% of Pass
UG Regular						
History	28	3	6	6	4	68
Economics	40	3	8	13	5	73
Sociology With CA	38	-	23	10	-	87
English	76	-	34	26	6	87
Tamil	54	3	23	10	6	85
Mathematics	71	48	18	-	-	93
Physics	47	12	24	8	-	94
Chemistry	56	18	27	3	-	86
Zoology	43	6	12	11	-	67
Home Sci. with FBT	42	25	9	-	-	81
Computer Science	48	11	9	1	-	44
Commerce	78	10	21	22	4	73
PG Regular						
Economics	11	1	6	1	NA	73
Tamil	8	-	4	-	NA	50
Physics	30	3	13	-	NA	53
Commerce	29	2	7	-	NA	31
UG Self-Financing						
English	77	4	26	30	8	88
Journalism & Mass Communication	24	-	6	12	1	79
Mathematics	152	75	55	2	-	87
IT	56	8	33	11	-	93
BCA	53	16	31	5	-	98
BBA	61	4	26	17	7	89
Commerce with CA	104	11	32	22	-	63
PG Self-Financing						
History	9	-	3	4	NA	78

English	50	-	21	20	NA	82
Social Work	29	2	23	-	NA	86
Mathematics	49	38	7	-	NA	92
Chemistry	26	1	13	-	NA	54
Zoology	4	-	-	-	NA	0
Human Nutrition & Nutraceuticals	24	10	6	-	NA	67
Computer Science	32	5	16	1	NA	69
Commerce With CA	33	4	20	-	NA	73
MBA	59	12	27	-	NA	66
MCA	59	11	38	-	NA	83
M.Sc. IT & M	32	9	23	-	NA	100
Diploma Courses						
P.G.D.C.A.	40	30	3	-	NA	83
F.D.G.C.	16	13	2	-	-	94

NA = Not Applicable

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

IQAC periodically conducts training and retraining programmes in order to enhance the quality of teaching – learning processes. The following programmes were conducted:

- Faculty Development Programme organised for teaching staff on Teaching-Learning Techniques.
- Staff Induction Programmes conducted to orient newly appointed staff about culture of St. Joseph of Lyons, decorum of teacher, dedicated service, effective management of stress and time.
- Feedback from the students every semester is a major tool to evaluate the Teaching & Learning processes.
- Annual Online Peer Evaluation of Staff members is held.
- Scrutiny and evaluation of e - material produced by the staff are done in a systematic way by a panel of members constituting the Senior faculty of each department and a member of the IQAC.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	**Number of faculty benefitted**
Refresher courses attended	7
UGC – Faculty Improvement Programme	-
HRD Programmes	-
Orientation Programmes	12
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	4
Summer / Winter schools, Workshops, etc.	20
Others: Conferences/Seminars	33

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees		Number of Vacant Positions		Number of permanent positions filled during the Year		Number of positions filled temporarily	
	Reg.	SF	Reg.	SF	Reg.	SF	Reg.	SF
Administrative Staff	23	6	2	-	-	-	-	2
Technical Staff	14	8	-	-	-	4	-	1

Criterion – III

3. Research, Consultancy and Extension

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

- The Research Advisory Cell (RAC) with teaching staff from various disciplines advices and sets-up guidelines for future growth of various research activities of the Teaching Staff and Students.
- RAC identifies thrust areas of research and facilitates preparation and development of research proposals. It has organised two International Conferences on the topics “Biomaterials and Nano Chemistry” & “Biomedical Research: Challenges and Opportunities”.

- Publication of An International Journal entitled, Fatima International Journal of Commerce, Humanities and Science is in the offing.
- Students' Resource Forum (SRF) is an active wing of the RAC. The members of RAC motivate students to undertake various research projects.
- A research fest titled **Exploria** is organized by the RAC to showcase research activities of students from various colleges and awards are given to the best candidates.
- All the Ph. D holders among the faculty are encouraged to take up Research Guideship.
- Publications in International Journals, e –journals (scopus-indexed/web of science) are motivated.
- Faculty is encouraged to write and edit books.
- An International Journal FACET is published annually by the Research Centres of Economics, English, Tamil and Commerce.
- Best Performance Awards are given to the faculty under 4 different categories - Arts, Science, Self Financing courses and Professional Courses based on the API Score.
- Best Scholar Award is given to the outstanding research scholar.
- RAC (Research Advisory Cell) Fatima College funds one Research Project.
- FCAA (Fatima College Alumnae Association) funded 2 Research Projects during 2017-18.

3.2 Details regarding Major Projects

	Completed	**Ongoing**	**Sanctioned**	**Submitted**
Number	1	-	-	-
Outlay in Rs. Lakhs	5,92,898.50	-	-	-

3.3 Details regarding Minor Projects

	Completed	**Ongoing**	**Sanctioned**	**Submitted**
Number	-	8	-	-
Outlay in Rs. Lakhs	-	7,91,900	-	-

***8 UGC Sponsored Minor Research Projects are undertaken** *(Refer Annexure – III)*

3.4 Details on research publications

	International	National	Others
Peer Review Journals	81	3	23
Non-Peer Review Journals	-	-	-
e-Journals	26	1	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range 0.6 – 7.19 Average 2.89 h-index - Nos. in SCOPUS 17

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

Nature of the Project	Duration Year	Name of the Funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	0
Minor Projects	2017-18	UGC	11,76,900	7,91,900
Interdisciplinary Projects	-	-	-	0
Industry sponsored	-	-	-	0
Projects sponsored by the University/ College	-	-	-	0
Students research projects *(other than compulsory by the University)*	2017-18	TNSCST	-	20,000
Any other(Specify)	2017-18	RAC, Fatima College	-	25,000
		FCAA, Fatima College	-	30,000
Total	-	-	11,76,900	8,66,900

3.7 No. of books published i) With ISBN No. 3 Chapters in Edited Books 21

ii) Without ISBN No. -

3.8 No. of University Departments receiving funds from

UGC-SAP [-] CAS [-] DST-FIST [-]

DPE [-] DBT Scheme/funds [-]

3.9 For colleges Autonomy [T] CPE [T] DBT Star Scheme [-]

INSPIRE [-] CE [-] Any Other (specify) [-]

3.10 Revenue generated through consultancy [Rs. 1400]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	2	3	3	-	6
Sponsoring agencies	Self funded	Self funded	Self funded	-	Self funded

3.12 No. of faculty served as experts, chairpersons or resource persons [34]

3.13 No. of collaborations International [1] National [1] Any other [-]

3.14 No. of linkages created during this year [43]

3.15 Total budget for research for current year in lakhs:

From funding agency (FCAA) [30, 000] From Management of College [25,000]

Total [55, 000]

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
16	7	6	3	-	-	-

`

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

37

81

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

-

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

JRF 7 SRF 4 Project Fellows 3 Any other -

3.21 No. of students Participated in NSS events:

University level 150 State level -

National level - International level -

3.22 No. of students participated in NCC events:

University level - State level 2

National level 2 International level

3.23 No. of Awards won in NSS:

University level - State level -

National level - International level -

3.24 No. of Awards won in NCC:

University level - State level -

National level - International level -

3.25 No. of Extension activities organized

University forum - College forum 42

NCC - NSS - Any other -

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

- Reach out to Society through Action (ROSA) is the Extension Activities Committee.

- Sixteen villages were already recognised as Target Villages and activities have been going on.
- A proposal for funding assistance was submitted to TVS Ltd and first phase of collaborative activities with TVS began.
- Medical Camps were arranged at 7 villages - Kondayampatti, Sambakulam, Nedungulam, Thirumalnatham, Thiruvedagam, C. Pudur and Thanichiyam.
- Tutoring for school students of these villages was done.
- Awareness Programmes on:
    - Leprosy
    - Evils of Open Defecation
    - Dengue
    - Conservation of Energy Resources and Alternative Energy
    - Government Welfare Schemes
    - Importance of Savings
    - Beneficiaries – 1500 villagers
- Capacity building Programmes on the following topics:
    - Preparation of house hold items
    - Preparation of herbal medicine
    - Preparation, processing and preservation of food
- Follow up of Kitchen Gardens set up last year.
- Seed ball distribution.
- Planting of more saplings.
- Solid Waste Management Exhibition-Cum-Seminar was organised in collaboration with Green Club – Dr. Aneesh Sekhar, Commissioner, Madurai Corporation inaugurated the programme and Mr. S. V. Pathy explained the effective ways of managing solid wastes by demonstration. 3500 College

students and 200 school children visited the exhibition and understood the concept of Waste into Wealth.

- Leaf litter – compost pit was prepared.
- Participated in the Government Cleanliness drive Swachchta Pakhwada.
- 50 students participated in the Swachh Bharat Summer Internship (SBSI). It is a 100 hour programme. They actively participated in Swachh Bharat work on various themes like, solid waste management, composting pit, sanitation, open defecation free environment. They performed street plays, conducted door to door meetings, wall painting, construction of toilet, cleaning, and awareness activities (May 28 – June 13, 2018).

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	37acres	-	-	37acres
Class rooms	90	-	UGC	90
Laboratories	29	-	-	29
Seminar Halls	5	-	-	5
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	54	50	UGC & Management	104
Value of the equipment purchased during the year (Rs. in Lakhs)	-	12,29,339	UGC & Management	12,29,339
Others	-	-	-	-

4.2 Computerization of administration and library

- Administrative Office and Examination Section-Fully automated.
- Library-OPAC system if followed- Fully automated.

4.3 Library services:

	Existing		Newly Added		Total	
	No	**Value**	**No.**	**Value**	**No.**	**Value**
Text Books	122439	37,91,069.65	1969	8,23,809.00	124408	46,14,878.65
Reference Books	5340	-	28	-	5368	-
E-Books	9	18,000.00	63	-	72	18,000.00
Journals	328	3,16,715.00	26	61,000.00	354	3,77,715.00
E-Journals	128	1,39,000.00	-	-	128	1,39,000.00
Digital Database	3	19,500.00	3	90,270.00	6	1,09,770.00
CD & Video	2513	28,976.00	13	5,185.00	2526	34,161.00
Thesis	3051	43,13,260.65	209	9,80,264.00	3260	52,93,524.65

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	612	7	10mbps	3	3	2	23	-
Added	-	-	24mbps	-	-	-	-	-
Total	612	7	34mbps	3	3	2	23	-

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

- The College has collaborated with the Spoken Tutorial Project an initiative of the 'Talk to a Teacher' activity of the National Mission on Education through Information and Communication Technology (ICT), launched by the Ministry of Human Resources Development (MHRD), Government of India. The Spoken Tutorial project **(MOOC - Massive Open Online Courses)** is being developed by IIT Bombay for MHRD, Government of India.
- **National Resource Centre - Cyber Security and Cyber Crime** on campus orgainsed a Nine-Day Awareness Programme on Cyber Security was held in Fatima College, Madurai.

- **Computer Literacy** Course is offered to all I DC students according to the level of their competency and previous knowledge of Computers.
- E - material on respective subjects was produced with audio narration of teachers as an outcome of Faculty Development Programme.

4.6 Amount spent on maintenance in lakhs:

i) ICT	52,410
ii) Campus Infrastructure and facilities	93,34,119
iii) Equipments	3,96,863
iv) Others	9,14,045
Total :	1,06,97,437

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The IQAC Coordinator/one of the Asst. Co-ordinators is a member in all committees that discuss and make decisions regarding Students' Support and Welfare activities.
- **College Handbook & Calendar** which contains general information about all Student Support Activities is given to every student.
- Head of the institution meets the students every Friday in the **general assembly** and openly gives information about the students' services and progression.
- Freshers are given orientation about the Student Support Service on the first day.
- An **Open Forum** is arranged by the Management in which the students are welcome to express their **grievances** and the authorities try to redress the same as much as possible.
- **Deans of Extra-Curricular Activities** meet the students regarding the cultural activities and competitions and disseminate all information.

- Placement Officer & Coordinator of **Institute-Industry Interface Cell** is also an IQAC member.
- **Entrepreneurship Development Cell** functions with the sole aim of financially empowering young women by training them on entrepreneurial skills.
- **Guidance & Counselling Cell** fosters mental health and well-being among the students through frequent, regular and customised counselling.
- **Foreign Students' Welfare Cell** meets twice a year to disseminate information to the foreign students regarding the educational system of the college, the facilities provided for them, and a general awareness of the culture and of the college and the society outside. The Head of the Institution meets them whenever the need arises.
- **Mentoring** is given importance because of the challenges faced by the youth in today's world. The Mentoring Facilitation Committee through the mentors provide academic, psychological and emotional counseling to the students.
- **Mother Rose Students' Care Fund** – Contributed by the students and **Mother Rose Student Aid Fund** – Contributed by the Management and faculty are used for providing financial help to the needy students.
- Information regarding all Government Scholarships and Private Sponsorships is given to the students.
- An amount from **FCAA Fund (Fatima Alumnae Association)** and Fund collected from **Staff of individual Departments** are used to help deserving students pay their tuition fees.
- **Information Alert** to Parents given through **FCPING,** a messaging facility. The students' Internal Marks & details of their Attendance are also sent through FCPING.
- College **Website Committee** publishes CIA marks and End Semester results.
- **Infirmary** for students who fall ill – 2 staff are in charge.

- Vice Principals take care of the **Manna Scheme** – free lunch tokens for deserving students.
- **Soup Kitchen:** FCAA has launched "Soup kitchen" an initiative to offer hygienic and nutritious soup to the sports students of Fatima College who unceasingly bring accolades to the institution.

5.2 Efforts made by the institution for tracking the progression

- Suggestions from members of statutory bodies like Governing Body, Planning and Evaluation Committee and Awards Committee are carried out in whichever way possible.
- Students' needs are represented to the Management.
- Students Grievance Cell meetings are conducted. After hearing grievances redressal is done to the maximum.
- Elaborate discussions and concrete decisions regarding students issues are made in the meetings of the College Council, IQAC, Heads of the Departments and General Staff.
- Suggestions from the Alumnae given during the Annual Alumnae Meet are given utmost priority.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3671	954	18	77

(b) No. of students outside the State | 17 |

(c) No. of International students | 9 |

Men

No	%
-	-

Women

No	%
4720	100

Last Year 2016-2017						This Year 2017-2018					
General	SC	ST	OBC	Total	Physically Challenged	General	SC	ST	OBC	Total	Physically Challenged
121	403	22	4088	4634	13	119	350	40	4211	4720	21

Demand ratio **1:6** Dropout **2.2 %**

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

- Awareness programme for IAS programme conducted

  Coaching classes to commence from July 2018

- NET/ SET coaching will also commence.

No. of students beneficiaries | - |

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	5	GATE	-	CAT	1
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	60

5.6 Details of student counselling and career guidance

- There is a professional Counsellor for the students. Students can meet the counsellor in the Counselling and Guidance Cell by fixing an appointment.
- Besides, each Department has two trained Counsellors.
- There is a Career Corner in the Library which highlights various career opportunities
- There is a Placement Officer and Institute Industry Interface committee which organises sessions and training programmes regarding career guidance.
- Students are provided a Campus Interview Training manual to prepare them for facing Campus Interviews and to hone their employability skills.

No. of students benefited | 3671 |

5.7 Details of campus placement

On Campus			***Off Campus***
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
9	2981	644	-

5.8 Details of gender sensitization programmes

11 programmes were organised on gender sensitization

5.9 Students Activities

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

State/ University level | 50 | National level | 5 | International level | -

No. of students participated in cultural events

State/ University level | 226 | National level | 6 | International level | -

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

Sports: State/ University level | 21 | National level | - | International level | -

Cultural: State/ University level | 40 | National level | 3 | International level | -

5.10 Scholarships and Financial Support

	Number of students	**Amount**
Financial support from institution	434	20,12,295
Financial support from government	1255	34,03,460
Financial support from other sources	49	9,32,230
Number of students who received International/ National recognitions	10	89,500

5.11 Student organised / initiatives

Fairs : State/ University level | 2 | National level | - | International level | -

Exhibition: State/ University level | - | National level | - | International level | -

5.12 No. of social initiatives undertaken by the students | 6

5.13 Major grievances of students (if any) redressed:

- Transportation timings regularised.
- Hygiene in canteens redressed.

- More number of drinking water points.
- Adequate water in rest rooms provided.
- More number of sinks provided for student facility. Wash basins at strategic points.
- Traffic at the college entrance has been regularised.
- Adequate parking area for two wheelers for both staff and students.
- Wi-Fi facility in entire campus.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION:

- To empower women by developing human capabilities through quality education based on Christian values, making them responsible citizens who can work for the advancement of the society and promote communal harmony in the multicultural reality of India.

MISSION:

- Energize Women towards Academic excellence through Quality Education. To endow them with character, competence, creativity and commitment. To Awaken in them Societal concern and eco-consciousness. To enable them to excel as responsible citizens in the multi-cultural and multi religious Indian context.

6.2 Does the Institution have a Management Information System

- Yes. It is applied in administrative procedures including finance, appointment of staff, students' admission, students' records, evaluation and examination procedures, and research.
- The college calendar provides all information about the institution.
- Academic information are displayed in notice boards for students and staff.

- Digital notice board flashes everyday events.
- Intranet provides complete information regarding administration to the staff.
- Every information is updated in the College website.
- Database Management Software Development: creation and development of Fatima Staff and Students' Database.
- An Information Alert to parents is given through FCPING. It has been created to send bulk SMS messages to parents about their wards' absence from college/classes, internal and external test scores and various activities of the college.
- Public address system during the assembly.

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

6.3.1 Curriculum Development

- Conduct of board of studies meeting by all the Departments and presenting the suggestions and recommendations and changes made in accordance with them in the academic council.
- Introducing more flexibility in curriculum designing to incorporate skill oriented courses which would increase the global competency of the students.
- Encouraging teaching staff to act as Board of Studies members of other institutions.
- Getting feedbacks from various external members of different Committees and Cells like Industrialists, Subject Experts from Universities and other Colleges
- Strengthening Alumnae data base and associations to get maximum suggestions.
- Organising and attending Seminars, Workshops on Curriculum Development and Material Production.
- Establishing linkages with Industries and mandating Study visits and Internships for students to analyse the curriculum needed for employability

- Continuous evaluation of the employability of students monitored by the Institute-Industry Interface Cell.
- Ensuring inclusion of ICT based and other Computer related papers in all the Programmes.
- Ensuring that the curriculum has global parity and competence.
- Incorporating environmental consciousness, human rights awareness, ethical values, inclusivity as much as possible in the curriculum.

6.3.2 Teaching and Learning

- ICT enabled Teaching-learning is provided.
- Besides Chalk and Talk method, other methods like Role Play, Seminars, Brain Storming Sessions, Power Point Presentation, Video Clippings, Audio Records, Projects, Surveys and on the Spot Study are adopted.
- Enabling Student-centred, interactive, collaborative and experiential learning
- Online Foundation Course to I UG with E-material.
- Industrial visits and Internships.
- To enhance learning 15 and 30 Library hours for students of UG & PG respectively are mandated.
- Documentaries, Short films.
- E-content material.
- Projects mandated for PG students.
- Bridge Courses and Remedial Courses enhanced with inclusion of more ICT based teaching material.
- Awards given for the best innovative project, which are also funded by College.

6.3.3 Examination and Evaluation

- Evaluation outcomes are monitored regularly.
- Suggestions from the External members of different Committees and Cells like Industrialists, Subject Experts from Universities and other Colleges are incorporated.

- Regular reforms are carried out following best practices from other Institutes.
- Double Valuation of the end semester examination papers for III UG. PG and M.Phil.
- Third valuation is carried out for papers with discrepancy in marks.
- All I and II UG End Semester Exam papers are transparent to the students.
- Online testing through Multiple Choice Questions.
- Innovative assignments and projects encouraged – open-book assignments, scrap work, Documentary production, Short Film making, creative use of mobile apps, Video and Audio recording.
- Comprehensive Viva for PG students.
- Credit transfer from candidates of other universities is permitted.
- Current students and private candidates can appear for any supplementary paper in Odd/Even end semester examination of April / November.
- Internal Improvement for CIA in the subsequent semester for students who are failing in spite of getting minimum pass percentage in end Semester Exams.

6.3.4 Research and Development

- Separate Research Advisory Cell (RAC) with 2 Deans of Research and Students' Resource Forum (SRF), an active wing of RAC ensure the planning and execution of all research based activities.
- Publication of An International Journal entitled, Fatima International Journal of Commerce, Humanities and Science is in the offing.
- An International Journal entitled FACET is published every year by the research centres.(ISBN: 0975-6973)
- A research fest titled Exploria'18 is organized by the RAC to showcase research activities of students from various colleges.
- Book publication, editing, reviewing, publication in Scopus indexed peer-reviewed Journals, presentation and publication of research articles by staff and students are encouraged.

- Almost all Faculty with Ph.D. have taken up Research supervision.
- Steps are taken to make all staff register for Ph.D.
- There are 8 UGC Sponsored Minor Research Projects undertaken.
- Proposals for Research projects are sent regularly to various funding agencies like UGC, NAAC, ICSSR

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library – Equipped with INFLIBNET, DELNET, AIRC and NIRMALS.
- ICT – Claroline, Web map, Intranet Server, Reach, Statistical Package and broadband connectivity.
- Instrumentation Centre equipped with FTIR, Raman Spectroscopy, HPLC, Fibre Plus, Kelplus, AAS, UV Spectroscopy, CA Ch. Analyser, Auto Analyser.
- Wi-Fi Enabled campus.

6.3.6 Human Resource Management

- Recruitment of both Teaching and Non-Teaching staff is done based on merit.
- No capitation fee received from the Teaching and Non-teaching staff on their appointment.
- 36 faculty members and 4 Non-Teaching staff have been appointed in the current year.
- Human potential is well utilized.
- Orientation Programmes and in-service training programmes are organised to develop the human resources.

6.3.7 Faculty and Staff recruitment

- 36 (8 Reg. + 28 SF) faculty members and 4 (1 Reg. + 2 SF) Non Teaching staff have been appointed in the current year.

6.3.8 Industry Interaction / Collaboration

- One industrialist forms part of the board of studies of all departments.
- All PG students have one month internship in industry related to their discipline.
- 44 MoUs have been signed.

- Placement officer plays a vital role in linking industry and institution and facilitates campus interviews to enhance the employment ratio.

6.3.9 Admission of Students

- Preference is given to rural, first generation students and those with special sports capabilities.
- Students are admitted based on merit.
- No capitation fee for admission.
- Differently abled students are given due consideration.

6.4 Welfare schemes for

Teaching	Medical Insurance (Regular Staff), ESI (SF Staff)	
Non Teaching	Medical Insurance (Regular Staff), ESI (SF Staff)	
Students	**Government Schemes**	**College Schemes**
	• District Backward Classes Welfare Scholarship • Most Backward Classes Scholarship • District Adi - Dravidar Welfare Scholarship • Adi - Dravidar Welfare Higher Education Special Scholarship • Adi - Dravidar Welfare Prize Money Award • Tuition Fee Concession to PG SC/ST students	• Mother Rose Students' Care Fund ➢ Manna Token ➢ Dress to Poor students ➢ Fee Concession ➢ Medical Treatment • Mother Rose Student Aid Fund • Free Study Tour • Earn While You Learn Scheme • Students' Aid Fund (Special Fees) • Sports Concessions • Hostel Fee Concessions • Alumnae Contributions • Sponsors from outside

6.5 Total corpus fund generated | 4, 75, 00, 000 |

6.6 Whether annual financial audit has been done Yes | T | No | - |

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	yes	Deans of Arts, Science and Self-Financing Courses
Administrative	yes	JDCE office and AG office	-	-

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

For UG Programmes Yes [T] No [-]

For PG Programmes Yes [T] No [-]

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

- Corrected End semester Exam papers are distributed to students of I and II UG ensuring transparency.
- Double valuation is conducted for III UG and PGs.
- Third valuation is carried out for papers with discrepancy.
- Question bank is used for End Semester Examinations for the 1st and 2nd year UG classes.
- Within 30 days of Examination results are published.
- July Supplementary Examinations are conducted for the out gone students.
- Staff, Panels of Examiners and associated personnels are contacted only through e-mails to minimize use of paper.
- CIA marks and End Semester Results are published on the specified date in the college website. Results are also forwarded to the registered mobile numbers of all the students.
- Water and tamper proof Teslin Mark Sheets with QR Code, Static Bar Code, Gold Foil and student specific serial number are to be issued.

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

- Whenever a new course is introduced University sends a Commission to inspect the institution regarding its eligibility.
- University is represented in all statutory bodies such as Governing Body, Academic Council, Board of Studies and Planning, Evaluation Commission and Awards Committee.
- University nominees give suggestions and guidance.

6.11 Activities and support from the Alumni Association

- Fatima College Alumnae Association (FCAA) is a registered body.
- Every year in the second Saturday of July the Alumnae Meet is conducted in the College. Illustrious alumnae are invited as Chief Guests. The alumnae share their experiences, interact with the staff and give suggestions for the growth of the institution.
- Well – placed Alumnae create endowments and make monetary contributions towards the welfare of the students.
- Every year the Alumnae Association educates nearly 30 students from its fund.
- The role of their feedback is significant in curriculum development and other activities for the development of the college.
- They have contributed monetarily to enhance the infrastructure of the college
    - Counselling Room
    - Waste paper Recycling Machine
    - Solar Power Lights
    - Oil Extraction Unit
    - Water Cooler

- Soup Kitchen: FCAA has launched “Soup kitchen” an initiative to offer hygienic and nutritious soup to the sports students of Fatima College who unceasingly bring accolades to the institution.
- 2 Research projects have been funded by FCAA. Rs. 15,000 was awarded to each of the research proposals titled, “Alleviation of Anemia among the Freshers of Fatima College” submitted by Dr. Vasantha Esther Rani, Associate Professor and Head, Department of Home Science with Food Biotechnology and “Development of Self-enhancement and Social Conscience among Students in Fatima College", submitted by Dr. P. Shyamala, Associate Professor and Head, Department of Management Studies respectively.
- Skill Development: To nurture entrepreneurial skill and to train the students on the same an Oil Extraction Unit has been sponsored.
- To strengthen the Alumnae Association, Chapters are created in Chennai and Nellai.
- Their subject expertise/career experiences are also used in conducting certificate and diploma courses for our students.

6.12 Activities and support from the Parent – Teacher Association

- Parent – Teacher Association is an effective forum, where the parents openly clarify their doubts and give suggestions.
- Parent – Teacher Meet is conducted in June and July for I & II UG students and I year PG students.
- Grievances are also expressed by the parents and the management takes it positively and tries to redress them.

6.13 Development programmes for support staff

- Development Programme on the topic ‘Emotional Intelligence’ was given.
- Grievance redressal is done.
- Every year Excursion is arranged.
- A Welfare fund is instituted for the non – teaching staff.

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

- Plastic free campus is maintained.
- Flower pots are setup and taken care by the students in every block.
- The campus has more than 1000 trees and gives clean and fresh air.
- There is a rain water harvesting pond.
- Periodically old trees are felled and new saplings are planted.
- Variety of plants are pruned and watered so as to have a green campus.
- Herbal garden is maintained by the students of the Department of Zoology.
- Solar lights are installed.
- Composting/Vermicomposting pits have been created.
- Waste paper Recycling Machine has been installed.
- Incinerator is installed.
- Participation in all Government Cleanliness Drives – Swachchta Pakhwada – Swachh Bharat.
    - Fortnight of Swachhata activities were conducted on and off the campus in accordance to the communication received from the Ministry of Human Resource Development.15 – day activities
        - Clean Mess Day
        - Clean Hostel Day
        - Green Campus Day
        - Clean neighbourhood – garbage cleaning in public spaces
        - Visit to Market nearby to study cleaning system
        - Visit to Government Hospital – Cleanliness Drive
        - Visit to Village – Awareness
- Green Club & ROSA jointly organized Exhibition-cum-Seminar on "Solid Waste management" – Vermibed is formed - compost pit training is given to students.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- **Fatima Incubation & Skill Training Centre (FIST)** is established and it offers skill training on Beauty Culture and Health Care, Paper Recycling, Mushroom Cultivation, Oil Extraction, Vermi-Composting & Composting.
- The **E-Content Development Cell** has taken up the task of producing e-material for the Environmental Awareness Programme which is part of the curriculum offered to the II year Under Graduates.
- **Eco-Sustainability Club**: The club actively endeavours to nurture ecological concerns in students on a regular basis. Throughout the academic year, students created awareness among their peer group on the dire need for healthy eating habits by putting up stalls on Organic Food. The volunteers of the club also strove hard to make the campus plastic free by encouraging Fatimites to use paper and cloth bags in lieu of plastic ones.
- **Fatima Innovation Drive** a new competition was introduced along with Fine Arts competitions to put to test the students' flare for newness, competence to think out-of-the-box and to arrive at innovative solutions to challenges that hinder the quality of Higher education in Fatima College. 41 teams participated and submitted reports of their research work after testing their findings on a small scale.
- Certificate Courses on **Foreign Languages** – German (80 hours), Japanese (100 hours) classes for Students.
- A **Memorandum of Understanding (MoU) with Binary University, Malaysia** was signed on Apr. 07, 2018 to facilitate knowledge sharing through Staff and Student exchange programmes and by introducing new courses and blended programmes.

- A **Memorandum of Understanding (MoU) was signed with EdCIL India for the "Study in India"programme launched by the Ministry of Human Resource Development** to promote Indian education to foreign students. Fatima College is one of the Partner Institutes in this programme offering specific number of seats for inbound International students.
- **SWACHHTA PAKHWADA** - A Fortnight of cleaning activities as well as Awareness, Surveys and Competitions on Cleanliness were conducted on and off the campus from Sep. 01 to Sep. 15, 2017 in accordance to the communication received from the Ministry of Human Resources Development.
- **Mural Paintings** were done by students on the compound walls of the college – the paintings were on environmental awareness theme. Students' displayed their creativity - the compound walls of the college for a fresh new look.
- Separate **Research Advisory Cell (RAC)** with 2 Deans of Research and **Students' Resource Forum (SRF)**, an active wing of RAC ensure the planning and execution of all research based activities.
- **RFID system** is used in library.
- End Semester Examination papers of all first and second year UG students are transparent to the students.
- Solid Waste Management Exhibition was conducted – 200 school children benefitted.
- Vermicomposting and Compost pits are created.
- FCAA has launched **"Soup kitchen"** an initiative to offer hygienic and nutritious soup to the sports students of Fatima College who unceasingly bring accolades to the institution.
- **C-Zone** Tournament for School Students was hosted in Fatima Campus.
- TN Govt. Rural Livelihood Movement Madurai and Fatima College jointly organized **"College Bazaar".**

- **Alumnae Reunions** of 1974 - 1977 & 1981- 84 Batches.
- Musical Concert of the Traditional Japanese Instrumental Group WASABI organized in collaboration with the Consulate General of Japan, The Japan Foundation & Surya Nihongo Gakko, Madurai.
- **Swachh Bharat** – A 100 hour Summer Programme – 50 students participated in 10 batches (May 28 – June 13, 2018).

Best Practices:

- Meditation in Action Movement (MAM) - It focuses on bringing stability and in creating a peaceful environment among students and within themselves through regular practice of meditation.
- Observation of
    - International Yoga Day
    - World Breastfeeding Week
    - National Nutrition Week
    - World Water Day
    - National Science Day
    - World AIDS Day
    - Communal Harmony Week
- Pick 'N' Drop – Honesty Store.
- Short Film Production by Students.
- Material Production.
- Streamlining.
- Jaws software for the Visually Challenges.

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

Plan of Action decided upon at the beginning of the year:

- Exploring new avenues to sign MoUs with industries, NGOs and institutions.

- To organise (a) Faculty Development Programmes, (b) Faculty Induction Programme, (c) Students Motivation/Awareness Programme and (d) Training/Motivational Programmes for the Non-teaching and (e) sub-staff.
- To introduce M.Phil. Programme in the Physics & Ph.D. Programme in Home science Departments.
- Collaborating with nationally and internationally reputed institutions facilitating exchange programmes for both staff and students.
- To motivate the staff to publish more number of research articles in referred journals.
- To make the Quality Circle more effective and vibrant.
- Strengthen Consultancy.
- To increase the Placement Ratio in reputed corporates.
- To make publications Scopus Indexed (Scopus the largest abstract and citation Database of peer-reviewed literature: Scientific Journals, Books & Conference proceedings).
- To conduct a Quality related International Seminar.
- To enhance the quality of Extension (Reach Out to the Society Through Action - ROSA) activities.
- To increase environmental awareness to public through mural painting.
- To improve solid waste management in college.
- To start coaching classes for UPSC and other Competitive exams.

Action Taken Report (ATR)

- 44 MoUs have been signed this academic year. ***(Refer Annexure – IV)***
- Faculty Development programme was conducted for all the staff. One was on the topic Alternate Teaching Methodology. The participants learnt how to add voice recording in PowerPoint (PPT) presentations. They were motivated to prepare digital teaching material. They were given a list of new softwares and websites which would help them to use ICT effectively in their classrooms. As

an outcome of this programme each Department produced 2 sets of Digital teaching material on their respective subjects.

- A session on the topic "Lead Kindly Mentors" highlighting the role of teachers as mentors was conducted.
- 7-day Faculty Induction Programme conducted to orient newly appointed staff about St. Joseph's Culture and Legacy, Decorum of Teacher, Professional Ethics, Group Dynamics and Team-building, Vision and Mission of Higher Education in India, Role of Teachers in Higher Education.
- Awareness Programme for students - Addictive Use of Mobile Phones and Internet Gadgets among Students.
- Training Programmes for Non-Teaching staff on the topic "Emotional Intelligence".
- Motivational session on the topic "Team Work and Emotional Intelligence" for the sub-staff.
- Ph.D. Home Science introduced. Inspection Committee from the Parent University has finished its visit and has given its approval for M.Phil. in Physics. The Programme will start next academic year.

a. **Quality Circle** actively involved in:

   i. Organization of traffic near the main gate and parking area
   ii. Reduction of Water waste
   iii. Clean and Plastic free campus
   iv. Maintenance of **Honesty Store** – store selling stationery items, without a store keeper, run on trust placed on student and staff customers. (The items are exhibited in separate transparent containers allowing the student to pick the required item and drop the cost in the money box.

- Consultancy needs to be strengthened.

- 644 students got placed in various companies through campus interview - Placement increased.
- 17 publications in Scopus indexed journals.
- Proposal requesting financial assistance to conduct an International IQAC Seminar was sent to NAAC.
- There are 16 target villages where various community programmes were organised. This year a collaborative project with Arogya Welfare Trust, TVS Group of Companies, was started in 7 of those villages. (More details under Research and Extension).
- Mural paintings on environmental themes were done by students on the compound walls of the college.
- Solid Waste Management exhibition-cum-seminar was conducted. Dr. Aneesh Sekhar, Commissioner, Madurai Corporation inaugurated the programme and Mr. S. V. Pathy explained the effective way of managing solid wastes by demonstration. 3500 College students and 200 school children visited the exhibition and understood the concept of Waste into Wealth and a compost pit was created to effectively manage the solid leaf litter waste.
- Initial proposal is approved and the UPSC coaching classes will begin in July 2018-19.

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

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

1. Innovative Curriculum to ensure employability of the students

Features of the practice:

- ❖ Curriculum of every programme ensures effective implementation of ICT based teaching and learning.
- ❖ Production of e-material and other teaching material tailor-made to suit the learning requirements of students.

- ❖ All syllabi are designed with the objective to provide the students with global competence.
- ❖ Flexibility in Curriculum gives wide options of courses to choose from.
- ❖ Consistent updation of knowledge of faculty on teaching and learning methods and curriculum development through Seminars, Conferences, Workshops and Training Programmes.
- ❖ Updating Curriculum based on feedbacks from all stakeholders and from external members of different Committees and Cells like Industrialists, Subject Experts from Universities and other Colleges.

2. Consistent and sustained contribution to environmental awareness, protection and conservation

Features of the practice:

- ❖ Ensuring that almost all programmes organized in college are in some way or other connected to environmental awareness and conservation.
- ❖ Quality Circles are involved in maintaining plastic free, clean campus, and reduction of water waste.
- ❖ Participation in all Government related Cleanliness Programmes.
- ❖ Focus of Extension activities (ROSA) of the college mainly on creating awareness in the people about alternative energy resources and environmental protection and facilitating developmental activities in the target villages.
- ❖ Training students in keeping the campus eco-friendly and in other related skills like paper recycling, solid waste management, creating vermi-compost pits, composting, herbal gardening and seed ball preparation.
- ❖ Sustained quality initiatives taken in this regard by Eco-sustainability Club, NSS, Green Club and Students of Environmental Awareness Course.
- ❖ Monetary support from Fatima College Alumnae Association (FCAA) in installing Solar Power Lights and Waste Paper recycling unit.

7.4 Contribution to environmental awareness / protection

- Activities by NSS, ROSA, Green Club and II DC Students of Environmental Awareness
    - ❖ Awareness program on
        - ✓ Hazards of Open defecation
        - ✓ Conservation of energy resources and alternative energy
        - ✓ Benefits of Herbal plants.
    - ❖ Seed ball preparation and distribution.
    - ❖ Kitchen Gardens were initiated in each adopted village.
    - ❖ Solid waste management Exhibition-cum-Seminar.
- Mural Paintings on Environmental topics done on compound walls.

7.5 Whether environmental audit was conducted? Yes | T | No | - |

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

At Fatima College SWOT Analysis was done internally

Strengths:

- Value based education.
- Eco –Friendly campus.
- ICT enabled teaching –learning.
- Wi-Fi enabled campus.
- Highly supportive management.
- Dedicated and committed faculty.
- Strong Workforce.
- Effective Alumnae Association.
- Intelligent and innovative students.
- Supportive Parents and other stake holders.
- Material Production.
- Transparency of semester paper.

- JAWS for the Visually Challenged.
- Alternative energy resources.

Weaknesses:

- Lack of International popularity & Global reach.
- Lack of collaboration with international institutes.
- No Patents have been obtained.

Opportunities:

- Research culture is progressing.
- Community Service programmes provide opportunities to serve and uplift the rural women.
- Availability of the various schemes and programmes of the UGC and the Government.
- Exchange programme with foreign universities.

Challenges:

- Lack of funds for development of the college.
- First generation learners and students from rural background.
- Schemes and proposals requesting financial assistance pending for long.

8. Plans of the institution for the next year

- **QUALITY INITIATIVES**

- Increase linkages with Foreign Universities to enable faculty and student exchange programmes.
- Upgradation of all PG departments to research centres.
- Form cluster departments with other colleges for sharing of resources, Faculty expertise, Infrastructure and Library resources and exchange of good practices.
- Centralised Coaching Centre for CA, ACS, UPSC, TNPSC, SET, NET and other Competitive Exams to be initiated in collaboration with reputed

alumnae. So that good number of professionals like auditors, Company Secretaries, Group I officials (IAS, IPS) and SET/NET qualified PG's can emerge from Fatima College.

- Centre for ICT based Teaching and e - learning Resources.
- Enable more inclusive education by admitting more of differently-abled students and transgenders.
- Increase the number of Business Start-ups in the incubators to hone the entrepreneurial skills of the students and to generate revenue tapping the resources available with Staff, Students, and Alumnae.
- Departments to be encouraged to offer consultancy services to agriculturists, food industry and textiles.
- Quality Circle to be made more effective in identifying problems and finding solutions for the development of the college.

➢ **TEACHING LEARNING**

- Curriculum development to be taken to the next level with the development of e-material for all papers of all courses.
- To set up a special need-based learning centre for differently abled students.
- To encourage faculty to update themselves by taking up additional courses and by undergoing trainings.

➢ **RESEARCH**

- Articles from researchers abroad to be invited for publication in the international journal of Fatima College.
- Patent rights to be obtained by individual departments.
- Research papers to be published mainly in internationally reputed journals, scopus indexed Journals with high impact factors.
- At least one research paper to be published by each staff every semester.

- All Ph.D. holders to register with Universities to become Research Supervisors.
- Students to be encouraged to take up small funded projects.

➢ **EXTENSION – ROSA (REACH OUT TO SOCIETY THROUGH ACTION)**

- To fulfill the Institution's Social Responsibility by establishing a tie-up with local Corporate Industries like TVS, Hi-tech Arai Ltd and Fenner.
- To setup core-stakeholders' committees in the target villages to ensure effective follow up of Services extended to them.
- To intensify the activities to ensure visible outcome based changes in the villages like
    - Kitchen garden in every household.
    - Seed ball preparation and distribution.
    - Total prevention of open defecation.
    - Tuition centres for students in every village with a permanent facilitator.
    - Effective solid waste management.
    - Women trained in various skills after undergoing a variety of skill training courses for self employment.
- To implement organic farming in selected villages using the manure. prepared by the college.
- To document and record the culture, folkart, customs, rituals, and heritage of the villages and bring it to the limelight by posting in the website.
- Develop a blood group log on campus and in the adopted villages to facilitate blood donation.

➢ GREEN PRACTICES

- Seed ball preparation and distribution to target villages of ROSA.
- Kitchen garden in every household.
- Compost pit – solid waste management.
- Vermi Composting.
- Production of organic manure for herbal garden and for sale.
- More Solar lights to be fixed in campus to increase conservation of power and use of alternate energy.
- Rain water harvesting system to be established at 5 different places to make sure that 100 % of rain water is saved.
- To have sustained green audit.

Name: **Dr. A. I. Auxilia Felicitas**

Signature of the Coordinator, IQAC

Name: **Dr. Sr. G. Celine Sahaya Mary**

Signature of the Chairperson, IQAC

_____***_____

Annexure - I
ACADEMIC CALENDAR

JUNE – 2017

Date	Day	Particulars	Shift I	Shift II
1	Thursday			
2	Friday			
3	Saturday			
4	Sunday			
5	Monday	World Environment Day / Awards Committee		
6	Tuesday			
7	Wednesday			
8	Thursday	Registration for July Supplementary Exams - Begin		
9	Friday			
10	Saturday			
11	Sunday			
12	Monday			
13	Tuesday	Orientation Program for Teaching Staff		
14	Wednesday	College Reopens for II & III UG & II PG – Prayer Service	1	M
15	Thursday		2	2
16	Friday	Registration for July Supplementary Exams - Close	3	3
17	Saturday			
18	Sunday			
19	Monday	Induction Program for Newly appointed Staff	4	4
20	Tuesday		5	5
21	Wednesday	College reopens for I UG, I PG – Prayer Service/ International Yoga Day	6	6
22	Thursday		1	1
23	Friday		2	2
24	Saturday			
25	Sunday			
26	Monday	Ramzan		
27	Tuesday	Last date to pay the fee without fine	3	3
28	Wednesday		4	4
29	Thursday		5	5
30	Friday		6	6

In everything and everywhere, have only God, God's will and God's glory before your eyes, and make no account of anything else.

Maxim: 16 ***WD:12***

JULY – 2017

Date	Day	Particulars	Shift I	Shift II
1	Saturday			
2	Sunday	65th Birthday of the College		
3	Monday	College Birthday Celebration	1	M
4	Tuesday		2	2
5	Wednesday		3	3
6	Thursday		4	4
7	Friday		5	5
8	Saturday	Alumnae Meet		
9	Sunday			
10	Monday		6	6
11	Tuesday		1	1
12	Wednesday		2	2
13	Thursday	Last date to pay the fees with fine	3	3
14	Friday	Orientation for Catechists	4	4
15	Saturday	Catechism		
16	Sunday			
17	Monday		5	5
18	Tuesday		6	6
19	Wednesday	Union Inauguration	1	1
20	Thursday		2	2
21	Friday	Parent's Meet I UG & I PG	3	3
22	Saturday			
23	Sunday			
24	Monday		4	4
25	Tuesday		5	5
26	Wednesday		6	6
27	Thursday		1	1
28	Friday		2	2
29	Saturday	Parent's Meet - II UG	3	3
30	Sunday			
31	Monday		4	4

Desire neither praise nor reward for your good works in this life and you will have deeper and fuller life in eternity.

Maxim: 21 **WD:22**

AUGUST – 2017

Date	Day	Particulars	Shift I	Shift II
1	Tuesday		5	5
2	Wednesday		6	6
3	Thursday		1	1
4	Friday		2	2
5	Saturday		3	3
6	Sunday			
7	Monday		4	4
8	Tuesday	T1 – PG	5	5
9	Wednesday	T1	6	6
10	Thursday	T1	1	1
11	Friday	T1	2	2
12	Saturday	Catechism / International Youth Day		
13	Sunday			
14	Monday	Krishna Jayanthi		
15	Tuesday	Independence Day		
16	Wednesday		3	3
17	Thursday		4	4
18	Friday	SB1 - T1	5	5
19	Saturday	SB2/ EDC – T1	6	6
20	Sunday			
21	Monday		1	1
22	Tuesday	NME – T1	2	2
23	Wednesday		3	3
24	Thursday		4	4
25	Friday	Vinayagar Chathurthi		
26	Saturday	Springs 2017	W	M
27	Sunday			
28	Monday		5	5
29	Tuesday		6	6
30	Wednesday		1	1
31	Thursday		2	2

Love nothing but God and what can be called divine.

Maxim: 23 ***WD:22***

SEPTEMBER – 2017

Date	Day	Particulars	Shift I	Shift II
1	Friday	Registration for End Semester Examinations (Regular, Supplementary, Private Candidates) Begins	3	3
2	Saturday	Bakrid		
3	Sunday	Students' Retreat		
4	Monday	EA – T1	4	4
5	Tuesday	Teachers' Day Celebration	5	M
6	Wednesday	VE – T1	6	6
7	Thursday		1	1
8	Friday	International Literacy Day	2	2
9	Saturday			
10	Sunday			
11	Monday		3	3
12	Tuesday	Registration for End Semester Exam- Closes	4	4
13	Wednesday	Listening Test – I UG	5	5
14	Thursday	Listening Test – II UG	6	6
15	Friday	International Day of Democracy	1	M
16	Saturday	Muthamilvizha	2	M
17	Sunday			
18	Monday		3	3
19	Tuesday	SB1 - T2	4	4
20	Wednesday	SB2/EDC-T2	5	5
21	Thursday	International Day of Peace	6	6
22	Friday	NME – T2	1	1
23	Saturday			
24	Sunday			
25	Monday	T2 – PG	2	2
26	Tuesday	T2	3	3
27	Wednesday	T2	4	4
28	Thursday	T2	5	5
29	Friday	Ayuda Pooja		
30	Saturday	Vijaya Dhasami		

Let your affections and actions be guided by reason and duty and not by caprice and natural inclinations.

Maxim: 36 **WD:21**

OCTOBER – 2017

Date	Day	Particulars	Shift I	Shift II
1	Sunday	International Day of Older Persons / Muharam		
2	Monday	Gandhi Jayanthi		
3	Tuesday	Practical Examinations Begin	6	6
4	Wednesday		1	1
5	Thursday	World Teachers' Day	2	2
6	Friday	Founder's Day / Fatima Day	3	3
7	Saturday	Catechism		
8	Sunday			
9	Monday	Final Consolidation – PG	4	4
10	Tuesday	Final Consolidation – UG	5	5
11	Wednesday		6	6
12	Thursday		1	1
13	Friday		2	2
14	Saturday			
15	Sunday			
16	Monday	World Food Day / Deepavali celebration	3	3
17	Tuesday	International Day for the Eradication of Poverty		
18	Wednesday	Deepavali Holidays		
19	Thursday			
20	Friday		4	4
21	Saturday	SB 1 - External	5	5
22	Sunday			
23	Monday	SB2/EDC – External, Last Working Day	6	6
24	Tuesday			
25	Wednesday	Staff Retreat		
26	Thursday			
27	Friday			
28	Saturday			
29	Sunday			
30	Monday	Thevar Jayanthi		
31	Tuesday	End Semester Exams begin		

Never complain about anyone but yourself.

Maxim: 38 **WD:13**

NOVEMBER – 2017

Date	Day	Particulars	Shift I	Shift II
1	Wednesday	All Saints' Day		
2	Thursday	All Souls' Day		
3	Friday			
4	Saturday			
5	Sunday			
6	Monday			
7	Tuesday			
8	Wednesday			
9	Thursday			
10	Friday			
11	Saturday			
12	Sunday			
13	Monday			
14	Tuesday			
15	Wednesday			
16	Thursday			
17	Friday			
18	Saturday			
19	Sunday			
20	Monday	College Reopens	1	1
21	Tuesday		2	2
22	Wednesday		3	3
23	Thursday		4	4
24	Friday		5	5
25	Saturday	International Day for the Elimination of Violence against women		
26	Sunday			
27	Monday	Last date to pay the fee without fine	6	6
28	Tuesday		1	1
29	Wednesday		2	2
30	Thursday		3	3

Always be serious when you are with others, but let it be a joyful seriousness, courteous and full of a gentle and reserved simplicity.

Maxim: 45 **WD:9**

DECEMBER – 2017

Date	Day	Particulars	Shift I	Shift II
1	Friday	Milad–Un–Nabi / World AIDS Day		
2	Saturday		4	4
3	Sunday	International Day of Persons with Disabilities		
4	Monday		5	5
5	Tuesday		6	6
6	Wednesday		1	1
7	Thursday		2	2
8	Friday		W	M
9	Saturday	Fine Arts	W	M
10	Sunday	Human Rights Day		
11	Monday		3	3
12	Tuesday		4	4
13	Wednesday	Last date to pay the fee with fine	5	5
14	Thursday		6	6
15	Friday		1	1
16	Saturday	Catechism		
17	Sunday			
18	Monday		2	2
19	Tuesday		3	3
20	Wednesday		4	4
21	Thursday		5	5
22	Friday		6	6
23	Saturday	Christmas Celebration	W	M
24	Sunday	Christmas Holidays begin		
25	Monday	Christmas		
26	Tuesday			
27	Wednesday			
28	Thursday			
29	Friday			
30	Saturday			
31	Sunday			

Interpret all things from the best possible point of view.

Maxim: 52 **WD:15**

JANUARY – 2018

Date	Day	Particulars	Shift I	Shift II
1	Monday	New Year		
2	Tuesday			
3	Wednesday	College Reopens	1	1
4	Thursday		2	2
5	Friday		3	3
6	Saturday	Catechism		
7	Sunday			
8	Monday		4	4
9	Tuesday	T1 – PG	5	5
10	Wednesday	T1	6	6
11	Thursday	T1	1	1
12	Friday	T1	2	2
13	Saturday	SB1 – T1	3	3
14	Sunday			
15	Monday			
16	Tuesday	Pongal Holidays		
17	Wednesday			
18	Thursday		4	4
19	Friday	SB2/ EDC - T1	5	5
20	Saturday	Pongal Celebration	6	6
21	Sunday			
22	Monday		1	1
23	Tuesday		2	2
24	Wednesday		3	3
25	Thursday		4	4
26	Friday	Republic Day		
27	Saturday	Hostel Day		
28	Sunday			
29	Monday		5	5
30	Tuesday		6	6
31	Wednesday		1	1

When you work for the neighbor do it with a very unselfish love which expects no reward for its services.

Maxim: 55 **WD:19**

FEBRUARY – 2018

Date	Day	Particulars	Shift I	Shift II
1	Thursday	Registration for End Semester Examinations -		
		(Regular & Private candidates) Begins	2	2
2	Friday		3	3
3	Saturday	Catechism		
4	Sunday			
5	Monday		4	4
6	Tuesday		5	5
7	Wednesday		6	6
8	Thursday		1	1
9	Friday		2	2
10	Saturday			
11	Sunday			
12	Monday	Registration for End Semester Examinations - Closes	3	3
13	Tuesday		4	4
14	Wednesday		5	5
15	Thursday		6	6
16	Friday		1	1
17	Saturday	Sports Day	W	M
18	Sunday			
19	Monday		2	2
20	Tuesday		3	3
21	Wednesday		4	4
22	Thursday		5	5
23	Friday		6	6
24	Saturday			
25	Sunday			
26	Monday		1	1
27	Tuesday		2	2
28	Wednesday		3	3

Be constant in the way of life and virtue you have chosen, changing nothing about it except to improve it.

Maxim: 62 **WD:20**

MARCH – 2018

Date	Day	Particulars	Shift I	Shift II
1	Thursday	EA – T2	4	4
2	Friday		5	5
3	Saturday	Catechism		
4	Sunday			
5	Monday	Listening Test – I UG / / VE- T2	6	6
6	Tuesday	Listening Test – II UG	1	1
7	Wednesday		2	2
8	Thursday	T2-PG / International Women's Day	3	3
9	Friday	T2	4	4
10	Saturday	Convocation Day		
11	Sunday			
12	Monday	T2	5	5
13	Tuesday	T2	6	6
14	Wednesday	NME – T2 / Practical Exams Begin	1	1
15	Thursday		2	2
16	Friday	SB1 – T2	3	3
17	Saturday			
18	Sunday	Ugadi – Telugu New Year		
19	Monday	St. Joseph's Day		
20	Tuesday	SB2/EDC – T2	4	4
21	Wednesday	International Day for the Elimination of Racial Discrimination	5	5
22	Thursday	World Water Day	6	6
23	Friday		1	1
24	Saturday	College Day		
25	Sunday			
26	Monday		2	2
27	Tuesday		3	3
28	Wednesday		4	4
29	Thursday	Mahavir Jayanthi		
30	Friday	Good Friday		
31	Saturday			

Strive to be kind always to everyone and unkind to no one.

Maxim: 64 **WD:19**

APRIL – 2018

Date	Day	Particulars	Shift I	Shift II
1	Sunday	Easter		
2	Monday	World Autism Awareness Day	5	5
3	Tuesday	Final Consolidation – UG & PG	6	6
4	Wednesday		1	1
5	Thursday		2	2
6	Friday	Union Valediction	3	3
7	Saturday	SB - External	4	4
8	Sunday			
9	Monday	SB/ EDC - External	5	5
10	Tuesday	Last Working Day – I UG, II UG , I PG & Farewell	6	6
11	Wednesday	Candle Light Ceremony		
12	Thursday			
13	Friday			
14	Saturday	Tamil New Year Day / Dr. Ambedkar's Birthday		
15	Sunday			
16	Monday			
17	Tuesday			
18	Wednesday	End Semester Examinations begin		
19	Thursday			
20	Friday			
21	Saturday			
22	Sunday			
23	Monday			
24	Tuesday			
25	Wednesday			
26	Thursday			
27	Friday			
28	Saturday			
29	Sunday			
30	Monday			

Advance good works until they are almost finished; and then, whenever possible, let them be completed by someone else who will receive the honour.

Maxim: 85 **WD:8**

MAY – 2018

Date	Day	Particulars	Shift I	Shift II
1	Tuesday	International Workers Day		
2	Wednesday			
3	Thursday			
4	Friday			
5	Saturday			
6	Sunday			
7	Monday			
8	Tuesday	World Red Cross Day		
9	Wednesday			
10	Thursday			
11	Friday			
12	Saturday			
13	Sunday			
14	Monday			
15	Tuesday	International Day of Families		
16	Wednesday			
17	Thursday			
18	Friday			
19	Saturday			
20	Sunday			
21	Monday	World Day for Cultural Diversity for Dialogue & Development		
22	Tuesday			
23	Wednesday			
24	Thursday			
25	Friday			
26	Saturday			
27	Sunday			
28	Monday			
29	Tuesday			
30	Wednesday			
31	Thursday			

Profit from the opportunities that arise to practice the general virtues in their highest degree.

Maxim: 89

Annexure – II

Analysis of the Feedback

Feedback from Students:

- Feedback is obtained from all final year (UG and PG) students regarding the curriculum.
- Student representatives are members of the Board of Studies of every Department.
- Their suggestions are considered while designing new curriculum and upgrading the existing one.
- Online Feedback of Students about the performance of the Teaching Faculty is collected every year from all the students. The appreciations, constructive criticism and suggestions for improvement are passed on to the faculty through the Management.

Feedback from Alumnae:

- An alumna is a member of the Board of Studies of every Department.
- Their comments and suggestions are recorded in the Minutes of the meetings of the various Boards of Studies.
- They are generally appreciative of the career prospects of the skill-oriented courses offered in Fatima College.
- They also offer suggestions regarding new skill oriented courses and ideas based on their career experience which can increase effectiveness of the courses.
- The feedback of the alumnae is also obtained during the Annual Alumnae Meet. The former students are appreciative about
    - the general culture of the college – the kind of family bonding they had enjoyed
    - the holistic growth of the students provided by the college through its various curricular, co-curricular and extra-curricular programmes

Feedback from Parents

- Parent- Teacher's meet is conducted every year for all the students. The parents are provided opportunity
    - to make their representations at the general meeting
    - for one to one interaction with the class teachers, course teachers and heads of individual departments
- Feedback from parents are highly appreciative of
    - the relevance of the curriculum to the present global employability requirements
    - the excellent quality of the teachers and the teaching methodologies adopted
    - the holistic growth of the students aimed at through the academic

curriculum and through other courses like Value Education, Human Rights Awareness and Environmental Awareness.
    - the excellent infrastructure and the clean, eco-friendly campus
    - the importance given to discipline of the students
- The oral representations made by the parents during these meetings are considered to bring about developmental changes on the following aspects:
    - more effective functioning of the college
    - their respective wards' activities at home and performance in college
    - disciplinary issues
    - better hostel facilities

Feedback from Experts/Industrialists

- The suggestions of the experts/industrialists from outside who are the members of statutory bodies are recorded in the minutes of the meetings of the various bodies, councils and committees
- Their feedback is used to improve our curriculum in order to have courses that have an industry linkage and to increase employability ratio.
- The Board of Studies of each Department has Subject Experts and academicians at the national and state level who review the curriculum and give valuable suggestions to update each course.
- At the time of question paper setting for the End semester examinations feedback on curriculum is obtained from Academic peers by the Controller of Examinations and the contents of the same are passed on to the Departments for improvement.
- These feedback mechanisms have helped the college in curriculum enrichment, enabling it to keep pace with the emerging trends and contribute to National development.

Annexure – III

List of UGC sponsored Minor Research Projects

S. No.	Name	Title of the Project	Sanctioned Amount (`)
1.	**Dr. Ancemma Joseph,** Assistant Professor, Department of Physics	Investigation of Soliton Model in Biomembranes and Nerves	1,00,000
2.	**Dr. B. Vinosha,** Assistant Professor, Department of Chemistry	Design and Synthesis of Fused Arylhybrids via Greener Routes	2,20,000
3.	**Dr. J. Saral Evangelin,** Assistant Professor, Department of History	Educational Empowerment of Piramalai Kallars Through the Works of Christian Missionaries in Madurai District	80,000
4.	**Dr. Mary Magdalene,** Associate Professor**,** The Research Centre of English	A Critique of Feminine Stereotypes in Western Fairy Tales: Towards Gender Sensitization	1,15,000
5.	**Dr. B. Suganthana,** Assistant Professor, Department of Chemistry	Equilibrium and Kinetic Approach on Removal of Some Heavy Metal Ions from Polluted Waters of Various Areas of Vaigai River in Madurai District, Tamil Nadu Using Various Adsorbents	1,40,000
6.	**Ms. J. Asnet Mary,** Assistant Professor, Department of Zoology	Development and Characterization of Anti-peptide Antibodies and its Applications in Elucidating Dengue Virus-Host Interaction	1,50,000
7.	**Dr. V. Bharathi,** Assistant Professor, Department of Botany	Isolation-Characterization and Bioactivity of Phytocomponents from an Endemic Medicinal Plant Jatropha Maheswarii Subr. & Nayar. (Euphorbiaceae), Tamilnadu	2,76,900
8.	**Dr. S. Selvarani,** Associate Professor**,** Department of Chemistry	Development of Novel Organic Photoactive Materials for NLO Application	95,000
		Total	11,76,900

Annexure – IV

List of MoUs

S. No.	Department	Association with	Signed Date
1.	Fatima College, Madurai	Binary University, Malaysia	Apr. 07, 2018
2.		EDCIL (India) Limited, Study in India Programme, Noida	June 15, 2018
3.	Placement	Mozhi Training & Management Solutions	Mar. 04, 2018
4.		SRV Schools,	Feb. 22, 2018
5.		Bharathis Oxaliss International school	Dec.16, 2017
6.		Thaai group of Institutions	Jan. 19, 2018
7.		NICE Education	Oct. 21, 2017
8.	History	DHAN Foundation, Madurai	July 26, 2017
9.		S.A. Knitwear Pvt. Ltd., Madurai	
10.	Economics	Knitwear Garments (Navas Babu)	-
11.		Sri Jeyarekha Industries (Dr. A. Selvaraj)	
12.	Sociology with CA	Initiative for Women in Development (IWID), Chennai	-
13.		Center for Education and Rural Development, Madurai	Sep. 03, 2012
14.		Center for Social Analysis – TTS, Madurai	-
15.	English	DHAN Foundation to produce Documentaries	-

16.		LoI: A letter of Intent was signed with St. Joseph School for the Blind, Paravai	Mar. 17, 2016
17.	Mathematics	• Sri Jeya Rekha Industries, Madura	-
18.	Physics	• Vadamalayan Hospital, Madurai	-
19.	Chemistry	• Central Leather Research Institute, Chennai.	-
20.	Zoology	• BioGeno Laboratory	2006
21.		• Monalisa Beauty Clinic	2006
22.		• Prem Clinical Laboratory	2013
23.		• Agaram Institute of Life Science Studies	2015
24.		• Mahatma Gandhi Yoga Institute	2013
25.	Home Science with FBT	• Antenna Nutritech and Research Foundation, Madurai.	-
26.		• Apollo Hospitals, Madurai.	-
27.		• Atchaya Millets Ready Mix, Madurai Shenbagam Hospital, Madurai	-
28.		• Bethshan Special School, Madurai	-
29.		• Indian Institute of Crop Processing & Technology, Tanjore	-
30.		• S. A. Knitwears Pvt. Ltd., Madurai	-
31.		• Shenbagam Hospital, Madurai	-
32.		• SNP Milk	-

33.		• V.V.V. & Sons Edible Oils Ltd., Madurai	-
34.		• Pidilite Industries Limited, Chennai	-
35.		• Institution Tie-ups with Tamilnadu Food Grains Marketing Yard	July 28, 2017
36.	Commerce	• Company Secretaries of India (ICSI)	-
37.	BBA	• Indian Bank Regional Circle, Madurai	May 5, 2017
38.		• Shreeja Paper Cups, Madurai	-
39.		• Pattwari Bakers, Madurai (Parle G)	-
40.	Computer Applications (BCA)	• Galaxy Finishing School, Madurai.	-
41.		• INVICTUS Technologies, Chennai.	-
42.	Management Studies	• nmore, Secunderabad	July 01, 2015
43.		• Tamil Nadu Council for Enterprise Development (TACED)	Aug. 01, 2015
44.		• System Domain, Bangalore	Nov. 18, 2016