

**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN
(AUTONOMOUS), SIVAKASI.**

(Affiliated to Madurai Kamaraj University, Re-accredited with "A" Grade by NAAC,
College with Potential for Excellence by UGC & Mentor Institution under UGC PARAMARSH)



Internal Quality Assurance Cell

Action Taken Report – 2019-2020

In order to promote the holistic academic excellence, IQAC channelizes and systematizes the plan of action and evaluates its outcomes. The plan of action and outcomes for the academic year 2019-2020 are stated below:

| Plan of Action | Action Taken |
|---|---|
| Curriculum: | |
| <ul style="list-style-type: none"> To introduce add on courses like Office Automation Lab, Image Design using Photo Shop Lab. | <ul style="list-style-type: none"> Introduced the add on courses like Office Automation Lab and Image Design using Photo Shop Lab. |
| <ul style="list-style-type: none"> To introduce certificate course in Basic Accounting and Accounting Software, Agricultural Entrepreneurship. | <ul style="list-style-type: none"> Introduced the certificate course in Basic Accounting and Accounting Software, Agricultural Entrepreneurship in the academic year 2019-2020. |
| <ul style="list-style-type: none"> To revise curriculum for all UG, PG, Certificate/Diploma Programmes. | <ul style="list-style-type: none"> Revised the curriculum for all UG, PG, Certificate/ Diploma Programmes. |
| <ul style="list-style-type: none"> To introduce B.Com (Professional Accounting) | <ul style="list-style-type: none"> Introduced B.Com (Professional Accounting). |
| <ul style="list-style-type: none"> To implement Outcome based Education with CBCS as per the UGC guidelines | <ul style="list-style-type: none"> Implemented Outcome based Education with CBCS as per the UGC guideline. |
| | <ul style="list-style-type: none"> Assessed the attainment level of students during the academic year 2019-2020. |
| | <ul style="list-style-type: none"> Received approval to conduct Diploma in Office Management under NSQF, UGC New Delhi. |
| Teaching Learning: | |
| <ul style="list-style-type: none"> To set up video centre and recording theatre in order to prepare econtent modules. | <ul style="list-style-type: none"> Green Matte Studio, a state-of-the-art Lecture Capturing System and an Audio-Visual Centre was established for the preparation of e-content modules. |
| | <ul style="list-style-type: none"> Installed Lecture Capturing System in 10 classrooms in order to enhance the learning outside the classroom. |
| | <ul style="list-style-type: none"> Purchased EDraw Max and Adobe Captivate Software to design and develop the mind maps. |

| Plan of Action | Action Taken |
|---|---|
| <ul style="list-style-type: none"> To implement Outcome Based Education with CBCS as per the UGC guidelines from the academic year 2019-2020. | <ul style="list-style-type: none"> Outcome Based Education is implemented in our institution in the academic year 2019-2020 and the Course Outcome (CO) is measured through the performance of students by the various direct and indirect assessment tools. |
| Infrastructure: | |
| <ul style="list-style-type: none"> To have an Annual Maintenance Contract for Higher end science instruments. | <ul style="list-style-type: none"> Had Annual Maintenance Contract (AMC) for UV and Potentiostat equipments. |
| <ul style="list-style-type: none"> To construct additional stair case in MCA block. | <ul style="list-style-type: none"> Constructed additional stair case in MCA block. |
| <ul style="list-style-type: none"> To increase more number of rest rooms. | <ul style="list-style-type: none"> Work in Progress. |
| <ul style="list-style-type: none"> To establish more number of smart class rooms. | <ul style="list-style-type: none"> Established 10 Smarts Class rooms with LCS facility. |
| <ul style="list-style-type: none"> To implement more startup programs under Incubation Centre. | <ul style="list-style-type: none"> Seven startup programmes have been implemented. |
| | <p>Name and Nature of Start-up</p> |
| | <p>1. ChemEmpor - Home care products</p> |
| | <p>2. Kissan Innova - Agricultural Products</p> |
| | <p>3. Yos Deliza - Nutritive Food Products</p> |
| | <p>4. Kraftiga - Arts and Crafts</p> |
| | <p>5. Explora - Designing and App development 6. Thukhil - Fashion Products 7. Belle - Beauty and Personal care products & Herbal Cosmetics</p> |
| Information Resource Centre: | |
| <ul style="list-style-type: none"> To install RFID (Radio Frequency Identification). | <ul style="list-style-type: none"> Steps to be taken. |
| <ul style="list-style-type: none"> To create a special section for special children (Deaf and Dumb). | <ul style="list-style-type: none"> Established a special section for special children (deaf and dumb). |
| <ul style="list-style-type: none"> To create a group study section. | <ul style="list-style-type: none"> Established a group study section. |
| Research Development: | |
| <ul style="list-style-type: none"> To increase the number of meetings and workshops on Intellectual Property Rights. | <ul style="list-style-type: none"> Seminar on "Patents, Copyright & Research Methodology" was conducted by the Department of Tamil on 29.08.2019 & 30.08.2019. |
| Examination Cell: | |
| <ul style="list-style-type: none"> To organize a One Day State Level Workshop for Faculty on "Reforms in Curriculum Design and Evaluation" based on OBE. | <ul style="list-style-type: none"> Organized a State Level Workshop for Faculty on "Reforms in Curriculum Design and Evaluation based on OBE" on 27.07.2019 between 9.30 am to 4.00 pm. Beneficiaries: 169 Faculty members from 22 colleges. |

| Plan of Action | Action Taken |
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| <ul style="list-style-type: none"> To organize Staff Meeting for the Course Teachers of Certificate/ Diploma/ Advanced Diploma Add on Courses. | <ul style="list-style-type: none"> Organized staff meeting for the Course teachers of Certificate / Diploma / Advanced Diploma Add on Courses on 06.08.2019 and 05.02.2020. Discussion on: <ul style="list-style-type: none"> Enrolment list Sanctioned strength On – line examination Attendance CIA Mark entry in Flair Internal Performa Examination Fee details |
| <ul style="list-style-type: none"> To purchase one High End Computer and One Printer for Examination related works. | <p>Purchased, the following for Examination related works:</p> <ul style="list-style-type: none"> Muratec MF X 2035 (A3 size) Digital copier machine Rs. 1,05,000. Panasonic DPMB536SX FS Copier / Scanner and A3 printer under Autonomy grant Rs.65,000/-. |
| Industry Institute Interaction: | |
| <ul style="list-style-type: none"> To increase the number of MOU's and collaboration with companies/ institutions/ industries to enhance research activities. | <ul style="list-style-type: none"> 29 New MoUs have been signed this year out of which two MoUs were signed with International Literary Organisations. |
| <ul style="list-style-type: none"> To have faculty student exchange programs to face challenges outside the comfort zone. | <ul style="list-style-type: none"> Department of English, Chemistry, Commerce and Business Administration had taken initiatives and involved in faculty exchange and student exchange programmes. |
| Physical Education: | |
| <ul style="list-style-type: none"> To conduct Group Noble World Record Attempt (with above 1000 students as awareness creating programme in August 2019). | <ul style="list-style-type: none"> Obtained Certificate of World Record by the Noble World Records for the World's Largest Human Tree Formation consisting of about 966 students and 60 staff members (17.8.19). |
| <ul style="list-style-type: none"> To conduct one day State Level Workshop on fitness. | <ul style="list-style-type: none"> Planned to conduct in the first week of April 2019. Due to lockdown, unable to conduct it. |
| Extension Activity | |
| <ul style="list-style-type: none"> To organize a rally on Eco Awareness in Sivakasi Town. | <ul style="list-style-type: none"> Awareness Rally was conducted on 'Conservation of Nature' in the adopted village Vilampatti by NSS and Environment Club. |
| | <ul style="list-style-type: none"> Awareness Rally on Plastic Usage was conducted by NSS at the adopted village, Mamsapuram. |
| | <ul style="list-style-type: none"> Rally on Conservation of Waterbodies were also conducted by NSS at Mamsapuram. |

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| | <ul style="list-style-type: none"> Awareness Rally regarding sanitation (Usage of toilet) was conducted as a part of Swachhta Pakhwada by NSS at adopted village Naranapuram. |
| Counselling cell | |
| <ul style="list-style-type: none"> To organize programs related to Career Guidance among smaller groups. | <ul style="list-style-type: none"> Organised a meeting for final year students on “Skills for work” through Cambridge Assessment English, Chennai. |
| <ul style="list-style-type: none"> To conduct therapy sessions if necessary to distressed students. | <ul style="list-style-type: none"> Organised a webinar through Google Meet on the topic “Mental Health of Youth during COVID 19 Pandemic” |

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