

Annual Quality Assurance Report 2014-2015

Annual Quality Assurance Report for the period 2013-2014

Submitted by

RAJA DORAISINGAM GOVERNMENT ARTS COLLEGE

SIVAGANGAI - 630 561, Tamil Nadu

www.rdgacollege.in



Annual Quality Assurance Report for the period 2014-2015

Submitted to



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

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

December 2015

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

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

Julv 01, 2014 to June 30, 2015

I. Details of the Institution

1.1 Name of the Institution

RAJA DORAISINGAM GOVERNMENT.ARTS COLLEGE

1.2 Address Line 1

SIVAGANGAI

Address Line 2

MANAMADURAI ROAD

City/Town

SIVAGANGAI

State

TAMIL NADU

Pin Code

630 561

Institution e-mail address

rajadoraisingamgovtartscollege@gmail.co

Contact Nos.

04575-240235, 04575-242502, 04575-240630

Name of the Head of the Institution:

Dr.S.NIRMALA DEVI

Tel. No. with STD Code:

04575-240235

Mobile:

+91-9486494948

Name of the IQAC Co-ordinator:

Dr.S.THANGADURAI

Mobile:

+91-9840954500

IQAC e-mail address:

rdgaciqac@gmail.com

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

TNCOGN 10616

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*)

Not Available in our institution's
Accreditation Certificate

1.5 Website address:

www.rdgacollege.in

Web-link of the AQAR:

www.rdgacollege.in/AQAR2014-15.doc

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	76.30	2004	2009

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

23.07.2007

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

- i. AQAR **2007-2008** submitted to NAAC on **25.05.2015**
- ii. AQAR **2008-2009** submitted to NAAC on **25.05.2015**
- iii. AQAR **2009-2010** submitted to NAAC on **25.05.2015**
- iv. AQAR **2010-2011** submitted to NAAC on **25.05.2015**
- v. AQAR **2011-2012** submitted to NAAC on **25.05.2015**
- vi. AQAR **2012-2013** submitted to NAAC on **25.05.2015**
- vii. AQAR **2013-2014** submitted to NAAC on **25.05.2015**

1.9 Institutional Status

University ☐ State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

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

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

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

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐
TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

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

ALAGAPPA UNIVERSITY, KARAIKUDI

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

Autonomy by State/Central Govt. / University ☐ **NA**

University with Potential for Excellence ☐ **NA**

UGC-CPE ☐ **NA**

DST Star Scheme ☐ **NA**

UGC-CE ☐ **NA**

UGC-Special Assistance Programme ☐ **NA**

DST-FIST ☐ **NA**

UGC-Innovative PG programmes ☐ **NA**

Any other (*Specify*) ☐ **NA**

UGC-COP Programmes ☐ **1**

2. IQAC Composition and Activities

2.1 No. of Teachers ☐ **10**

2.2 No. of Administrative/Technical staff ☐ **1**

2.3 No. of students ☐ **0**

2.4 No. of Management representatives ☐ **0**

2.5 No. of Alumni ☐ **0**

2.6 No. of any other stakeholder and
community representatives ☐ **0**

2.7 No. of Employers/ Industrialists ☐ **0**

2.8 No. of other External Experts

2

2.9 Total No. of members

13

2.10 No. of IQAC meetings held

2

2.11 No. of meetings with various stakeholders:

No.

Faculty

1

Non-Teaching Staff Students

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year? Yes

No

✓

If yes, mention the amount

2.13 Seminars and Conferences (only quality related) : **NIL**

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

Total Nos.

International

National

State

Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Obtained feedback from the students, Alumnae and parents.
- Analysis and Evaluation of staff through student feedbacks.
- Faculty members of both permanent and Guest Lecturers are encouraged to apply for Major, Minor and student projects.
- Improvement of infrastructure
- Encouraging various departments to organize seminars/ workshops/training programs.
- Enhancing the knowledge of faculty and students with Guest Lectures by inviting eminent academicians.
- Systematizing the academic year.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<ul style="list-style-type: none"> ➤ To achieve the NAC re-accreditation. ➤ To upgrade modern methods of teaching and learning ➤ To introduce new programmes. ➤ To initiate the process for offering research programmes (Ph.D). ➤ To release the IQAC News Letter. ➤ To improve the quality of academic and research programmes. 	<ul style="list-style-type: none"> ➤ SSR has been submitted for the reaccreditation to NAAC, Bangalore on 05.03.2015. ➤ Visualizer has been used in the practical classes (Botany & Zoology Departments) for explaining the structure of internal parts of plants and organs. ➤ Demonstration of computer practicals has been done through LCD projector. ➤ In the academic year 2014-15 M.Sc., in Botany course has been introduced. From the next academic year (2015-16 M.A., programme in English) is going to be introduced. For that Govt. has issued an order regarding this. ➤ Research programmes in the Departments of Commerce and Economics were started. ➤ IQAC News Letter for the academic year 2014-2015 has been released. ➤ Minor and Major Projects submitted by the staff members were scrutinized by the research committee and sent to UGC.

* Attach the Academic Calendar of the year as Annexure.

Academic Calendar attached as **Annexure-I**

2.16 Whether the AQAR was placed in statutory body Yes ☐ No ☒

Management ☐ Syndicate ☐ Any other body ☐

Provide the details of the action taken

AQAR was placed before the Staff Council and approved.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	--	--	--	--
PG	10	--	--	--
UG	11	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	1 (CLP)	--	--	--
M.Phil.,	10	--	--	--
Total	32	-	---	---
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	All UG/PG Programmes
Trimester	Nil
Annual	1 (CLP)

1.3 Feedback from stakeholders* (On all aspects)

Alumni	<input type="checkbox"/>	Parents	<input type="checkbox"/>	Employers	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mode of feedback :	Online	Manual	<input checked="" type="checkbox"/>	Co-operating schools (for PEI)	<input type="checkbox"/>	

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

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

No

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
78	70	8	--	--

2.2 No. of permanent faculty with Ph.D.

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

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

55

0

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	00	--	--
Presented papers	00	37	6
Resource Persons	00	00	17

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

- All the departments have been supplied Computers.
- Through Power point presentation methods
- Remedial courses for weaker students
- Language Laboratory has been inaugurated by the Registrar of Alagappa University, Karaikudi.

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

180

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

Not Applicable

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

14

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I	II	III	Pass %
B.A .Tamil	113	—	76	13	00	89
B.A.English	52	—	05	26	00	31
B.A.Economics	77	—	41	10	00	51
B.A.History	68	—	21	22	16	59
B.Sc.Mathematics	70	—	85	00	00	85
B.Sc.Physics	64	—	20	00	00	20
B.Sc. Chemistry	68	—	40	05	00	45
B.Sc. Industrial Microbiology	59	—	15	14	07	36
B.Sc., Botany	19		57	05	00	62
B.Sc. Computer Science	76	—	07	09	07	23
B.Com	100	--	84	15	00	99
M.A. Economics	19	0	37	03	40	80
M.A. History	10	—	100	00	00	100
M.A.Tamil	34	—	99	00	00	99
M.Com	22	—	100	00	00	100
M.Sc. Mathematics	24	—	96	00	00	96
M.Sc. Computer Science	24	—	83	01	00	84
M.Sc., Zoology	19		84	01	00	85
M.Sc., Physics	19	—	31	00	00	31
M.Sc., Chemistry	24	—	75	00	00	75
M.Phil. Economics	07	Univ.Rank-I	100	00	00	100
M.Phil. History	06	—	100	00	00	100
M.Phil.Tamil	16	—	100	00	00	100
M.Phil Commerce	10	—				
M.Phil. Mathematics	12	—	75	00	00	75
M.Phil Computer Science	04	—	100	00	00	100
M.Phil. Chemistry	07	Univ.Rank-2	100	00	00	100
M.Phil Physics	08	—	100	00	00	100

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

Monitors and evaluates the Teaching & Learning processes by way of conducting the periodical meetings.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	-
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
Others	--

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	13	7	--	--
Technical Staff	14	10	--	--

Criterion – III

3. Research, Consultancy and Extension

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

- Constituted a Research Committee with Research Directors of various Departments
- Encouraging the faculty to pursue M.Phil. & Ph.D.
- Motivates the Faculty to apply for Major and Minor Research Projects.
- Encouraging Staff to publish the research papers
- Insisting Departments of Economics, and Commerce to initiate the process for offering research programmes.
- Encourages Paper Presentation, Paper Publication in the refereed journals.

3.2 Details regarding major projects :

	Completed	Ongoing	Sanctioned	Submitted
Number	0	1	NIL	NIL
Outlay in Rs. Lakhs	0	13,68,300	0	0

3.3 Details regarding minor projects :

	Completed	Ongoing	Sanctioned	Submitted
Number	1	3	0	1
Outlay in Rs. Lakhs	--	10,45,000	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	--	--
Non-Peer Review Journals	17	12	—
e-Journals	—	--	—
Conference proceedings	02	24	—

3.5 Details on Impact factor of publications:

Range Average ☒ h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2013-16	UGC-Delhi	13,68,300	8,60,000
Minor Projects	2013-15	UGC-SERO	10,45,000	7,20,000
Interdisciplinary Projects	---	---	---	---
Industry sponsored	---	---	---	---
Projects sponsored by the University/ College	---	---	---	---
Students research projects (other than compulsory by the University)	---	---	---	---
Any other(Specify)	---	---	---	---
Total	---	---	24,13,300	15,80,000

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	0	1	Nil	Nil
Sponsoring agencies	—	—	Institute of Central Classical Language, Taramani, Chennai	—	—

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

3.13 No. of collaborations International ☒ National ☒ Any other ☒

3.14 No. of linkages created during this year ☒

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
Nil						

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

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

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

JRF SRF ☒ Project Fellows Any other ☒

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="22"/>	International level	<input type="text" value="0"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="0"/>	College forum	<input type="text" value="0"/>	
NCC	<input type="text" value="02"/>	NSS	<input type="text" value="07"/>	Any other <input type="text" value="0"/>

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

- The Senior Faculty delivered lectures in rural Colleges and local schools and colleges as part of extension activities.
- Organizing of Medical Check-up Camps and **Blood Donation Camp**.
- **Clean & Green** Programme in College Premises.
- Create awareness about **Dengue fever**.
- Created awareness among the people about **AIDS**.
- Created awareness among the people to **franchise their votes**.
- One of the NSS volunteer **Mr.I.Praveenkumar** of this college has participated in the National Youth Convention on Clean, Green and progressive of India, which was organised by 19th National Youth Festival, Ministry of Youth affairs and sports, Govt.of India, held at Guwahati, Assam on **January 8-12, 20015**.
- International Women's day has been celebrated on 8th March 2015. **Prof.Dr. R.Raja Sundari**, Psychologist, Sivagangai Medical College has delivered a special lecture on the eve of Women's day.

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	148.56 acres	--	UGC	148.56 acres
Class rooms	39	--	---	39
Laboratories	9	--	---	9
Seminar Halls	1	--	--	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	--	--		--
Value of the equipment purchased during the year (Rs. in Lakhs)	---	---		--
Others	--	--		---

4.2 Computerization of administration and library

- ❖ All the computers in the office have internet facility through BSNL broad band (least line)
- ❖ Automation of library administration is under the process
- ❖ From 2013 onwards, the bank transactions regarding bus pass, scholarships and all other student related data are uploaded and received electronically
- ❖ All in one multi specially printer is installed
- ❖ The student and faculty can also take photocopies of the books and journals from the General Library.
- ❖ Additional computers are provided for newly appointed staff members.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	522				522	2,12,032
Reference Books	18				18	6000
e-Books					—	—
Journals					—	—
e-Journals					—	—
Digital Database					—	—
CD & Video					—	—
Others (specify)					540	2,18,032

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	60	42	3	--	--	5	10	1(IQAC)
Added	--	--	--	--	--	--	--	--
Total	60	42	--	--	--	5	10	1

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

<ul style="list-style-type: none"> ➤ All the departments have been supplied Computers. ➤ Efforts are underway to extend Wifi to the college. ➤ Students are encouraged to use internet for their projects work.
--

4.6 Amount spent on maintenance in lakhs :

i) ICT	Nil
ii) Campus Infrastructure and facilities	1,50,000 (State fund)
iii) Equipments	68,400
iv) Others	200,000
Total :	4,18,400

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Canteen

A clean hygienic cafeteria is available for both students and faculty providing nutritious food for supporting the students studying in shift system.

Co-Operative Store

Librarian has been given the additional responsibility of maintaining the co-operative stores. The basic requirements like stationeries, Sanitary napkins and books are kept for sales in the college premises for the welfare of the students.

Others

- Printed information available in college calendar/College Website
- Information also passed to students regularly through HOD's and Tutors
- Providing necessary information on Academic & Co-curricular activities through Hand Book.
- Publishing College magazine which highlights the creative writing skills in the areas of short story writing, poetry, columns on important current events, etc

5.2 Efforts made by the institution for tracking the progression

- In most of the departments, the Tutor-Ward system is adopted to have a close watch on the progression of the individual student who has enrolled for their empowerment. Weak students are identified in the class with the help of their respective ward tutors.
- Suggestions and the consolidated feedback from various stake holders are the index to understand of the progression of the students. This will be taken to the appropriate official forum and proper policy decisions and amendments are made in the system to provide better prospects to the student community.
- Regular observation of Attendance and Academic excellence.

5.3 (a) Total Number of students	UG	PG	Ph. D.	Others (M.Phil)
	2586	401	18	87

(b) No. of students outside the state 0 0

(c) No. of international students

	No	%		No	%
Men			Women		

Last Year (2014-15)						This Year (2015-16)					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
320	246	01	609	00	1176	396	263	01	615	00	1275

Demand ratio 1:3

Dropout : 4%

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

No. of students beneficiaries ---

5.5 No. of students qualified in these examinations

NET	--	SET/SLET	---	GATE	--	CAT	--
IAS/IPS etc	---	State PSC	--	UPSC	--	Others	12

5.6 Details of student counselling and career guidance

- CMC academy free training programme has been conducted. In this 21 students have participated.
- D.Com Language management solution private Ltd., In this participated students 26. Through this 5 students have been placed
- Placement interview for Language trainer, in this 10 students have participated.
- Job fair at Akshaya College, Coimbatore, in this 15 students have participated.
- Alagappa University Campus Recruitment programme, in this 22 students have participated.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
0	21	0	05

5.8 Details of gender sensitization programmes

<ul style="list-style-type: none">❖ Guest Lectures are arranged with high profiled women from various professions and walks of life on issues faced by women at home, Institutions of Higher Learning and workplaces.❖ Women's Day Celebrations❖ International Women's day has been celebrated on 8th March 2015, Prof.Dr. R.Raja Sundari, Psychologist, Sivagangai Medical College has delivered a special lecture on the eve of Women's day.
--

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.5.10 Scholarships and Financial Support

Name of the Scholarship	Number of students	Amount
Financial support from institution	--	--
Financial support from government for BC and MBC students	1,184	18,05,851
Financial support from the government for SC/ST students	660	35,29,770
Number of students who received from the government for the Tamil medium fund.	516	2,06,400

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: **No Major Grievances**

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: To facilitate the under privileged section of youth from this socially and economically backward region to have an easy access to higher education for their upliftment and empowerment and all inclusive contribution for national development.

Mission: To impart qualitative and socially relevant knowledge, values and skills to the underprivileged section of the society by means of effective curricular, co-curricular and extra-curricular activities.

6.2 Does the Institution has a management Information System

No

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

6.3.1 Curriculum Development

The college has a no scope as far as innovation in curricula is concerned because the board of studies decides the curriculum. We adopt these curricula as per university direction.

6.3.2 Teaching and Learning

- Modern teaching methods have been used to practice using LCD projector and PPT methods.
- Student's are exposed to submit their assignments, paper presentation and in seminars through computers.
- Government of Tamil Nadu has issued free laptops to the students. The faculty ensure that all the students utilize it properly to its fullest utility for learning.
- Students are encouraged to participate in group discussions as a means of enhancing knowledge.
- Learning is initiated and encouraged by conducting debates.
- Total transparency in teaching evaluation process.

6.3.3 Examination and Evaluation

- Continuous internal assessment (CIA) system.
- Two internal tests, an assignment and followed by a seminar and valued by the course teacher.
- Review of Results Department wise to suggest Remedial coaching to improve results.

6.3.4 Research and Development

- In this academic year **two teaching faculties** have been conferred with their **Ph.D** degree. Also **three of the faculties** have been submitted their **Ph.D** thesis in their respective universities.
- Created research environment and research culture to engage more staff and students in research and plan for mobilization of research grants.
- Ph.D programs being offered in all the Science, Arts and Commerce subjects.
- Teachers has the freedom to apply for Minor Project, Major Project for various funding agency
- Staffs are honored in the event of college day function for undertaking minor and major projects and publications.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Automation of library is under process.
- Added new text books and reference books.
- Student's database, all administrative procedures and finance are computerized.
- Added new Lab instruments and research instruments
- Renovation of existing class rooms were done for the maximum utility of physical infrastructure.

6.3.6 Human Resource Management

- Facilitating staff and students to organize and participate in various social and academic activities of the college.
- Teachers extended services to conduct competitive examination classes held in the college.

6.3.7 Faculty and Staff recruitment

- ❖ The Appointments of faculty and staff is strictly as per UGC/Government norms regarding qualifications and experience.
- ❖ Vacant faculty positions in various disciplines were recruited.
- ❖ Necessary supporting staffs were recruited

6.3.8 Industry Interaction/Collaboration

Nil

6.3.9 Admission of Students

- College is following the transparent admission procedure. Admissions of students are made as per norms of Tamil Nadu Government Roaster system followed during student's admission.
- The Government reservations are strictly adhered.

6.4 Welfare schemes for

Teaching	As provided by the Tamil Nadu state government
Non teaching	As provided by the Tamil Nadu state government
Students	Co-operative Stores, Scholarships, free laptops, free bus pass and subsidized canteen facilities.

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done Yes ☒ No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	University	No	---
Administrative	Yes	Directorate of Collegiate Education, Govt. of Tamil Nadu	No	---

6.8 Does the University/ Autonomous College declares results within 30 days? **Not applicable**

For UG Programmes Yes ☐ No ☒

For PG Programmes Yes ☐ No ☒

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

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association

- Students address book is prepared for every academic year.
- The Alumni participate as members in various college committees.
- The Alumni extends support and guidance in college development.
- Plays a vital role in taking college development plans to Government and obtain permission,

6.12 Activities and support from the Parent – Teacher Association

- ❖ Conducted the PTA meeting every year
- ❖ The problem and grievances of students are discussed with the parents and solutions are arrived.
- ❖ Payments for the staffs of both teaching and Non-teaching were appointed.
- ❖ Financial support to cultural activities of students.

6.13 Development programmes for support staff

Through Bhavani Sagar Training for Government Ministerial servant training is given in the following aspects for the non teaching staff.

- Rules for Government Servant
- Income Tax and Pension calculation
- Computer training programmes,
- Networking,
- E-mail and other related aspects.

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

- Installation of Rain Water Harvesting
- Environment and Health campaign
- Organized special programmes for tree plantation by NSS,YRC students to make the campus green and clean
- Animal waste in the Zoology lab is collected separately and disposed off carefully.

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.

- Celebration of important days of national and international importance .
- Provision of CCTV around the campus for security purpose
- Educational tour
- Conference learning for students and staff

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

- Applied for the RASTRIYA UCHCHATAR SHIKSHA ABHIYAN [RUSA] proposals were submitted .The RUSA funds are likely to receive very soon through Govt.of Tamil Nadu.
- Awareness programmes were conducted on employment opportunities.
- All the staffs were encouraged to write articles for publication in National and International Journals/seminars/conferences and Workshops
- All the 4 units of NSS conducted Camps for Rural Sensitization on Health and Education Awareness Programs in Rural Areas.
- Provided academic counseling for students from socially and economically backward regions
- Effort to implement ICT centric learning and teaching
- In this academic year Ph.D programme in the faculty of Economics and commerce has been introduced.
- PG programme in **Botany** was started.

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

Best Practice I

1. Continuous Internal Assessment Pattern

The internal assessment of students on theory subjects is done through a continuous assessment process throughout the course of study. It is assessed on the following criteria, with effect from 2004.

Internal Tests, monthly test , unit-wise tests, mid semester, end semester model examinations

Class Seminars

Mini Projects/ Field work Assignments

The continuous internal assessment marks carry a weight of 25%, and the final examination marks carry a weight of 75%.

2. Objective

To ensure that students learn continuously throughout their course of study, instead of putting forth their efforts only during the final examinations.

To expose the students to areas beyond their syllabus and to inculcate curiosity in them to learn more.

3. The Context

The increased weightage for the internal assessment has made the students to concentrate more on their studies continuously throughout the course period. Out of the internal assessment components, internal tests carry a weight of 15% while the other components carry the remaining 10%. This helps the students to learn beyond their syllabus and also makes them understand their subject better. The burdens of memorizing the concepts/book materials are reduced and improve their understanding skills.

4. The Practice

The internal assessment components are finalized in advance for each subject. Apart from two internal tests and model exams that are mandatory, the other components are decided based on the nature of the subject. The allocation of internal marks among the various other components is as assignment and seminar.

5. Evidence of Success

Apart from internal test marks, the internal assessment consists of different components such as test and assignment and seminar. These components are course specific and the component appropriate to a particular course is to be chosen. For example, for an analytical course, tutorial may be a better option, carrying 10 marks while assignment or seminar may be a better option for a theoretical course. The faculty who handles the course has to decide upon the appropriate internal component that will give better exposure on the subject to the student.

6. Problems Encountered and Resources Required

Some problems were encountered when the opinions of the faculty differ on the appropriateness of a particular component for a particular course. As the choice of the appropriate component depends upon the insight of the faculty in the course he/she teaches and its influence on the learning of the student, the choice of the components needs to be streamlined for making the assessment effective. This problem has been overcome by way of a discussion between the faculty concerned and the HOD and deciding in advance in choosing the different internal assessment components for the different courses. This is being done by the faculty for each course. Since the system of internal assessment is only a methodology followed to correctly assess the knowledge obtained by the students in the different courses, it does not require any material resources. The only resource required is manpower with acumen to evaluate the students correctly.

7. Notes

The college firmly believes that the mode of internal assessment, granting a higher weightage of 25% for continuous internal assessment and including more components for the assessment will go a long way in improving the learning efficiency of the students. This will also act as a better yardstick for correct assessment of the students.

Best Practices – II

- 1. Title : NCC, NSS and Extension activities** to mould the students as a socially law abiding citizens as well as a respectable person among the societies

- 2. Objectives:**

To produce well-mannered, confident and encouraging students to encounter social evils.

- 3. The context:**

NCC and NSS wings remain active throughout the year. Camps are arranged in order to promote patriotic values and organizational skills. NSS wing and extension activity programmes train the students to serve the society and curb social evils with constitutional obligations. Frequent programmes are organized to create awareness of various aspects. The NSS team has organized blood donation camp and awareness on AIDS. The college has adopted a village Muthuppatti which is nearby the Sivagangai and enormous efforts have been taken by NSS volunteers to develop the village.

- 4. The Practice:**

Identification of a common problem which is of a concern in the community. Service of many kinds like promoting literacy, creating health awareness, maintaining cleanliness etc., are rendered to the rural population through camps and campaigns.

- 5. Evidence of Success**

Projects details :

The activities of NCC, NSS and other students' voluntary groups fetch a positive and encouraging feedback from the public. The college takes special efforts to ensure the health status of its students through a healthy campus. The Six NSS units of the college make students to become more involved in social awareness programmes. The NSS activity ensures holistic developments of the students by improving the social responsibilities and civic sense, through involvement in various service oriented activities. The college has the culture of involving NSS students in various social awareness programmes, like education about AIDS, hazards of intoxications, blood

donations, First Aid and disaster management. The ebullient and untiring NSS officers strive hard and are successful in developing skills among women students hailing from rural milieu.

6. Problems Encountered and Resources Required:

More support from the government may motivate more effective and efficient contribution.

7. Notes:

The institution motivates the students to have increased involvement in the campaigns organized by the government and Non government organizations.

Contact Details

Name of the Principal : **Dr.(Mrs.). S.NIRMALA DEVI**
Name of the Institution : Raja Doraisingam Government Arts College
City : Sivagangai
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Accredited status : B⁺ Level
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7.4 Contribution to environmental awareness / protection

- ❖ Periodic Clean and Green
- ❖ Internalizing environmental practices in the campus
- ❖ Constructed rain water harvesting tanks.
- ❖ Planted tree saplings inside the college campus.
- ❖ The awareness on environment protection is created among students by making them clean the campus frequently, conducting competitions in relevant topics and conducting meetings through Environment Education.

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

Strength	Weakness	Opportunities	Threats
Highly qualified, Permanent dedicated and committed faculty with expertise in various fields, good infrastructure facilities.	Since the strength of the permanent faculty is just 1/3 rd of the sanctioned strength, our faculty are shouldering many responsibilities in addition to their regular work load.	Being a Government College lot of opportunities are given to both faculty and students in Tamil Nadu State Council for Higher Education and Tamil Nadu State Council for Science and Technology	To qualify more students in competitive Examinations/SLET/NET/CSIR
Large number of extension and awareness programmes	Lack of sufficient physical infrastructure	Fee Concession are given in many Government Agencies	To develop communication skills in students.
Innovative educational practices both at class room and college level	More of rural character	Use of international and national alumni experiences. Electronic and digital Library system.	Majority of the students are first generation and regional medium. It is very challenging to teach and train the rural boys and girls for achieving competency to global level.
Educational and financial infrastructure	Limited access to social and professional skills	National/International collaborative educational initiative	Insufficiently motivated environment

8. Plans of institution for next year

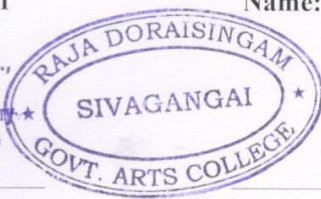
- Encouraging research activities of faculty members and to encourage them to apply for projects
- To promote State Level / National Conference
- Creating ICT services enabled Hall in each department.
- Creating e-library resource facility through INFLIBNET-NLIST
- To ensure IQAC should meet Teaching and Non-Teaching faculty, Parents, Alumni and Stake holders at least twice a year.
- To apply financial assistance from other funding agencies for Library.
- To introduce Orientation programme for Freshers.
- Encouraging and supporting students to participate in international / national sports events
- To organize events to fine-tune the social sphere of every student.



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Signature of the Coordinator, IQAC



Name: Dr.(Mrs.). S.NIRMALA DEVI

PRINCIPAL
RAJA DORAISINGAM
GOVT. ARTS COLLEGE
SIVAGANGAI

Signature of the Chairperson, IQAC

**2014 - 2015ஆம் கல்வி ஆண்டின் பணிநாள்கள்
ஜூன் 2014**

நாள்	கீழமை	நாள் முறை	குறிப்பு	பணி நாள்
1	ஞாயிறு			
2	திங்கள்			
3	செவ்வாய்			
4	புதன்			
5	வியாழன்			
6	வெள்ளி			
7	சனி			
8	ஞாயிறு			
9	திங்கள்			
10	செவ்வாய்			
11	புதன்			
12	வியாழன்			
13	வெள்ளி			
14	சனி			
15	ஞாயிறு			
16	திங்கள்			
17	செவ்வாய்			
18	புதன்	1		1
19	வியாழன்	2		2
20	வெள்ளி	3		3
21	சனி			
22	ஞாயிறு			
23	திங்கள்	4		4
24	செவ்வாய்	5		5
25	புதன்	6		6
26	வியாழன்	1		7
27	வெள்ளி	2		8
28	சனி			
29	ஞாயிறு			
30	திங்கள்	3		9

மொத்தப் பணி நாள் - 9

13

Total number of working days for the month of June = 9

2014 - 2015ஆம் கல்வி ஆண்டின் பணிநாள்கள்

ஜூலை 2014

நாள்	கிழமை	நாள் முறை	குறிப்பு	பணி நாள்
1	செவ்வாய்	4		10
2	புதன்	5		11
3	வியாழன்	6		12
4	வெள்ளி	1		13
5	சனி			
6	ஞாயிறு			
7	திங்கள்	2		14
8	செவ்வாய்	3		15
9	புதன்	4		16
10	வியாழன்	5		17
11	வெள்ளி	6		18
12	சனி			
13	ஞாயிறு			
14	திங்கள்	1		19
15	செவ்வாய்	2		20
16	புதன்	3		21
17	வியாழன்	4		22
18	வெள்ளி	5		23
19	சனி			
20	ஞாயிறு			
21	திங்கள்	6		24
22	செவ்வாய்	1		25
23	புதன்	2		26
24	வியாழன்	3		27
25	வெள்ளி	4		28
26	சனி			
27	ஞாயிறு			
28	திங்கள்			
29	செவ்வாய்		ரம்ஜான் பண்டிகை	
30	புதன்	5		29
31	வியாழன்	6		30

மொத்தப் பணி நாட்கள் - 21

Total number of working days for the month of July = 21

2014 - 2015ஆம் கல்வி ஆண்டின் பணிநாள்கள்

ஆகஸ்ட் 2014

நாள்	கிழமை	நாள் முறை	ஒறிப்பு	பணி நாள்
1	வெள்ளி	1		31
2	சனி			
3	ஞாயிறு			
4	திங்கள்	2	முதல் அகமதிப்பீட்டுத் தேர்வு	32
5	செவ்வாய்	3		33
6	புதன்	4		34
7	வியாழன்	5		35
8	வெள்ளி	6		36
9	சனி			
10	ஞாயிறு			
11	திங்கள்	1		37
12	செவ்வாய்	2		38
13	புதன்	3		39
14	வியாழன்	4		40
15	வெள்ளி		கதந்திர தினம்	
16	சனி			
17	ஞாயிறு		சீருஷண ஜெயந்தி	
18	திங்கள்	5		41
19	செவ்வாய்	6		42
20	புதன்	1		43
21	வியாழன்	2		44
22	வெள்ளி	3		45
23	சனி			
24	ஞாயிறு			
25	திங்கள்	4		46
26	செவ்வாய்	5		47
27	புதன்	6		48
28	வியாழன்	1		49
29	வெள்ளி		ஸ்ரீ விநாயகர் சதுர்த்தி	
30	சனி			
31	ஞாயிறு			

மொத்தப் பணி நாள்கள் - 19

15

Total number of working days for the month of August= 19

**2014-2015ஆம் கல்வி ஆண்டின் பணிநாள்கள்
செப்டம்பர் 2014**

நாள்	கிழமை	நாள் முறை	குறிப்பு	பணி நாள்
1	திங்கள்	2		50
2	செவ்வாய்	3		51
3	புதன்	4		52
4	வியாழன்	5		53
5	வெள்ளி	6		54
6	சனி			
7	ஞாயிறு			
8	திங்கள்	1		55
9	செவ்வாய்	2		56
10	புதன்	3		57
11	வியாழன்	4		58
12	வெள்ளி	5		59
13	சனி	6		60
14	ஞாயிறு			
15	திங்கள்	1	ஈரண்டாம் அகமதிப்பீட்டு தேர்வு துவக்கம்	61
16	செவ்வாய்	2		62
17	புதன்	3		63
18	வியாழன்	4		64
19	வெள்ளி	5		65
20	சனி			
21	ஞாயிறு			
22	திங்கள்	6		66
23	செவ்வாய்	1		67
24	புதன்	2		68
25	வியாழன்	3		69
26	வெள்ளி	4		70
27	சனி	5		71
28	ஞாயிறு			
29	திங்கள்	6		72
30	செவ்வாய்	1		73

மொத்தப் பணி நாள்கள் - 24

16

Total number of working days for the month of September = 24

2014 - 2015ஆம் கல்வி ஆண்டின் பணிநாள்கள்
அக்டோபர் 2014

நாள்	சிறுமை	நாள் முறை	குறிப்பு	பணி நாள்
1	புதன்	2		74
2	வியாழன்		சுஸ்வதி பூஜை, காந்தி ஜெயந்தி	
3	வெள்ளி		விஜய தசமி	
4	சனி			
5	ஞாயிறு		பகர்த் பண்டிகை	
6	திங்கள்	3		75
7	செவ்வாய்	4		76
8	புதன்	5		77
9	வியாழன்	6		78
10	வெள்ளி	1		79
11	சனி			
12	ஞாயிறு			
13	திங்கள்	2	மாதிரி தேர்வு துவங்கும் நாள்	80
14	செவ்வாய்	3		81
15	புதன்	4		82
16	வியாழன்	5		83
17	வெள்ளி	6		84
18	சனி	1		85
19	ஞாயிறு			
20	திங்கள்	2		86
21	செவ்வாய்	3		87
22	புதன்		தீபாவளி பண்டிகை	
23	வியாழன்	4		88
24	வெள்ளி	5		89
25	சனி	6		90
26	ஞாயிறு			
27	திங்கள்			
28	செவ்வாய்			
29	புதன்			
30	வியாழன்			
31	வெள்ளி			

மொத்தப் பணி நாள்கள் - 17

17

Total number of working days for the month of October = 17

2014 - 2015ஆம் கல்வி ஆண்டின் பணிநாள்கள்

நவம்பர் 2014

நாள்	கிழமை	நாள் முறை	குறிப்பு	பணி நாள்
1	சனி			
2	ஞாயிறு			
3	திங்கள்			
4	செவ்வாய்		மொத்தறும் பண்டிகை	
5	புதன்			
6	வியாழன்			
7	வெள்ளி			
8	சனி			
9	ஞாயிறு			
10	திங்கள்			
11	செவ்வாய்			
12	புதன்			
13	வியாழன்			
14	வெள்ளி			
15	சனி			
16	ஞாயிறு			
17	திங்கள்			
18	செவ்வாய்			
19	புதன்			
20	வியாழன்			
21	வெள்ளி			
22	சனி			
23	ஞாயிறு			
24	திங்கள்			
25	செவ்வாய்			
26	புதன்	1		1
27	வியாழன்	2		2
28	வெள்ளி	3		3
29	சனி			
30	ஞாயிறு			

மொத்தப் பணி நாள்கள் - 3

18

Total number of working days for the month of November = 3

2014 - 2015ஆம் கல்வி ஆண்டின் பணிநாள்கள்
டிசம்பர் 2014

நாள்	கிழமை	நாள் முறை	குறிப்பு	பணி நாள்
1	திங்கள்	4		4
2	செவ்வாய்	5		5
3	புதன்	6		6
4	வியாழன்	1		7
5	வெள்ளி	2		8
6	சனி			
7	ஞாயிறு			
8	திங்கள்	3		9
9	செவ்வாய்	4		10
10	புதன்	5		11
11	வியாழன்	6		12
12	வெள்ளி	1		13
13	சனி			
14	ஞாயிறு			
15	திங்கள்	2		14
16	செவ்வாய்	3		15
17	புதன்	4		16
18	வியாழன்	5		17
19	வெள்ளி	6		18
20	சனி			
21	ஞாயிறு			
22	திங்கள்	1		19
23	செவ்வாய்	2		20
24	புதன்	3		21
25	வியாழன்		கிறிஸ்துமஸ் விடுமுறை	
26	வெள்ளி			
27	சனி			
28	ஞாயிறு			
29	திங்கள்	4		22
30	செவ்வாய்	5		23
31	புதன்	6		24

மொத்தப் பணி நாள்கள் - 21

Total number of working days for the month of December= 21

2014- 2015ஆம் கல்வி ஆண்டின் பணிநாள்கள்
ஜனவரி 2015

நாள்	கிழமை	நாள் முறை	குறிப்பு	பணி நாள்
1	வியாழன்	1		25
2	வெள்ளி	2		26
3	சனி			
4	ஞாயிறு			
5	திங்கள்	3		27
6	செவ்வாய்	4		28
7	புதன்	5		29
8	வியாழன்	6		30
9	வெள்ளி	1		31
10	சனி			-
11	ஞாயிறு			-
12	திங்கள்	2		32
13	செவ்வாய்	3		33
14	புதன்		போகிப்பண்டிகை	
15	வியாழன்		பொங்கல் பண்டிகை	
16	வெள்ளி		உழவர் திருநாள்	
17	சனி		திருவள்ளூர் தினம்	
18	ஞாயிறு			
19	திங்கள்	4	முதல் அகமதிப்பீட்டு தேர்வு துவக்கம்	34
20	செவ்வாய்	5		35
21	புதன்	6		36
22	வியாழன்	1		37
23	வெள்ளி	2		38
24	சனி			
25	ஞாயிறு			
26	திங்கள்		சூடியரசு நாள் விடுமுறை	
27	செவ்வாய்	3		39
28	புதன்	4		40
29	வியாழன்	5		41
30	வெள்ளி	6		42
31	சனி	1		43

மொத்தப் பணி நாள்கள் - 19

20

Total number of working days for the month of January = 19

2014 - 2015ஆம் கல்வி ஆண்டின் பணிநாள்கள்

பிப்ரவரி 2015

நாள்	கிழமை	நாள் முறை	குறிப்பு	பணி நாள்
1	ஞாயிறு			
2	திங்கள்	2		44
3	செவ்வாய்	3		45
4	புதன்	4		46
5	வியாழன்	5		47
6	வெள்ளி	6		48
7	சனி			
8	ஞாயிறு			
9	திங்கள்	1		49
10	செவ்வாய்	2		50
11	புதன்	3		51
12	வியாழன்	4		52
13	வெள்ளி	5		53
14	சனி			
15	ஞாயிறு			
16	திங்கள்	6		54
17	செவ்வாய்	1		55
18	புதன்	2		56
19	வியாழன்	3		57
20	வெள்ளி	4		58
21	சனி			
22	ஞாயிறு			
23	திங்கள்	5	தூண்டாம் அகமதிப்பீட்டு தேர்வு	59
24	செவ்வாய்	6		60
25	புதன்	1		61
26	வியாழன்	2		62
27	வெள்ளி	3		63
28	சனி			

மொத்தப் பணி நாள் - 20

21

Total number of working days for the month of February = 20

**2014 - 2015ஆம் கல்வி ஆண்டின் பணிநாள்கள்
மார்ச் 2015**

நாள்	கிழமை	நாள் முறை	குறிப்பு	பணி நாள்
1	ஞாயிறு			
2	திங்கள்	4		64
3	செவ்வாய்	5		65
4	புதன்	6		66
5	வியாழன்	1		67
6	வெள்ளி	2		68
7	சனி			
8	ஞாயிறு			
9	திங்கள்	3		69
10	செவ்வாய்	4		70
11	புதன்	5	கல்லூரி நிறுவனர் மன்னர் சண்முகராஜா நினைவு நாள்	71
12	வியாழன்	6		72
13	வெள்ளி	1		73
14	சனி			
15	ஞாயிறு			
16	திங்கள்	2		74
17	செவ்வாய்	3		75
18	புதன்	4		76
19	வியாழன்	5		77
20	வெள்ளி	6		78
21	சனி		தெலுங்கு வருடப் பிறப்பு	
22	ஞாயிறு			
23	திங்கள்	1	மாதிரி தேர்வு ஆரம்பம்	79
24	செவ்வாய்	2		80
25	புதன்	3		81
26	வியாழன்	4		82
27	வெள்ளி	5		83
28	சனி			
29	ஞாயிறு			
30	திங்கள்	6		84
31	செவ்வாய்	1		85

மொத்தப் பணி நாள்கள் - 22

22

Total number of working days for the month of March = 22

**2014 - 2015ஆம் கல்வி ஆண்டின் பணிநாள்கள்
ஏப்ரல் 2015**

நாள்	கிழமை	நாள் முறை	குறிப்பு	பணி நாள்
1	புதன்	2		86
2	வியாழன்	3		87
3	வெள்ளி		புனித வெள்ளி	
4	சனி			
5	ஞாயிறு			
6	திங்கள்	4		88
7	செவ்வாய்	5		89
8	புதன்	6		90
9	வியாழன்			
10	வெள்ளி			
11	சனி			
12	ஞாயிறு			
13	திங்கள்			
14	செவ்வாய்		தமிழ்ப்புத்தாண்டு - Dr. B.R.அம்பேத்கார் பிறந்தநாள்	
15	புதன்			
16	வியாழன்			
17	வெள்ளி			
18	சனி			
19	ஞாயிறு			
20	திங்கள்			
21	செவ்வாய்			
22	புதன்			
23	வியாழன்			
24	வெள்ளி			
25	சனி			
26	ஞாயிறு			
27	திங்கள்			
28	செவ்வாய்			
29	புதன்			
30	வியாழன்			

மொத்தப் பணி நாள்கள் - 5

23

Total working days for the month of April = 5

Total number of working days for semester 1 & 2 = 90+90 =180 days