



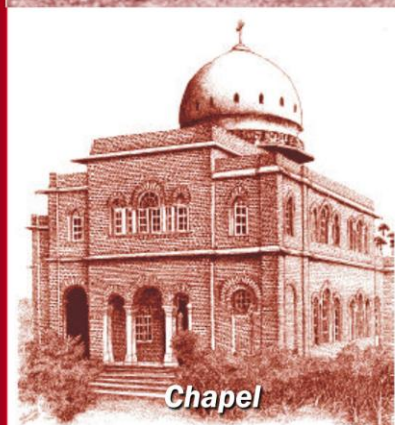
THE AMERICAN COLLEGE

MADURAI - 625 002

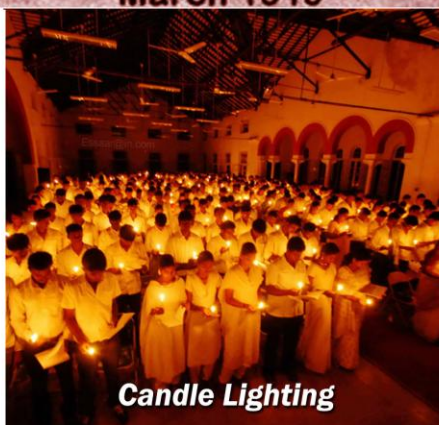
Annual Quality Assurance Report 2012-2013



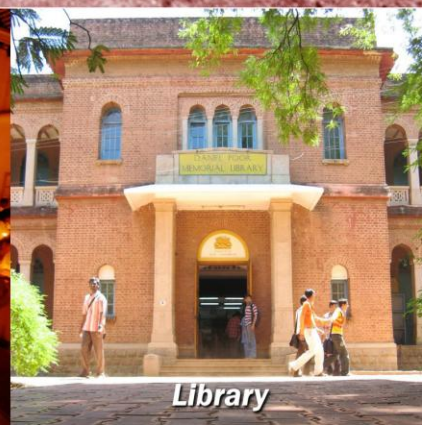
Tagore at the American College, Madurai
March 1919



Chapel



Candle Lighting



Library

1

1. Details of the institution

Name of Institution : THE AMERICAN COLLEGE
 Year of Establishment of the Institution : 1881
 Address Line 1 : Azhagar Koil Road
 Address Line 2 : Tallakulam
 City/Town : Madurai
 State : TAMILNADU
 Postal Code : 625 002
 Email Address : theamericacol@gmail.com

2. NAAC Accreditation/ Reaccreditation Details

Year of Accreditation/ 1999-2000
 Reaccreditation: Due in 2004, but not done
 Current Grade:
Five Star Status in the first cycle

3. Institutional Status

Aided Autonomous Minority College (under Societies Act, 1860)

4. Contact Person Details

Name of Head of Institution : Dr M. Davamani Christofer
 Principal & Secretary
 Contact Phone : 0452 2530070; 0452 2530973
 Mobile : 09894114455
 Email : theamericacol@gmail.com
 Fax No : 0452-2520711
 Website URL : www.americacollege.edu.in
 Name of IQAC Co-coordinator : Dr G.C. Abraham
 Email : abiraham2003@gmail.com

2.**SECTION I**

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

5. Number of academic programs existing (Enter a number; 0 for nil)

Undergraduate (BA/B.Sc./B.Com etc.): 20

Postgraduate (MA/M.Sc./M.Com etc.): 13

Research Programs (M. Phil/PhD): 9

Certificate Programs: 1

Professional Programs: 0

(B.Tech/M.Tech/B.Ed/M.Ed/Medicine/Pharmacy/Paramedical/Nursing etc)

Other value added programs:

Summer Courses for the children and youths on music, art & craft, sports

Any other program offered (Specify):

One year Diploma in Computer Skills and Applications for the differently-abled offered by Jivana Jyothi Centre recognized by the Government of India.

6. Details on Program Development (Enter a number; 0 for nil)

New programs added during the year: 0

New programs designed: 2

Programs under revision: 12

Interdepartmental collaborative programs: 13

Inter institutional collaborative programs: 1

Number of review committee recommendations implemented (Total): 2

Number of NAAC peer team recommendations implemented: 1

Number of UGC/any other expert committee recommendations implemented: 1

Number of review committee recommendation under implementation: 2

Number of NAAC peer team recommendations under implementation: 1

Number of UGC/ any other expert committee recommendations under implementation: 1

7. Faculty Details (Enter a number; 0 for nil)

Total faculty strength required as per norms for all programs: 212

Total faculty on rolls: 190

Faculty added during the year: 0

Faculty positions vacant: 22

Faculty left during the year: 5

Total number of visiting faculty: 1

Total number of guest faculty: 1

8. Qualification of Faculty

PhD and Above: 58

M. Phil: 134

Masters: 2

Any other (Specify): 0

9. Faculty qualification improvement

PhD awarded to existing faculty: 9

M. Phil awarded to existing faculty: 3

Any other degree awarded to existing faculty: 0

10. Administrative Staff Details (Enter a number; 0 for nil)

Administrative staff (total sanctioned): 67

Administrative staff (Actual strength): 41

Added during the year of reporting: 17

Left during the year: 0

Number of posts vacant: 26

11. Technical Support Staff Details (Enter a number; 0 for nil)

Technical Support Staff (Total sanctioned strength): 17

Technical Support Staff (Actual strength): 15

Added during the year: 0

Left during the year: 0

Number of posts vacant: 4

3.**SECTION II**

This section reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

12. Establishment details

Year of establishment of IQAC: 24.02.2001

13. Composition of IQAC (Enter a number; 0 for nil)

Number of IQAC members: 24

Number of Alumni in IQAC: 2

Number of Students in IQAC: 6

Number of Faculty in IQAC: 5

Number of Administrative Staff in IQAC: 1

Number of Technical Staff in IQAC: 1

Number of Management Representatives: 3

Number of External experts in IQAC: 2

Number of any other stakeholder and community representatives: 4

14. IQAC Meetings

Number of IQAC meetings held during the year: 15

15. Whether Calendar of activities of IQAC formulated for the academic year:

Yes

16. IQAC Plans for Development (Enter a number; 0 for nil)

Number of academic programs proposed: 6

Number of value added programs proposed: 4

Number of skill oriented programs proposed: 2

Number of faculty competency and development programs proposed: 2

Number of other staff development programs proposed: 2

Number of student mentoring programs proposed: 8

Number of co curricular activities proposed: 5

Number of inter departmental cooperative schemes proposed: 4

Number of community extension programs proposed: 5

Any other programs proposed (Specify):

MOU with Chellamuthu Trust, Madurai for students counseling

17. IQAC Plans for development & Implementation (Enter a number; 0 for nil)

Number of academic programs implemented: 0

Number of value added programs implemented: 2

Number of skill oriented programs implemented: 1

Number of faculty competency and development programs implemented: 2

Number of other staff development programs implemented: 2

Number of student mentoring programs implemented: 8

Number of co curricular activities implemented: 5

Number of inter departmental cooperative programs implemented: 4

Number of community extension programs implemented: 5

Any other programs suggested that are implemented (Specify):

Skills Development Program in collaboration with Indian Institute of Public Administration (IIPA), Madurai Local Branch

18. IQAC Seminars and Conferences (Enter a number; 0 for nil)

Number of seminars/ conferences/ workshops organized by IQAC within the institution: 5

Number of participants from the institution: 50

Number of participants from outside: 30

Number of external experts invited: 10

Number of external conferences/seminars/ workshops on institutional quality attended: 2

Number of events conducted with IQACs of other institutions as collaborative programs: 0

19. Did IQAC receive any funding from UGC during the year?

No

20. If the response to Qn. 19 is Yes, please provide the amount received from UGC (Input 0 if NA/NIL) Any other source including internal financial support from the management (Specify amount)

Amount Received from UGC: 0

Amount Received from any other source including the college management: Rs.30, 000

21. Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format)

- An exclusive NAAC secretariat
- It brainstormed for a batch of staff who of different age groups, titles, and service records representing diverse sections of the clientele to decide on the

agenda to go about constructing the Self Study Report of the college

- It appealed to the college to revive Parent Teachers Association activities and the Alumni Cell of American College (ACAC) and got team to get to act in the said domains
- It advised the college on the re-launching of college website and got the project implemented
- IQAC made an appeal to the management to complete office automation and work had begun on this front
- It appealed to the Dean, Academic Policies & Administration to send circulars for the curriculum revisions in the departments that BOS and Academic Council can follow suit. The Dean responded favorably

4.

SECTION III

In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

22. Academic Programs

Number of new academic programs developed or designed by faculty: 1

Number of faculty members involved in curriculum restructuring / revision / syllabus development: 190

Number of programs in which evaluation process reformation taken up and implemented: 30

Number of active teaching days during the current academic year: 180

Average percentage of attendance of students: 86%

Percentage of classes engaged by guest faculty and temporary teachers: 13%

Number of self financed programs offered: 20

Number of aided programs offered: 20

Number of programs discontinued during the year: 0

23. Whether any systematic student feedback mechanism is in place?

Yes

24. Feedback Details (If answer to Question 23 is yes)

Percentage of courses where student feedback is taken: 100

25. Is feedback for improvement provided to the faculty?

Yes

26. Faculty Research, Projects, and Publication details for the year

Number of major research projects undertaken during the year: 5

Number of minor research projects undertaken during the year: 2

Number of major ongoing projects: 4

Number of minor ongoing projects: 2

Number of major projects completed: 1

Number of minor projects completed: 0

Number of major project proposals submitted for external funding: 0

Number of minor project proposals submitted for external funding: 0

Number of research publications in peer reviewed journals: 36

Number of research publications in international peer reviewed journals: 18

Number of research publications in national peer reviewed journals: 18

Number of research papers accepted for publication in international peer reviewed journals: 6

Number of research papers accepted for publication in national peer reviewed journals: 4

Average of impact factor of publications reported: 2

Number of books published: 6

Number of edited books published: 25

Number of books (single authored) published: 3

Number of books (coauthored) published: 3

Numbers of conferences attended by faculty: 29

Number of international conferences attended: 9

Number of national conferences attended: 20

Number of papers presented in conferences: 89

Number of papers presented in international conferences: 38

Number of papers presented in national conferences: 51

Number of conferences organized by the institution: 3

Number of faculty acted as experts /resource persons: 10

Number of faculty acted as experts resource persons international: 3

Number of faculty acted as experts resource persons national: 7

Number of collaborations with international institutions: 3

Number of collaborations with national institutions: 5

Number of linkages created during the year: 3

Total budget for research for current year as a percentage of total institution budget: 15%

Amount of external research funding received in the year: Rs.19, 00, 600

Number of patents received in the year: 0

Number of patents applied for in the year: 0

Number of research awards / recognitions received by faculty and research fellows of the institute in the year: 4

Number of PhDs awarded during the year: 4

Percentage of faculty members invited as external experts / resource persons / reviewers / referees or any other significant research activities: 20%

5.**SECTION IV**

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

27. Student Details and Support Mechanisms

The total intake of students for various courses (Sanctioned): 1527

Actual enrollment during the year: 1428

Student dropout percentage during the year: 3.8%

Success percentage in the final examination across the courses: 64%

Number of academic distinctions in the final examination and percentage: 70 & 12.5%

Number of students who got admitted to institutions of national importance: 17

Number of students admitted to institutions abroad: 2

Number of students qualified in UGC NET/SET: 21

Number of students qualified GATE/ CAT/ other examination (Specify): 2

28. Does student support mechanism exist for coaching for competitive examinations?

Yes

29. Student participation, if response is yes to Qn. 28

Number of students participated: 150

30. Does student counseling and guidance service exist?

Yes

31. Student participation, if answer to Qn. 30 is yes

Number of students participated: 210

32. Career Guidance

Number of career guidance programs organized: 41

Percentage of students participated in career guidance programs: 60%

33. Is there provision for campus placement?

Yes

34. If yes to Qn. 33

Number of students participated in campus selection programs: 193

Number of students selected for placement during the year: 84

35. Does gender sensitization program exist?

Yes

36. If Answer is Yes to Qn. 35

Number of programs organized: 5

37. Student activities

Number of students participated in external cultural events: 44

Number of prizes won by students in external cultural events: 16

Number of cultural events conducted by the institute for the students: 21

Number of students participated in international sports and games events: 0

Number of students participated in national level sports and games events: 3

Number of students participated in state level sports and games events: 17

Number of students participated in university level sports and games events: 19

Number of prizes won by students in international sports and games events: 0

Number of prizes won by students in national level sports and games events: 0

Number of prizes won by students in state level sports and games events: 0

Number of prizes won by students in university level sports and games events: 19

Number of sports and games events conducted by the institute for the students: 4

38. Composition of students

Percentage of Scheduled Caste: 20.5

Percentage of Scheduled Tribe: 0.07

Percentage of (other) backward communities: 77

Percentage of women students: 19.8

Percentage of physically challenged: 1.6

Percentage of rural students: 81

Percentage of urban students: 19

39. Scholarships and Financial Support

Number of students availing financial support from the institution: 22

Amount disbursed as financial support from the institution: Rs.1, 88, 690

Number of students awarded scholarship from the institution: 45

Number of students received notable national / international achievements / recognition: 2

40. Student initiatives

Number of community upliftment programs initiated by students: 119

Number of literary programs initiated by students: 42

Number of social action initiatives based on science / environment initiated by students: 9

Number of student research initiatives: 15

6.

SECTION V

This section surveys the Governance and Innovation at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focused.

41. Whether perspective plan for overall developmental activities is created?

Yes

42. If the answer for Qn. 41 is Yes, is the plan implemented and monitored?

Yes

43. Whether benchmarking is created for institutional quality management efforts?

Yes

44. If the answer to Question 43 is yes, please list the benchmarking in various areas of development in bullet format

- Participatory Governance in terms of providing vision and mission directions
- Statutory academic and administrative bodies
- Demand-based Choice Based Credit System (CBCS)
- Democratized participation of all stakeholders in Boards of Studies, Academic Council & administrative governance
- Inclusiveness in curriculum designing and evaluation
- ICT enabled student participatory learning
- Revisiting the Continuous Internal Assessment modes
- Academic counseling
- Thrust for Research initiatives
- Opportunities for socially vulnerable groups-Transgender
- Study Circles

45. Is a Management Information System (MIS) in place?

Yes

46. If answer to question 45 is yes, please provide details of MIS applied to**1. Administrative procedures including finance:**

- Financial services such as fee collection & fine collection
- course enrollment
- maintenance & consolidation of attendance records
- consolidation of marks, such as CIA mark processing, End-of-semester examination mark processing
- digitizing examination processes
- analysis of students' performance for awards committee

2. Student admission:

- Application processing
- Admission processing

3. Student records

- Student profile
- Attendance maintenance
- CIA & End-of-semester examination papers/materials
- Continuous Internal Assessment & End-of-Semester Marks
- Student Projects Reports
- Co-curricular/Extra-curricular participation
- Foreign Students' Profiles

4. Evaluation and examination procedures

- CIA Mark
- End-of Semester Examination
- End-of-Semester Mark
- June Repeat Examination
- Double valuation
- Analysis of evaluation process
- Publication of Results
- Revaluation

5. Research administration

- Office of the Dean, Curriculum Development & Research
- Research & Development financed by the Management
- External funding for research
- Annual allocation of R&D grants for faculty research initiatives
- Research libraries attached to Research centers and PG departments
- Access to international research journals
- Study Centre for Indian Literature in English and Translations (SCILET)
- Digitized Research Information system at the College Library
- Annual Publication of the International Journal in English Language & Literature (ACJELL)
- Faculty & Students Publication of research articles in national and international journals
- Faculty Participation and presentation of papers at the national and international conferences
- Networking and consultancy on research
- Educational / Conference Tours

6. Others

- Jivana Jyothi (Special Centre for the differently abled)
- Department of Applied Sciences
- Institutional membership in national and international organizations
- Visits of the academics & educationists from international institutions

47. Existence of learning resource management

Yes

e database in library	: Yes
ICT and smart class room	: Yes
e learning sources (e-Books, e-Journals)	: Yes
Production of teaching modules	: Yes
Interactive learning facilities	: Yes

48. Internal resource mobilization: Kindly provide the amount contributed

Research	: Rs. 2, 31, 569
Consultancy and training	: Rs. 1, 44, 628
Student contribution	: Rs. 3, 65, 08, 297 (Special fees of aided courses plus course fees of self-financed courses)
Alumni contribution	: Rs. 2, 30, 500
Well wishers	: Nil

49. Infrastructure and welfare spending: Please specify the amount

Amount spent for infrastructure development: Rs.16, 18, 173

Amount spent for student welfare : Rs. 75, 000

Amount spent for staff welfare : Rs. 7, 39, 945

50. Is delegation of authority practiced?

Yes

51. Does grievance redressal cell exist?

Yes

Faculty : Yes

Students : Yes

Staff : Yes

52. Grievances received from faculty and resolved (Enter a number; 0 for nil)

Number of grievances received: 7

Number of grievances resolved: 5

53. Number of grievances received from students and resolved (Enter a number; 0 for nil)

Number of grievances received: 19

Number of grievances resolved: 19

54. Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)

Number of grievances received: 5

Number of grievances resolved: 3

55. Has the institution conducted any SWOT analysis during the year?

Yes

56. The SWOT analysis was done by internal or by external agency

Internal

57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)

- Educational Infrastructure
- Learning-centered & employable curriculum
- Student-friendly empathetic faculty

58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)

- Majority of students from socially & economically backward regions, first generation regional-medium educated learners
- Limited to access to Corporate for student placement
- Limited research output and network

59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)

- Contribution of the international alumni presence
- Accessibility to International/national research institutes

60. Kindly provide two identified challenges/threats from SWOT analysis (in bullet format)

- Meeting the needs of Slow learners

- Lack of motivation for basic science courses

61. Identify any significant progress made by the institution towards achieving the goals and objectives during the year (list below in bullet format)

- International Collaboration with Hildesheim University, Hildesheim, Germany where we have either student exchange or faculty exchange programmes or both
- To hold further talks with Gingling College, Nanjing Normal University, China, & Christ University and to develop further understanding with The Japanese Foundation, Tokyo for intercultural dialogue
- Ministry of Education, Singapore and The American College collaborated for an in-service programme for Tamil Teachers of Singapore

62. How do you perceive the role of NAAC in the quality development of your institution (Suggestions in bullet format to be given below)

- It enables the institution to consolidate and quantify its achievements on yearly basis
- Centralized quality assessment, enhancement and sustenance is made possible
- It provides an opportunity to the institution to know its strengths, weaknesses, opportunities and challenges and to move further in the right direction

7.

Summary

- This academic year has been highly satisfactory in terms of student learning experiences
- The College has taken measures to further improve the quality of education in all aspects
- A road map for the future developments has been wetted by the appropriate statutory bodies