



Ready for
Every Good Work

SACRED HEART COLLEGE (AUTONOMOUS)

Tirupattur – 635 601, Tamil Nadu, S.India

Resi : (04179) 220103

College : (04179) 220553

Fax : (04179) 226423

A Don Bosco Institution of Higher Education, Founded in 1951 * Affiliated to Thiruvalluvar University, Vellore * Autonomous since 1987

Accredited by NAAC (4th Cycle – under RAF) with CGPA of 3.31 / 4 at 'A+' Grade

6.5.3 Academic Audit Report 2019-2020

**PG and RESEARCH DEPARTMENT OF PHYSICS
SACRED HEART COLLEGE (AUTONOMOUS)
TIRUPATTUR**

**ACADEMIC AUDIT REPORT
(2019-2020)**

PG & RESEARCH DEPARTMENT OF PHYSICS
SACRED HEART COLLEGE (AUTONOMOUS), TIRUPATTUR

ACADEMIC AUDIT PANEL

- Subject Expert – 1** : **Dr. P. Philominathan M.Sc., M.Phil., Ph.D.**
Department of Physics
AVVM Sri Pushpam College (Autonomous)
Tanjore
Email: philominathan@gmail.com
Mobile: 94431 70304
- Subject Expert – 2** : **Dr. M. V. Leena Chandra, M.Sc., M.Phil., NET, Ph.D.**
Department of Physics
Fathima College (Autonomous)
Madurai
Email: leenamanuelravi@gmail.com
Mobile: 9600321883
- Industrialist** : **Mr. N. Ramesh, M.Sc., MBA**
Technical Manager
VRV Lungi Exports company Ltd.
Arrakonam, Ranipet Dt.
Email: baskaran96@yahoo.com
Mobile: 9894651599
- Convener** : **Dr. A. Albert Irudayaraj**
Head, Dept. of Physics
Sacred Heart College (Autonomous)
Tirupattur – 635 601. Tirupattur District
- Internal Members** : **Mr. C. Thirupathi**
Head, UG Dept of Physics (Shift-2)
Sacred Heart College (Autonomous)
Tirupattur – 635 601. Tirupattur District

Dr. M. Jose
Head, PG Dept. of Physics (Shift-2)
Sacred Heart College (Autonomous)
Tirupattur – 635 601. Tirupattur District

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DEPARTMENT OF PHYSICS

Academic Audit Schedule

Date: 24-2-2020

Time	Venue	Activity	Details
9.30 am – 10.30 am	Dept. of Physics	Faculty Meeting with External Audit Panel Members	Agenda: <ol style="list-style-type: none"> 1. Introducing the Audit Panel External Members 2. Presentation of the Department Activities for the last two academic years. 3. Presentation of the Self Evaluation Document (SED) of the Department along with the supporting evidences 4. Discussions 5. Finalization of the Schedule of the visitation of the external panel members
10.30 am – 11.30 am	Carreno Hall	Meeting with Students <ul style="list-style-type: none"> • UG Students Shift – I& II • PG Students 	30 Minutes for each Group
11.30 am – 12.00 noon		Break	
12.00 noon – 12.30 pm	Carreno Hall	Meeting with Students <ul style="list-style-type: none"> • MPhil Scholars • PhD scholars 	
12.30 pm – 1.30 pm		Visiting Department facilities <ul style="list-style-type: none"> • Laboratories • Classrooms • Faculty Rooms • Research Lab • Library 	
1.30 pm – 2.30 pm		Lunch Break	
2.30 pm – 3.00 pm		Any other activity as requested by the panel	
3.30 pm -5.30 pm		Preparation and Finalization of the Report by the members of the Audit Panel	
5.30 pm		Presentation of the report by the panel members to the faculty members and student representatives	

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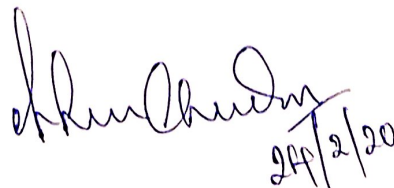
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MILESTONES OF THE DEPARTMENT

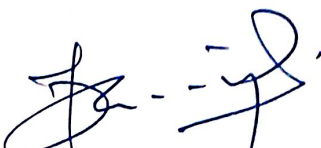
- The department of physics was established in the year 1968 with B.Sc. Physics programme. Till then physics was taught at intermediate, PUC and Ancillary levels.
- In the year 1988 the department became autonomous.
- B.Sc. Physics in Shift II was started in 1993.
- The department celebrated its silver jubilee in 1994.
- M.Sc. Physics was started in the year 2001.
- First Academic audit of the department was carried out in 2006-2007.
- M.Phil. in Physics was started in 2007.
- Crystal growth research instruments worth Rs. 2,00,000/- were purchased in the year 2010.
- Ph.D Programme was started in the year 2012.
- Material Science research instruments worth Rs. 1,84,000 /- were purchased and a separate Material Science Research lab was set up at Abraham Panampara Research Centre (APRC) in 2012.
- A major project, amounting to Rs.20,00,000/-, was obtained from DAE-BRNS in the year 2014.
- PG Lab was renovated and extended in the year 2015.
- New staff room with individual cabins for staff members was established in 2015.
- Students of the Department of physics have been excelling in cultural competitions of the college. In particular the students have won prizes in all the categories of the competition of the college in 2014 and 2015.
- New Instruments worth Rs.5,26,143/- have been purchased for the PG Lab in 2015.

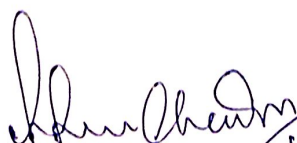
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- Department released its first book on Advanced Practical Physics (for M. Sc.) with ISBN in 2015.
- Second Academic audit of the department was carried out in 2016 – 2017.
- Department released its second book on Allied Physics Practicals with ISBN in 2017.
- The department celebrated its Golden jubilee in 2017 – 2018.
- Department released its third book on B.Sc. Physics Practicals with ISBN in 2018.
- UG Physics (shift-2) celebrated its Silver Jubilee in 2018-19.


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LIST OF FACULTY MEMBERS (Shift -I)

S. No.	Name of the Faculty	Designation	Qualification	Specialization	Date of Joining at SHC	Teaching Experience in Years	DOB	Age	Sex
1	Dr. A. Albert Irudayaraj	Associate Professor	M.Sc., M.Phil., Ph.D., PGDCS	Crystal Growth & Thin Films Nanomaterials	12.07.1990	29 Yrs	01.04.1964	55 Yrs	M
2	Mr. D. Daniel Lawrence	Assistant Professor	M.Sc., M.Phil.	Crystal Growth & Ultrasonic Characterization Studies	20.06.2002	17.5 Yrs	05.06.1979	40 Yrs	M
3	Dr. A. Dhayal Raj	Assistant Professor	M.Sc., Ph.D.	Nanomaterials & Thin Films	15.06.2011	9.5 Yrs	22.11.1980	39 Yrs	M
4	Dr. M. Jose	Assistant Professor	M.Sc., M.Phil., Ph.D.	Crystal Growth & Nanomaterials	18.06.2012	16 Yrs	27.05.1973	45 Yrs	M
5	Dr. S. Martin Britto Dhas	Assistant Professor	M.Sc., M.Phil., Ph.D.	Spectroscopy & Nanomaterials	18.06.2012	09 Yrs	11.06.1978	42 Yrs	M
6	Rev. Dr. G. Theophil Anand	Assistant Professor	M.Sc., Ph.D.	Nanomaterials & Sensor Applications	18.06.2014	06 Yrs	05.05.1977	43 Yrs	M
7	Rev. Dr. P. Gandhi Kallarasan	Assistant Professor	M.Sc., M.Phil., Ph.D.	Measurements of Semiconductor Lasers	17-6-2019	08 Months	30-6-1982	37 Yrs	M

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LIST OF FACULTY MEMBERS (Shift -II)

S. No.	Name of the Faculty	Designation	Qualification	Specialization	Date of Joining at SHC	Teaching Experience in Years	DOB	Age	Sex
1	Mr. C. Thirupathy	Associate Professor	M.Sc., M.Phil., B.Ed.	Nanomaterials	02.06.1995	24 Yrs	16.02.1971	48 Yrs	M
2	Mr. M. Aravinthraj	Assistant Professor	M.Sc., M.Phil., B.Ed.	Dielectric Studies in Liquids and DFT	04.06.2009	10 Yrs	26.01.1984	35 Yrs	M
3	Dr. S. Kalaiarasi	Assistant Professor	M.Sc., M.Phil., B.Ed., Ph. D.	Nanomaterials	15.06.2009	10 Yrs	08.03.1987	32 Yrs	F
4	Mr. R. Ramesh	Assistant Professor	M.Sc., M.Phil., B.Ed.	Crystal Growth & Nanomaterials	16.07.2009	10 Yrs	12.09.1984	35 Yrs	M
5	Mr. D. Rajkumar	Assistant Professor	M.Sc., M.Phil.	Nanomaterials	02.10.2010	09 Yrs	17.06.1986	33 Yrs	M
6	Mr. N. Madhavan	Assistant Professor	M.Sc., M.Phil.	Crystal Growth	02.06.2011	08 Yrs	07.05.1987	32 Yrs	M
7	Mr. G. Jayakumar	Assistant Professor	M.Sc., M.Phil., M.E., PGDCA	Nanomaterials	20.06.2013	11 Yrs	13.01.1985	34 Yrs	M
8	Mr. D. Magimai Antoni Raj	Assistant Professor	M.Sc., B.Ed., M.Phil.	Nanomaterials	02.07.2013	7 Yrs	01.06.1987	32 Yrs	M
9	Mr. L. Anandaraj	Assistant Professor	M.Sc., M.Phil., B.Ed.	Crystal Growth	18.06.2014	06 Yrs	03.03.1984	35 Yrs	M
10	Dr. S. John Sundaram	Assistant Professor	M.Sc., Ph. D.	Material Science	16.06.2017	2.6 Yrs	04.01.1990	30 Yrs	M

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LIST OF SUPPORT STAFF

S. No.	Name of the Support Staff	Designation	Qualification	Date of Joining	Total Experience in Years	DOB	Age	Sex
1	D. Victor	Lab Assistant	B.A	02.01.2002	18 Yrs	24.06.1977	42	Male
2	L. Prakash John Paul	Lab Assistant	M.Com	01.02.2000	19 Yrs	17.04.1979	40	Male
3	A. Sasikumar	Lab Assistant	ITI	01.06.2008	11 Yrs	09.01.1985	34	Male
4	S. Selva Pushparaj	Lab Assistant	SSLC	02.01.1996	23 Yrs	26.06.1978	41	Male
5	T. Anbazhagan	Lab Assistant	Diploma	18.6.2014	5 Yrs	21.05.1993	26	Male

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3. STUDENTS PROFILE

3.1 Number of students in the department during the current academic year for the following programmes.

Programme	Year	Strength	Allied/Electives/Specialization courses
U.G.	I Year	107 (52 + 55)	Allied Maths
	II Year	103 (49 + 54)	Allied Chemistry
	III Year	104 (50 + 54)	Subject Electives: <ul style="list-style-type: none"> • Crystal Growth & Nano Technology • Electronic communication systems • Renewable Energy and Energy Harvesting • Applied optics • 8085 Microprocessor and its applications • Medical Physics Subject Skill Electives: <ul style="list-style-type: none"> • Basic Instrumentation • Electrical Circuits and Networks
P.G.	I Year	29	
	II Year	29	Subject Electives: <ul style="list-style-type: none"> • Crystal Growth and Nonlinear optics • Nanotechnology
M.Phil		9	<ul style="list-style-type: none"> • Crystal Growth • Nanomaterials and Thin Films • Spectroscopy • Shock waves
Ph.D.		3	<ul style="list-style-type: none"> • Crystal Growth • Nanomaterials and Thin Films • Spectroscopy • Shock waves

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PG and Research Department of Physics
Sacred Heart College (Autonomous), Tirupattur, Vellore District
CBCS Structure for B.Sc. Programme

Subject	No. courses	Cr/C	Sem. I	Sem. II	Sem. III	Sem. IV	Sem. V	Sem. VI	Hours/Week	Credits
Part - I Tamil	4	3	5	5	5	5	-	-	20	12
Part-II English Communicative English	4 2	3 1	5	5	5	5	-	-	20	12 2
Part-III Core Theory &Practicals	19	3-5	6	6	6	6	22	20	66	74
Allied	4	6	4	4	4	4	6	8	30	18
Non-Major Electives	4	6	6	6	6	6	-	-	24	16
Extra credit Course	2	1					2	2	4	2
Self Study Paper	-	-			2 [#]	2 [#]			-	4 [#]
							1*	1*	-	2*
Part-IV Skill Electives Environ. Value Ed.	4 1 2	1 1 1	2	2	2 2	2			8 2 4	4 1 2
Human Rights	1					2			2	1
Part V Extension Shelters										2
Total Hrs/ Credits			30	30	30+ 2 [#]	30+ 2 [#]	30	30	180	148+2*+4 [#]

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CBCS Structure for B.Sc. Physics Programme

The Department of Physics

Sacred Heart College (Autonomous), Tirupattur, Vellore District.

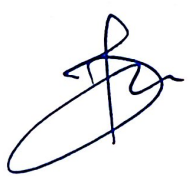
S. No.	Course Code	Title of the Paper	Contact Hours/week		
			Theory	Practical	Credit
01	P111	Mechanics	03	-----	04
02	P112	Properties of matter	03	-----	04
03	P210	Heat and Thermodynamics	03	-----	04
04	P211	Sound	03	-----	04
05	PP206	Physics Main Practicals – I	--	08	06
06	P312	Electromagnetism	03	-----	04
07	P313	Optics	03	-----	04
08	P412	Atomic Physics	03	-----	04
09	P413	Spectroscopy	03	-----	04
10	PP412	Physics Main Practicals – II	--	08	06
11	P534	Classical mechanics and Statistical physics	04	-----	04
12	P535	Basic Electronics	04	-----	04
13	P536	Solid State Physics	04	-----	04
14	P537	Mathematical Physics	04	-----	04
15	P538	1. Crystal Growth & Nano Technology 2. Electronic communication systems 3. Renewable Energy and Energy Harvesting	03	-----	02
16	P539	1. Applied optics 2. 8085 Microprocessor and its applications 3. Medical Physics	03	-----	02
17	P631	Applied Electronics	05	-----	05
18	P632	Nuclear Physics	05	-----	05
19	P633	Quantum Mechanics and Relativity	04	-----	04
20	PP615	Physics Main Practicals – III (General experiments)	-----	05	05
21	PP616	Physics Main Practicals – IV (Electronic experiments)	-----	05	05
22	P634S	Electrical circuits and Networks	03	02	04
23	P635S	Basic Instrumentation	03	02	04
24	Extra credit Course	Special Project- I	-----	-----	2 [#]
25	Extra credit Course	Special Project II (Repair and Maintenance of Lab Equipments)	-----	-----	2 [#]


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26	Self Study Paper	Astrophysics	----	----	1*
27	Self Study Paper	Physics Revisited	----	----	1*
28	Non Major Elective	Repair and maintenance of household appliances	02	----	01
29	Non Major Elective	Physics in everyday life	02	----	01
30	Allied – 1	Allied Physics for Mathematics – I	04	----	03
31	Allied – 2	Allied Physics for Mathematics – II	04	----	03
32	Allied Practicals	Allied Physics Practicals for Mathematics	----	02	02
33	Allied – 1	Allied Physics for Chemistry – I	04	----	03
34	Allied – 2	Allied Physics for Chemistry – II	04	----	03
35	Allied Practicals	Allied Physics Practicals for Chemistry	----	02	02
36	Allied – 1	Allied Physics for Computer science – I	04	----	03
37	Allied – 2	Allied Physics for Computer science – II	04	----	03
38	Allied Practicals	Allied Physics Practicals for Computer science	----	02	02

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New courses introduced/Courses in which more than 50% of the syllabus has been revised

Programme code	Programme Name	Course code	Name of the new course introduced in last five years	Year of introduction
B.Sc. Physics				
PH01	B.Sc. (Physics)	P111	Mechanics	2017-18
PH01	B.Sc. (Physics)	P112	Properties of matter	2017-18
PH01	B.Sc. (Physics)	P210	Heat and Thermodynamics	2017-18
PH01	B.Sc. (Physics)	P211	Sound	2017-18
PH01	B.Sc. (Physics)	P312	Electromagnetism	2017-18
PH01	B.Sc. (Physics)	P313	Optics	2017-18
PH01	B.Sc. (Physics)	P412	Atomic Physics	2017-18
PH01	B.Sc. (Physics)	P413	Spectroscopy	2017-18
PH01	B.Sc. (Physics)	P536	Solid State Physics	2017-18
PH01	B.Sc. (Physics)	P537	Mathematical Physics	2017-18
PH01	B.Sc. (Physics)	P538A	Crystal Growth & Nano Technology	2017-18
PH01	B.Sc. (Physics)	P538C	Renewable Energy and Energy Harvesting	2017-18
PH01	B.Sc. (Physics)	P539A	Applied optics	2017-18
PH01	B.Sc. (Physics)	P539B	8085 Microprocessor and its applications	2017-18
PH01	B.Sc. (Physics)	P539C	Medical Physics	2017-18
PH01	B.Sc. (Physics)	P540X	Astrophysics	2017-18
PH01	B.Sc. (Physics)	NPH503	Repair and maintenance of household appliances	2017-18

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PH01	B.Sc. (Physics)	P633	Quantum Mechanics and Relativity	2017-18
PH01	B.Sc. (Physics)	P634S	Electrical circuits and Networks (Theory &Practicals)	2017-18
PH01	B.Sc. (Physics)	P635S	Basic Instrumentation(Theory &Practicals)	2017-18
PH01	B.Sc. (Physics)	P636X	Physics Revisited	2017-18
PH01	B.Sc. (Physics)	NPH603	Physics in everyday life	2017-18
M. Sc. Physics				
PH 02	M.Sc. (Physics)	P716C	Elective : Astrophysics	2017-18
PH 02	M.Sc. (Physics)	P816C	Elective : Bio Physics	2017-18
PH 02	M.Sc. (Physics)	P915C	Elective : Quantum Computational Physics	2017-18
PH 02	M.Sc. (Physics)	P1012B	Elective : Reactor Physics Digital signal processing	2017-18
PH 02	M.Sc. (Physics)	XPH 901	SSP- Communication Electronics	2017-18
PH 02	M.Sc. (Physics)	XPH701	SSP- Ultrasonics	2017-18
M. Phil. Physics				
PH03	M.Phil. (Physics)	PHR110	Scientific Research Methodology	2017-18
PH03	M.Phil. (Physics)	PHR111	Advanced Material Science	2017-18
PH03	M.Phil. (Physics)	PHR112D	Advanced atomic and laser physics	2017-18

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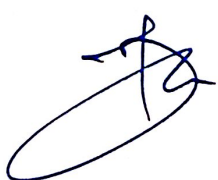
Feedback collected from students on previous curriculum before the 2016 -'17 revision

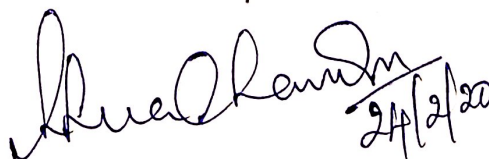
Subjects could be included to enrich the curriculum

- Mathematical Physics
- Microprocessor
- Renewable Energy
- Astrophysics
- Preparation for competitive exams
- Medical Physics
- Bio Physics
- Applied Physics
- Solar Energy and Harvesting methods
- Applied Optics

Strengths of the present curriculum

- Course Content
- Teaching
- Students follow up
- Care and individual attention to students
- Importance given to practicals
- Importance given for the development of problem solving skills and analytical skills
- Importance given for Punctuality, discipline, regularity, systematic work

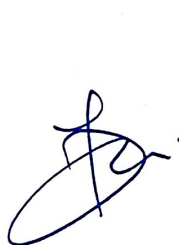
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Weaknesses of the present curriculum

- Syllabi of many papers are little heavy
- Subjects are combined in to single papers and hence syllabi of those papers are heavy
- Mathematical Physics and Microprocessor papers are offered only as elective papers
- Time available in each semester for the completion of the syllabus is less
- Too many extra curricular activities which distracts the focus of the students

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Abhishek Chandra
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UG Physics Question Paper Pattern for Semester Exam

For Main Core theory papers, Subject Elective papers, Allied Physics theory papers

Maximum marks : 70

Section A (10 x 2 = 20 Marks)

Answer all ten short answer type questions. There should be two questions from each unit in which a maximum of two questions could be problems. Each question carries 2 marks.

Section B (5 x 4 = 20 Marks)

Five either or type questions. Each question carries 4 marks. There should be one question from each unit (The either or components of each question must be from the same unit). One subdivision (a or b) of any one of the questions should be a problem.

Section C (3 x 10 = 30 Marks)

Answer any Three out of Five essay type questions. Each question carries 10 Marks. There must be one question from each unit.

UG Physics Question Paper Pattern for CA Exam

Maximum marks : 50

Section A (5 x 3 = 15 Marks)

Answer all short answer type questions. Each question carries 3 marks.

Section B (3 x 5 = 15 Marks)

Three either or type questions. Each question carries 5 marks.

Section C (2 x 10 = 20 Marks)

Answer any Two out of Three essay type questions. Each question carries 10 Marks.

CA components

Component	Marks
2 CA tests	20
Assignment/ Problem solving / Quiz/ Open book test /Seminar	5
Attendance	5
Total	30

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M.Phil. Physics Question Paper Pattern for Semester Exam

Maximum marks : 60

Section A (5 x 6 = 30 Marks)

Five either or type questions. Each question carries 6 marks. There should be one question from each unit (The either or components of each question must be from the same unit).

Section B (3 x 10 = 30 Marks)

Answer any Three out of Five essay type questions. Each question carries 10 Marks. There must be one question from each unit.

M.Phil. Physics Question Paper Pattern for CA Exam

Maximum marks : 50

Section A (3 x 6 = 18 Marks)

Three either or type questions. Each question carries 6 marks.

Section B (2 x 16 = 32 Marks)

Answer any Two out of Three essay type questions. Each question carries 16 marks.

CA components

Component	Marks
2 CA tests	20
Assignment/ Problem solving/ Quiz/ Open book test /Seminar	20
Total	40

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Evaluation pattern

(1) For Main core theory papers, Subject elective papers, Allied Physics theory papers

Component	Marks
CA	30
End semester exam	70
Total	100

CA components

Component	Marks
2 CA tests	20
Assignment/ Problem solving / Quiz/ Open book test /Seminar	5
Attendance	5
Total	30

(2) Evaluation patterns for Practicals

Component	Marks
CA	40
Practical exam	60
Total	100

CA components

Component	Marks
Lab work	25
2 CA tests	15
Total	40

Practical exam components

Component	Marks
Practical exam	50
Record	10
Total	60

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(3) For Subject skill papers

Subject skill papers will be evaluated purely internally by the respective course teachers.

Component	Marks
Theory	40
Practicals	60
Total	100

Evaluation pattern for the Subject skill theory papers

Component	Marks
CA	20
Semester exam	20
Total	40

CA components

Component	Marks
2 CA tests	10
Assignment/ Problem solving / Quiz/ Open book test /Seminar	5
Attendance	5
Total	20

Evaluation pattern for the Subject skill practicals

Component	Marks
Practical exam	50
Other components (Viva, Circuit fault finding, Circuit analysis, Quiz, Mini projects etc.)	10
Total	60

(4) For self study papers

Self study papers will be evaluated purely internally by the respective course teachers for 100 marks. A minimum of 40% marks is essential for the award of extra credits.

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M. Phil. Physics

(1) For theory papers

Evaluation Pattern

Component	Marks
CA	40
End semester exam	60
Total	100

CA components

Component	Marks
2 CA tests	20
Assignment/ Problem solving/ Quiz/ Open book test /Seminar	20
Total	40

(2) For Dissertation

Component	Marks
CA	20
Dissertation evaluation	60
Viva	20
Total	100

CA components


Component	Marks
Review 1	10
Review 2	10
Total	20

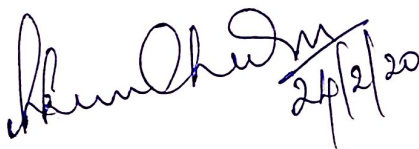
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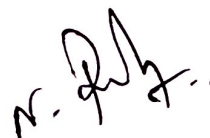
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- For M. Phil. Students two review seminars should be conducted prior to the submission of the dissertation. All M. Phil. guides may be invited for the review seminars.
- Students should present at least one paper in international conferences or publish at least one paper in reputed National/ International journals prior to the submission of the dissertation.
- Candidate shall submit the dissertation to the college in the last week of July. If a candidate is not able to submit his/her dissertation within the period stated above, he/she shall be given two extensions of 3 months each with penalty fees. If a candidate does not submit his/her dissertation even after the two extensions, his/her registration shall be treated as cancelled and he/she has to re-register for the course.
- The dissertation carries 100 marks, out of which 20 marks for viva voce and the dissertation shall be evaluated for the remaining 80 marks.
- There shall be two valuations of the dissertations, one by the supervisor and the other by an external examiner who shall be one of the three names suggested by the department. The average of the two valuations shall be the marks for the evaluation of the dissertation.
- The viva voce examination shall be conducted by the respective supervisor and the external examiner. The average of the marks awarded by the two examiners shall be taken as the marks for the viva-voce.

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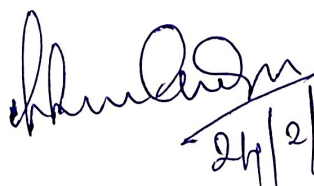


Result Analysis

Overall Result Analysis of Students in April, 2019 Semester Exam

Class	No. of students sent	No. of Students passed in all paper	Percentage of pass
I B.Sc Physics	106	85	80.18
II B.Sc Physics	107	77	71.96
III B.Sc Physics	103	79	71.96
I M.Sc Physics	29	19	65.51
II M.Sc Physics	27	24	88.89
M. Phil. Physics	7	7	100

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N. P. A.

RESEARCH OUTPUT OF THE DEPARTMENT

Publications in Scopus Index Journals

In the year 2016

International journal publications - 16
National journal publications - 1

In the year 2017


International journal publications - 27
National journal publications - Nil

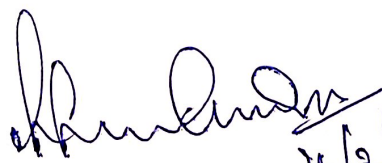
In the year 2018

International journal publications - 25
National journal publications - Nil

In the year 2019

International journal publications - 27

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A. P. A.

INFRASTRUCTURAL FACILITIES

- Well furnished individual cabins for faculty members
- On site rest room for faculty members
- Class room LCD projectors and one mobile LCD projector are available for teaching
- 3 UG class rooms, 2 PG class rooms, 1 M.Phil. class room are available
- 1 UG Main lab
- 1 UG Allied lab
- 1 PG lab
- Store room is maintained adjacent to physics labs
- 1 Physics research lab
- 5 Separate rooms with computer facility for the Ph.D guides
- 2 OHPs are available for teaching

Special Instruments

- UV-Vis spectrophotometer
- FTIR spectrometer
- Impedance analyser
- Hot air oven
- Muffle furnace
- Constant temperature baths
- SR set up for crystal growth
- He-Ne Laser
- Melting point apparatus
- Digital pH meter
- Ultrasonic agitator
- Desiccators
- Double Distillation unit
- Reflux condenser
- Heating Mantle
- Hot plate cum magnetic stirrer
- Microwave oven
- Centrifuge
- Optical microscope
- Powder X-ray diffractometer

Computers

- 4 laptops are available for the faculty members for teaching
- 2 desktops with printer facility is available for the departmental activities.

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Library (in the central Library)

(i) No. of books purchased and (ii) No. of Periodicals/Journals subscribed related to Physics

Academic year		Existing No.	Newly added		Total No.
			No.	Amount spent Rs.	
2016-17	Books	6, 107	68	38, 084/-	6175
	Journals	21	3	5, 175/-	24
2017-18	Books	6, 175	67	26, 647/-	6242
	Journals	24	10	6, 750/-	34
2018-19	Books	6, 242	49	23, 460/-	6291
	Journals	34	10	7, 030/-	44

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9. OUTCOME OF THE STUDENTS MEETING

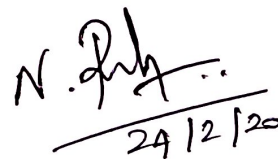
Commendations:

- Students of UG, PG and Research are well up-dated and aware well about department and the College.
- Unique and transparent representation of their suggestions is highly commendable.
- The relationship with members of staff and non teaching and management/administration seems fine.

Recommendations:

- Overloading of weightage in the final semester of UG may be considered in the next Board of Studies.
- The worksheet for practical may be replaced with a new form in all the programmes.
- The library usage hours may be made uniform as in the other departments.
- The PG students prefer to undergo internship programmes instead of projects.
- Students of PG expect more elective subjects of their choice; if possible.
- The students insist upon the guidelines in choice, allotments and related aspects of "Project Work".
- The PG laboratory may be equipped with more number of Computer terminals (by replacing older CRT monitors) and Microcontroller 8051 kits.
- The research scholars expect more repository avenues and programmes like colloquium exclusively for them.
- Apart Academic enrichment, more technical skill trainings may be given for aspirants of job.


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11. OUTCOME OF THE FACULTY MEETING:

- A blend of experienced and young faculty is a good indicator of nice progression of the department.
- Fine scope to become a specialized research department, at the earliest.

11. OVER ALL ASSESSMENT OF THE DEPARTMENT:

- The department of physics has all the ingredients required to grow in infrastructure, laboratories and staff.
- The committee appreciates the staff members in total, for their natural unbiased and dedicated involvement in all the activities of the department.

12. SUGGESTIONS:

- Academic Audit Committee(AAC) feels that the young faculty members are well equipped and dynamic and capable of setting up the department as centre of excellence.
- AAC appreciates the maintenance of consolidate and classified registers and the inventory/log book operations.
- AAC feels that the awareness to the students about the presence of suggestion boxes, updated placement news, may be enhanced.
- All the eligible staff members may be assisted to devote more of their skills in bring up the department as school of Physical Sciences, by earning out a bit in their stressing responsibilities.

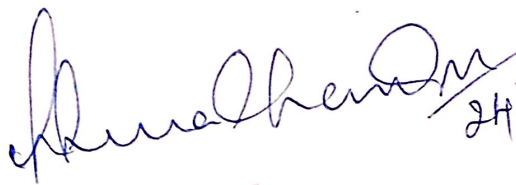
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13. CONCLUSION

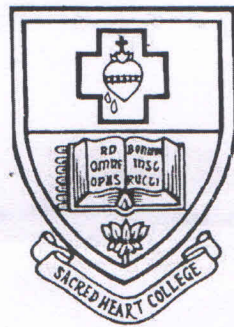
The Academic Audit Committee consisting of 1. Dr. P. Philominathan, Head, Department of Physics, AVVM Sri Pushpam College (Autonomous), Tanjore, 2. Dr. M. V. Leena Chandra, Assistant Professor, Department of Physics, Fatima College (Autonomous), Madurai and 3. Mr. N. Ramesh, Technical Manager, VRV Lungi Exports Company Ltd., Arrakonam, Ranipet conducted the Academic Audit on 24th February, 2020 at Department of Physics, Sacred Heart College (Autonomous), Tirupattur.

The overall performance of the department is appreciable and it reflects the vision and mission of institution. There is a ample scope for the implementation of the recommendations of AAC (2020) in the coming academic year. The committee is thankful to the management for giving the opportunity to carry out this important academic exercise.


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ACADEMIC AUDIT REPORT



30thJANUARY, 2020

DEPARTMENT OF COMPUTER SCIENCE
SACRED HEART COLLEGE (AUTONOMOUS)
TIRUPATTUR

SACRED HEART COLLEGE(AUTONOMOUS), TIRUPATTUR
DEPARTMENT OF COMPUTER SCIENCE

30th JANUARY, 2020

1. Introduction

I) Composition of the Academic Audit Panel

- 1) Dr. R. Rajesh, Head and Associate Professor, Department of Computer Science, Central University of Kerala, Kerala, Email: rajeshr@cukerala.ac.in, kollamrajeshr@ieee.org
- 2) Dr. S. C. Nathan, Head & Associate Professor, Department of Computer Applications, St. Xavier's College (Autonomous), Palayamkottai, Email: charan2009@gmail.com, scharan2009@gmail.com.
- 3) Mr. Suresh, Ericsson India Global Services, 8th Floor, Block C, SP Info City 40, MGR Salai, Kandanchavadi, Chennai, Email: suresh.vemula@ericsson.com.
- 4) Dr. L. Ravi, Head & Associate Professor, Department of Computer Science, Sacred Heart College, Tirupattur, Mb:9443280319, Mail: ravi@shcpt.edu
- 5) Dr. S. Sagayaraj, PG Head & Associate Professor, Department of Computer Science, Sacred Heart College, Tirupattur, Mb:9443035624, Mail: sagay@shcpt.edu
- 6) Mrs. A. Josephine Sagaya Mala, Head (Shift II) & Assistant Professor, Department of Computer Science, Sacred Heart College, Tirupattur, Mb:9442316272, Mail: sagayamala@shcpt.edu

II) Schedule of the Academic Audit Meetings

Venue: Presentation Hall

- | | |
|----------------------|------------------------------------------------------|
| 09:10 am to 09:50 am | - Meeting with 3 rd year students Shift-I |
| 09:50 am to 10:20 am | - Meeting with 1 st year students Shift-I |
| 10:20 am to 10:45 am | - Meeting with 2 nd year students Shift-I |
| 10:45 am to 10:55 am | - Refreshment |
| 10:55 am to 11:50 am | - Individual meeting with the faculty of Shift-I |

Venue: Library, Research Lab, M.Phil. Class Room and Ph.D. in Computer Science

11.50 am to 12.20 pm - Meeting with Research Scholars

Venue: M.Sc. Class Rooms, M.Sc. Computer Science Lab

12.25 pm – 12.55 pm - Meeting the I PG Students

12.55 pm – 01.15 pm - Meeting the II PG Students

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Venue: Presentation Hall

- 01.20 pm – 01.40 pm - Meeting with Students Leaders
01.40 pm – 02.15 pm - Lunch and Meeting with all the faculty members
02:20 pm - 03:00 pm - Presentation –Meeting of Audit Panel Members
03:00 pm - 03:30 pm - Meeting with 1st year students Shift-II
03:30 pm - 03:50 pm - Meeting with 2nd year students Shift-II
03.50 pm –04.45 pm - Individual meeting with the faculty of PG
04:45 pm - 05:00 pm - Meeting with 3rd year students Shift-II
05.00 pm - 05.30 pm - Individual meeting with the faculty of Shift-II
05.30 pm – 06.00 pm –Exit meeting with all the faculty members
06.00 pm – 07.00 pm -Preparation and Finalization of the Report by the Members of the Audit Panel.

2. Milestones of the Department

1988 – Establishment of the Department with B.Sc., Computer Science in Aided mode.
1998 – Commencement of B.Sc., Computer Science Programme under Self- financed.
2000 – Commencement of COMMUNE Fest.
2003 – Commencement of National Conference on Software Engineering.
2005 – Commencement of M.Sc. Programme in Computer Science.
2005 – Commencement of M.Phil Programme in Computer Science.
2007 – Autonomy for B.Sc. Computer Science Programme – Shift II.
2009 – Commencement of SPACE Fest.
2013 – Commencement of Ph.D Programme in Computer Science.
2013 – Department Silver Jubilee Celebration.
2015 – Commencement of SHARP Fest (PG).
2015 – Academic Audit Silver Jubilee of 3 Faculty Members (Dr. L. Ravi, Dr. S. Sagayaraj, Mr. J. John Arockiaraj).
2016 – Commencement of Login Fest (PG).
2018 – Skill Enhancement Programme (Faculty).
2018 – Intensive Residential Workshop (Students).

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V. Suresh

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3. Faculty Profile

B.Sc Shift – I

Faculty Strength	05
Gender wise	Male – 05 Female – 01
Qualification	Ph.D – 02 Ph.D with SET – 01 M.Phil – 03
Roles and Responsibilities	<p>Dr. L. Ravi - Head, Department Accounts & Documents, Faculty Meetings & Outreach</p> <p>Dr. S. Sagayaraj - Placement, Sports, Class Teacher (III Year), Head (PG-M.Sc. Cs) Certificate Courses.</p> <p>Prof. J. John Arockiaraj - Class Teacher (I Year UG), Alumni, Research Forum</p> <p>Dr. M. Maria Dominic - Class Teacher (III Year UG), Department Documents, Remedial Programme, Result Analysis</p> <p>Prof. R. Sandrilla - Women Students In charge (UG), Good Morning Talks, CQC Coordinator. - initiation- to final evaluation, follow-up of students Leave Letters through portals and maintaining the records.IPT Coordinator.</p> <p>Prof.C.Sathishkumar – Good Morning Talk, President(UG), Department Documents, Class Adjustments, MOODLE</p>

B.Sc Shift – II

Faculty Strength	05
Gender wise	Male – 04 Female – 01
Qualification	M.Phil with SET – 02, M.Phil- 03
Roles and Responsibilities	<p>Prof. A. Josephine Sahaya Mala –Head – Shift II, SHAPE – I Year, Remedial – I Year, Vice Principal (Academics), Lesson Plan In-charge, College Overall timetable, Re CIA, Examination Committee Member.</p> <p>Prof. D. Adiyaman–Association President, SHAPE, Certificate Programme, Stationary, Result Analysis, Remedial In-charge.</p> <p>Prof.P.Karthik- I Year Class teacher-I Year CQC Incharge- SHAPE, Cultural Incharge, Magazine Incharge, Certificate Programme,</p> <p>Prof. M. Sarlinraj–II Year Class Teacher, II Year CQC Incharge, SHAPE, Minutes of the Meetings, Sports Incharge, Industrial Visit-II Year, Good Morning Talk Incharge, Placement Incharge.</p> <p>Prof. S. Mohanraj -Class Teacher (III UG), CQC Incharge(III CS), SHAPE, Outreach Programme Incharge Department Account Maintenance, Project Coordinator, Industrial Visit- III year, Fine Arts.</p>

M.Sc

Faculty Strength	05
Gender wise	Male – 0 Female – 02
Qualification	Master with SET – 02,
Roles and Responsibilities	<p>Prof. M.Poovizhi – In College: Dean of Women Students (AICTE), Academic: Placement Officer, Good Morning Talk In-charge</p> <p>Prof. S. John Bosco - In College: College Calendar App, Hall booking System, Convocation website. Academic: II M.Sc., Class Teacher, Alumni In-charge, Consultancy Services, Project Work Coordinator, Industrial Visit</p> <p>Prof. D. Gajalakshmi- Academic: President, Women students(PG), Result Analysis, Sports in- charge(Girls), Department Document</p>

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	Maintenance, Project Work Coordinator, Records and Observations in-charge Supportive: Department Account(General)
	Prof. R. Denis - :Academic: I M.Sc., Class Teacher, Industrial Plant Training, Research Forum, Moodle , Semester Practical Exam schedule and examiners preparation Supportive: Communications , Parents Meeting, Minutes of the Staff Meeting, Class Adjustments, Remedial Coaching

4. Students Profile

Student's Strength	Shift – I UG – 162 Shift II – UG – 151 Shift II – PG -52 M.Phil- 0 Ph.D –10 Total – 375
Gender Wise Strength	Shift – I UG Male - 121 Female - 41 Shift II – UG – Male - 91 Female - 60 Shift II – PG - Male - 22 Female – 30 M.Phil Ph.D –Male – 07 Female – 03 Total Male – 241 Total Female – 134 Total –375
Community wise Strength	Shift – I UG BC - 95 MBC- 35 SC/ST – 21 BCM – 8 OC – 3 Others - 3 Shift II – UG BC - 66 MBC- 60 SC/ST - 24 BCM-3 OC –1 Shift II- PG BC -28 MBC- 16 SC/ST – 7 BCM –1 Ph.D BC – 04 MBC – 02 SC-1 OC- 1 Others-2 Total BC – 193 MBC – 113 SC/ ST – 53 BCM – 12 OC – 4 Others – 3 Total - 375
Average Attendance	2018 – 2019 Shift I – I UG: 95% II UG: 94% III UG : 93% Shift II – I UG: 94% II UG: 92% III UG : 91% Shift II – I PG: 91% II PG: 87% M.Phil – 88%

T. G. S.

V. Suresh

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5. Curriculum

Sem	Part	Code	Subject Title	Hours	Credit(s)
I	I		Tamil – I	5	3
	II		English – I	5	3
	III		Allied – I: Mathematics – I	6	4
	III		Digital Computer Fundamentals	4	4
	III		Web Design Concepts	4	4
	III		Practical I: Web Design Concepts	2	2
	IV		Personal Skills	2	1
	IV		Christian Religion - I / Value Education - I	2	1
	IV		Communicative English – I	-	1
			30	23	
II	I		Tamil – II	5	3
	II		English – II	5	3
	III		Allied – I: Mathematics – II	6	4
	III		Computer Organization and Architecture	4	4
	III		Programming with C	4	4
	III		Practical II: Programming with C	2	2
	IV		Social Skills	2	1
	IV		Christian Religion - II / Value Education – II	2	1
	IV		Communicative English – II	-	1
			30	23	
III	I		Tamil – III	5	3
	II		English – III	5	3
	III		Allied – II: Physics – I	4	3
	III		Object Oriented Programming with C++	4	4
	III		Data Structures and Algorithms	4	4
	III		Practical - III: Data Structures and Algorithms	2	2
	III		Practical: Allied – II: Physics – I	2	1
	IV		Employability Skills – I	2	1
	IV		Environmental Science	2	1
			30	22	

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Sem	Part	Code	Subject Title	Hours	Credit(s)
IV	I		Tamil – IV	5	3
	II		English – IV	5	3
	III		Allied – II: Physics – II	4	3
	III		Computer Graphics	4	4
	III		Relational Database Management Systems	4	4
	III		Practical - IV: Relational Database Management Systems	2	2
	III		Practical : Allied – II: Physics - II	2	1
	IV		Employability Skills – II	2	1
	IV		Human Rights	2	1
	V		Outreach	-	2
	V		Groups and Movements	-	2
				30	26
V	III		Programming with JAVA	5	5
	III		Linux and Shell Programming	5	5
	III		Operating Systems	5	5
	III		Programming with PHP	2	2
	III		Elective - I Software Engineering	4	3
	III		Practical - V: Programming with JAVA	2	2
	III		Practical - VI: Linux and Shell Programming	2	2
	III		Practical - VII : Programming with PHP	2	1
	III		Project Work	1	-
	III		Non-Major Elective – I	2	1
	VI		SSP1: Industrial Plant Training	-	1@
			30	26 + 1@	
VI	III		Microprocessor and its Applications	5	5
	III		Web Development using XML	5	5
	III		Mobile Apps – Android Development	5	5
	III		Programming with Python	2	2
	III		Elective – II Computer Networks	4	3
	III		Practical - VIII: Microprocessor and its Applications	2	2
	III		Practical - IX: Web Development using XML	2	2
	III		Practical - X: Programming with Python	2	1
	III		Project Work	1	2
	III		Non-Major Elective – II	2	1
	VI		SSP2: Quantitative Aptitude	-	1@
			30	28+1@	
		Total	180	148+2@	

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M.Sc Programme

Sem	Code	Subject	L	T	P	C	CA	Sem	Total
I		Principles of Compiler Design	4	0	0	3	40	60	100
		Advanced Java Programming	4	1	0	3	40	60	100
		Desktop Applications	4	1	0	3	40	60	100
		Open Source Technologies	3	1	0	3	40	60	100
		Elective-I: a. Web Services b. Data Mining and Warehousing c. Decision Support System	4	0	0	3	40	60	100
		Practical – I: Advanced Java Programming	0	0	2	2	40	60	100
		Practical –II : Desktop Applications	0	0	2	2	40	60	100
		Practical – III:Open Source Technologies	0	0	2	2	40	60	100
		Employability Skills	2	0	0	0	100	-	100
	IDCC – I (30 Hrs)/ MOOCs	-	-	-	2[#]	-	-	-	
	Total	21	3	6	21+2[#]	-	-	30	
II		Distributed Operating System	4	0	0	3	40	60	100
		Enterprise Java Programming	4	1	0	3	40	60	100
		Web Applications	4	1	0	3	40	60	100
		Programming in Python	3	1	0	3	40	60	100
		Elective-II: a. Object Oriented Analysis and Design b. Software Testing and Quality Assurance c. Software Project Management	4	0	0	3	40	60	100
		Practical - IV: Enterprise Java Programming	0	0	2	2	40	60	100
		Practical - V: Web Applications	0	0	2	2	40	60	100
		Practical -VI: Programming in Python	0	0	2	2	40	60	100
		Technical Aptitude	2	0	0	-	100	-	100
	Skill Empowerment – I	0	0	0	1	100	-	100	
	Department Domain – I (30 Hrs) / MOOCs	-	-	-	2[*]	-	-	-	
	Total	21	3	6	22+2[*]	-	-	30	
III		Internet Of Things	4	0	0	3	40	60	100
		Cloud Computing	4	0	0	3	40	60	100
		Design and Analysis of Algorithms	4	1	0	3	40	60	100
		Mobile Applications	4	1	0	3	40	60	100
		Elective - III: a. Semantic Web b. Security Systems c. Artificial Intelligence	4	0	0	3	40	60	100
		Practical-VII: Design and Analysis of Algorithms	0	0	2	2	40	60	100
		Practical – VIII: Mobile Applications	0	0	2	2	40	60	100
		Software Project – I	0	0	2	2	40	60	100
		Career Building Skills	2	0	0	-	100	-	100
	Industrial Plant Training	0	0	0	2	100	-	100	
	Skill Empowerment – II	0	0	0	1	100	-	100	
	Department Domain – II (30 Hrs)/ MOOCs (30 Hrs)	-	-	-	2[*]	-	-	-	
	Total	22	2	6	24+2[*]	-	-	30	
IV		Big Data Analytics	4	-	0	3	40	60	100
		Data Science with Python	4	1		3	40	60	100

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	Cryptography and Network Security	4	1	0	3	40	60	100
	Elective-IV: a. Machine Learning b. Block Chain Technology c. Cognitive Computing	4	0	0	3	40	60	100
	Research Investigation	2	0	0	1	100	-	100
	Practical - IX: Data Science with Python	0	0	2	2	40	60	100
	Practical - X: Cryptography and Network Security	0	0	2	2	40	60	100
	Software Project – II	0	0	4	3	40	60	100
	Human Rights	2	0	0	2	40	60	100
	Skill Empowerment – III	0	0	0	1	100	-	100
	IDCC – II/ MOOCs (30 Hrs)	-	-	-	2 [#]	-	-	-
	Total	20	2	8	23+2[#]	-	-	30
	Grand Total	84	10	26	90+4[#]+4*	-	-	120

M.Phil Programme

Sem	Code	Subject Title	Hours	Credits
I		Research Methods in Computer Science	6	5
		Frontier Research Areas in Computer Science	6	5
		Elective I : Ontological Engineering	6	5
		Elective I : Semantic Web		
		Elective I : Distributed Database System		
		Elective I : E-Learning		
		Library Hours : 6 Internet Lab Hrs : 6 Theory : 18	18	15
	Total 30 hrs/week			
		Dissertation	-	15
	Total		18	30

- The new revised syllabus for all the 3 Programmes namely B.Sc., and M.Phil., is effective from the academic year 2017-2018 onwards and for M.Sc., effective from Academic Year 2019 – 2020

6. Evaluation of the Courses

Evaluation pattern (UG and PG)

REGULATIONS FOR THEORY COURSES

Evaluation Scheme for Continuous Assessment

Two Written Tests	15Marks
Attendance	05Marks
Assignment /Moodle Test	04Marks

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Open Book Test/Problem Solving	02Marks
Other Components	<u>04Marks</u>
Total	<u>30Marks</u>

Other components (Seminars, Library reference works, Group Discussions, Field Visits and Quiz). There is no passing minimum for CA.

REGULATIONS FOR PRACTICAL COURSES

Each practical course will have a maximum of 100 marks.

For a practical course, Continuous Assessment is 40 marks and Semester Examination is 60 marks.

The features of every programming language are alone listed in the syllabus, however the students are expected to carry out several exercises in each feature of the programming language.

Continuous Assessment (CA)

Attendance	:	05 marks.
Performance in the practical session	:	10marks.
CA Test	:	15marks.
Application Development	:	10 marks.
Total	—————:	40Marks

Performance in the practical session

Every practical session will carry a maximum of 10 marks and it is divided as follows:

Initial Preparation & Observation	:	5marks.
Debugging & Execution of Program	:	5marks.

The students must prepare for the practical exercises by writing programs in the observation notebook. The observation notebook should be submitted for evaluation. Marks will be deducted for late as well as incomplete or incorrect submission.

Ten marks will be awarded for each exercise subject to the successful completion of the entire exercise as directed by the staff concerned.

CA Test

For each practical paper, only one CA test will be conducted for a maximum of 15 marks.

Developing an application

A student has to develop an application in the respective programming language. The student has to construct the application outside the class hours using his own resources. The student has to demonstrate the application in front of the class students at the time fixed by the Practical in-charge.

Application Development - 5Marks

Presentation - 3Marks

VivaVoce - 2Marks

There is no passing minimum for CA.

Semester Examination(SE)

The duration of practical examination is three hours. The student should submit a bonafide record of the experiments done at the time of the semester examination. The student shall not be allowed to appear for the semester examination without the bonafide record.

The bonafide record should contain a certificate, program list and source code listing of all the programs with outputs.

Semester Examination will be conducted for 60 marks and the marks are divided as follows:

Programming : 50 Marks

Record : 10 Marks

If a student fails in a semester examination he/she has to reappear for the next semester practical examination. However the student need to resubmit the record work for evaluation.

QUESTION PATTERN FOR THEORY EXAMINATIONS

Question Paper Pattern for Continuous Assessment Tests

Time: 2 Hrs. Max Marks: 75

The Question Paper shall consist of three sections

Part - A (6 x 3 = 18) Answer all Questions.

Part - B (3 x 9 = 27) 3 Questions with internal choice (either or type)

Part - C (2 x 15 = 30) Answer any two questions out of 3 questions.

Question Paper Pattern for Semester Theory Examination

Time: 3 Hrs. Max Marks: 70

The Question Paper shall consist of three sections

Part - A (10 x 2 = 20) Answer all Questions. Two questions from each unit.

Part - B (5 x 4 = 20) 5 Questions with internal choice (either or type). One question from each unit.

Part - C (3 x 10 = 30) Answer any three questions out of 5 questions. One question from each unit.

Other components may comprise assignments, seminars, quiz, snap test and open book test. At least two components must be considered for a paper.

There is no passing minimum for CA.

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Results Analysis (UG Shift-I)

Name of the Course Appeared	Year	Sent	Passed	Failed	Pass %	Fail %	1 st Class	2 nd Class	3 rd Class	Distinction
B.Sc CS - Shift I	2015	50	43	7	86	14	28	4	0	13
B.Sc CS - Shift I	2016	54	42	12	77.78	22.2	27	14	0	2
B.Sc CS - Shift I	2017	57	26	31	45.61	54.3	12	12	0	2

Results Analysis (UG Shift-II)

S.No	Year Of Exam	Sent	Passed	Failed	Pass %	Fail %	I st Class	II nd Class	III rd Class	Distinction
1	April 2015	49	36	13	73.47	26.53	0	19	-	4
2	April 2016	51	28	23	54.9	45.1	18	15	-	18
3	April 2017	53	22	24	41.51	53.33	10	02	-	0

Results Analysis (PG Shift-II)

S.No	Year Of Exam	Sent	Passed	Failed	Pass %	Fail %	I st Class	II nd Class	III rd Class	Distinction
1	April 2018	25	16	9	64	36	16	-	-	2
2	April 2017	26	21	5	80.77	19.23	13	2	-	5

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V. Ramesh

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7. Research and Consultancy

1. Publications (Plan period)	2016-2019
i) Details of papers published in International journals. Details of papers published in Indian Journals.	Dr. L. Ravi – 15 Dr. S. Sagayaraj – 06 Dr. M. Maria Dominic – 15 Prof.J.John Arockiaraj-1 Prof.A.Josephine Sahaya Mala-1 Prof..D.Adiyaman-1 Prof.R.Sandrilla- 6 Prof.M.Poovizhi-5 Prof.D.Gajalakshmi-1 Prof. R. Denis – 3 Prof..C. Sathish kumar-1 Prof. R. Denis – 2
iii) Books & other publications- 1	Dr. S. Sagayaraj Prof.P.Karthik Prof.D.Gajalakshmi Prof. R. Denis
2. Participation of Faculty Members in Conference/ Seminars/Workshops/Symposium/Orientation Programme/Refresher Courses	
i) Within India	Dr. L. Ravi – 11 Dr. S. Sagayaraj –32 Prof.A.Josephine Sahaya Mala-4 Dr. M. Maria Dominic-4 Prof..D.Adiyaman-5 Prof.R.Sandrilla- 13 Prof.P.Karthik-2 Prof.M.Poovizhi-10 Prof.S.John Bosco-5 Prof. D. Gajalakshmi – 4 Prof. R. Denis – 9 Prof.M.Sarlin Raj- 9 Prof.S.Mohanraj-3 Prof..C. Sathish kumar-11
ii) Abroad	
i) Within India	-
ii) Abroad	-
4(b) Financial Assistance sought from any funding agency	-

Raja

V. Suresh
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8. Infrastructural facilities

a) Computers	B.Sc CS – Shift I	
	Computer	=1
	Printer	=2
	B.Sc CS – Shift II	
	Computer	=1
	Printer	=1
	PG	
Computer	= 1	
	Printer	= 1
	Projector	= 2
b) Class Room	UG	- 3
	PG	- 2
	M.PHIL	- 1
c) Staff Room	UG Shift I	- 5
	UG Shift II	- 2
	PG	- 1
	UG Shift I HOD	- 1
	UG Shift II HOD	- 1
	PG Shift II HOD	- 1
	PhD	- 1
d) Other space available	Presentation Hall	-1
	Research Lab	-1
	PG Presentation Hall	-1
	Study Room	-1

GCC LAB 1

OPERATING SYSTEM	:	WINDOWS XP
PROCESSOR	:	INTEL CORE2 DUO
RAM	:	2 GB
HARD DISK	:	250 GB, 500 GB
SOFTWARES	:	DOT NET 2010, VISUAL BASIC 6.0, NET BEANS

GCC LAB 2

OPERATING SYSTEM	:	LUBUNTU 14 (LINUX)
PROCESSOR	:	INTEL I3
RAM	:	2 GB
HARD DISK	:	500 GB
SOFTWARES	:	NETBEANS, OPEN OFFICE

SERVERS

WINDOWS SERVER
 LINUX SERVER
 INTERNET SERVER USED THROUGH BROWSING CENTRE
 (BSNL -4 MBPS, VODAFONE - 10 MBPS)
 MOODLE SERVER – CONDUCTING QUIZ PROGRAMES AND IT MEETS
 MAIL SERVER (INTRANET)

Research Lab Facilities

S.No	Items	Quantity
1	Laptop	05
2	Desktop PC	01
3	Printer with scanner	01
4	Wired Mouse	03
5	Wired Keyboard	03

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6	Chairs	20
7	Tables	05
8	HDMI to RGV converter cable	01
9	Smart Board	01

9. Outcome of the Students meeting

Students Feedback

III UG B.Sc

1. Number of Practical Hours has to be increased
2. Evaluation process of project to be changed
3. For Android paper practical should be included.
4. Group Discussions have to be encouraged as an internal Component.
5. Motivational Sessions have to be organized.
6. UG-Lab Systems are to be updated with latest hardware and software.
7. Wi-fi facilities to be given for UG students.
8. Industrial visits are to be organized.
9. Courses such as Cloud computing, IOT, Deep Learning can be included in the curriculum or as value added courses.

I UG B.Sc

1. Communicative English course is well appreciated
2. Encourage the students to prepare for aptitude
3. Motivational programme to be given
4. Guest lectures to be arranged

II UG B.Sc

1. Number of Practical Hours has to be increased for Practical and Project work Courses.

I M.Sc CS

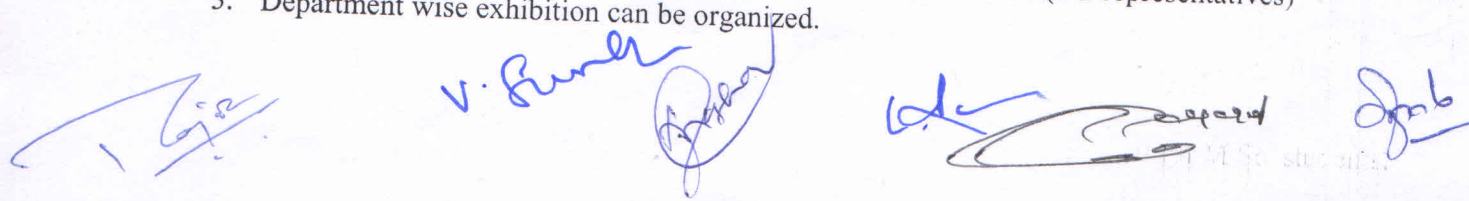
1. Big data & Cloud computing courses are to be merged.
2. J2ME concept can be included in J2EE course.
3. I M.Sc students can be permitted to attend conference/seminars along with II M.Sc students.
4. Students are to be encouraged to study NPTEL courses in each semester.

II M.Sc CS

1. Students are to be encouraged to do real time projects.
2. Students can be send to the industry to do their final projects.
3. Number of Practical Hours has to be increased for Practical and Project work Courses.

Student's Representative meeting

1. Mathematical logic unit is difficult for the students in I Semester
2. Deep learning and recent topics to be included in the curriculum(PG representatives)
3. Department wise exhibition can be organized.



I B.Sc. CS, Shift-II

1. Two days hardware workshop has to be arranged.

II B.Sc. CS, Shift-II

1. Subject related youtube videos are to be incorporated with ppt.

III B.Sc. CS, Shift II

1. Some more campus interviews to be arranged.
2. Hardware courses to be included in the curriculum.

10. Outcome of the Faculty meeting

Shift - I

1. Project may be converted into a group project.
2. Lack of attitude is observed among the students hence motivational programs can be organized.
3. FDP program should be given to the faculty on new technologies.

PG

1. Number of theory courses can be reduced.
2. Number of Practical Hours has to be increased for Practical and Project work Courses.
3. MOOC courses can be included as an elective in the curriculum.

Shift -II

1. .Net/ other frameworks can be included as a course in curriculum.
2. Microprocessor can be shifted to the previous semesters.
3. Workshop's, orientation programme and seminars are to be conducted periodically

11. Overall Assessment

We feel that the quality of the faculty and students of the department of computer science are progressing well. We have suggested certain improvements in the syllabus, Lab facilities and faculty research for the betterment of the department.

12. Suggestions

IEEE Student branch or ACM / CSI chapters/branches can be started for PG and research scholars.

E-books may be subscribed in the library.

Faculty members can be encouraged to apply funded projects.

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V. Suresh

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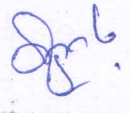
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13. Conclusion

The committee is impressed by the activities of the computer science department. We thank the management for inviting us to conduct the academic audit in this prestigious institution.

14. Signatures of the Academic panel members :

S.NO	Name and address of the Academic Audit Panel Member	Signature
1	External Member – Academician from a Research Institute/University Dr. R. Rajesh, Head and Associate Professor, Department of Computer Science, Central University of Kerala, Kerala, Email:rajeshr@cukerala.ac.in, kollamrajeshr@ieee.org	
2	External Member – Academician from an Autonomous College Dr. S. C. Nathan, Head & Associate Professor, Department of Computer Applications, St. Xavier's College (Autonomous), Palayamkottai, Email: charan2009@gmail.com, scharan2009@gmail.com	
3	External Member – Software Industry Representative Mr. Suresh, Ericsson India Global Services, 8 th Floor, Block C, SP Info City 40, MGR Salai, Kandanchavadi, Chennai, Email: suresh.vemula@ericsson.com.	
4	Convener Dr. L. Ravi, Head & Associate Professor, Department of Computer Science, Sacred Heart College, Tirupattur, Vellore Dt. Mb: 9443280319Mail: ravi@shcpt.edu	
5	Internal Member Dr. S. Sagayaraj, PG Head & Associate Professor, Department of Computer Science, Sacred Heart College, Tirupattur, Vellore Dt. Mb: 9443035624Mail: sagisara@gmail.com	
6	Internal Member Mrs. A. Josephine Sagaya Mala, Head (Shift II) & Assistant Professor, Department of Computer Science, Sacred Heart College, Tirupattur, Vellore Dt. Mb: 9442316272Mail:jose_mala@rediffmail.com	





Ready for
Every Good Work

SACRED HEART COLLEGE (AUTONOMOUS)

Tirupattur – 635 601, Tamil Nadu, S.India

Resi : (04179) 220103

College : (04179) 220553

Fax : (04179) 226423

A Don Bosco Institution of Higher Education, Founded in 1951 * Affiliated to Thiruvalluvar University, Vellore * Autonomous since 1987

Accredited by NAAC (4th Cycle – under RAF) with CGPA of 3.31 / 4 at 'A+' Grade

Name of the College : Sacred Heart College (Autonomous) Tirupattur

Name of the Department : Commerce

1. DEPARTMENT PROFILE

1.1 Date and Year of Establishment of the Department	28.10.1972		
1.2. Milestones of the Department	ANNEXURE A1		
1.3. List of Faculty Members	ANNEXURE A2		
1.4. List of Support Staff	NIL (ANNEXURE A3)		
1.5. List of Visiting Professors / Visiting Fellows of the Department	ANNEXURE A4		
1.6 Department Workload (Current Academic Year – Odd & Even semesters)	ANNEXURE A5		
1.7 Department Time-Table (Current Academic Year– Odd & Even semesters)	ANNEXURE A6		
1.8 Issues related to the workload of the department.	One additional teaching faculty to accommodate the work load created because of Rev. Dr. D. Maria Antony Raj's assignment as the Principal of the college.		
1.9 No. of Faculty Meetings conducted in a year for the last 3 Academic year	2016-17	2017-18	2018-19
	17	19	18
1.10. Minutes of the faculty meeting with signatures of the faculty members for the last 3 Academic years	ANNEXURE A7 (Reference File No - D7)		

2. ACADEMIC DETAILS

2.1. Course Catalogue for all the Programmes of the Department	ANNEXURE A8		
2.2. Year in which the present programme syllabi has been revised.	UG (B Com) – 2017-18 PG (M Com) – 2017-18 M.PHIL – 2017-18		
2.3. How often the revision of syllabi of each programme is expected to take place in the Department Normally?	Once in 3 years for UG Once in 2 Years for PG Once in 6 Years for M Phil		
2.4. Why is the necessity of the revision felt?	To equip the students to meet the changing requirements of Commerce curriculum and the environment. To incorporate the suggestions of the Alumni and other stake holders. To include the suggestions of the Panel members of the Academic Audit.		
2.5. Whether Programme feedback obtained from the Students, Subject Experts, Alumni and Parents. If yes specify when it was collected	2016-17	2017-18	2018-19
	Yes	Yes	Yes
2.6 Analysis of the programme and course feedback	ANNEXURE A9		
2.7. Details of BOS meetings conducted for the last 3 years	2016-17	2017-18	2018-19
	10.12.2016	16.12.2017	07.12.2018
2.8. Minutes of the BOS meetings with signatures of the members for the last 3 years	ANNEXURE A10		

3. STUDENTS PROFILE

3.1 Number of students in the department during the current Academic year for the following programmes.							
Programmes	Intake			Allied/Electives/Specialization courses (If any)			
	Year	Strength					
U.G.	I Year	154		Allied (Economics)			
	II Year	154		Allied (Economics & Mathematics)			
	III Year	158		Electives			
P.G.	I Year	09		Commerce			
	II Year	19		Electives			
M. Phil		01		Commerce			
Ph.D.		12		Commerce			
3.2 Provide the admission procedure followed for each of the programme. (UG, PG, M Phil, PhD) As per Tamil Nadu Government Rules and Thiruvalluvar University Guidelines.							
3.3. Number of students enrolled in the department for the current Academic year according to Regions and Countries							
	U.G.			P.G.		M. Phil	PhD
	2017-20	2018-21	2019-22	2018-20	2019-21	2019-20	
No. of students from the same state Where the college is located.	155	154	153	18	09	01	12
No. of students from other states.	02	--	--	01	--		--
No. of students from other Countries	01	--	01	--	--		--
Grand total	158	154	154	19	09	01	12
3.4 Percentage of attendance of the students in the Department for the last 4 Semesters (class wise).	ANNEXURE A11						

4. TEACHING, LEARNING AND EVALUATION

<p>4.1 Teaching methods adopted by the department</p>	<p>Lecture method: Lecture method of teaching is commonly adopted by all the teachers in the department. This method facilitates the teacher to interpret, explain and revise the content of a text only for better understanding of the subject by the learners. At the end of instruction of each unit, the students are given with specific assignments which enrich their learning.</p> <p>Interactive method: Interactive method of learning includes group discussion, news analysis and discussion with question / answer sessions are conducted to explore the students' ideas and skills in the commerce subjects.</p> <p>Information and Communication Technology (ICT) Enabled Teaching: The department of commerce facilitated with ICT supported class rooms with WIFI and LCD projectors for handling regular and online courses like MOOCS, NPTEL..etc.</p>
<p>4.2 Activity report of the department LMS for the last two semesters (ANNEXURE A12)</p>	<p>MOODLE has adopted in the department for sharing non-print materials, assignments, and quiz for enhancing existing learning environment.</p>
<p>4.3. Evaluation components for Continuous Assessment (CA)</p>	<p>BOS was resolved to adopt 30 marks for Internal Assessment. The break –up of the internal marks components is as follows. Test – 20 Marks Attendance – 5 Marks Assignment / Seminar – 5 Marks</p>
<p>4.4. Evaluation components for the Semester Examinations (SE)</p>	<p>BOS was resolved to adopt 70 marks for the end semester examination. The question paper shall have three sections with the maximum of 75 marks for three hours with the following break-up. Section A (10 x 2 = 20 Marks) Section B (5 x 4 = 20 Marks) Section C (3 x 10 = 30 Marks)</p>
<p>4.5. Whether any problems encountered in the Question paper for the last four semesters.</p>	<p>No</p>
<p>4.6 If yes provide the details</p>	<p>--</p>

4.7. Result analysis of the Department for the last 3 years / six semesters	ANNEXURE A13
4.8 Action taken based on the results in the department level	Students who have failed in various subjects are compelled to attend the remedial classes and to participate in Group Studies.
4.9 Placement and Progression of the students for the last three years	ANNEXURE A14

5 INFRASTRUCTURAL FACILITIES

5.1. Infrastructural facilities			
a) Special instruments, if any indicate users and usage frequencies (Pl. specify from record)	LCD Projector installed in all the Class rooms.		
b) Computers / Laptops / Printers	02 / 02 / 02		
c) Class Room	06		
d) Faculty Room	11		
e) Other space available (Meeting Hall)	01		
5.2. Whether the space is adequate?	Yes		
5.3. Deficiencies / Problems, if any	--		
5.4. Library (in the central Library)			
i) No. of books (Enclose the list as ANNEXURE A15)	6250		
ii) No. of Periodicals/Journals subscribed (enclose list) (Enclose the list as ANNEXURE A15)	13		
5.5. Amount spent during the last 3 years on Books/ Periodicals/Journals etc. for the department	2016-17	2017-18	2018-19
a) Books	Rs. 20,418	Rs. 7,710	Rs. 30,785
b) Periodicals/Journals Subscribed	Rs. 15,400	Rs. 17,040	Rs. 17,040
Total	Rs. 35,818	Rs. 24,750	Rs. 47,825
5.6. Any other facility provided to the students such as, INTERNET, INTRANET, E-MAIL, etc.	Internet with WI-FI Facility in Browsing Center in the Library		
5.7 Library usage report of the current students for the current year – odd & even semesters	ANNEXURE A16		

6. FACULTY PROFILE (Give brief C.V. of all faculty members) Annexure A17**7. RESEARCH OUTPUTS**

7.1. Areas of Specializations of the Department	Commerce (Accounting & Finance, Marketing and HRM)		
7.2. Publications (List to be enclosed as ANNEXURE A18)	2017	2018	2019
i) Papers published in the indexed journals.	13	08	10
ii) Papers published in Scopus indexed journals.	--	01	--
iii) Papers published in UGC Care listed journals	--	02	04
7.3 Ph.Ds. Produced by the Department (List to be enclosed as ANNEXURE A19)	2017-18	2018-19	2019-20
	NIL	NIL	01 (Submitted)
7.3. Participation of Faculty Members in Conferences/Seminars/Workshops/ Symposia/Orientation Programme/ Refresher Courses (List to be enclosed as ANNEXURE A20)	2017	2018	2019
	i) Within India	08	09+02
ii) Abroad			
7.4. National or State Awards / Honor conferred on Faculty members for the last 3 years (List to be enclosed as ANNEXURE A21)	NA		
7.5. Whether Research facilities available in the department are adequate?	Yes		
7.6. Research Projects undertaken by the department / individual during the last 3 years. (List to be enclosed as ANNEXURE A22)	ANNEXURE A22		
7.7. Department-Industry interaction for the last 3 years (industrial visits / field visits / internship) (List to be enclosed as ANNEXURE A23)	ANNEXURE A23		
7.8. Participation in Extension Activities for the last 3 years (List to be enclosed as ANNEXURE A24)	Outreach Programme (Report Enclosed) ANNEXURE A24		
7.9. Consultancy Services provided for the last 3 years (List to be enclosed as ANNEXURE A25)	NA		

8. STUDENT'S ACTIVITIES

8.1 Association activities conducted for the last 3 years (List to be enclosed as ANNEXURE A26)	Reports Annexed - ANNEXURE A26
8.2 Annual programmes of the Department for the last 3 years (List to be enclosed as ANNEXURE A27)	Reports Annexed - ANNEXURE A27
8.3 Students' achievements for the last 3 years (List to be enclosed as ANNEXURE A28)	Reports Annexed - ANNEXURE A28

9. ACADEMIC AUDITS

9.1 Review reports of the previous Academic Audits conducted	ANNEXURE A29 Report Enclosed
9.2 Action Taken report based on the previous academic audit suggestions	ANNEXURE A30 Report Enclosed

10. SWOC ANALYSIS OF THE DEPARTMENT

Strengths:

- Committed and fully qualified faculty
- Spacious, well-furnished class rooms and Department staff room with individual cabins for staff
- Regularly updated syllabus keeping in mind the need of the business world and the knowledge level of the students.

Weakness

- Lack of staff members – Shift 1 is functioning with 80% of the sanctioned staff strength.
- Location of the institution – Most of our students come from rural areas which is socially and economically backward

Opportunities

- The course has a perpetual demand due to its very nature of supplying work force to the corporate world
- The possibility of providing value added courses to augment the potential of the students to make them job ready

Challenges:

- The poor level of knowledge and motivation of the students who finds it difficult to raise their standards to the expectation of the corporate world
- Number of students in each class coupled with their poor knowledge level makes the teaching learning process highly challenging.

11. FUTURE PLANS OF THE DEPARTMENT FOR THE NEXT THREE YEARS

- Providing Tally ERP certificate course in association with CSC Computer center in the Department
- Organize focused two day workshops on Taxation and Accounting for the final year students with professionals with a view to improve the employability of the students
- To introduce internships in industries for the second year students during the summer vacation.
- To strengthen the alumni network by involving them in the guest lectures, workshops, placement interviews and get-together.

12. ADDITIONAL NOTES



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Academic Audit Review Report – 2019

09 December 2019

Department of Business Administration

Sacred Heart College (Autonomous)

Tirupattur, Tirupattur District

(Affiliated to Thiruvalluvar University)

Accredited by NAAC (4th Cycle – Under RAF)

With CGPA of 3.31/4 at 'A+' Grade

Academic Audit Review Report - 2019

Department of Business Administration

1. Introduction

Chair Person	Mr. R. Veerappan Head, Dept of Business Administration Sacred Heart College (Autonomous), Tirupattur
Subject Expert – I	Dr. J. Michael Sammanasu Associate Professor & Chair HR, Alumni branding and strategy St. Joseph’s Institute of Management(JIM) St. Joseph’s College (Autonomous) Tiruchirappalli–620 002 Tamil Nadu, India
Subject Expert – II	Rev. Fr. A. Alex Dean of Studies, Assistant Professor & Head Department of Business Administration & Commerce (Bank Management) St. Joseph’s College of Arts & Science Cuddalore – 1, Tamilnadu, India
Industrial Expert	Mr. V. Nagaraj HR Manager, FIEM Industries Limited, Hosur
Internal – Expert (Business Administration)	Dr. S. Saikumar Head PG & Research Department of Management Studies Sacred Heart College (Autonomous), Tirupattur
Internal – Expert (Accounts Paper)	Dr. K. Anbalagan

	<p>Head</p> <p>PG & Research Department of Commerce (S-II), Sacred Heart College (Autonomous), Tirupattur</p>
Members	<p>Dr. A. Arockiamary</p> <p>Asst Prof., Dept of Business Administration, Sacred Heart College (Autonomous), Tirupattur</p> <p>Mr. J. Anandraj</p> <p>Asst Prof., Dept of Business Administration, Sacred Heart College (Autonomous), Tirupattur</p> <p>Mr. A. Joshuva Victor</p> <p>Asst Prof., Dept of Business Administration, Sacred Heart College (Autonomous), Tirupattur</p>
Date of Audit	09/12/2019
Academic Years for Which Academic Audit Conducted	2016-17, 2017-18, 2018-19
Proceeding of the Audit	<p>The process of Academic Audit of Department of Business Administration was systematically planned and scheduled with Chair Person</p> <ul style="list-style-type: none"> • Department Presentation • Verification of Documents • Interactions with Faculty • Interactions with Students • Interactions with Class Leaders • Interactions with CQC Leaders • Interactions with Outreach Program Leaders • Visit to Library and Browsing Center

Schedule of Academic Audit

Time	Venue	Activity	Details
9.00 am	Board Room	Faculty Meeting with External Audit Panel Members	Agenda: <ol style="list-style-type: none"> 1. Introducing the Audit Panel External Members 2. Presentation of the Department Activities for the last two academic years. 3. Presentation of the Self Evaluation Document(SED) of the Department along with the supporting evidences 4. Discussions 5. Finalization of the Schedule of the visitation of the external panel members
10.30 am	Class Room	Meeting with Students – I BBA Students	
10.55 am	Class Room	Meeting with Students – II BBA Students	
11.20 am		Tea Break	
11.45 am	Class Room	Meeting with Students – III BBA Students	
12.15 pm	Dept	Student Representatives	Class Leaders, Association Leaders, Sports Leaders, Cultural Leader
12.40 pm	Dept	CQC Leaders	
12.55 pm	Dept	Outreach Program Leaders	
1.15 pm		Lunch Break	
2.15 pm		Visit Towards Library & Browsing Center	

2.45 pm	Board Room	Preparation and Finalization of the Report by the members of the Audit Panel	
4.00 pm	Board Room	Presentation of the report by the panel members to the IQAC Members, faculty members and student representatives	
4.30 pm		Vote of Thanks	

Objectives of Audit

- To collect primary baseline data regarding academic eco-system of the Department.
- To interact with the faculty regarding strengths, weaknesses, challenges and achievements of the Department.
- To assess the research potential and suggest areas that could be taken up for research by faculty
- To identify the opportunities for academic reforms, and examination reforms for a long term progression with excellence and to face the challenges of Internationalization in Higher education.
- To suggest ways and means of introducing innovations in the teaching learning process as well as capacity building among stakeholders.

Methodology

Detailed discussions with the faculty of the department about all aspects of academics and other allied activities were made. All the records pertaining to both curricular and extra-curricular activities were examined to find out the sufficiency and deficiency in academic management and accordingly suggestions were made to upgrade the delivery mechanism of the department. Facilities showcasing the teachers' and students' activities were accessed and duly analyzed to evaluate the quality of teaching and learning. Vision, Mission and Action Plan of the departments were assessed as a very important facet of the audit system to work upon them for formulating a larger Action Plan for the department.

2. Milestones of the Department

- BBA dept since its inception has won 19 overall championships (From 2006 to till date)
- Major Winning Event of BBA dept - won Overall Championship in SRM University in 2010 among 48 colleges
- India Today Ranking 2017 – 31st Place
- **MOU** with Audacious Academy – Leadership training and Communicative skills
- **MOU** for Faculty Exchange Programme and Student Exchange Programme with the following institutions
 - a. Department of Business Administration, Brindhavan College, Bangalore
 - b. Department of Business Administration, St Joseph’s College, Cuddalore
 - c. Department of Business Administration, Loyala College, Vettavalam
 - d. Department of Business Administration, Marudhar Kesari Jain College, Vaniyambadi.

Sponsored Programs in the Department

Year	Event	Level	Title of the Event	Agency Funded
2007	Conference	National	Corporate Social Responsibility	MALCO, Mettur
2009	Inter College Competitions	State	10 Events	Wonderla, Bangalore
2011	Inter College Competitions	State	12 Events	Wonderla, Bangalore
2015	DB Inter School Quiz Competition	State	99 teams participated	Wonderla, Bagalore
2015	Conference	National	Rural Marketing	NABARD, Chennai
2016	Seminar	National	Recent Trends in Marketing	Reserve Bank of India
2018	Seminar	National	Managing People in Digital Era	NHRD
2019	Seminar	National	Capacity Building for Rural Graduates	Wonderla, Bangalore

3.

4. Faculty Profile

S.No	Name	Designation	Qualification	Specialization	Experience
1	Mr. R. Veerappan	HOD & Asst Prof	M.B.A.,M.Phil., PGDHRM., V.C.T	Marketing & HR	19
2	Dr.A.Arockiamary	Asst Prof	M.Com., M.Phil., Ph.d., M.Ed	Finance	10
3	Mr. J. Anandraj	Asst Prof	M.B.A., M.Phil	HR & Marketing	6
4	Mr. A. Joshua Victor	Asst Prof	M.B.A., M.Phil	HR & Marketing	6

5. Students Profile

Student's Strength	Gender Wise	Community Strength	Wise	Overall Attendance
I BBA – 76 II BBA – 71 III BBA – 64	Male – 165 Female – 46	SC & ST– 17 BC – 87 MBC – 99 OC - 8		87%

6. Curriculum

Once in five Years is revised and updated

Syllabus is Excellent.

Inclusion of Business Practical Course is very effective for the students

Mini project in the curriculam is very useful to take up Major Projects

Certificate Course for UG students is effective

Self Study Papers are also good

1 credit for Outreach program is very useful for the students

7. Evaluation of the courses

- Evaluation process is well defined and communicated to all the students.
- The college has an open and participative mechanism for evaluation of teaching
- Theory Evaluation is Excellent
- Practical Evaluation is Excellent

Question Paper Pattern

CA – 2 Class Hours

Section A –	5 x 3 = 15 marks
Section B – either or	3 x 5 = 15 marks
Section C – 3 out of 2	x 10 = 20 marks
Total CA marks	50 marks

Semester – 3 Hours

Section A -	10 x 2 = 20 marks
Section B – either or	5 x 4 = 20 marks
Section C – 5 out of	3 x 10 = 30 marks
Total SE	70 marks

Component

Internal	30 marks	CA – 20 marks Assignment – 5 marks Attendance – 5 marks
External	70 marks	
Total	100 marks	

Project Criteria

The following are the components for report writing

- Content - 50 Marks
- Layout - 15 Marks
- Methodology - 10 Marks
- Grammar - 5 Marks

Marks for Viva Voce

- Oral Presentation - 10 Marks
- Question & Answer - 10 Marks

Department is also maintaining the Student Profile

8. Research and Consultancy

Research output of the Department

Journal Publication

	2016-17	2017-18	2018-19
National	5	4	2
International	5	8	12
Total	10	12	14

Book Publication & Edited Chapters

Mr. R. Veerappan

Books

1. Managerial Economics (293 Pages) - Thakur Publications – 2013
2. Human Resource Management (143 Pages) – R.K. Publications - 2017
3. Digital India A road head – Empyreal Publishing House – 2017

Dr. A. Arockiamary

Edited Chapters

1. Entrepreneurship in Globalized Economy – 2019 – Charulatha Publications - 2019

9. Infrastructural Facilities

a) Special Instruments	Nil
b) Computer	1
c) Printer	1
d) Laptop	1
e) Camera (Alumini sponser)	1
f) Mike (Alumini Sponser)	1
g) Amplifier(Alumini sponser)	1
h) OHP Projector	1
i) Class Room	3
j) LCD Projector in Class Room	3
k) Faculty Room	1
l) Faculty Table	4
m)Faculty Chair	4
n) Computer Table	1
o) Almeria (Alumini Sponser)	4
p) Fan	5
q) Tube Light	4
r) Notice Board	2
s) Plastic Chair	3
t) LCD Projector (Alumini sponser)	1

Books and Journals

i) No of Books	886
ii) No of Periodicals/Journals	28

10. Outcome of the Students Meeting

	Observations
Sanitation	Excellent Sanitation facilities are provided in the campus
Drinking water facilities	Water facility for drinking is available.
Assignments	Group Discussion, Case Study analysis, Management games, Seminars, Role Play, online assignments etc are given
Association Activities	Adminfest, SHAPE, Conference are some of the examples
Intellectual Talents	Excellent
Non Major Elective	NME course is Excellent
Class Quality Circle	Well Organized
SHAPE	Personal Attention is given to each student to develop the skills
Counseling	Periodical counseling is given to the students, so that they are able to solve the problems
Outreach Program	Village exposure is given to the students
SHELTERS	Program on social awareness
“Good Morning” Talk	Excellent
Working Hours	Excellent
Add on course & Certificate Courses	CNM, CTS, Tally, IGNOU Courses
Class Room Environment	Well furnished furniture and AV system
Technical Support	Excellent internet support
Students Participation in other colleges	Excellent – many students participated and won many prizes in competitions
Inter / Intra Departmental Sports	Students actively participate

Writing Skills	Biz World Magazine is published every year
Remedial Coaching Program	Weak students are benefited from remedial coaching class
Work Scholarship	Financial support is given to the poor students by the College
Study Materials	Excellent
Student Progression	Student Progression is monitored effectively
Placement Services	Still to be improved
Library	The library provides facilities such as digitalization, Cybernet etc.
Seminar Halls	Excellent facilities of Seminar halls like Carrenno Hall, Oasis, DMT Hall, Kamarajar Arangam, MT Hall, Pope Francis Hall are available
Extra Curricular Aspects	Student are actively participate in NCC, NSS, Rovers, Rotaract, MNI etc
Faculty - Student Relations	Very Good
Life Skills	It is very useful for the students
Browsing Center	Very much useful for the poor students
Midday Meals	Scheme is very much appreciable
Hostel Facilities	Hostel Students of BBA department are happy
More drop Out	Many students drop out because of language barriers and family problems
Business Practicals	Excellent in the curriculum
Mini Projects	Group project is very effective
Major Projects	It will boost the confidence

11. Outcome of the Faculty Meeting

	Observations	Remarks / Suggestions by Academic Advisors
Teaching Plan and Study Materials Notes	Since the Institution is Autonomous the faculty are following the conventional teaching diaries and lesson plan Study Materials are given to the students	Coaching classes and remedial programmes are conducted for the weak students. Still it may be tuned to get 100% results
Conduct of Classes	Classes are conducted as per the time table	Excellent
Conduct of Classes in Non Major Elective, Religion, Ethics, Environmental Studies, Skill Electives	Are being followed including inter disciplinary	Excellent
Use of Supplementary teaching	PPT, Audio Visual Class, Online Assignment, Group Discussion, Case Study, Role Play	Excellent
Student Assignments	A good number of worthy assignments are given to the students by the department faculty Online Assignments & PPT Presentations are given to the students	Excellent

12. Overall Assessment

I. Teacher's contribution towards

1. Development of Institution
2. Development and Career Growth of the Students
3. MOUs are made for Faculty Exchange Programme
4. Online courses
5. Self Development
 - a. Passing SLET/NET/Ph.d
 - b. Research Publication
 - c. FDP
 - d. Major and Minor Projects
 - e. Book Publication

II. Students' Feedback

1. Increase placement based programme
2. Increase skill based programme (Communicative, Employability and Interview skills)
3. Increase Class Room Seminars
4. Week end projects (Field Study)
5. Fixed days in a week for Remedial Classes
6. MOUs are made for Student Exchange Programme
7. Internship is very useful

13. Suggestions

1. Attendance Percentage of the students can be increased
2. Competency Mapping can be included in training and development.
3. Implementation of wage code policy and Industrial relations 2019 are to be included.
4. Alumn (Alumni) talk series are to be invited.
5. Income tax – law and practice can be included in the syllabi.
6. Participation in Research activity can be encouraged.
7. National and international linkages could be initiated.
8. Faculty exchange and Students exchange programme can be encouraged.
9. Starting of Entrepreneurial Development Club is encouraged.
10. Course of Independent learning can be introduced.
11. Bridge course on Accountancy can be introduced.
12. Remedial coaching shall be further intensified to ensure that results are more consistent.
13. Self online tests are to be encouraged.
14. Compulsory Case study to be included in the semester exam from the second year onwards.
15. Spot speech on rotation basis in the classroom can be initiated.
16. Faculty members should take the benefit of various schemes and financial assistance given by U.G.C./ICSSR for undertaking major and minor Research Projects which will benefit them in their career advancement.

17. Professionals from different fields can be involved in seminars and workshops.
18. Semester mark statement can be given at the Parent – Teacher meeting.
19. Learning academy can be initiated after the class hours.
20. Exclusive Club learning for BBA can be initiated.

14. Conclusion

The students are very much impressed by the college and department which is providing academic support. Also the students are happy with teacher's contribution and infrastructure facilities. We suggest that some more steps should be taken for the student's communication development, placement program, creating awareness to apply competitive examinations, Higher Education and field study.

15. Signatures of Academic Panel Members

Chair Person	Mr. R. Veerappan Head, Dept of Business Administration Sacred Heart College (Autonomous), Tirupattur	
Subject Expert – I	Dr. J. Michael Sammanasu Associate Professor & Chair HR, Alumini branding and strategy St. Joseph's Institute of Management(JIM) St. Joseph's College (Autonomous) Tiruchirappalli-620 002 Tamil Nadu, India	
Subject Expert – II	Rev. Fr. A. Alex Head Department of Business Administration & Commerce (Bank Management) St. Joseph's College of Arts & Science Cuddalore – 1, Tamilnadu, India	
Industrial Expert	Mr. V. Nagaraj	

	<p>HR Manager</p> <p>FIEM Industries Limited, Hosur</p> <p>Tamilnadu, India</p>	
<p>Internal – Expert</p> <p>(Business Administration)</p>	<p>Dr. S. Saikumar</p> <p>Head</p> <p>PG & Research Department of Management Studies</p> <p>Sacred Heart College (Autonomous), Tirupattur</p>	
<p>Internal – Expert</p> <p>(Accounts Paper)</p>	<p>Dr. K. Anbalagan</p> <p>Head</p> <p>PG & Research Department of Commerce (S-II), Sacred Heart College (Autonomous), Tirupattur</p>	
<p>Members</p>	<p>Dr. A. Arockiamary</p> <p>Assistant Professor</p> <p>Dept of Business Administration</p> <p>Sacred Heart College (Autonomous), Tirupattur</p> <p>Mr. J. Anandraj</p> <p>Assistant Professor</p> <p>Dept of Business Administration</p> <p>Sacred Heart College (Autonomous), Tirupattur</p> <p>Mr. A. Joshua Victor</p> <p>Assistant Professor</p> <p>Dept of Business Administration</p> <p>Sacred Heart College (Autonomous), Tirupattur</p>	



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SACRED HEART COLLEGE (AUTONOMOUS)

Tirupattur – 635 601, Tamil Nadu, S.India

Resi : (04179) 220103

College : (04179) 220553

Fax : (04179) 226423

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Academic Audit 2020

Department of Computer Applications (UG),
Sacred Heart College (Autonomous),

Accredited by NAAC (4th Cycle – under RAF) with CGPA of 3.31/4 at 'A+' Grade.

Tirupattur – 635601,

Tirupattur District, Tamil Nadu. India.

Preamble

The Academic Audit of the Department was conducted on 20th March 2020. The Purpose of the Audit is to encourage the department and Provide the opportunity to evaluate the department's teaching and learning process. The Self Evaluation Document (SED) of the Department was presented to the Panel. The Panel Members investigated the different aspects of the Document, and authenticated them with the supporting evidences. This report consolidates the findings of the panel and put forth the suggestions and area of improvements possible in the future.

Audit Panel Members

Chair Person

Mr. A. John Martin,
Head, Department of Computer Applications (UG),
Sacred Heart College (Autonomous),
Tirupattur- 635601, Tirupattur Dist, Tamil Nadu.

SUBJECT EXPERT - 1

Dr. P. Revathi, M.C.A., M. Phil., Ph.D.
Assistant Professor,
Department of Computer Science,
Holy Cross College (Autonomous),
Tiruchirappalli - 620 002
Email Id: revathi@hcctrichy.ac.in, revathihcc.rp@gmail.com
Mobile: +91 9944550190

SUBJECT EXPERT - 2

Dr. V.Sinthu Janita Prakash, M.C.A., M. Phil., Ph.D.
Vice Principal & Head,
Department of Computer Applications,
Cauvery College for Women (Autonomous),
Cauvery Nagar Main Rd,
Annamalai Nagar, Woraiyur,
Trichy - 620018,
Tamilnadu, India
Email : sinthujanita@gmail.com
sinthujanita@cauverycollege.ac.in
Mobile : 9894484436

INDUSTRY EXPERT

Saravanan S
ProcessDrive India Pvt Ltd
Address: 126/4A1, Hayath Nagar
Pachalmitta, Tirupattur, 635601
Mobile: 9840859493

List of Faculty Members Present

S.No	Name of the Faculty	Designation
1	Mr. R. Karthik	Member
2	Mr. V.S. Jayakumar Paul Bosco	Member
3	Dr. A. Mekala	Member
4	Mrs. C. Dharma Devi	Member
5	Mr. T. Prabakaran	Member
6	Mr. V. Krishna Kumar	Member
7	Dr. J. Merlin Florence	Member

Schedule of the Academic Audit (20th January 2020)

Time	Activity	Details
9.00 am – 10.30 am	Faculty Meeting with External Audit Panel Members	Agenda: 1. Invocation. 2. Introducing the External Audit Panel Members 3. Presentation of the Department Activities for the last two academic years. 4. Presentation of the Self Evaluation Document(SED) of the Department along with the supporting evidences 5. Discussions
10.30 am – 11.30 am	Visiting Department facilities <ul style="list-style-type: none">• Laboratories• Classrooms• Faculty Rooms• Library	
11.30 am – 12.00 noon	Break	
12.00 noon – 12.30 pm	Any other activity as requested by the panel	
12.30 pm – 1.15 pm	Lunch Break	
01.15 pm – 1.45 pm	Meeting with the student representatives	
02.00 pm – 03.00 pm	Preparation and Finalization of the Report by the members of the Audit Panel	
03.00 pm – 03.30 pm	Presentation of the report by the panel.	

Name of the College : Sacred Heart College (Autonomous)

Name of the Department: Department of Computer Applications (UG)

1. DEPARTMENT PROFILE

1.1 Date and Year of Establishment of the Department	22/07/2011		
1.2. Milestones of the Department	ANNEXURE A1		
1.3. List of Faculty Members	ANNEXURE A2		
	Faculty Strength	Total No. of Faculty : 08 Men : 05 Women : 03	
	Qualification	Phd :02, Phd :04 (Pursuing) M.Phil : 07 Master : 01	
	NET/SET Qualified	NET : 02 SET : 03	
1.4.List of Support Staff	ANNEXURE A3		
1.5.List of Visiting Professors/Visiting Fellows of the Department	ANNEXURE A4 Nil		
1.6 Department Workload (Current Academic Year – odd & even semesters)	ANNEXURE A5		
1.7 Department Time-Table (Current Academic Year – odd & even semesters))	ANNEXURE A6		
1.8 Issues related to the workload of the department.	Nil		
1.9 No. of Faculty Meetings conducted in a year for the last 3 academic year	Academic year 2015- 2017	Academic year 2017-2018	Academic year 2018-2019
	18	16	12
1.10. Minutes of the faculty meeting with signatures of the faculty members for the last 3 academic years	ANNEXURE A7		

2. ACADEMIC DETAILS

2.1. Course Catalogue for all the Programmes of the Department	ANNEXURE A8		
2.2. Year in which the present programme syllabi has been revised.	UG - 2017 – 2018		
2.3. How often the revision of syllabi of each programme is expected to take place in the Department Normally?	Once in a three year		
2.4. Why is the necessity of the revision felt?	To incorporate the following <ul style="list-style-type: none"> • To meet the changes in the technology trends and industry need. • Recommendation given by the academic audit panel members and other subject experts. 		
2.5. Whether Programme feedback obtained from the students, Subject Experts, Alumni and Parents. If yes specify when it was collected	Academic year	Academic year	Academic year
	2016-2017 Nil	2017-2018 [Project Review, Parent's Meet, Alumni Meet & Convocation Day]	2018-2019 [Project Review, Parent's Meet, Alumni Meet & Convocation Day]
2.6 Analysis of the programme and course feedback	ANNEXURE A9		
2.7. Details of BOS meetings conducted for the last 3 years	Academic year 2016 – 2017	Academic year 2017 - 2018	Academic year 2018 – 2019
	11 th Dec 2016	17 th Dec 2017	16 th Dec 2018
2.8. Minutes of the BOS meetings with signatures of the members for the last 3 years	ANNEXURE A10		

3. STUDENTS PROFILE

3.1 Number of students in the department during the current academic year for the following programmes.

Programmes	Intake		Allied/Electives/Specialization courses (If any)
	Year	Strength	
BCA (UG)	I Year	55	Mathematics Foundation I & II
	II Year	55	Financial Accounting I & II
	III Year	55	Discipline Specific Electives (DSE)

3.2 Provide the admission procedure followed for each of the programme

BCA (UG) – As per the University Norms.

3.3. Number of students enrolled in the department for the current academic year according to Regions and Countries

	BCA		
	Batch (2019-2022) (I BCA)	Batch (2018-2021) (II BCA)	Batch (2017-2020) (III BCA)
No. of students from the same state Where the college is located.	55	55	54
No. of students from other states.	--	--	01
No. of students from other Countries	--	--	--
Grand total	55	5	55

3.4 Percentage of attendance of the students in the Department for the last 4 Semesters (class wise).

ANNEXURE A11

4. TEACHING, LEARNING AND EVALUATION

4.1 Teaching methods adopted by the department	Lecture, Seminar, Group Discussion, PPT, Video Presentation, Peer Learning
4.2 Activity report of the department LMS for the last two semesters	ANNEXURE A12
4.3. Evaluation components for Continuous Assessment (CA)	Internal Maximum Marks – 30 Two Written Test - 15 Attendance - 5 Other Components - 10 (Seminar, MOODLE test, Assignment, Class test, etc.,)
4.4. Evaluation components for Semester End Examinations (SE)	Semester Maximum Mark – 70 Part – A (10 X 2 = 20) Part – B (5 X 4 = 20) Part – C (3 X 10 = 30) Written Examination evaluated by the external examiners.
4.5. Whether any problems encountered in the Question paper for the last four semesters.	Nil
4.6 If yes provide the details	--
4.7. Result analysis of the Department for the last 3 years/six semesters	ANNEXURE A13
4.8 Action taken based on the results in the department level	Remedial Classes conducted for the slow learners
4.9 Placement and progression of the students for the last three years	ANNEXURE A14 2018 – 2019 : 10 2017 – 2018 : 11 2016 – 2017 : 03

5 INFRASTRUCTURAL FACILITIES

5.1. Infrastructural facilities			
a) Special instruments, if any indicate users and usage frequencies (Pl. specify from record)	<ul style="list-style-type: none"> • The class rooms are equipped with LCD projectors. • Arduino Kit for the students to learn machine learning algorithms 		
b) Computers	<ul style="list-style-type: none"> • Lab is Equipped with 55 Desktop Computers • The Department is provided with 1 Laptop. • There is a Desktop Computer in HOD's Office and Faculty room. 		
c) Class Room	Class Rooms : 03		
d) Faculty Room	Faculty Rooms : 03 HOD's Office : 01		
e) Other space available	--		
5.2. Whether the space is adequate?	Yes		
5.3. Deficiencies/Problems, if any	–		
5.4. Library (in the central Library)	Library is centralized and is being accessed by both staff and students.		
i) No. of books	157 ANNEXURE A15		
ii) No. of Periodicals/Journals subscribed	5 ANNEXURE A15		
5.5. Amount spent during the last 3 years on Books/ Periodicals/Journals etc. for the department	Academic year 2016 – 2017	Academic year 2017 – 2018	Academic year 2018 – 2019
a) Books	3,998	25,075	10,443
b) Periodicals/Journals Subscribed	15,000	15,000	15,000
Total (a+b)	18,998	40,075	25,443
5.6. Any other facility provided to the students such as, INTERNET, INTRANET, E-MAIL, etc.	<ul style="list-style-type: none"> • The students are given free internet access in the browsing centre. • The students are encouraged to access LMS to refer the course materials and carry out learning activities like assignment, quiz, discussion, chat etc. 		
5.7 Library usage report of the current students for the current year – odd & even semesters	ANNEXURE A16		

6. FACULTY PROFILE

ANNEXURE A17

7. RESEARCH OUTPUTS

7.1. Areas of Specializations of the Department	E-Learning, Machine Learning, Networking, Data Science, Data Mining, Big Data, Internet of Things.		
7.2. Publications (ANNEXURE A18)	Academic year 2018 – 2019	Academic year 2017 – 2018	Academic year 2016 – 2017
i) Papers published in SCI indexed journals.	NIL	NIL	NIL
ii) Papers published in Scopus indexed journals.	NIL	NIL	1
iii) Papers published in UGC Care listed journals	NIL	1	1
7.3 M.Phil Produced by the Department (List to be enclosed as ANNEXURE A19)	Academic year 2018 – 2019	Academic year 2017 – 2018	Academic year 2016 – 2017
	NIL	NIL	NIL
7.3. Participation of Faculty Members in Conferences/Seminars/Workshops/Symposia/Orientation Programme/ Refresher Courses	Academic year 2018 – 2019	Academic year 2017 – 2018	Academic year 2016 – 2017
	ANNEXURE A20		
i) Within India	11	23	9
ii) Abroad	Nil	Nil	Nil
7.4. National or State Awards / Honour conferred on Faculty members for the last 3 years	ANNEXURE A21 Nil		
7.5. Whether Research facilities available in the department are adequate?	--		
7.6. Research Projects undertaken by the department/individual during the last 3 years.	ANNEXURE A22 Nil		
7.7. Department-Industry interaction for the last 3 years (industrial visits/field visits/internship)	ANNEXURE A23 2018-2019 : Visit to Rajiv Gandhi Memorial Training Centre, Chennai, on 13/02/2019		
7.8. Participation in Extension Activities for the last 3 years	ANNEXURE A24 2017 – 2018 • DEEDS programme at Agaram Village – 06/02/2017 – 08/02/2017		

	<ul style="list-style-type: none"> • Sharing Day <p>2018 – 2019</p> <ul style="list-style-type: none"> • DEEDS programme at Palya Athikuppam Village – 05/02/2018 – 07/02/2017 • Gaja Relief Fund, Kerala Relief Fund <p>208-2019</p> <ul style="list-style-type: none"> • DEEDS programme at Korati Village – 07/01/2018 – 09/01/2018
7.9. Consultancy Services provided for the last 3 years	<p>ANNEXURE A24</p> <p>NIL</p>

8. STUDENT'S ACTIVITIES

8.1 Association activities conducted for the last 3 years	ANNEXURE A26
8.2 Annual programmes of the Department for the last 3 years	ANNEXURE A27
8.3 Students' achievements for the last 3 years	ANNEXURE A28

9. ACADEMIC AUDITS

9.1 Review reports of the previous academic audits conducted	ANNEXURE A29
9.2 Action Taken report based on the previous academic audit suggestions	ANNEXURE A30

10. SWOC ANALYSIS OF THE DEPARTMENT

Strengths

Teaching and Learning

- The faculty members have been resource persons in various programs (conference / Seminar) held inside and outside of the college.
- Active participation in NPTEL, SWAYAM and MOOC online courses.
- Flexibility in designing and updating the Curriculum.
- Adapting the latest technologies in teaching and learning process.
- Availability of infrastructure to both faculty members and students.

Faculty and Student Support

- Dedicated and qualified faculty members with team spirit.
- Faculty members provide expertise in developing software tools for the college.
- Inculcating research culture among the students through research forum activities.
- Consultation time for the students.

Weakness

- Need to focus on research articles and projects.
- Need to establish MoU with industries and esteemed institutions.
- Less chance to implement CBCS
- Interactions with alumni have to be improved.

Opportunities

- Knocking the doors of various agencies for funding of minor research projects.
- Involve the alumni in training and placement activities of the department.
- Signing of MoUs with institution and industries for training and placement.
- Collaborating with MCA department for the growth of the BCA department.

Challenges

- Balancing between teaching and research activities.
- Motivational level of students is low.
- Giving hands-on exposure within the stipulated time frame for the programming courses is difficult.
- Difficulty in providing bridge courses for the students who from non-computer science - Students with biology background.

11. FUTURE PLANS OF THE DEPARTMENT FOR THE NEXT THREE YEARS

- Strengthening placement with the help of Alumni.
- MOUs with industries and other reputed institutions for training and placement.
- Apply for funded projects and publishing research projects.
- Self-motivation programmes in collaboration with counselling psychology department.
- Collaborating with MCA department for the growth of the BCA department.

12. OUTCOME OF THE STUDENTS MEETING

13. OUTCOME OF THE FACULTY MEETING

14. OVERALL ASSESSMENT

15. SUGGESTIONS

16. CONCLUSION

Signature of the Academic Panel Members

<p>Chair Person Mr. A. John Martin, Head, Department of Computer Applications (UG), Sacred Heart College (Autonomous), Tirupattur- 635601, Tirupattur Dist, Tamil Nadu.</p>	
<p>Subject Expert - 1 Dr. P. Revathi, M.C.A., M. Phil., Ph.D. Assistant Professor, Department of Computer Science, Holy Cross College (Autonomous), Tiruchirappalli - 620 002 Email Id: revathi@hcctrichy.ac.in, revathihcc.rp@gmail.com Mobile: +91 9944550190</p>	
<p>Subject Expert – 2 Dr. V.Sinthu Janita Prakash, M.C.A., M. Phil., Ph.D. Vice Principal & Head, Department of Computer Applications, Cauvery College for Women (Autonomous), Cauvery Nagar Main Rd, Annamalai Nagar, Woraiyur, Trichy - 620018, Tamilnadu, India Email : sinthujanita@gmail.com sinthujanita@cauverycollege.ac.in Mobile : 9894484436</p>	
<p>INDUSTRY EXPERT Saravanan S ProcessDrive India Pvt Ltd Address: 126/4A1, Hayath Nagar Pachalmitta, Tirupattur, 635601 Mobile: 9840859493</p>	



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ACADEMIC AUDIT 2019-2020

DATE: 04.03.2020

SELF EVALUATION DOCUMENT (SED)

Name of the College : SACRED HEART COLLEGE (AUTONOMOUS)

Name of the Department: PG & RESEARCH DEPARTMENT OF BIOCHEMISTRY

1. DEPARTMENT PROFILE

1.1 Date and Year of Establishment of the Department	2005		
1.2. Milestones of the Department	ANNEXURE A1		
1.3. List of Faculty Members	ANNEXURE A2		
1.4. List of Support Staff	ANNEXURE A3		
1.5.List of Visiting Professors/Visiting Fellows of the Department	ANNEXURE A4		
1.6 Department Workload (Current Academic Year – odd & even semesters)	ANNEXURE A5		
1.7 Department Time-Table(Current Academic Year– odd & even semesters))	ANNEXURE A6		
1.8Issues related to the workload f the department.	NIL		
1.9 No. of Faculty Meetings conducted in a year for the last 3 academic year	Academic year1	Academic year2	Academic year3
	17	25	20
1.10. Minutes of the faculty meeting with signatures of the faculty members for the last 3 academic years	ANNEXURE A7		

2. ACADEMIC DETAILS

2.1. Course Catalogue for all the Programmes of the Department	ANNEXURE A8		
2.2. Year in which the present programme syllabi has been revised.	UG : 2017 PG : 2017 M.PHIL : 2017		
2.3. How often the revision of syllabi of each programme is expected to take place in the Department Normally?	3 Years Once		
2.4. Why is the necessity of the revision felt?	To update the need of students to place in good career and help them to do higher studies.		
2.5. Whether Programme feedback obtained from the students, Subject Experts, Alumni and Parents. If yes specify when it was collected	Academic year1	Academic year2	Academic year3
	- From Alumni once in a year	- From Students every semester once - From Alumni once in a year - From subject experts once in a year	- From Students every semester once - From Alumni once in a year From subject experts once in a year
2.6 Analysis of the programme and course feedback	ANNEXURE A9		
2.7. Details of BOS meetings conducted for the last 3 years	Academic year1	Academic year2	Academic year3
	1	1	2
2.8. Minutes of the BOS meetings with signatures of the members for the last 3 years	ANNEXURE A10		

3. STUDENTS PROFILE

3.1 Number of students in the department during the current academic year for the following programmes.

Programmes	Intake		Allied/Electives/Specialization courses (If any)
	Year	Strength	
U.G.	I Year	55	Allied Biochemistry for B. Sc Microbiology (53 students)
	II Year	52	-
	III Year	48	-
P.G. Diploma	-	6	-
P.G.	I Year	6	-
	II Year	17	-
M. Phil	-	-	-
Ph.D.	-	9	-

3.2 Provide the admission procedure followed for each of the programme

1. UG – **Through Counselling**
2. PG – **Entrance and Interview**
3. M. Phil - **Entrance and Interview**
4. PhD - **Entrance and Interview**

3.3. Number of students enrolled in the department for the current academic year according to Regions and Countries

	U.G.			P.G.		M.Phil	PhD		
	Batch 3	Batch 2	Batch 1	Batch 2	Batch 1	Batch 1	Batch 3	Batch 2	Batch 1
No. of students from the same state Where the college is located.	47	52	54	17	6	-	-	-	9
No. of students from other states.	-	-	-			-	-	-	
No. of students from other Countries	1	-	1	-	-	-	-	-	
Grand total	48	52	55	17	6	-	-	-	9

3.4 Percentage of attendance of the students in the Department for the last 4 Semesters (class wise).

ANNEXURE A11

4. TEACHING, LEARNING AND EVALUATION

4.1 Teaching methods adopted by the department	Chalk and board, Power point presentation, Video, Animations, Group discussion
4.2 Activity report of the department LMS for the last two semesters	ANNEXURE A12
4.3. Evaluation components for Continuous Assessment (CA)	<p>B.Sc Biochemistry – Evaluation Scheme for Continuous Assessment (30)</p> <ul style="list-style-type: none"> - Written tests (CA) (2) 20 marks - Attendance 05 marks - Other Components 05 marks <p>Other components may comprise assignments, seminars, open book test, Quiz, MCQs and on-line assignment.</p> <p>M.Sc Biochemistry & PGDMLT Evaluation Scheme for Continuous Assessment [40 Marks]</p> <ul style="list-style-type: none"> - Written tests (CA) (2) 20 Marks - Attendance 05 Marks - Seminar/ Assignment 05 Marks - MCQ 05 Marks - Test 05 Marks
4.4. Evaluation components for Semester End Examinations (SE)	<p>Written Test</p> <p>B.Sc Biochemistry – 70 marks</p> <p>M.Sc Biochemistry & PGDMLT – 60 marks</p>
4.5. Whether any problems encountered in the Question paper for the last four semesters.	Yes
4.6 If yes provide the details	Question paper pattern of certain subjects was not followed
4.7. Result analysis of the Department for the last 3years/six semesters	ANNEXURE A13
4.8 Action taken based on the results in the department level	Remedial classes are regularly conducted
4.9 Placement and progression of the students for the last three years	ANNEXURE A14

5 INFRASTRUCTURAL FACILITIES

5.1. Infrastructural facilities	
a) Special instruments, if any indicate users and usage frequencies (Pl. specify from record)	Enclosed
b) Computers	Desk top – 2 Laptop – 1
c) Class Room	3 + 2
d) Faculty Room	1 room with 8 cabins
e) Other space available	UG & PG Lab
5.2. Whether the space is adequate?	Yes
5.3. Deficiencies/Problems, if any	NIL
5.4. Library (in the central Library)	
i) No. of books	ANNEXURE A15
ii) No. of Periodicals/Journals subscribed	ANNEXURE A15

5.5. Amount spent during the last 3 years on Books/ Periodicals/Journals etc.for the department	Academic year1	Academic year2	Academic year3
a) Books	Rs.13,169	Rs.4,612	Rs. 41,754
b) Periodicals/Journals Subscribed			
Total			
5.6. Any other facility provided to the students such as, INTERNET, INTRANET, E-MAIL, etc.	Wi-Fi		
5.7 Library usage report of the current students for the current year – odd & even semesters	ANNEXURE A16		

6. FACULTY PROFILE (Give brief C.V. of all faculty members) - Annexure A17**7. RESEARCH OUTPUTS**

7.1. Areas of Specializations of the Department			
7.2. Publications (List to be enclosed as ANNEXURE A18)	Academic year1	Academic year2	Academic year3
i) Papers published in SCI indexed journals.	1	3	-
ii) Papers published in Scopus indexed journals.	1	3	6
iii) Papers published in UGC Care listed journals	10	11	16
7.3 Ph.Ds. Produced by the Department (List to be enclosed as ANNEXURE A19)	Academic year1	Academic year2	Academic year3
	-	-	-
7.3. Participation of Faculty Members in Conferences/Seminars/Workshops/ Symposia/Orientation Programme/ Refresher Courses (List to be enclosed)	Academic year1	Academic year2	Academic year3
	ANNEXURE A20		
i) Within India	26	28	26
ii) Abroad	-	-	-
7.4. National or State Awards / Honour conferred on Faculty members for the last 3 years	ANNEXURE A21		
7.5. Whether Research facilities available in the department are adequate?	Yes		
7.6. Research Projects undertaken by the department/individual during the last 3 years.	ANNEXURE A22		
7.7. Department-Industry interaction for the last 3 years (industrial visits/field visits/internship)	ANNEXURE A23		
7.8. Participation in Extension Activities for the last 3 years	ANNEXURE A24		
7.9. Consultancy Services provided for the last 3 years	ANNEXURE A25		

8. STUDENT'SACTIVITIES

8.1 Association activities conducted for the last 3 years	ANNEXURE A26
8.2 Annual programmes of the Department for the last 3 years	ANNEXURE A27
8.3 Students' achievements for the last 3 years	ANNEXURE A28

9. ACADEMIC AUDITS

9.1 Review repots of the previous academic audits conducted	ANNEXURE A29
9.2 Action Taken report based on the previous academic audit suggestions	ANNEXURE A30

10. SWOC ANALYSIS OF THE DEPARTMENT

STRENGTHS

- Research
- Hard work and cooperation among the faculty members
- Gender – diverse faculty
- Students participation in various activities
- Student project schemes offered by TNSCST and Sacred Heart College.

WEAKNESS

- Low PG and PGDMLT admission due to high tuition fee.
- Lack of funding for research from government agencies.
- Research Infrastructure.

OPPORTUNITIES

- Providing medical coding training programme for UG and PG students.
- Room for applying funds for research
- Regular submission of student project schemes offered by TNSCST and Sacred Heart College.
- Willing and eager to partner with more institutions and laboratories.

CHALLENGES

- Decreasing funding to research
- PG and PGDMLT admission
- Quality of students
- Increasing cost of laboratory chemicals
- Results of I B. Sc Biochemistry especially Allied Chemistry.

11. FUTURE PLANS OF THE DEPARTMENT FOR THE NEXT THREE YEARS

- To generate more research funding
- To design strategy for PG admission
- To purchase of sophisticated analytical instruments.
- To constitute Institutional Animal Ethical Clearance.
- To obtain centum results
- To start diagnostic lab in our college campus by training PGDMLT students.

12. ADDITIONAL NOTES

NIL



Ready for
Every Good Work

SACRED HEART COLLEGE (AUTONOMOUS)

Tirupattur – 635 601, Tamil Nadu, S.India

Resi : (04179) 220103

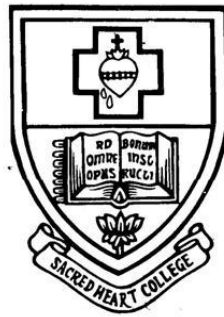
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ACADEMIC AUDIT REPORT



30th JANUARY, 2020

DEPARTMENT OF COMPUTER SCIENCE

SACRED HEART COLLEGE (AUTONOMOUS)

TIRUPATTUR

SACRED HEART COLLEGE(AUTONOMOUS), TIRUPATTUR

DEPARTMENT OF COMPUTER SCIENCE

30thJANUARY, 2020

1. Introduction

I) Composition of the Academic Audit Panel

1)Dr. R. Rajesh, Head and Associate Professor, Department of Computer Science, Central University of Kerala, Kerala, Email:rajeshr@cukerala.ac.in, kollamrajeshr@ieee.org

2)Dr. S. C. Nathan, Head & Associate Professor, Department of Computer Applications, St. Xavier's College (Autonomous), Palayamkottai, Email: charan2009@gmail.com, scharan2009@gmail.com.

3) Mr. Suresh, Ericsson India Global Services, 8th Floor, Block C, SP Info City 40, MGR Salai, Kandanchavadi, Chennai, Email: suresh.vemula@ericsson.com.

4)Dr. L. Ravi, Head & Associate Professor, Department of Computer Science, Sacred Heart College, Tirupattur, Mb:9443280319, Mail: ravi@shcpt.edu

5)Dr. S. Sagayaraj, PG Head & Associate Professor, Department of Computer Science, Sacred Heart College, Tirupattur, Mb:9443035624, Mail: sagay@shcpt.edu

6) Mrs. A. Josephine Sagaya Mala, Head (Shift II) & Assistant Professor, Department of Computer Science, Sacred Heart College, Tirupattur, Mb:9442316272, Mail: sagayamala@shcpt.edu

II) Schedule of the Academic Audit Meetings

Venue: Presentation Hall

- | | |
|----------------------|------------------------------------------------------|
| 09:10 am to 09:50 am | - Meeting with 3 rd year students Shift-I |
| 09:50 am to 10:20 am | - Meeting with 1 st year students Shift-I |
| 10:20 am to 10:45 am | - Meeting with 2 nd year students Shift-I |
| 10:45 am to 10:55 am | - Refreshment |
| 10:55 am to 11:50 am | - Individual meeting with the faculty of Shift-I |

Venue: Library, Research Lab, M.Phil. Class Room and Ph.D. in Computer Science

11.50 am to 12.20 pm - Meeting with Research Scholars

Venue: M.Sc. Class Rooms, M.Sc. Computer Science Lab

12.25 pm – 12.55 pm - Meeting the I PG Students

12.55 pm – 01.15 pm - Meeting the II PG Students

Venue: Presentation Hall

01.20 pm – 01.40 pm - Meeting with Students Leaders

01.40 pm – 02.15 pm - Lunch and Meeting with all the faculty members

02:20 pm - 03:00 pm - Presentation –Meeting of Audit Panel Members

03:00 pm - 03:30 pm - Meeting with 1st year students Shift-II

03:30 pm - 03:50 pm - Meeting with 2nd year students Shift-II

03.50 pm –04.45 pm - Individual meeting with the faculty of PG

04:45 pm - 05:00 pm - Meeting with 3rd year students Shift-II

05.00 pm - 05.30 pm - Individual meeting with the faculty of Shift-II

05.30 pm – 06.00 pm –Exit meeting with all the faculty members

06.00 pm – 07.00 pm -Preparation and Finalization of the Report by the Members of the Audit Panel.

2. Milestones of the Department

1988 – Establishment of the Department with B.Sc., Computer Science in Aided mode.
1998 – Commencement of B.Sc., Computer Science Programme under Self- financed.
2000 – Commencement of COMMUNE Fest.
2003 – Commencement of National Conference on Software Engineering.
2005 – Commencement of M.Sc. Programme in Computer Science.
2005 – Commencement of M.Phil Programme in Computer Science.
2007 – Autonomy for B.Sc. Computer Science Programme – Shift II.
2009 – Commencement of SPACE Fest.
2013 – Commencement of Ph.D Programme in Computer Science.
2013 – Department Silver Jubilee Celebration.
2015 – Commencement of SHARP Fest (PG).
2015 – Academic Audit Silver Jubilee of 3 Faculty Members (Dr. L. Ravi, Dr. S. Sagayaraj, Mr. J. John Arockiaraj).
2016 – Commencement of Login Fest (PG).
2018 – Skill Enhancement Programme (Faculty).
2018 – Intensive Residential Workshop (Students).

3. Faculty Profile

B.Sc Shift – I

Faculty Strength	05
Gender wise	Male – 05 Female – 01
Qualification	Ph.D – 02 Ph.D with SET – 01 M.Phil – 03
Roles and Responsibilities	Dr. L. Ravi - Head, Department Accounts & Documents, Faculty Meetings & Outreach
	Dr. S. Sagayaraj - Placement, Sports, Class Teacher (III Year), Head (PG-M.Sc. Cs) Certificate Courses.
	Prof. J. John Arockiaraj - Class Teacher (I Year UG), Alumni, Research Forum
	Dr. M. Maria Dominic - Class Teacher (III Year UG), Department Documents, Remedial Programme, Result Analysis
	Prof. R. Sandrilla - Women Students In charge (UG), Good Morning Talks, CQC Coordinator. - initiation- to final evaluation, follow-up of students Leave Letters through portals and maintaining the records.IPT Coordinator.
	Prof.C.Sathishkumar – Good Morning Talk, President(UG), Department Documents, Class Adjustments, MOODLE

B.Sc Shift – II

Faculty Strength	05
Gender wise	Male – 04 Female – 01
Qualification	M.Phil with SET – 02, M.Phil- 03
Roles and Responsibilities	Prof. A. Josephine Sahaya Mala –Head – Shift II, SHAPE – I Year, Remedial – I Year, Vice Principal (Academics), Lesson Plan In-charge, College Overall timetable, Re CIA, Examination Committee Member.
	Prof. D. Adiyaman–Association President, SHAPE, Certificate Programme, Stationary, Result Analysis, Remedial In-charge.
	Prof.P.Karthik- I Year Class teacher-I Year CQC Incharge- SHAPE, Cultural Incharge, Magazine Incharge, Certificate Programme,
	Prof. M. Sarlinraj–II Year Class Teacher, II Year CQC Incharge, SHAPE, Minutes of the Meetings, Sports Incharge, Industrial Visit-II Year, Good Morning Talk Incharge, Placement Incharge.
	Prof. S. Mohanraj -Class Teacher (III UG), CQC Incharge(III CS), SHAPE, Outreach Programme Incharge Department Account Maintenance, Project Coordinator, Industrial Visit- III year, Fine Arts.

M.Sc

Faculty Strength	05
Gender wise	Male – 0 Female – 02
Qualification	Master with SET – 02,
Roles and Responsibilities	Prof. M.Poovizhi – In College: Dean of Women Students (AICTE), Academic: Placement Officer, Good Morning Talk In-charge
	Prof. S. John Bosco - In College: College Calendar App, Hall booking System, Convocation website. Academic: II M.Sc., Class Teacher, Alumni In-charge, Consultancy Services, Project Work Coordinator, Industrial Visit
	Prof. D. Gajalakshmi- Academic: President, Women students(PG), Result Analysis, Sports in- charge(Girls), Department Document Maintenance, Project Work Coordinator, Records and Observations in-charge Supportive: Department Account(General)
	Prof. R. Denis - :Academic: I M.Sc., Class Teacher, Industrial Plant Training, Research Forum, Moodle , Semester Practical Exam schedule and examiners preparation Supportive: Communications , Parents Meeting, Minutes of the Staff Meeting, Class Adjustments, Remedial Coaching

4. Students Profile

Student's Strength	Shift – I UG – 162 Shift II – UG – 151 Shift II – PG -52 M.Phil- 0 Ph.D –10 Total – 375
Gender Wise Strength	Shift – I UG Male - 121 Female - 41 Shift II – UG – Male - 91 Female - 60 Shift II – PG - Male - 22 Female – 30 M.Phil Ph.D –Male – 07 Female – 03 Total Male – 241 Total Female – 134 Total –375
Community wise Strength	Shift – I UG BC - 95 MBC- 35 SC/ST – 21 BCM – 8 OC – 3 Others - 3 Shift II – UG BC - 66 MBC- 60 SC/ST - 24 BCM-3 OC –1 Shift II- PG BC -28 MBC- 16 SC/ST – 7 BCM –1 Ph.D BC – 04 MBC – 02 SC-1 OC- 1 Others-2 Total BC – 193 MBC – 113 SC/ ST – 53 BCM – 12 OC – 4 Others – 3 Total - 375
Average Attendance	2018 – 2019 Shift I – I UG: 95% II UG: 94% III UG : 93% Shift II – I UG: 94% II UG: 92% III UG : 91% Shift II – I PG: 91% II PG: 87% M.Phil – 88%

5. Curriculum

Sem	Part	Code	Subject Title	Hours	Credit(s)
I	I		Tamil – I	5	3
	II		English – I	5	3
	III		Allied – I: Mathematics – I	6	4
	III		Digital Computer Fundamentals	4	4
	III		Web Design Concepts	4	4
	III		Practical I: Web Design Concepts	2	2
	IV		Personal Skills	2	1
	IV		Christian Religion - I / Value Education - I	2	1
	IV		Communicative English – I	-	1
			30	23	
II	I		Tamil – II	5	3
	II		English – II	5	3
	III		Allied – I: Mathematics – II	6	4
	III		Computer Organization and Architecture	4	4
	III		Programming with C	4	4
	III		Practical II: Programming with C	2	2
	IV		Social Skills	2	1
	IV		Christian Religion - II / Value Education – II	2	1
	IV		Communicative English – II	-	1
			30	23	
III	I		Tamil – III	5	3
	II		English – III	5	3
	III		Allied – II: Physics – I	4	3
	III		Object Oriented Programming with C++	4	4
	III		Data Structures and Algorithms	4	4
	III		Practical - III: Data Structures and Algorithms	2	2
	III		Practical: Allied – II: Physics – I	2	1
	IV		Employability Skills – I	2	1
	IV		Environmental Science	2	1
			30	22	

Sem	Part	Code	Subject Title	Hours	Credit(s)
IV	I		Tamil – IV	5	3
	II		English – IV	5	3
	III		Allied – II: Physics – II	4	3
	III		Computer Graphics	4	4
	III		Relational Database Management Systems	4	4
	III		Practical - IV: Relational Database Management Systems	2	2
	III		Practical : Allied – II: Physics - II	2	1
	IV		Employability Skills – II	2	1
	IV		Human Rights	2	1
	V		Outreach	-	2
	V		Groups and Movements	-	2
				30	26
V	III		Programming with JAVA	5	5
	III		Linux and Shell Programming	5	5
	III		Operating Systems	5	5
	III		Programming with PHP	2	2
	III		Elective - I Software Engineering	4	3
	III		Practical - V: Programming with JAVA	2	2
	III		Practical - VI: Linux and Shell Programming	2	2
	III		Practical - VII : Programming with PHP	2	1
	III		Project Work	1	-
	III		Non-Major Elective – I	2	1
	VI		SSPI: Industrial Plant Training	-	1 [@]
				30	26 + 1[@]
VI	III		Microprocessor and its Applications	5	5
	III		Web Development using XML	5	5
	III		Mobile Apps – Android Development	5	5
	III		Programming with Python	2	2
	III		Elective – II Computer Networks	4	3
	III		Practical - VIII: Microprocessor and its Applications	2	2
	III		Practical - IX: Web Development using XML	2	2
	III		Practical - X: Programming with Python	2	1
	III		Project Work	1	2
	III		Non-Major Elective – II	2	1
	VI		SSP2: Quantitative Aptitude	-	1 [@]
				30	28+1[@]
		Total	180	148+2[@]	

M.Sc Programme

Sem	Code	Subject	L	T	P	C	CA	Sem	Total
I		Principles of Compiler Design	4	0	0	3	40	60	100
		Advanced Java Programming	4	1	0	3	40	60	100
		Desktop Applications	4	1	0	3	40	60	100
		Open Source Technologies	3	1	0	3	40	60	100
		Elective-I: a. Web Services b. Data Mining and Warehousing c. Decision Support System	4	0	0	3	40	60	100
		Practical – I: Advanced Java Programming	0	0	2	2	40	60	100
		Practical –II : Desktop Applications	0	0	2	2	40	60	100
		Practical – III:Open Source Technologies	0	0	2	2	40	60	100
		Employability Skills	2	0	0	0	100	-	100
	IDCC – I (30 Hrs)/ MOOCs	-	-	-	2[#]	-	-	-	
	Total	21	3	6	21+2[#]	-	-	30	
II		Distributed Operating System	4	0	0	3	40	60	100
		Enterprise Java Programming	4	1	0	3	40	60	100
		Web Applications	4	1	0	3	40	60	100
		Programming in Python	3	1	0	3	40	60	100
		Elective-II: a. Object Oriented Analysis and Design b. Software Testing and Quality Assurance c. Software Project Management	4	0	0	3	40	60	100
		Practical - IV: Enterprise Java Programming	0	0	2	2	40	60	100
		Practical - V: Web Applications	0	0	2	2	40	60	100
		Practical -VI: Programming in Python	0	0	2	2	40	60	100
		Technical Aptitude	2	0	0	-	100	-	100
		Skill Empowerment – I	0	0	0	1	100	-	100
	Department Domain – I (30 Hrs) / MOOCs	-	-	-	2*	-	-	-	
	Total	21	3	6	22+2*	-	-	30	
III		Internet Of Things	4	0	0	3	40	60	100
		Cloud Computing	4	0	0	3	40	60	100
		Design and Analysis of Algorithms	4	1	0	3	40	60	100
		Mobile Applications	4	1	0	3	40	60	100
		Elective - III: a. Semantic Web b. Security Systems c. Artificial Intelligence	4	0	0	3	40	60	100
		Practical-VII: Design and Analysis of Algorithms	0	0	2	2	40	60	100
		Practical – VIII: Mobile Applications	0	0	2	2	40	60	100
		Software Project – I	0	0	2	2	40	60	100
		Career Building Skills	2	0	0	-	100	-	100
		Industrial Plant Training	0	0	0	2	100	-	100
		Skill Empowerment – II	0	0	0	1	100	-	100
		Department Domain – II (30 Hrs)/ MOOCs (30 Hrs)	-	-	-	2*	-	-	-
	Total	22	2	6	24+2*	-	-	30	
IV		Big Data Analytics	4	-	0	3	40	60	100
		Data Science with Python	4	1		3	40	60	100
		Cryptography and Network Security	4	1	0	3	40	60	100
		Elective-IV:							

	a. Machine Learning b. Block Chain Technology c. Cognitive Computing	4	0	0	3	40	60	100
	Research Investigation	2	0	0	1	100	-	100
	Practical - IX: Data Science with Python	0	0	2	2	40	60	100
	Practical - X: Cryptography and Network Security	0	0	2	2	40	60	100
	Software Project – II	0	0	4	3	40	60	100
	Human Rights	2	0	0	2	40	60	100
	Skill Empowerment – III	0	0	0	1	100	-	100
	IDCC – II/ MOOCs (30 Hrs)	-	-	-	2[#]	-	-	-
	Total	20	2	8	23+2[#]	-	-	30
	Grand Total	84	10	26	90+4[#]+4*	-	-	120

M.Phil Programme

Sem	Code	Subject Title	Hours	Credits
I		Research Methods in Computer Science	6	5
		Frontier Research Areas in Computer Science	6	5
		Elective I : Ontological Engineering	6	5
		Elective I : Semantic Web		
		Elective I : Distributed Database System		
		Elective I : E-Learning		
		Library Hours : 6 Internet Lab Hrs : 6 Theory : 18	-	-
	Total 30 hrs/week	18	15	
		Dissertation	-	15
	Total		18	30

- The new revised syllabus for all the 3 Programmes namely B.Sc., and M.Phil., is effective from the academic year 2017-2018 onwards and for M.Sc., effective from Academic Year 2019 – 2020

6. Evaluation of the Courses

Evaluation pattern (UG and PG)

REGULATIONS FOR THEORY COURSES

Evaluation Scheme for Continuous Assessment

Two Written Tests	15Marks
Attendance	05Marks
Assignment /Moodle Test	04Marks
Open Book Test/Problem Solving	02Marks
Other Components	<u>04Marks</u>
Total	<u>30Marks</u>

Other components (Seminars, Library reference works, Group Discussions, Field Visits and Quiz).
There is no passing minimum for CA.

REGULATIONS FOR PRACTICAL COURSES

Each practical course will have a maximum of 100 marks.

For a practical course, Continuous Assessment is 40 marks and Semester Examination is 60 marks.
The features of every programming language are alone listed in the syllabus, however the students are expected to carry out several exercises in each feature of the programming language.

Continuous Assessment (CA)

Attendance	:	05 marks.
Performance in the practical session	:	10marks.
CA Test	:	15marks.
Application Development	:	10 marks.
Total	—————:	40Marks

Performance in the practical session

Every practical session will carry a maximum of 10 marks and it is divided as follows:

Initial Preparation & Observation	:	5marks.
Debugging & Execution of Program	:	5marks.

The students must prepare for the practical exercises by writing programs in the observation notebook. The observation notebook should be submitted for evaluation. Marks will be deducted for late as well as incomplete or incorrect submission.

Ten marks will be awarded for each exercise subject to the successful completion of the entire exercise as directed by the staff concerned.

CA Test

For each practical paper, only one CA test will be conducted for a maximum of 15 marks.

Developing an application

A student has to develop an application in the respective programming language. The student has to construct the application outside the class hours using his own resources. The student has to demonstrate the application in front of the class students at the time fixed by the Practical in-charge.

Application Development - 5Marks

Presentation - 3Marks

VivaVoce - 2Marks

There is no passing minimum for CA.

Semester Examination(SE)

The duration of practical examination is three hours. The student should submit a bonafide record of the experiments done at the time of the semester examination. The student shall not be allowed to appear for the semester examination without the bonafide record.

The bonafide record should contain a certificate, program list and source code listing of all the programs with outputs.

Semester Examination will be conducted for 60 marks and the marks are divided as follows:

Programming : 50 Marks

Record : 10 Marks

If a student fails in a semester examinations he/she has to reappear for the next semester practical examination. However the student need to resubmit the record work for evaluation.

QUESTION PATTERN FOR THEORY EXAMINATIONS

Question Paper Pattern for Continuous Assessment Tests

Time:2 Hrs. Max Marks: 75

The Question Paper shall consist of three sections

Part – A (6 x3 =18) Answer all Questions.

Part – B (3 x9=27) 3 Questions with internal choice (either or type)

Part – C (2 x15 =30) Answer any two questions out of 3questions.

Question Paper Pattern for Semester Theory Examination

Time:3 Hrs. Max Marks:70

The Question Paper shall consist of three sections

Part - A (10 x 2 = 20) Answer all Questions. Two questions from each unit.

Part - B (5 x 4 = 20) 5 Questions with internal choice (either or type).One question from eachunit.

Part - C (3 x10 = 30) Answer any three questions out of 5 questions. One question from eachunit.

Other components may comprise assignments, seminars, quiz, snap test and open book test. At least two components must be considered for a paper.

There is no passing minimum for CA.

Results Analysis (UG Shift-I)

Name of the Course Appeared	Year	Sent	Passed	Failed	Pass %	Fail %	1 st Class	2 nd Class	3 rd Class	Distinction
B.Sc CS – Shift I	2015	50	43	7	86	14	28	4	0	13
B.Sc CS – Shift I	2016	54	42	12	77.78	22.2	27	14	0	2
B.Sc CS – Shift I	2017	57	26	31	45.61	54.3	12	12	0	2

Results Analysis (UG Shift-II)

S.No	Year Of Exam	Sent	Passed	Failed	Pass %	Fail %	I st Class	II nd Class	III rd Class	Distinction
1	April 2015	49	36	13	73.47	26.53	0	19	-	4
2	April 2016	51	28	23	54.9	45.1	18	15	-	18
3	April 2017	53	22	24	41.51	53.33	10	02	-	0

Results Analysis (PG Shift-II)

S.No	Year Of Exam	Sent	Passed	Failed	Pass %	Fail %	I st Class	II nd Class	III rd Class	Distinction
1	April 2018	25	16	9	64	36	16	-	-	2
2	April 2017	26	21	5	80.77	19.23	13	2	-	5

7. Research and Consultancy

1. Publications (Plan period)	2016-2019
i) Details of papers published in International journals. Details of papers published in Indian Journals.	Dr. L. Ravi – 15 Dr. S. Sagayaraj – 06 Dr. M. Maria Dominic – 15 Prof.J.John Arockiaraj-1 Prof.A.Josephine Sahaya Mala-1 Prof..D.Adiyaman-1 Prof.R.Sandrilla- 6 Prof.M.Poovizhi-5 Prof.D.Gajalakshmi-1 Prof. R. Denis – 3 Prof..C. Sathish kumar-1 Prof. R. Denis – 2
iii) Books & other publications- 1	Dr. S. Sagayaraj Prof.P.Karthik Prof.D.Gajalakshmi Prof. R. Denis
2. Participation of Faculty Members in Conference/ Seminars/Workshops/Symposium/Orientation Programme/Refresher Couses	
i) Within India	Dr. L. Ravi – 11 Dr. S. Sagayaraj –32 Prof.A.Josephine Sahaya Mala-4 Dr. M. Maria Dominic-4 Prof..D.Adiyaman-5 Prof.R.Sandrilla- 13 Prof.P.Karthik-2 Prof.M.Poovizhi-10 Prof.S.John Bosco-5 Prof. D. Gajalakshmi – 4 Prof. R. Denis – 9 Prof.M.Sarlin Raj- 9 Prof.S.Mohanraj-3 Prof..C. Sathish kumar-11
ii) Abroad	
i) Within India	-
ii) Abroad	-
4(b) Financial Assistance sought from any funding agency	-

8. Infrastructural facilities

a)Computers	B.Sc CS – Shift I		
	Computer	=1	
	Printer	=2	
	B.Sc CS – Shift II		
	Computer	=1	
	Printer	=1	
	PG		
	Computer	= 1	
	Printer	= 1	
	Projector	= 2	
	b) Class Room	UG	- 3
		PG	- 2
M.PHIL		- 1	
c) Staff Room	UG Shift I	- 5	
	UG Shift II	- 2	
	PG	- 1	
	UG Shift I HOD	- 1	
	UG Shift II HOD	- 1	
	PG Shift II HOD	- 1	
	PhD	- 1	
d) Other space available	Presentation Hall	-1	
	Research Lab	-1	
	PG Presentation Hall	-1	
	Study Room	-1	

GCC LAB 1

OPERATING SYSTEM : WINDOWS XP
 PROCESSOR : INTEL CORE2 DUO
 RAM : 2 GB
 HARD DISK : 250 GB, 500 GB
 SOFTWARES : DOT NET 2010, VISUAL BASIC 6.0, NET BEANS

GCC LAB 2

OPERATING SYSTEM : LUBUNTU 14 (LINUX)
 PROCESSOR : INTEL I3
 RAM : 2 GB
 HARD DISK : 500 GB
 SOFTWARES : NETBEANS, OPEN OFFICE

SERVERS

WINDOWS SERVER

LINUX SERVER

INTERNET SERVER USED THROUGH BROWSING CENTRE

(BSNL -4 MBPS, VODAFONE – 10 MBPS)

MOODLE SERVER – CONDUCTING QUIZ PROGRAMES AND IT MEETS

MAIL SERVER (INTRANET)

Research Lab Facilities

S.No	Items	Quantity
1	Laptop	05
2	Desktop PC	01
3	Printer with scanner	01
4	Wired Mouse	03
5	Wired Keyboard	03
6	Chairs	20
7	Tables	05
8	HDMI to RGV converter cable	01
9	Smart Board	01

9. Outcome of the Students meeting

Students Feedback

III UG B.Sc

1. Number of Practical Hours has to be increased
2. Evaluation process of project to be changed
3. For Android paper practical should be included.
4. Group Discussions have to be encouraged as an internal Component.
5. Motivational Sessions have to be organized.
6. UG-Lab Systems are to be updated with latest hardware and software.
7. Wi-fi facilities to be given for UG students.
8. Industrial visits are to be organized.
9. Courses such as Cloud computing, IOT, Deep Learning can be included in the curriculum or as value added courses.

I UG B.Sc

1. Communicative English course is well appreciated
2. Encourage the students to prepare for aptitude
3. Motivational programme to be given
4. Guest lectures to be arranged

II UG B.Sc

1. Number of Practical Hours has to be increased for Practical and Project work Courses.

I M.Sc CS

1. Big data & Cloud computing courses are to be merged.
2. J2ME concept can be included in J2EE course.
3. I M.Sc students can be permitted to attend conference/seminars along with II M.Sc students.
4. Students are to be encouraged to study NPTEL courses in each semester.

II M.Sc CS

1. Students are to be encouraged to do real time projects.
2. Students can be send to the industry to do their final projects.
3. Number of Practical Hours has to be increased for Practical and Project work Courses.

Student's Representative meeting

1. Mathematical logic unit is difficult for the students in I Semester
2. Deep learning and recent topics to be included in the curriculum(PG representatives)
3. Department wise exhibition can be organized.

I B.Sc. CS, Shift-II

1. Two days hardware workshop has to be arranged.

II B.Sc. CS, Shift-II

1. Subject related youtube videos are to be incorporated with ppt.

III B.Sc. CS, Shift II

1. Some more campus interviews to be arranged.
2. Hardware courses to be included in the curriculum.

10. Outcome of the Faculty meeting

Shift – I

1. Project may be converted into a group project.
2. Lack of attitude is observed among the students hence motivational programs can be organized.
3. FDP program should be given to the faculty on new technologies.

PG

1. Number of theory courses can be reduced.
2. Number of Practical Hours has to be increased for Practical and Project work Courses.
3. MOOC courses can be included as an elective in the curriculum.

Shift -II

1. .Net/ other frameworks can be included as a course in curriculum.
2. Microprocessor can be shifted to the previous semesters.
3. Workshop's, orientation programme and seminars are to be conducted periodically

11. Overall Assessment

We feel that the quality of the faculty and students of the department of computer science are progressing well. We have suggested certain improvements in the syllabus, Lab facilities and faculty research for the betterment of the department.

12. Suggestions

IEEE Student branch or ACM / CSI chapters/branches can be started for PG and research scholars.

E-books may be subscribed in the library.

Faculty members can be encouraged to apply funded projects.

13. Conclusion

The committee is impressed by the activities of the computer science department. We thank the management for inviting us to conduct the academic audit in this prestigious institution.

14. Signatures of the Academic panel members :

S.NO	Name and address of the Academic Audit Panel Member	Signature
1	External Member – Academician from a Research Institute/University Dr. R. Rajesh, Head and Associate Professor, Department of Computer Science, Central University of Kerala, Kerala, Email:rajeshr@cukerala.ac.in, kollamrajeshr@ieee.org	
2	External Member – Academician from an Autonomous College Dr. S. C. Nathan, Head & Associate Professor, Department of Computer Applications, St. Xavier's College (Autonomous), Palayamkottai, Email: charan2009@gmail.com, scharan2009@gmail.com	
3	External Member – Software Industry Representative Mr. Suresh, Ericsson India Global Services, 8 th Floor, Block C, SP Info City 40, MGR Salai, Kandanchavadi, Chennai, Email: suresh.vemula@ericsson.com.	
4	Convener Dr. L. Ravi, Head & Associate Professor, Department of Computer Science, Sacred Heart College, Tirupattur, Vellore Dt. Mb: 9443280319Mail: ravi@shcpt.edu	
5	Internal Member Dr. S. Sagayaraj, PG Head & Associate Professor, Department of Computer Science, Sacred Heart College, Tirupattur, Vellore Dt. Mb: 9443035624Mail: sagisara@gmail.com	
6	Internal Member Mrs. A. Josephine Sagaya Mala, Head (Shift II) & Assistant Professor, Department of Computer Science, Sacred Heart College, Tirupattur, Vellore Dt. Mb: 9442316272Mail:jose_mala@rediffmail.com	



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P.G & RESEARCH DEPARTMENT OF COUNSELLING PSYCHOLOGY

Sacred Heart College (Autonomous),
638601

Tirupattur District -

Date: 04/02/2020

Venue: P.G. & Research Department of Counselling Psychology

ACADEMIC AUDIT REPORT – 2020

1. INTRODUCTION

a) About the Department

Post Graduate & Research Department of Counselling Psychology, Sacred Heart College was established in the year 2014. The department started offering Masters Degree in Counselling Psychology from 2014 and in 2019 Doctoral programme in Counselling Psychology was introduced.

The Department has focused on the integration of Theory, Practice and Research right from its inception. The staff members and students of the department have undertaken minor research studies, have organized 5 National level conferences/workshops/seminars.

The Department strives for excellence by continuously receiving feedback from stakeholders and updating the curriculum. To keep pace with the drastic changes in the global scenario the department now envisions a new Academic Audit for the year 2020.

b) Academic Audit Panel

Name of the Member	Designation	Official Address
Dr. S. Sasikala M.Sc., M.Phil, PhD	Asst. Professor	Department of Psychology University of Madras, Navalar Nagar, Chepauk, Triplicane, Chennai - 600005 Mob: 8754767274 E.Mail Id: Sasikala.1976@gmail.com
Dr. A. Joseph Einstein M.Sc., M.Phil, PhD	Counsellor and Trainer	1. 1/3, Srinivasan Mudali Street, F-1, Murugan Flats, Perambur, Chennai – 600011 Mob: 9444205689 E.Mail Id: drjosepheinstein@gmail.com
Dr. I Joe Sanjay M.Sc., Ph.D.	Chairman, HOD & Assistant Professor	P.G. & Research Department of Counselling Psychology, Sacred Heart College (Autonomous), Tirupattur – 635601 Mob: 7402289258 E.Mail Id: joesanjay@ shctpt.edu
Sr. P. Anthoniammal, MSc.	Assistant Professor	P.G. & Research Department of Counselling Psychology, Sacred Heart College (Autonomous), Tirupattur – 635601 Mob: 7402796622 E.Mail Id: sranthony@ shctpt.edu
Fr. V. Selvaraj M.Sc., M.Phil.	Assistant Professor	P.G. & Research Department of Counselling Psychology, Sacred Heart College (Autonomous), Tirupattur – 635601 Mob: 9176372242 E.Mail Id: svaraprasad@shctpt.edu

c) Schedule

Time	Agenda
11.00-11.10	Introducing the Audit Procedure by the Head of the Dept.
11.10 - 11.45	Faculty Meeting with Academic Audit Panel Members
11.45 - 12.15	Interaction of the panel Members with students
12.15 - 12.40	Interaction with students representatives
12.40 - 01.15	Panel members visit the Department Facilities
01.15- 02.15	- Lunch Break -
02.15 - 03.15	Finalization of the Academic Audit report by Panel members
03.15 - 03.45	Academic Audit Report / Feed back Presentation of the panel members to Faculty members
03.45	- Tea -

2. MILESTONES OF THE DEPARTMENT

Year	Event
2014-15	Recognition of PG Department of Counselling Psychology
2015-16	First Psychological Conference on <i>Contemporary Psychological issues among Adolescence- The way Forward</i>
2015-16	First Revision of the M.Sc.Syllabus
2019-20	Recognition of Research Department of Counselling Psychology
2019-20	Certificate Course on <i>Psychology of Interpersonal Relationship</i> for all PG students

3. FACULTY DETAILS

a) Basic Statistics

Name of the Faculty	Gender	Qualification	Designation
Dr. I Joe Sanjay	Male	M.Sc.,Ph.D.	HOD & Assistant Professor
Sr. P. Anthoniammal,	Female	MSc.	Assistant Professor
Fr. V. Selvaraj	Male	M.Sc., M.Phil.	Assistant Professor

b) Composition of Faculty:

Men	Women
2	1

c) Roles & Responsibilities

In the College:

Staff	Responsibilities
Fr. Joe Sanjay OFM Cap.	<ul style="list-style-type: none">• Student Counsellor
Sr. Anthoniammal	<ul style="list-style-type: none">• Hostel Directress• Member of EPCC
Fr. Selvaraj SDB	<ul style="list-style-type: none">• Hostel Director• Director of Training and Placement• Member of EPCC

In the Department

S.No.	Responsibility	Name of Faculty
1	Field Work Coordinator – I Sem and Internship	Fr. Selvaraj
2	Field Work Coordinator – II Sem and III Sem	Fr. Sanjay
3	Research Project coordinator	Fr. Selvaraj
4	Association President	Sr. Anthoniammal
5	Alumni In charge	Fr. Selvaraj
6	Placement In charge	Sr. Anthoniammal
7	Discipline	Sr. Anthoniammal
8	Study Tour	Fr. Selvaraj
9	Department Maintenance	Fr. Sanjay
10	Workload, Subject Allocation Time Table, EPP and Dept. Calendar	Fr. Sanjay
11	Department Accounts	Sr. Anthoniammal
12	Psychological Lab – In Charge	Fr. Sanjay
13	Staff Meeting Minutes Writing	Fr. Selvaraj
14	Dept. Seminars, Conference	Fr. Sanjay
15	Remedial Incharge	Sr. Anthoniammal
16	Dept. Bonding	Fr. Sanjay
17	Class Teacher- I Year	Sr. Anthoniammal
18	Class Teacher- II Year	Fr. Selvaraj

4. STUDENT DETAILS

Batch	No. of Students	Male	Female	BC/MBC	SC/ST	OC/FC
2016-2018	20	13	7	14	04	02
2017-2019	20	11	09	17	01	02
2018-2020	19	10	09	14	03	02
2019-2021	19	06	13	11	05	03

5. CURRICULUM DESIGN

a) MSc Counselling Psychology Course Structure

Sem	Code	Title of the Subject	Contact Hrs	Credit	E-hrs	CA	SE	Total
Semester I								
I	FC 1	Introduction to Psychology	6	4	3	40	60	100
	FC 2	Social Psychology	6	4	3	40	60	100
	MC 1	Life-Span Psychology	6	4	3	40	60	100
	MC 2	Introduction to Counselling	6	4	3	40	60	100
	FP 1	Field Practicum	-	3	R/V	40	60	100
	Semester Total				19			
Semester II								
II	MC 3	Psychopathology – I	6	4	3	40	60	100
	MC 4	Theories of Personality	6	4	3	40	60	100
	MC 5	Psychotherapies – I	6	4	3	40	60	100
	MC 6	Human Rights and Rehabilitation	6	4	3	40	60	100
	SK 1	Psychological Testing*	5	3	3	40	60	100
	FP 2	Field Practicum	-	3	R/V	40	60	100
	SI 1	Summer Internship	-	5	Required			
	CC 1	Trauma Counselling (Certificate)	-	2*	Optional			
	Semester Total				27+2*			

Sem	Code	Title of the subject	Contact	Credit	E-hrs	CA	SE	Total
Semester III								
III	MC 7	Research Methodology & Statistics	6	4	3	40	60	100
	MC 8	Psychopathology – II	6	4	3	40	60	100
	MC 9	School Counselling	6	4	3	40	60	100
	MC 10	Psychotherapies – II	6	4	3	40	60	100
	ME 1	CBT and REBT/ Psychology of Interpersonal Relationship/ Human Resource Development	5	3	3	40	60	100
	FP 3	Field Practicum	-	3	R/V	40	60	100
	CC 2	Hypnotherapy (Certificate)	-	2*	Successful Completion			
	Semester Total				22 + 2*			
Semester IV								
IV	MC 11	Positive Psychology	6	4	3	40	60	100
	MC 12	Family & Couple Counselling	6	4	3	40	60	100
	MC13	Health Psychology	6	4	3	40	60	100
	ME 2	Community Psychology/ Adolescent Counselling/ Organizational Psychology	3	3	3	40	60	100
	SK 2	Employability Skills*	3	3	3	40	60	100
	RP	Research Project	-	4	R/V	40	60	100
	SI 2	Summer Internship	-	5*	Optional			
Semester Total				22+ 5*				600
Course Total				90 + 9*				2300

- Students have to get 90 credits to get degree in M.Sc Counselling Psychology.
- They have scope to get additional 9 credits by doing 2 certificate programmes and Summer Internship in II Year which is optional.
- The Certificate Courses (Trauma Counselling & Hypnotherapy) will be conducted outside class hours by experts and no terminal examinations will be conducted.
- In Semester III and IV three electives will be offered to students to choose one and only one elective will be offered based on the choice of the majority.
- To get credits for Summer Internship, a student has to successfully complete one month of field practicum and submit report. No terminal examinations will be conducted.

FC – Foundation Course

MC-Main Core

ME-Main Elective

RP-Research Project

SK-Skill Paper

FP-Field Practicum

SI- Summer Internship

CC- Certificate Course

b) Components of the Programme

Components of Programme	No of courses	No. of courses (x) Credits	Total Credits
Foundation Course (FC)	02	02 x 04	08
Main Core (MC)	13	13 x 04	52
Main Electives (ME)	02	02 x 03	06
Skill Paper (SK)	02	02 x 03	06
Field Practicum (FP)	03	03 x 03	09
Summer Internship (SI)	01+01* (II Year optional)	05	05+ 05*
Research Project	01	01 x 04	04
Certificate Courses (CC) Optional	02*	02 x 02	04*
Total	24+03*	-	90+9*

Components of CA

CA Test -20 Marks

Seminar - 5 Marks

SNAP Test- 5 Marks

Assignment - 5 Marks

Library & Group Work - 5 Marks

c) Choice Based Credit System & Additional Credits

- A student has to get 90 credits and pass in all papers to get a Degree in Counselling Psychology.
- However, there is a scope for students to get additional 9 credits.
- Such students can obtain extra 5 credits by undertaking Summer Field Practicum at the end of IV Semester, 4 more credits by opting for 2 Certificate Courses (2 credits each) offered by the Dept. of Counselling Psychology. They can also avail 4 more credits by taking Certificate Courses offered by other P.G. Departments of Sacred Heart College.
- They can also attend certificate programmes (of minimum 32 hours duration) offered by recognized educational institutions in line with the fields of Counselling Psychology. Students have to get prior approval of the department and must produce the certificate to get the extra 2 credits. (However, the optional credits cannot exceed 09)
- In the case of electives, the students have three choices from which they can select any one paper. Whereby, in a class of 26 students, if two groups of students choose one elective each then the elective chosen by the majority will be offered.

d) Pedagogy

Theory classes are held on Mondays, Tuesdays, Wednesdays and Fridays (as per the College Calendar). Field practicum is carried out on Thursdays. Most of the classes are conducted with a combination of lectures, presentations and discussions for which students' participation is highly encouraged. Students are given an outline of the course with the bibliography for their preparation at the beginning of each semester. Students are expected to supplement classroom learning by independent reading.

Skill Papers: The department offers two skill papers (2nd and 4th semester) to the students and it is mandatory that students pass in these skill papers. The main objective of these papers is to enhance specific skills related to Counselling skills and techniques. **The Skill Papers do not have Semester End Examination.** Internal Assessment carries 100 marks.

Certificate Course: It is an extra credit course (2 credits) and purely optional. The course duration is minimum of 32 hours and will be conducted outside the class hours (mostly on Saturdays & Sundays). The students who want to do a certificate course will pay the fees to the department from which the running cost (Honorarium to Resource Persons and Travel cost) will be met. Students are required to pay Rs. 50/- to the office of the Controller of Examinations as examination fee. **The Certificate Courses do not have Continuous Internal Assessment and Semester End Examination.** The students must have attended minimum 32 hours of the course to get the Certificate and 2 Credits.

Teaching and Learning Methodology: The teaching-learning methodology includes lectures, interactive discussions, assignments, use of visual aids, book reviews, articles/news items in reviews, field based case studies, field visits, guest lecturers, discussion forums through 'Moodle platform' and video conferencing.

Course Design: The department has a unique system of preparing a Course Design which is used as an aid in teaching-learning process. The course design consists of the syllabus with 5 Units and bibliography. For example; under each unit, the student will find details of the books and journals which contain information about the prescribed unit. The teacher also has to specify the hours and actual dates of lecture/discussion he/she intends to use to teach that respective unit. This is prepared by the teacher by involving students and it serves as a source of inspiration for those staff and students who want to be well prepared for the class room teaching-learning experience.

6. TEACHING, LEARNING AND EVALUATION

a) Class Quality Circle (CQC)

The Department has initiated Class Quality Circles. It aims to enhance the quality of learning environment by planning and implementing activities within the circle and within their class room. Mostly the CQCs focus on enhancing academic achievement, library use, knowledge board maintenance, improvement of communication skills and ensuring regularity of class attendance, supporting slow learners, Website & Face book Maintenance. Class teacher is the CQC facilitator. Each circle has a student leader.

b) Forum of Advanced Learners

It consists of a smaller group of advanced learners in first and second MSc Counselling Psychology. It enables advanced learners to initiate intellectual discussions, undertake micro level research on local and relevant needs, attend conferences/workshops/seminars, present papers/posters, publish papers and become members in forums for psychologists and counsellors. The members of this forum share their experiences and learning with the department.

c) Faculty Advisor

The field practicum supervisor plays the role of Faculty Advisor. Besides being responsible for the students' field practicum performance, the Faculty Advisor is also responsible for the students' overall academic work and professional development. Any difficulties experienced by the student may be discussed with the Advisor whose function is to assist and guide the student. The students receive individualized attention in the form of guidance and supervision from the teaching faculty.

d) University Requirements for MSc Counselling Psychology Programme

As per Tiruvalluvar University regulations a candidate who wants to appear for Examination in MSc Counselling Psychology must have:

- a) Minimum 75% attendance of lecture classes in each course in each semester
- b) Full (100%) attendance for the stipulated hours in field practicum
- c) Satisfactory conduct in the College campus and during field practicum.

Passing Standard

Students are evaluated for 40 Marks through Continuous Internal Assessment (CIA) and for 60 Marks through Semester End Examination (SEM) in each Semester. There is no passing minimum for CIA; however, a student must get 50% of marks of Semester End Examination (50% of 60 = 30) to pass in the semester end exam. Altogether, students must obtain minimum of 50% marks in aggregate in each paper to pass and obtain MSc Counselling Psychology degree. In addition to passing in all the subjects that are mandatory, a student has to get a minimum of 90 credits from the subjects. They cannot count on the 9 additional credits they might get from non-mandatory courses.

i) CIA Components for Theory Papers (40 Marks)

- 1. Written Exam (2 CAs) - (2hrs) for 2 +2 units - 20 marks
- 2. Snap Test - 5 marks
- 3. Assignment - 5 marks
- 4. Library and Group work - 5 Marks
- 5. Seminar - 5 Marks

ii) CIA Components for Psychological Testing (100 Marks)

Internal Marks (40 Marks)

1. Conduction – 5 Marks
2. Interpretation – 10 Marks
3. Practical Notebook – 25 Marks

External Marks (60 Marks)

1. Conduction – 10 Marks
2. Interpretation – 25 Marks
3. Viva Voce – 25 Marks

iii) CIA Component for Employability skills

Internal Marks (40)

1. Communication - 10 Marks
2. Presentation - 5 Marks
3. Resume - 5 Marks
4. Knowledge and Skills - 20 Marks

External Marks (60)

1. Communication - 15 Marks
2. Presentation - 5 Marks
3. Resume - 10 Marks
4. Knowledge and Skills -30 Marks

Field Practicum I (100 Marks)

Internal Marks (40 Marks)

Internal Marks will be allotted by the Field practicum Supervisor based on the following components:

1. Record Quality, Punctuality – 20 Marks
2. Participation during FP Conference - 20 Marks

External Marks (60 Marks)

External Marks will be allotted by the External Examiner during the Viva- Voce based on the following components:

1. Knowledge gained - 20 marks
2. Skills acquired - 20 marks
3. Quality of report and presentation - 20 marks

Field Practicum II (100 Marks)

Internal Marks (40 Marks)

Internal Marks will be allotted by the Field practicum Supervisor based on the following components:

1. Record Quality, Punctuality – 20Marks
2. Participation during FP Conference – 20Marks

External Marks (60 Marks)

External Marks will be allotted by the External Examiner during the Viva- Voce based on the following components:

1. Knowledge gained -10 marks
2. Candidate is given a description of an imagery case and asked to determine his/her problem and the type of intervention needed - 20 marks
3. Knowledge about Counselling Skills and Therapies - 20 marks
4. Quality of report and presentation -10 marks

Field Practicum III (100 Marks)

Internal Marks (40 Marks)

Internal Marks will be allotted by the Field practicum Supervisor based on the following components:

1. Record Quality, Punctuality – 20Marks
2. Participation during FP Conference – 20Marks

External Marks (60 Marks)

External Marks will be allotted by the External Examiner during the Viva- Voce based on the following components:

1. Knowledge gained -10 marks
2. Candidate is given a description of an imagery case and asked to determine his/her problem and the type of intervention needed - 20 marks
3. Knowledge about Counselling Skills and Therapies - 20 marks
4. Quality of report and presentation -10 marks

e) Current Result Analysis

Class Wise	No. & % of Students Passed
I MSc Counselling Psychology (April 2019) Batch 2018 - 2020	Total Strength – 17 Total Passed – 14 82.35 %
II MSc Counselling Psychology (April 2019) Batch 2017 - 2019	Total Strength – 19 Total Passed – 19 100 %

7. RESEARCH OUTPUT

a) Seminars, Conferences, Workshops & Other Programmes

Title of the Programme	Sponsored by/ In Collaboration with	Year
1 st National Conference on Contemporary Psychological “Issues among Adolescents – The Way Forward”	In collaboration with Department of Psychology, Periyar University, Salem	2015
2 nd National Conference on “Psychology and Holistic Wellbeing”	In collaboration with Department of Psychology, Periyar University, Salem	2016
3 rd National Conference on “Young Adults and Emerging Trends in Psychology”	Jointly organized by Don Bosco Youth Animation South Asia, New Delhi In collaboration with Dept of Psychology, Periyar University, Salem & Niraivagam, The Don Bosco Institute of Therapy and Spirituality (DBITS), Chennai	2017
National Seminar on Parapsychology	Self Supported	2018
National Workshop on Art Therapy	Self Supported	2019

b) Capacity Building Programmes

Title of the Programme	Organizations	Year
TRAINING ON LIFE SKILLS FOR COLLEGE STUDENTS	Jointly organized by Department of Applied Psychology, Rajiv Gandhi National Institute of Youth Development, Sriperumpudur, TN	2017

1. INFRASTRUCTURE FACILITIES

The department has adequate infrastructure facilities to ensure effective teaching, learning, research and practice. There are 2 spacious class rooms for I MSc and II MSc students and one psychological lab. 2 LCD projectors are available to support teaching and learning in the class.

Wi-Fi connectivity is available for teachers and students. 9 CCTV cameras monitor the safety of students in the campus. There are three shuttle courts available in the campus to promote physical wellbeing. Digital notice board is also provided to keep the students and staff updated about the latest news and information from the college and about the society. Purified water (RO) is available in the campus for all students.

2. OUTCOME OF THE STUDENTS MEETING

Students met the Audit members between 12.15pm to 1.15pm. They were encouraged to share their opinions without any hesitation. Both positive aspects and suggestions were expressed.

All the students are cross major into their Post-Graduation. Hence, there were variations in their comfort level and affinity towards the subject.

Overall they experienced friendly environment in the Department. They are helped to gain good foundation in the first semester. Through interactive teaching methodology and practical approach in teaching, students feel at home with the concepts that are presented to them.

Students expressed that seminar presentation during the class hours made them to be more confident. The Certificate courses were considered to be very helpful in widening their knowledge in the field. Exhibitions and awareness programme are organized by the students which helped them to relate with the societal concerns as a mental health professional. The practicum and internship has helped them to apply the knowledge gained during the course. Infrastructure and Moodle platform has facilitated better learning. Standardization in presenting and reporting is encouraged. Personal initiatives, responsibility to organize programmes are encouraged by the faculty members. Knowledge of psychological assessments is helpful.

Some of the important suggestions and recommendations are:

- Introduction to psychology to be made more interesting and in depth since the students are cross majors.
- Need for more staff members in the Department.
- Life span psychology can be split into two papers as it was found to be very vast.
- Including papers like psychology of human sexuality and addictive behaviors relevant to the present context will be much helpful.
- From the perspective of facing UGC NET exam and to gain in depth basic knowledge Biological Psychology could be dealt as a separate paper.
- As knowledge of Human Rights has been gained adequately in the UG level itself, a separate paper is not needed.
- Research methodology could be introduced in the first year itself to facilitate students interested in Psychological Research.
- School counseling could have been taught in the second semester itself to help the students in the internship.
- Some of the content in Psychotherapy and family counselling are seemed to be overlapping and repetitive.
- Knowledge of additional therapies to deal with more recent problems would be helpful.

- Allowing students to learn subjects like psychopathology through conducting seminars is not helpful. Students expressed the need for more in depth classes than seminars from the syllabus.
- Spoon feeding and rote learning need not be encouraged. Presentation during the examination can be assessed based on their understanding and application of the knowledge.
- Teaching more through Powerpoint Presentation restrict their interest to learn.
- Updating the content with the current situation is expected.
- Viva voce could be introduced as a component for assessment.
- Snap test for just one mark is very much discouraging.
- Due to time crunch for the day scholars, making 42 hours of Library time as mandatory could be reconsidered.
- More sessions needed for counselling practices.
- Some students felt the difficulty to meet out with the yearly fees of Rs.32,000/- and to further spend for their practicum/internship and examinations.
- Programmes could be announced well in advance to plan out better.
- Even semesters are crammed with lot of programmes and too many assignments.
- Choice of internship organizations is very limited.
- At times doing internship or practicum in clinical field make them feel alienated.

3. OUTCOME OF FACULTY MEETING

The members of the Academic Audit Committee met the faculty members at 11a.m. The HOD presented a brief report about the Department and the programmes organized. The members appraised the present syllabus and gave their following recommendations:

- Foundation course to be made in depth as the students are cross majors.
- Biological psychology to be given as a core paper.
- Social psychology and Life span psychology can be split into two papers. Community psychology could be coupled with social psychology.
- Indian theories of personality should be included as a part of study on personality as UGC NET syllabus gives importance to Indian Psychology.
- Motivation and emotion can be given as a separate unit and memory can be clubbed with thinking and language.
- Many of the overlaps and repetition could be avoided by restructuring the syllabus.
- Case study cannot be a unit. Template wise 5 units should be theory content.
- Training and development can be introduced as an elective or skill based paper.
- Research methodology syllabus can be updated and latest text books can be used as reference.
- SPSS can be given as a workshop rather than as theory.
- Work place counselling need to be included to keep up to the present need.
- Psychological tests like 16 PF, NEO FFI, Youth Self Report, Problem checklist, Interest tests, aptitude tests, etc. are very essential and application oriented. These are missing in the present list of tests.
- Human rights and rehabilitation as a paper is redundant in this structure of syllabus.
- Action research with psychological intervention to be encouraged.
- Training on themes like self-esteem, study skills, social skills, pro-social behaviour, resilience, emotional management, etc. could be offered to the students and transferred to the community.
- Aptitude, interest, IQ, personality and few more psychological assessments can be taught which helps them to provide career guidance to the school students.

4. OVERALL ASSESSMENT

A positive friendly environment which facilitates students' learning was observed. A few students who are forced by their circumstances to choose Post graduation in Counselling Psychology could be helped to develop positive attitude towards their choice in the first semester itself. Focus on practical learning of the subject and skill development is much appreciated. However, ensuring adequate theoretical input is mandatory. Meticulous restructuring of syllabus to keep up to the trends and requirements of the present time is much recommended. Importance for Psychological testing

in line with the theoretical input is required. Residential programmes and certificate courses were appreciated well by the students. However, some students are finding difficult to meet the expenses. In spite of upgrading the Department as a research centre, many students were not motivated towards research, which needs to be addressed.

5. SUGGESTIONS


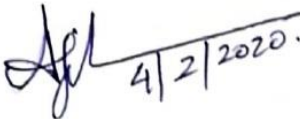
Based on the above observations the audit team recommends the following suggestions:

- Subjects and the syllabus need to be modified as per the outcome of the meeting. (Kindly refer to the points presented in outcome of faculty meeting and students meeting).
- Academic mentoring practices could be initiated to facilitate better learning especially for students with academic and personal problems.
- Both theory and practicum should be given equal importance.
- Faculty members can be encouraged to clear UGC-NET/SET as it is the essential qualification prescribed by UGC.





6. CONCLUSION

The growth of the Department in the past five years is very positive. Taking the department to the next level will be possible by combined efforts of the management, faculty members and students. Department's contribution towards the upliftment and well-being of the society especially the community around could be of primary focus. With the sincere efforts to upgrade, restructure and with the openness for new learning the Department will scale great heights.

7. SIGNATURES OF THE EXTERNAL ACADEMIC PANEL MEMBERS

ACADEMIC AUDIT PANEL		
S. No.	Name	Signature
1	Dr. S. Sasikala M.Sc., M.Phil, PhD Asst. Professor Department of Psychology University of Madras, Navalar Nagar, Chepauk, Triplicane, Chennai - 600005 Mob: 8754767274 E.Mail Id: Sasikala.1976@gmail.com	
2	Dr. A. Joseph Einstein M.Sc., M.Phil, PhD Counsellor and Trainer 1. 1/3, Srinivasan Mudali Street, F-1, Murugan Flats, Perambur, Chennai – 600011 Mob: 9444205689 E.Mail Id: drjosepheinstein@gmail.com	

15. SIGNATURES OF THE ACADEMIC PANEL BOARD

ACADEMIC AUDIT PANEL BOARD		
S. No.	Name	Signature
1	Rev. Dr. I Joe Sanjay M.Sc., Ph.D. Chairman, HOD & Assistant Professor P.G. & Research Department of Counselling Psychology, Sacred Heart College (Autonomous), Tirupattur – 635601 Mob: 7402289258 E.Mail Id: joesanjay@shcpt.edu	
2	Rev. Sr. P. Anthoniammal, MSc. Assistant Professor P.G. & Research Department of Counselling Psychology, Sacred Heart College (Autonomous), Tirupattur – 635601 Mob: 7402796622 E.Mail Id: sranthony@shcpt.edu	
3	Rev.Fr. V. Selvaraj M.Sc., M.Phil. Assistant Professor P.G. & Research Department of Counselling Psychology, Sacred Heart College (Autonomous), Tirupattur – 635601 Mob: 9176372242 E.Mail Id: svaraprasad@shcpt.edu	
4	Miss. Latha Munpuswamy M.S.W., M.Phil. Counsellor Sacred Heart College (Autonomous), Tirupattur – 635601 Mob: 9677896272 E. Mail Id: lathamunuswamy@yahoo.in	



SACRED HEART COLLEGE (AUTONOMOUS)

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SACRED HEART COLLEGE (AUTONOMOUS) TIRUPATTUR

Academic Audit Report

1. Introduction

The members of the staff attended the Academic Audit meeting along with subject experts and Industrial Expert on 18th February 2021.

Sl. No.	Name / Designation	Board
1	Dr. A. Xavier Susairaj, Associate Professor/Head (PG), Department of Economics, Sacred Heart College (Autonomous), Tirupattur – 635601.	Chairman
2	Dr. J. Jacob Stanley Inbaraj, Assistant Professor/Head (UG), Department of Economics, Sacred Heart College (Autonomous), Tirupattur – 635601.	Chairman
3	Dr. J. A. Arul Chellakumar, Professor & Director CCD, Department of Economics, Bharathidasan University, Tiruchirappalli – 620024.	Subject Expert
4	Dr. N. Mani, Associate Professor and Head, Department of Economics, Erode Arts and Science College, Erode – 638009.	Subject Expert
5	Mr. R. Sankaran	Member
6	Dr. K. Sivakumar	Member
7	Dr. A. Royal Edward Williams	Member
8	Mr. S. John Sundar	Member
9	Dr. U. Ramesh	Member
10	Dr. R. Kurinji Malar	Member
11	Dr. M. Vincent Sahayaraj	Member
12	Dr. S. Siva Gurunathan	Member

Academic Audit Report

1.1 INTRODUCTION

The academic audit for the year 2016-19 has been conducted on 18th February 2021.

The following are the external subject experts suggested by the Department of Economics for the Academic Audit

- | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------------|
| 1. Dr. J. A. Arul Chellakumar,
Professor & Director CCD,
Department of Economics,
Bharathidasan University,
Tiruchirappalli – 620024.
E-mail: acksas@yahoo.co.in | (Subject Expert) | 9443113831 |
| 2. Dr. N. Mani,
Associate Professor and Head,
Department of Economics,
Erode Arts and Science College,
Erode – 638009.
E-mail: @gmail.com | (Subject Expert) | 7598225040 |

PG AND RESEARCH DEPARTMENT OF ECONOMICS

SACRED HEART COLLEGE (AUTONOMOUS)

1.2 Schedule of the Academic Audit Meeting 2020-21

17-02-2021	Arrival
18-02-2021	
08.30 a.m. to 09.00 a.m.	Introduction meeting with the Staff Members
09.00 a.m. to 09.30 a.m.	Visiting Library
09.30 a.m. to 10.00 a.m.	Visiting Department
10.00 a.m. to 11.00 a.m.	UG. Class
11.00 a.m. to 12.00 p.m.	PG. Class
12.00 p.m. to 12.30 p.m.	M. Phil.
12.30 p.m. to 01.00 p.m.	Presentation by UG Head (III BA Class Room) on the Department Activities
01.00 p.m. to 02.00 p.m.	Lunch
02.00 p.m. to 03.00 p.m.	Review of the Evidences
03.00 p.m. to 04.00 p.m.	Final Panel meeting with Chair Person
04.00 p.m.	Departure

2. MILESTONES OF THE DEPARTMENT

YEAR	MILESTONES
1956	Foundation of the Department with B.A. Economics
1981	Silver Jubilee Year
1986	Upgradation with M.A. Economics
1991	Elevation of the Department into a Research Department
1992	First Department to introduce Ph.D. programme in the College
2006	Golden Jubilee Year
2007	First Department to introduce Co-education in the College
2011	Dr. A. Xavier Susairaj is a Fullbright Scholar, FIU, USA
2013	Organised ICSSR Sponsored Ten-Day National Workshop in “Research Methodology”
2016	Diamond Jubilee Year
2017	<ul style="list-style-type: none">• MoU’s with Department of Econometrics, Madurai Kamaraj University, Madurai And• MoU’s with Council for Social Development, New Delhi
2018	Introduced Internship Programme for Research Scholars

3. FACULTY PROFILE

3.1. Faculty strength, Gender wise strength

The Department has the strength of 10 staff members (6 aided and 4 management staff). Nine Members of them are male and One Female. Eight of them have doctoral degree and the remaining are with M.Phil. degree. Four members have cleared SET/NET.

3.2 Roles and Responsibilities

From the documents submitted to the Academic Audit Committee and review thereupon clear demarcation of duties and responsibilities among the staff members in the department has been found. Weightage has been given to the departmental work, college work and student welfare activities.

4. STUDENT PROFILE

This aspect consists of batch-wise student profile consisting number of students admitted course wise, Appeared for exam, cleared the papers, percentage of pass and meritorious students. It has been found that there is a progressive improvement in the percentage of pass, especially in the case of first B.A students. The performance of PG students has been found as commendable. With respect to extra-curricular activities the students of the department did a commendable job.

The one aspect that has been found worrying is about the drop outs. The committee also found the statement made by the department with respect to the entry level behavior of the students who are coming from Tamil Medium as convincing.

The interactions held with both UG and PG students revealed their current performance levels and future expectations. The committee received a few worthy suggestions and request from the students which are given at the end. The discussions held with the M.Phil. students helped the committee to come to the conclusion that they are highly motivated and given the right amount of guidance and help they will come up.

5. CURRICULUM

PG & Research Department of Economics

Sacred Heart College (Autonomous) Tirupattur-635601.

Course Structure for BA. Economics: 2017-18

Sem	Course	Subject Code	Subject Title	Hrs	Credit	CIA	Sem
I	I		Tamil/Hindi	5	3	30	70
	II	LE114T	English	5	3	30	70
	III	E118	Core: Economic Thought	5	5	30	70
		E119	Core: Micro Economics –I	5	5	30	70
			Allied History	6	6	30	70
	IV		Foundation course	2	1		
	IV		Religion / Ethics	2	1		
Total					24		
II	I		Tamil/Hindi	5	3	30	70
	II	LE308T	English	5	3	30	70
	III	E216	Core: Macro Economics – I	5	5	30	70
		E217	Core: Micro Economics – II	5	5	30	70
			Allied History	6	6	30	70
	IV		Foundation Course	2	1		
	IV		Religion / Ethics	2	1		
Total					24		
	I		Tamil/Hindi	5	3	30	70
	II		English	5	3	30	70
	III	E315	Core: Macro Economics –II	5	5	30	70

III		E316	Core: Welfare Economics	5	5	30	70
			Allied (Optional)	6	4	30	70
	IV		Foundation Courses	2	1		
	IV		Environmental Studies (EVS)	2	1		
	Total					22	
IV	I		Tamil/Hindi	5	3	30	70
	II		English	5	3	30	70
	III	E417	Core: Mathematics for Economics	5	5	30	70
		E418	Core: Industrial Economics	5	5	30	70
			Allied (Optional)	6	6	30	70
	IV		Foundation courses	2	1		
	IV		Human Rights	2	1		
	Total					24	

V	III	E537	Core: International Economics	6	6	30	70
		E538	Core: Fiscal Economics	5	5	30	70
		E539	Core: Monetary Economics	6	6	30	70
		E540	Core: Indian Economy	5	5	30	70
		E541 A	Elective:1.Managerial Economics	6	4	30	70
		E541 B	Elective:2.Basic Econometrics	6	5		
		E541 C	Elective:3.Human Resource Management	6	5		
		NEC503	Non-Major Elective: Basic Economics	2	1		
			SSP *: Poor Economics		1		
	Total					28	
VI	III	E638	Core: Environmental Economics	6	6	30	70
		E639	Core: Elements of Research and Statistics	6	6	30	70
		E640	Core: Marketing Management	6	6	30	70
		E641	Core: Financial Economics – SS*(subjective skill)	5	4	30	70
		E642	Core: Computer Application for Economics -SS*	5	4	30	70
		NEC603	Non-Major Elective: Indian Economy :Basic Issues	2	1		
			SSP* : Economics for Competitive Examinations		1		
	Total					28	

Course Structure for U.G. Commerce -2017-18

B.Com (Commerce) (Allied Subject)

Sem	Course	Subject Code	Subject	Hours per week	Credit	CIA	Sem
I	B.Com	AE105	Principles of Economics-I	6	4	30	70
		AE205	Principles of Economics-II	6	4	30	70
II	B.Com	AE304	Managerial Economics - III	6	4	30	70
		AE404	International Economics - IV	6	4	30	70

PG & Research Department of Economics

Sacred Heart College (Autonomous) Tirupattur- 635601.

Course structure for M.A. Economics under new CBCS with effect from 2017-2018

Sem	Category	Subject Code	Title of the paper	Marks		Hrs.	Credits
				CIA	SE		
I	Core	E742	Micro Economics – I	40	60	6	5
	Core	E743	Macro Economics – I	40	60	6	4
	Core	E744	Statistics for Economics	40	60	5	4
	Core	E745	Economics of growth and development	40	60	5	5
	Elective (optional)	E746A E746B E746C	(i) Demography (ii) History of Economic thought (iii) Economics of Infrastructure	40	60	6	4
Subject skill	SK	E747S	Business Communication Skills	40	60	2	2
II	Core	E848	Micro Economics - II	40	60	6	5
	Core	E849	Macro Economics – II	40	60	6	4
	Core	E850	Mathematics for Economics	40	60	5	4
Subject skill	SK	E8535	Entrepreneurship training Skills	40	60	2	2
	Core	E851	Managerial Economics	40	60	5	5
	Elective (optional)	E852A	(i) Industrial Economics (ii) Economics of urbanization	40	60	6	4

		E852B E852C	iii) Economics of Gender and development				
Certificate course	CC-1		Computer Software Packages (SPSS, AMOS) in Economics	Successful Completion 2*			

III	Core	E933	International Trade	40	60	6	4
	Core	E934	Public Economics	40	60	5	4
	Core	E935	Monetary Economics	40	60	6	4
	Core	E936	Research Methodology	40	60	6	4
Subject skill	SK	E9385	Data Analysis and Interpretation	40	60	2	2
	Elective (optional)	E937A E937B E937C	(i) Basic Econometrics (ii) Health and Economics (iii) Personal Management	40	60	5	4
Certificate course	CC-2		Computer Software Packages (Eviews, R – Programming) in Economics	Optional- Successful Completion 2*			
IV	Core	E1034	Indian Economy Issues and Policy	40	60	6	4
	Core	E1035	Environmental Economics	40	60	6	4
	Core	E1036A E1036B E1036C	(i) Indian Public Finance (ii) Tamil Nadu Economic Development (iii) Financial Institutions and Markets	40	60	5	4

	Elective	E1037A E1037B E1037C	(i) Labour Economics and Industrial Relations (ii) Security Analysis and Portfolio management. (iii) Co-operation and Rural Development	40	60	5	4
	Optional	E1038J	Project Work Dissertation (Evaluation) Viva – Voce Total	80 20 100 Marks		6	3
			Human Rights			2	1
			Total Marks / Credits	2300	90+4*=94		

Course structure of M.Phil Economics Effective from 2017-18

Total Number of Credits for the Programme – 30 Credits

Code	Paper	Title of the Paper	Marks		Hours	Credits
			CIA	Sem		
Part – I						
	1	Modern Economics Theory for Research	40	60	6	6
	2	Research Methodology and Statistical Techniques	40	60	6	6
	3	Research Specific Paper	40	60	6	6
Part – II						
	1	Dissertation	Dissertation	Viva - Voce	12	12
			80	20		
		Total			30	30

On the structure of curriculum the committee wishes to make the following observations

- Enormous efforts have gone into the making of the syllabus and curriculum as rich in content and comprehensive in coverage.
- The combination of papers, semester wise, has been found as having scope to alter the arrangement of the papers in the next major revision.
- A few papers like Health Economics and Environmental Economics for UG programme have been found as good and relevant additions.
- Similarly at the PG level, the courses like Human Resource Management, Environmental Economics and Energy Economics are found as appropriate and have units with current topics.
- The committee is of the opinion that the overall structure of the syllabus indicates that the autonomous status has been fully utilized by the department.

6. EVALUATION OF THE COURSE

○ B.A. Economics

Question Paper Pattern for the Semester Examination:

The question paper shall contain Three parts, Section A, Section B and Section C

Section 'A' (10X2=20)

All the ten short answer questions are to be answered in about 50 words each. Each question carries 2 marks.

Section 'B' (5X 5=25)

One question from each unit of 'Either' 'or' type. Each question carries 5 marks in about 300 words.

Section 'C' (3X10 = 30)

Three out of five to be answered in about 600 words. Each question carries 10 marks

Components of Examination

In each course there are two components, namely, Continuous Internal Assessment (CA) and Semester Examination. The marks allotted for each component is as follows:

CA	:	30 marks
Semester Exam	:	70marks
Total	:	100marks

The Component for CA is as follows:

2 CA Test	-	15 Marks
Library	-	5 Marks
Attendance	-	5 Marks
Assignment	-	5 Marks
Total	-	30 Marks

○ **M.A. Economics**

Question paper Pattern for Semester Examinations

Section - A (8 x 2 = 16 Marks) Answer ANY EIGHT questions from TEN questions. Two questions from each unit.

Section - B (5 x 4 = 20 Marks) Either OR type of questions. one from each unit.

Section - C (3 x 8 = 24 Marks) Answer ANY THREE from FIVE questions. One question from each unit.

Total 60 Marks

In each course there are two components, namely, Continuous Internal Assessment (CA) and Semester Examination. The marks allotted for each component is as follows:

CA	:	40 marks
Semester Exam	:	60 marks
Total	:	100 marks

The Components for CA are as follows:

CA 2 test	=	20 Marks
Assignment	=	10 Marks
Seminar	=	10 Marks
Total	=	40 Marks

○ **M. Phil Economics**

Question Paper Pattern for the Semester Examination

The question paper shall contain two parts, Section A and Section B.

Section 'A': (5 x 6 = 30 Marks)

Five out of seven questions are to be answered in about 400 words each. Each question carries 8 marks

Section 'B': (3 x 15 = 45 Marks)

Three out of five questions are to be answered in about 1200 words each. Each question carries 20 marks.

Components

CA	= 25 Marks
Semester	= 75 Marks
Total	= 100 Marks

CA components

Written Tests	= 15 Marks
Class Seminar	= 5 Marks
Paper Presentation (in any State/National) level Seminars/Workshop participation/Assignment	= 5 Marks
Total	= 25 Marks

Dissertation

Components

Dissertation	= 80 Marks
Viva – Voce	= 20 Marks

Total = 100 Marks

Theory Papers 3 x 100 = 300 Marks

Dissertation 1 x 100 = 100 Marks

Total = 400 Marks

7. Research and Consultancy

8. Infrastructural facilities

9. Outcome of the Student meeting

10. Outcome of the Faculty meeting

11. Overall Assessment

12. Suggestions

13. Concluding Report

PG & Research Department of Economics

Sacred Heart College (Autonomous) Tirupattur-635601.

14. Signature

Sl. No.	Name / Designation	Board	Signature
1	Dr. A. Xavier Susairaj, Associate Professor/Head (PG), Department of Economics, Sacred Heart College (Autonomous), Tirupattur – 635601.	Chairman	
2	Dr. J. Jacob Stanley Inbaraj, Assistant Professor/Head (UG), Department of Economics, Sacred Heart College (Autonomous), Tirupattur – 635601.	Chairman	
3	Dr. J. A. Arul Chellakumar, Professor & Director CCD, Department of Economics, Bharathidasan University, Tiruchirappalli – 620024.	Subject Expert	
4	Dr. N. Mani, Associate Professor and Head, Department of Economics, Erode Arts and Science College, Erode – 638009.	Subject Expert	

PG & Research Department of Economics

Sacred Heart College (Autonomous) Tirupattur-635601.

The Members of the Staff attended the Academic Audit Meeting along with the Subject Experts on 18th February, 2021.

Sl. No.	Name of the Faculty	Signature
1.	Dr. A. Xavier Susairaj	
2.	Mr. R. Sankaran	
3.	Dr. J. Jacob Stanley Inbaraj	
4.	Lt. Dr. K. Sivakumar	
5.	Dr. A. Royal Edward Williams	
6.	Mr. S. John Sundar	
7.	Dr. U. Ramesh	
8.	Dr. R. Kurinji Malar	
9.	Dr. M. Vincent Sahayaraj	
10.	Dr. S. Siva Gurunathan	

7. Research and Consultancy

The department has completed one Minor Research Project during the period under reference funded by Malcom Elizabeth Adiseshiah Trust (MEAT), Chennai.

One of the staff members in the department has been a consultant for a Major Research Project funded by Indian Council of Social Science Research (ICSSR), New Delhi and run by Madras Institute of Development Studies (MIDS), Chennai.

8. Infrastructural facilities

The class rooms and the faculty rooms are found with enough space and with facilities. One class room is having a LCD facility and the committee recommends to introduce the same in all the classes. Currently the department has only one computer with the printer which is not enough.

At Library the committee found an excellent arrangement of books, back volumes and the journals. The documentation with respect to open sources is of much use to the staff and the research scholars. The Audio-Visual room in the library is a cutting edge in the realm of learning resources.

9. Outcome of the Student meeting

The meeting helped to identify their aspirations and expectations with respect to teaching and evaluation practices of the college under autonomy. They have frankly expressed their difficulties but found as confident to complete the course successfully. Their valuable suggestions are given below.

10. Outcome of the Faculty meeting

- The experienced staff members of the department presented their view points openly. The new ones are also found as enthusiastic in shouldering the duties and responsibilities of the department and the college. At the same time, Faculty members are of the opinion that the staff members have to be spared from co-

curricular activities especially during the busy academic schedule. They are willing to participate and cooperate with the college management to involve themselves with student welfare oriented activities provided those activities are planned and organized in an appropriate manner which will not affect class work, research guidance and evaluation work.

- The number of systems in the library has to be increased as the students and the staff members entirely depend upon the e-resources for preparation and research work. There is a need for a foolproof system devoid of technical problems.

11. Overall Assessment

By considering the academic content, results, profile of the faculty and the research as well as the extent of involvement of the faculty members in the co-curricular and extra curricular activities the committee rates the department as **VERY GOOD**

12. Suggestions

- Progressive use of smart class may be adopted for PG courses
- The department proposes to conduct coaching classes for UPSC, TNPSC and Banking Services as demanded by all the students of the department (UG&PG) provided the management takes the necessary steps in arranging space, time table, materials and remuneration. For this the management can approach the UGC to get grant to conduct coaching classes because the college serves for the economically poor students belonging to SC/ST communities.
- A paper on Entrepreneurship Development may be introduced in the UG programme.
- Computer practical is necessary for both UG and PG. In this regard the committee suggests that the management has to take immediate steps to establish a Computer Lab for Economics Department through UGC PG grant.
- Tally and SPSS are the need of the hour and the management with proper support and guidance to the department has to take up introduction of these two as early as possible.
- In the scheme of evaluation objective type questions (MCQ) may be added in line with competitive examinations.

13. Concluding Report

The exercise of the Academic Audit of the Department of Economics has been found as useful both for the students and the faculty. It is the fervent hope of the committee that when the suggestions are taken into account in the right spirit the department is poised to grow further in the dimensions of Teaching, Research and Extension activities.



Ready for
Every Good Work

SACRED HEART COLLEGE (AUTONOMOUS)

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A Don Bosco Institution of Higher Education, Founded in 1951 * Affiliated to Thiruvalluvar University, Vellore * Autonomous since 1987

Accredited by NAAC (4th Cycle – under RAF) with CGPA of 3.31 / 4 at 'A+' Grade

Name of the College: SACRED HEART COLLEGE (Autonomous)

**Name of the Department: SACRED HEART INSTITUTE OF MANAGEMENT
STUDIES**

1. DEPARTMENT PROFILE

1.1 Date and Year of Establishment of the Department	MBA 2011	M. Phil 2014	PG. Diploma 2017	Ph.D 2018
1.2. Milestones of the Department	ANNEXURE A1			
1.3. List of Faculty Members	ANNEXURE A2			
	Faculty Strength	Total No. of Faculty : 09 Men : 08 Women : 01		
	Qualification	Phd :03, Phd :03 (Pursuing) M.Phil : 03		
NET/SET Qualified	SET : 02			
1.4. List of Support Staff	ANNEXURE A3			
1.5. List of Visiting Professors/Visiting Fellows of the Department	ANNEXURE A4			
1.6 Department Workload (Current Academic Year – odd & even semesters)	ANNEXURE A5			
1.7 Department Time-Table(Current Academic Year – odd & even semesters)	ANNEXURE A6			
1.8 Issues related to the workload of the department.	-Nil-			
1.9 No. of Faculty Meetings conducted in a year for the last 3 academic year	Academic year1	Academic year2	Academic year3	
	5	9	9	
1.10. Minutes of the faculty meeting with signatures of the faculty members for the last 3 academic years	ANNEXURE A7			

2. ACADEMIC DETAILS

2.1. Course Catalogue for all the Programmes of the Department	ANNEXURE A8		
2.2. Year in which the present programme syllabi has been revised.	PG: PG& Research Department of Management Studies M.Phil: Department of Management Studies		
2.3. How often the revision of syllabi of each programme is expected to take place in the Department Normally?	Once in three Years		
2.4. Why is the necessity of the revision felt?	To upgrade the syllabus according to the expectations of the Industries.		
2.5. Whether Programme feedback obtained from the students, Subject Experts, Alumni and Parents. If yes specify when it was collected	Academic year1	Academic year2	Academic year3
	Yes Collected during Parents Meeting	Yes Collected during Parents Meeting	Yes Collected during Parents Meeting
2.6 Analysis of the programme and course feedback	ANNEXURE A9		
2.7. Details of BOS meetings conducted for the last 3 years	Academic year1	Academic year2	Academic year3
	1	1	1
2.8. Minutes of the BOS meetings with signatures of the members for the last 3 years	ANNEXURE A10		

3. STUDENTS PROFILE

3.1 Number of students in the department during the current academic year for the following programmes.

Programmes	Intake		Allied/Electives/ Specialization courses (If any)
	Year	Strength	
P.G. Diploma	2017-2018	38	<ul style="list-style-type: none"> • Human resource management • Logistics management • Export and import management
	2018-2019	61	
	2019-2020	59	
P.G- MBA	2016-2017-I Year	60	<ul style="list-style-type: none"> • Human resource management • Marketing management • Financial management • Hospital management • Operations management
	2016-2017-II Year	60	
	2017-2018-I Year	60	
	2017-2018-II Year	60	
	2018-2019-I Year	59	
	2018-2019-II Year	60	
	2019-2020-I Year	59	
	2019-2020-II Year	59	
M. Phil	2016-2017	02	General Management
	2017-2018	07	
	2018-2019	2	
	2019-2020	3	
Ph.D.	2017-2018	1	General Management
	2018-2019	1	
	2019-2020	1	

3.2 Provide the admission procedure followed for each of the programme

PROGRAMME NATURE	ADMISSION PROCEDURE
PG DIPLOMA	<ul style="list-style-type: none"> • Personal interview • Certificate verification
PG-MBA	<ul style="list-style-type: none"> • Written test • Group discussion • Personal interview • Certificate verification
M.PHIL	<ul style="list-style-type: none"> • Written test • Group discussion • Personal interview • Certificate verification
PHD	<ul style="list-style-type: none"> • Written test • Group discussion • Personal interview • Certificate verification

3.3. Number of students enrolled in the department for the current academic year according to Regions and Countries

	PG DIPLOMA				P.G.				
	Batch 2016-2017	Batch 2017-2018	Batch 2018-2019	Batch 2019-2020	Batch 2015-2017	Batch 2016-2018	Batch 2017-2019	Batch 2018-2020	Batch 2019-2021
No. of students from the same state Where the college is located.	-	38	59	59	58	57	58	58	50
No. of students from other states.	-	2	1	-	1	3	1	1	9
No. of students from other Countries	-	-	1	-	1	-	1	-	-
Grand total	-	38	61	59	60	60	59	59	59

	M.Phil				PhD		
	Batch 2016-2017	Batch 2017-2018	Batch 2018-2019	Batch 2019-2020	2017-2018	2018-2019	2019-2020
No. of students from the same state Where the college is located.	2	7	2	3	1	1	1
No. of students from other states.	-	-	-	-	-	-	-
No. of students from other Countries	-	-	-	-	-	-	-
Grand total	2	7	2	3	1	1	1

3.4 Percentage of attendance of the students in the Department for the last 4 Semesters (class wise).	Annexure Enclosed - ANNEXURE A11
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4. TEACHING, LEARNING AND EVALUATION

4.1 Teaching methods adopted by the department	<p>Case Study Method: The real life business problems are usually given in the form of a story and students are asked to find possible alternate solutions, considering various environmental factors.</p> <p>Presentations: Topics related to the course are given in advance to the students, who then make the oral presentation with or without the help of audio-visual aids. The Q&A session at the end is held to resolve queries from the participants.</p> <p>Business Quiz/Exercises: Periodic assessment of the learning provided is normally done through quiz and exercises, which can be oral, MCQ or short answer type.</p> <p>Simulations Games/Hands-On Experience-: With the help of customized software tools students are exposed to real business situations and they have to take strategic decisions while competing with each other.</p> <p>Movies/Videos/Video Clips: Faculty utilizes video clippings to explain the management concepts as well as pros & cons of strategic decisions taken.</p> <p>Situation Handling and Role Plays: Students are assigned certain roles in a given situation and they have to respond according to their characters. The process is usually repeated to make the students understand the various alternative actions and their repercussions.</p> <p>Field Projects/Assignments: Students are given tasks such as understanding customers buying behavior, analyzing financial performance of a company, finding out the best HR practices, understanding the logistic processes in a firm, etc. These are then written down in the form of a project report and submitted for evaluation.</p> <p>Blended Learning: It includes mix of both traditional class room as well as digital mode of teaching. At times, online lectures are conducted through webinars / video conferencing by the senior corporate, renowned academicians or a researcher located elsewhere.</p>
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4.2 Activity report of the department LMS for the last two semesters	Usage of Moodle - Annexure Enclosed ANNEXURE A12
4.3. Evaluation components for Continuous Assessment (CA)	Written Test Unit Test Class participation Group Discussion Role playing Debates Assignments Seminar Group Activity MCQ
4.4. Evaluation components for Semester End Examinations (SE)	Internal Assessment
4.5. Whether any problems encountered in the Question paper for the last four semesters.	External Assessment
4.6 If yes provide the details	Nil
4.7. Result analysis of the Department for the last 3 years/six semesters	Annexure Enclosed - ANNEXURE A13
4.8 Action taken based on the results in the department level	Remedial classes have been conducted for the failed students with respect to the subject in which they failed. They were also given the materials and each one of them was given individual as well as personal attention during the course of action.
4.9 Placement and progression of the students for the last three years	Annexure Enclosed - ANNEXURE A14

5. INFRASTRUCTURAL FACILITIES

5.1. Infrastructural facilities			
a) Special instruments, if any indicate users and usage frequencies (Pl. specify from record)	Nil		
b) Computers	2		
c) Class Room	4		
d) Faculty Room	3		
e) Other space available	1		
5.2. Whether the space is adequate?	Yes		
5.3. Deficiencies/Problems, if any	Nil		
5.4. Library (in the central Library)	Yes		
i) No. of books	359 – Enclosed - ANNEXURE A15		
ii) No. of Periodicals/Journals subscribed	78- Enclosed - ANNEXURE A15		
5.5. Amount spent during the last 3 years on Books/ Periodicals/Journals etc. for the department	Academic year1	Academic year1	Academic year1
a) Books	87	168	104
b) Periodicals/Journals Subscribed	26	26	26
Total	113	194	130
5.6. Any other facility provided to the students such as, INTERNET, INTRANET, E-MAIL, etc.	INTERNET , INFLIBNET and DELNET		
5.7 Library usage report of the current students for the current year – odd & even semesters	Annexure Enclosed - ANNEXURE A16		

6. FACULTY PROFILE (Give brief C.V. of all faculty members)Annexure Enclosed - **Annexure A17**

SI NO	Name of the faculty	Qualification	Designation	No. of. Experience
1	Dr. S. Sasi Kumar (HOD)	M.B.A, M.Phil., Ph.D	Assistant Professor	19 years
2	Dr. J. Sasiganth	M.B.A, M.Phil. Ph.D., PGDHM.,	Assistant Professor	9 years
3	Mr. R. Alexzander	M.B.A., PGDCA.,	Assistant Professor	10 years
4	Mr. P.S. Joan kingsly	M.B.A., M.Phil.,	Assistant Professor	5 years (Left)
5	Dr. R. Arockiamary	M.Sc.,M.B.A., M.Phil., Ph.D	Assistant Professor	9 years
6	Mr. S. Praveen Kumar	M.B.A	Assistant Professor	1 Year
7	Mr. G. Lawrence	M.B.A	Assistant Professor	2 Years
8	Rev. Fr. S. Lawrence	M.B.A., B.ED.,	Assistant Professor	9 years
9	Rev.Fr. Robert	M.B.A	Assistant Professor	9 years

7. RESEARCH OUTPUTS

7.1. Areas of Specializations of the Department	Management			
7.2. Publications (List to be enclosed as ANNEXURE A18)	Academic year 2016-17	Academic year 2017-18	Academic year 2018-19	Academic year 2019-20
i) Papers published in SCI indexed journals.	-	-	-	-
ii) Papers published in Scopus indexed journals. Dr. S. Sasi Kumar Mr. S. Praveen Kumar	- - -	- - -	- - -	4 1
iii) Papers published in UGC Care listed journals Dr. S. Sasi Kumar Dr. J. Sasiganth Mr. Joan Kingsly Mr. R. Alexzander Dr. R. Arockia Mary Mr. G. Lawrence	- - 3 - - -	3 2 6 - - -	7 4 - 1 2 -	4 2 - 3 1 2
7.3 Ph.Ds. Produced by the Department (List to be enclosed as ANNEXURE A19)	Academic year 2016-17	Academic year 2017-18	Academic year 2018-19	Academic year 2019-20
	Nil	Nil	Nil	Nil
7.3. Participation of Faculty Members in Conferences/Seminars/ Workshops/ Symposia/Orientation Programme/ Refresher Courses WITHIN INDIA Conference Dr. S. Sasi Kumar	Academic year 2016-17	Academic year 2017-18 ANNEXURE A20 1	Academic year 2018-19	Academic year 2019-20

Dr. J. Sasiganth	1	-	4	10
Mr. R. Alexzander	-	-	1	1
Dr. R. Arockia Mary	2	-	1	3
Mr. G. Lawrence	-	-	2	2
Mr. S. Praveen Kumar	-	-	-	1
	-		1	1
Seminar				
Dr. S. Sasi Kumar		-		
Mr. R. Alexzander	1	-	-	-
Workshops				
	1		-	-
Dr. S. Sasi Kumar		1		
Dr. J. Sasiganth	-	-	-	-
Mr. R. Alexzander	-	1	-	-
Mr. Joan Kingsly	-	-	-	-
Dr. R. Arockia Mary	-	-	-	-
Symposiums				
	-		-	-
Dr. S. Sasi Kumar		-		
Orientation Courses				
	1		-	-
Dr. S. Sasi Kumar		1		
Refresher Course				
	-		-	-
Dr. S. Sasi Kumar		-		
	1		-	-
ii) Abroad	Nil	Nil	Nil	Nil
7.4. National or State Awards / Honour conferred on Faculty members for the last 3 years.	<p align="center">National Award Dr. S. Sasi Kumar - 1 ANNEXURE A21</p>			
7.5. Whether Research facilities available in the department are adequate?	<p align="center">Not Adequate</p>			
7.6. Research Projects undertaken by the department/individual during the last 3 years.	<p align="center">Dr. R. Arockia Mary - 1 ANNEXURE A22</p>			

<p>7.7. Department-Industry interaction for the last 3 years (industrial visits/field visits/internship)</p> <p>Industrial Visits:</p> <p>2016-17</p> <p>2017-18</p> <p>2018-19</p> <p>2019-20</p> <p>Internships:</p> <p>2016-17</p> <p>2017-18</p> <p>2018-19</p> <p>2019-20</p>	<p style="text-align: center;">ANNEXURE A23</p> <p style="text-align: center;">8</p> <p style="text-align: center;">5</p> <p style="text-align: center;">4</p> <p style="text-align: center;">4</p> <p style="text-align: center;">59</p> <p style="text-align: center;">58</p> <p style="text-align: center;">58</p> <p style="text-align: center;">59</p>
<p>7.8. Participation in Extension Activities for the last 3 years (List to be enclosed as ANNEXURE A24)</p> <p>2016-17</p> <p>2017-18</p> <p>2018-19</p> <p>2019-20</p>	<p style="text-align: center;">3</p> <p style="text-align: center;">3</p> <p style="text-align: center;">3</p> <p style="text-align: center;">3</p>
<p>7.9. Consultancy Services provided for the last 3 years - 2019-20</p>	<p style="text-align: center;">Enclosed - ANNEXURE A25</p> <p style="text-align: center;">1</p>

8. STUDENT'S ACTIVITIES

<p>8.1 Association activities conducted for the last 3 years</p>	<p>Annexure enclosed - ANNEXURE A26</p>
<p>8.2 Annual programmes of the Department for the last 3 years</p>	<p>Annexure enclosed -ANNEXURE A27</p>
<p>8.3 Students' achievements for the last 3 years</p>	<p>Annexure Enclosed - ANNEXURE A28</p>

9. ACADEMIC AUDITS

9.1 Review reports of the previous academic audits conducted	Annexure Enclosed - ANNEXURE A29
9.2 Action Taken report based on the previous academic audit suggestions	Annexure Enclosed ANNEXURE A30

10. SWOC ANALYSIS OF THE DEPARTMENT

Strengths

- Faculty professional credentials meet SHIMS accreditation requirements
- Diverse and multicultural student population and faculty
- Quality and affordable programs, with unique offerings, such as Business Simulation, Entrepreneurial activities, Economic Development Courses, Workshops on various Management Topics and Case Study Analysis
- An environment that facilitates positive student-faculty interaction, personalized advice and mentoring
- Strong relationships existing with the Industries linkages, Students exchange Programme with the other institutions and Small Business Development Organizations
- School has a strong ethos of openness, sharing and commitment to increasing parental confidence

Weakness

- Limited access to accurate and timely internal data
- Regional isolation from major metropolitan job markets resulting in few local professional opportunities for our students
- Small team of faculty, reliance on adjuncts to cover the class offerings

Opportunities

- Arrival of new technology, Unfulfilled customer needs, Taking business courses
- Improving the visibility of the School of Business through collaboration and internships could strengthen ties to area businesses and a receptive community
- Expand on industrial collaborations
- Opportunities to create assessment measures within the other School of Business could inform continuous improvement methods in other departments within the institution
- Active volunteer committee willing to plan and organize events
- Use of Corporate bigwigs to contribute to curriculum delivery

Challenges

- Student perception of the School of Business as a strict and low quality option
- Negative community perception of faculty and students (i.e. lack of skills, disconnected, etc.)
- Regional economic dependency (Agriculture)
- Growing competition from nearby MBA department and other B-Schools
- Low capacitated students

11. FUTURE PLANS OF THE DEPARTMENT FOR THE NEXT THREE YEARS

- MoU with Many Foreign Institutions and corporates.
- To become a Standalone Institute offering Residential Program.
- Establish a strong alumni data base.
- Consultants for Corporate and startups.
- Transforming the existing journal to Peer Reviewed care listed Management Journal.
- To increase the placement percentage of the students.

12. OUTCOME OF THE STUDENTS MEETING

Strengths

- Students appreciated the faculty members and their friendliness.
- Teaching in general is commendable.
- Lab and Library Infrastructure is appreciable.
- Students are able to assess themselves and convey the same to the committee.

Expectations of the students

- Students felt that practical aspects introduced in the class related to the courses will make the learning more effective.
- Students are willing to take weekend assignments.

13. OUTCOME OF THE FACULTY MEETING

- At the very outset the panel members appreciated and acknowledged the members of the department (SHIMS) for the effort that they take to bench mark SHIMS to the next level.
- They suggested to introduce library/e-library based assignment to the students
- Encourage the students to carry out the research projects and convert them either as a case study or article for the publication.
- Requested the staff members to maintain the course file.
- Introduce the system where the progress of the students can be assessed, guided and directed towards the betterment of their carrier
- They also requested the staff members to take as many as online courses and enrich themselves.
- Proposed to sign MoUs with Industries and Institutions for student exchange and development, Management development program and faculty development program.
- Recommended to take online and certificate courses for the students which are not included in the curriculum.

14. OVERALL ASSESSMENT

- The curriculum for the MBA programme is standard and on par with the university with repute. However, there is a scope for improvement to bridge the gap between the institution and industries by introducing new specialization's.
- The state of the art infrastructure facilities are provided to the students.
- Research scholars felt they are happy with physical infrastructure and research support provided by the institution.
- The students are satisfied and appreciated the way of presentation and disseminating the knowledge.
- The evaluation system is standard and unbiased.
- Students are given freedom to learn new trends in the management field with the guidance of faculty.

15. SUGGESTIONS

- Introduce new specializations that have job opportunities in the market.
- The department can initiate industry interactions.
- Prepare the students for online certification courses offered by MOOC, NPTEL and swayam.
- As mentioned in the faculty meeting section any other viable suggestions can be adhered to.

16. CONCLUSION

The curriculum is effective towards the development of the students. Students appreciated the facilities provided in the department. Students can avail online courses to improve their carrier. Department can increase corporate interactions and field training for students. Change in specializations and syllabus can be made in assessing the current market needs towards the job opportunity which will increase the placement for students in the department.

ACADEMIC AUDIT MEETING 2020**SACRED HEART INSTITUTE OF MANAGEMENT STUDIES****Date: 29th January 2020****Venue: John Med Block****Time: 09:45**

SI NO	Name of the member	Designation	Signature
1	Dr. T. Venkatesan Associate Professor & Head Sanskriti School of Business, Puttaparthi-515134, Anantapur-Dist, Andhra Pradesh. 9894297331 slmvenkatesan@gmail.com	Subject Expert -1	
2	Dr. S. Sai Ganesh Associate Professor, Dayananda Sagar Business School, Bangalore 09994780365 saiganeshrs@gmail.com	Subject Expert -2	
3	Mr. L. Maria Antony Jude Raj Manager HR – Learning and Development ELGI Equipments Ltd, Coimbatore. 7667793433 Mail id: mariaa@elgi.com.	Industry Expert	
4	Dr. S. Sasikumar Asst Professor Sacred Heart Institute of Management Studies, Sacred Heart College Tirupattur Dt	Chairman and Head	
5	Dr. J. Sasiganth	Member	
6	Mr. R. Alexander	Member	
7	Dr. Arockia Mary.R	Member	
8	Mr. S. Praveen Kumar	Member	
9	Mr. G. Lawrence	Member	

SACRED HEART COLLEGE (Autonomous), TIRUPATTUR

ACADEMIC AUDIT REPORT 2021 (31.03.2021)

DEPARTMENT OF MICROBIOLOGY

1. INTRODUCTION

ACADEMIC AUDIT PANEL MEMBERS

S.No.	NAME	ADDRESS
1.	<u>Subject Expert - I</u> Dr. P. Ganesh	Assistant Professor, Department of Microbiology, Faculty of Science, Annamalai University, Annamalai Nagar - 608 002, Tamil Nadu, India drpg1974@gmail.com 9994530678
2.	<u>Subject Expert - II</u> Dr. D. John Milton	Assistant Professor, Department of Microbiology, St. Joseph's College of Arts and Science (Autonomous), Manjakuppam, Cuddalore - 607 001 Tamil Nadu, India devajohnmic@gmail.com 7708581247
3.	<u>Industrialist</u> Dr. N. Sriram	Technical Coordinator, Bioline Laboratory, R.S Puram, Coimbatore - 641 002 Tamil Nadu, India sribsc21@gmail.com 9786901812

ACADEMIC AUDIT SCHEDULE

DATE AND TIME	VENUE	ACTIVITY	DETAILS
31.03.2021 09.30 am – 11.30 pm	Google Meet	Faculty meeting with External Audit Panel members	Agenda: 1) Introducing the Audit Panel External Members 2) Presentation of the Department Activities for the last two academic years. 3) Presentation of the Self-Evaluation Document (SED) of the Department along with the supporting evidences 4) Discussions 5) Finalization of the Schedule of the visitation of the external panel members
11.30 am – 12.00 pm	Google Meet	Meeting with Students (I B.Sc Microbiology)	
12.00 pm – 12.30 pm	Google Meet	Meeting with Students (II B.Sc Microbiology)	
12.30 pm – 1.00 pm	Google Meet	Meeting with Students (III B.Sc Microbiology)	
1.00 pm – 2.00 pm	-	Lunch Break	
2.00 pm – 3.00 pm	Google Meet	Presentation of Department facilities <ul style="list-style-type: none"> • Laboratories • Classrooms • Faculty Rooms • Research Lab • Library 	
3.00 pm – 3.30 pm	Google Meet	Meeting with the Student representatives	
3.30 pm - 4.30 pm	-	Preparation and Finalization of the Report by the members of the Audit Panel	
4.30 pm – 5.00 pm	Google Meet	Presentation of the report by the panel members to the faculty members and student representatives	

2. MILESTONES OF THE DEPARTMENT

- 2017-2018: Inception of B.Sc., Microbiology
- 2017-2018: Award of Student Project Grant from TNSCST
- 2018-2019: Best Research Department Award (along with Department of Biochemistry)
- 2018-2019: Best Research Forum Department Award
- 2019-2020: First International Conference on “Advanced Trends and Innovations in Life Sciences”
- 2019-2020: Award of Minor Research Project from DBRG
- 2019-2020: Second Prize in National Level Science Competition “SHYIA 2020”
- 2020 - 2021: International Online Course on “MEDICAL BACTERIOLOGY” in collaboration with Microbiologists Society, India and Western Zone State University Foundation (UEZO), Rio de Janeiro, Brazil
- 2020 - 2021: International Online Course on “BASIC TECHNIQUES IN MICROBIOLOGY” in collaboration with Microbiologists Society, India and Western Zone State University Foundation (UEZO), Rio de Janeiro, Brazil
- 2020 - 2021: Second Prize in National Level Science Competition “SHYIA 2021” (Process) 2020 - 2021: Third Prize in National Level Science Competition “SHYIA 2021” (Product)

3. FACULTY PROFILE

S. No	Name	Designation	Qualification	Date of Joining	Year of Experience
1	Dr. P. Saranraj	Head	M.Sc., M.Phil., Ph.D., NET	18.06.2015	6
2	Dr. K. Amala	Asst. Prof.	M.Sc., M.Phil., Ph.D.	20.11.2018	2.6
3	Dr. R. Bright	Asst. Prof.	M.Sc., M.Phil., Ph.D.	17.06.2019	2
4	Dr. Neethu Asokan	Asst. Prof.	M.Sc., M.Phil., Ph.D., NET	17.06.2019	2

- Faculty members shoulder responsibilities like UG and PG association presidents, Research forum in-charge, Deeds in-charge, Remedial in-charge, Prayer in-charge, Class teachers, Sports and Cultural in-charges apart from their regular academic workload.
- They also handle responsibilities like NAAC Criteria members, SHYIA 2020 Organizing committee members, Discipline in-charge and Cultural in-charge in the college level.

4. STUDENT'S PROFILE

Particular	I B.Sc Microbiology	II B.Sc Microbiology	III B.Sc Microbiology
No. of students from the same state where the college is located	54	52	47
No. of students from other states	-	-	-
No. of students from other countries	-	1	-
Grand Total	54	53	47

5. CURRICULUM DESIGN

- Projects based on Products formulation can be implemented.
- Plant disease related topics can be included in the curriculum.
- Practical in Bioinoculant and Mushroom Technology can be implemented.
- Internship with laboratories may be included.
- Application based topics can be included in upcoming PG curriculum.
- Competitive exam based topics can be included in the PG curriculum.

6. TEACHING, LEARNING AND EVALUATION

- Online Certificate Courses (NPTEL/MOOCs) with Recent titles are recommended to the students for the upgradation of their knowledge.
- Special care should be taken for the Slow learners to get pass mark.
- Advanced training should be given for the Advanced learners to get qualified in NET Exam and guidance for Scientific writing.

7. RESEARCH OUTPUTS

- Faculty members have published Research/Review papers in reputed International Journals, Text books and Book chapters in Edited books
- Research findings are presented in conferences and seminars by the faculty members and students.
- Faculty members motivating their students to formulate Microbiology based products to enhance their Entrepreneurship skills.
- Faculty members have got grants for Research projects from college under Don Bosco Research Grant. Need to focus grants from other funding agencies.

8. INFRASTRUCTURAL FACILITIES

- Microscopes can be serviced regularly.
- PCR can be included along with Microbial and Molecular Techniques.
- Class rooms with LCD Projectors are available for the students.
- MOODLE platform is very useful for the students for their learning.
- Sufficient Books and Journals are available in the College Library.

9. OUTCOME OF THE STUDENTS MEETING

- Adequate books are available in the College Library as Paperback, Hardbound and E-Books.
- Students find difficult in coping up English in their first year. So, study material should be given in simple English.
- Plant disease related topics can be included in the curriculum.
- Practical in Bioinoculant and Mushroom Technology can be implemented.
- Application based topics can be included in upcoming PG curriculum.
- Competitive exam based topics can be included in the PG curriculum.
- Collection of standard e-Books and circulation to student was requested.
- Wi-Fi facilities are available for the students.
- Students maintain cordial relationship with the faculty members.
- Students felt that they are highly motivated by faculty members and felt that the department is functioning smooth.

10. OUTCOME OF THE FACULTY MEETING

- Good friendly relationship exists between the Faculty members.
- Faculties have good publication records.
- Faculty members expect more funding for research from Government Funding Agencies.
- Research infrastructure can be improved.

11. OVERALL ASSESSMENT

- Considering the interaction and feedbacks from the Students and Faculty members it may be opined that the department is functioning smooth and Excellent.

12. SUGGESTIONS

- Curriculum can be modified according to the Student needs.
- Linkage with more Companies and Laboratories is required.
- Latest equipment pertaining to the Microbiology Practical and Research can be bought.
- Multiple copies of important Microbiology books can be ordered for the benefit of the students.
- Special focus should be given for Slow learners for getting pass marks.
- Advanced learners should be motivated for doing Research and Scientific writing.

13. CONCLUSION

- Cordial relationship exists between the faculty members and students.
- Adequate infrastructure facilities are available for the students and faculty members.
- Students and Faculty members are actively involved in Research and Publication.
- Apart from the curriculum, students are actively participating and gaining knowledge through various Online courses.
- Overall, the functioning of the department is Excellent.

14. SIGNATURES OF THE ACADEMIC AUDIT PANEL MEMBERS

S.No.	NAME	SIGNATURE
1.	<p><u>Subject Expert - I</u> Dr. P. Ganesh Assistant Professor, Department of Microbiology, Faculty of Science, Annamalai University, Annamalai Nagar - 608 002, Tamil Nadu, India</p>	
2.	<p><u>Subject Expert - II</u> Dr. D. John Milton Assistant Professor, Department of Microbiology, St. Joseph's College of Arts and Science (Autonomous), Manjakuppam, Cuddalore - 607 001 Tamil Nadu, India</p>	
3.	<p><u>Industrialist</u> Dr. N. Sriram Technical Coordinator, Bioline Laboratory, R.S Puram, Coimbatore, Tamil Nadu, India</p>	
4.	<p><u>Head of the Department</u> Dr. P. Saranraj Head, Department of Microbiology, Sacred Heart College (Autonomous), Tirupattur - 635 601, Tamil Nadu, India</p>	



Ready for
Every Good Work

SACRED HEART COLLEGE (AUTONOMOUS)

Tirupattur – 635 601, Tamil Nadu, S.India

Resi : (04179) 220103

College : (04179) 220553

Fax : (04179) 226423

A Don Bosco Institution of Higher Education, Founded in 1951 * Affiliated to Thiruvalluvar University, Vellore * Autonomous since 1987

Accredited by NAAC (4th Cycle – under RAF) with CGPA of 3.31 / 4 at 'A+' Grade

PG and RESEARCH DEPARTMENT OF PHYSICS

SACRED HEART COLLEGE (AUTONOMOUS)

TIRUPATTUR

ACADEMIC AUDIT (2019-2020)

1.Introduction

PG & RESEARCH DEPARTMENT OF PHYSICS
SACRED HEART COLLEGE (AUTONOMOUS), TIRUPATTUR

ACADEMIC AUDIT PANEL

- Subject Expert – 1** : **Dr. P. Philominathan M.Sc., M.Phil., Ph.D.**
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Mobile: 94431 70304
- Subject Expert – 2** : **Dr. M. V. Leena Chandra, M.Sc., M.Phil., NET, Ph.D.**
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Industrialist : **Mr. N. Ramesh, M.Sc., MBA**
Technical Manager
VRV Lungi Exports company Ltd.
Arrakonam, Ranipet Dt.
Email: baskaran96@yahoo.com
Mobile:9894651599

Convener : **Dr. A. Albert Irudayaraj**
Head, Dept. of Physics
Sacred Heart College (Autonomous)
Tirupattur – 635 601. Tirupattur District

Internal Members : **Mr. C. Thirupathi**
Head, UG Dept of Physics (Shift-2)
Sacred Heart College (Autonomous)
Tirupattur – 635 601. Tirupattur District

Dr. M. Jose
Head, PG Dept. of Physics (Shift-2)
Sacred Heart College (Autonomous)
Tirupattur – 635 601. Tirupattur District

DEPARTMENT OF PHYSICS

Academic Audit Schedule

Date: 24-2-2020

Time	Venue	Activity	Details
9.00 am – 10.30 am	Dept. of Physics	Faculty Meeting with External Audit Panel Members	Agenda: <ol style="list-style-type: none">1. Introducing the Audit Panel External Members2. Presentation of the Department Activities for the last two academic years.3. Presentation of the Self Evaluation Document(SED) of the Department along with the supporting evidences4. Discussions5. Finalization of the Schedule of the visitation of the external panel members
10.30 am – 11.30 am	Carreno Hall	Meeting with Students <ul style="list-style-type: none">• UG Students Shift – I& II• PG Students	30 Minutes for each Group
11.30 am – 12.00 noon		Break	
12.00noon – 12.30 pm	Carreno Hall	Meeting with Students <ul style="list-style-type: none">• MPhil Scholars• PhD scholars	
12.30 pm – 1.30 pm		Visiting Department facilities <ul style="list-style-type: none">• Laboratories• Classrooms• Faculty Rooms• Research Lab• Library	
1.30 pm – 2.30 pm		Lunch Break	
2.30 pm – 3.00 pm		Meeting with the student representatives	
3.30 pm -4.30 pm		Any other activity as requested by the panel	

4.30 pm -5.30 pm		Preparation and Finalization of the Report by the members of the Audit Panel	
5.30 pm		Presentation of the report by the panel members to the faculty members and student representatives	

2. MILESTONES OF THE DEPARTMENT

- The department of physics was established in the year 1968 with B.Sc. Physics programme. Till then physics was taught at intermediate, PUC and Ancillary levels.
- In the year 1988 the department became autonomous.
- B.Sc. Physics in Shift II was started in 1993.
- The department celebrated its silver jubilee in 1994.
- M.Sc. Physics was started in the year 2001.
- First Academic audit of the department was carried out in 2006-2007.
- M.Phil. in Physics was started in 2007.
- Crystal growth research instruments worth Rs. 2,00,000/- were purchased in the year 2010.
- Ph.D Programme was started in the year 2012.
- Material Science research instruments worth Rs. 1,84,000 /- were purchased and a separate Material Science Research lab was set up at Abraham Panampara Research Centre (APRC) in 2012.
- A major project, amounting to Rs.20,00,000/-, was obtained from DAE-BRNS in the year 2014.
- PG Lab was renovated and extended in the year 2015.
- New staff room with individual cabins for staff members was established in 2015.

- Students of the Department of physics have been excelling in cultural competitions of the college. In particular the students have won prizes in all the categories of the competition of the college in 2014 and 2015.
- New Instruments worth Rs.5,26,143/- have been purchased for the PG Lab in 2015.
- Department released its first book on Advanced Practical Physics (for M. Sc.) with ISBN in 2015.
- Second Academic audit of the department was carried out in 2016 – 2017.
- Department released its second book on Allied Physics Practicals with ISBN in 2017.
- The department celebrated its Golden jubilee in 2017 – 2018.
- Department released its third book on B.Sc. Physics Practicals with ISBN in 2018.
- UG Physics (shift-2) celebrated its Silver Jubilee in 2018-19.

3.Faculty Profile

LIST OF FACULTY MEMBERS (Shift –I)

S. No.	Name of the Faculty	Designation	Qualification	Specialization	Date of Joining at SHC	Teaching Experience in Years	DOB	Age	Sex
1	Dr. A. Albert Irudayaraj	Associate Professor	M.Sc., M.Phil., Ph.D., PGDCS	Crystal Growth, Thin Films, Nanomaterials	12.07.1990	29 Yrs	01.04.1964	55 Yrs	M
2	Mr. D. Daniel Lawrence	Assistant Professor	M.Sc., M.Phil.	Crystal Growth, Ultrasonics	20.06.2002	17.5 Yrs	05.06.1979	40 Yrs	M
3	Dr. A. Dhayal Raj	Assistant Professor	M.Sc., Ph.D.	Nanomaterials, Thin Films	15.06.2011	9.5 Yrs	22.11.1980	39 Yrs	M
4	Dr. M. Jose	Assistant Professor	M.Sc., M.Phil., Ph.D.	Crystal Growth , Nanomaterials	18.06.2012	16 Yrs	27.05.1973	45 Yrs	M
5	Dr. S. Martin Britto Dhas	Assistant Professor	M.Sc., M.Phil., Ph.D.	Spectroscopy, Nanomaterials	18.06.2012	09 Yrs	11.06.1978	42 Yrs	M
6	Rev. Dr. G. Theophil Anand	Assistant Professor	M.Sc., Ph.D.	Nanomaterials, Sensor Applications	18.06.2014	06 Yrs	05.05.1977	43 Yrs	M
7	Rev. Dr. P. Gandhi Kallarasan	Assistant Professor	M.Sc., M.Phil., Ph.D.	Measurements of Semiconductor Lasers	17-6-2019	08 Months	30-6-1982	37 Yrs	M

LIST OF FACULTY MEMBERS (Shift –II)

S. No.	Name of the Faculty	Designation	Qualification	Specialization	Date of Joining at SHC	Teaching Experience in Years	DOB	Age	Sex
1	Mr. C. Thirupathy	Associate Professor	M.Sc., M.Phil., B.Ed.	Nanomaterials	02.06.1995	24 Yrs	16.02.1971	48 Yrs	M
2	Mr. M. Aravinthraj	Assistant Professor	M.Sc., M.Phil., B.Ed.	Dielectric Studies in Liquids and DFT	04.06.2009	10 Yrs	26.01.1984	35 Yrs	M
3	Dr. S. Kalaiarasi	Assistant Professor	M.Sc., M.Phil., B.Ed., Ph. D.	Nanomaterials	15.06.2009	10 Yrs	08.03.1987	32 Yrs	F
4	Mr. R. Ramesh	Assistant Professor	M.Sc., M.Phil., B.Ed.	Crystal Growth & Nanomaterials	16.07.2009	10 Yrs	12.09.1984	35 Yrs	M
5	Mr. D. Rajkumar	Assistant Professor	M.Sc., M.Phil.	Nanomaterials	02.10.2010	09 Yrs	17.06.1986	33 Yrs	M
6	Mr. N. Madhavan	Assistant Professor	M.Sc., M.Phil.	Crystal Growth	02.06.2011	08 Yrs	07.05.1987	32 Yrs	M
7	Mr. G. Jayakumar	Assistant Professor	M.Sc., M.Phil., M.E., PGDCA	Nanomaterials	20.06.2013	11 Yrs	13.01.1985	34 Yrs	M
8	Mr. D. Magimai Antoni Raj	Assistant Professor	M.Sc., B.Ed., M.Phil.	Nanomaterials	02.07.2013	7 Yrs	01.06.1987	32 Yrs	M
9	Mr. L. Anandaraj	Assistant Professor	M.Sc., M.Phil., B.Ed.	Crystal Growth	18.06.2014	06 Yrs	03.03.1984	35 Yrs	M
10	Dr. S. John Sundaram	Assistant Professor	M.Sc., Ph. D.	Material Science	16.06.2017	2.6 Yrs	04.01.1990	30 Yrs	M

LIST OF SUPPORT STAFF

S. No.	Name of the Support Staff	Designation	Qualification	Date of Joining	Total Experience in Years	DOB	Age	Sex
1	D. Victor	Lab Assistant	B.A	02.01.2002	18 Yrs	24.06.1977	42	Male
2	L. Prakash John Paul	Lab Assistant	M.Com	01.02.2000	19 Yrs	17.04.1979	40	Male
3	A. Sasikumar	Lab Assistant	ITI	01.06.2008	11 Yrs	09.01.1985	34	Male
4	S. Selva Pushparaj	Lab Assistant	SSLC	02.01.1996	23 Yrs	26.06.1978	41	Male
5	T. Anbazhagan	Lab Assistant	Diploma	18.6.2014	5 Yrs	21.05.1993	26	Male

4. STUDENTS PROFILE

4.1 Number of students in the department during the current academic year for the following programmes.

Programme	Year	Strength	Allied/Electives/Specialization courses
U.G.	I Year	107 (52 + 55)	Allied Maths
	II Year	103 (49 + 54)	Allied Chemistry
	III Year	104 (50 + 54)	Subject Electives: <ul style="list-style-type: none"> • Crystal Growth & Nano Technology • Electronic communication systems • Renewable Energy and Energy Harvesting • Applied optics • 8085 Microprocessor and its applications • Medical Physics Subject Skill Electives: <ul style="list-style-type: none"> • Basic Instrumentation • Electrical Circuits and Networks
P.G.	I Year	29	
	II Year	29	Subject Electives: <ul style="list-style-type: none"> • Crystal Growth and Nonlinear optics • Nanotechnology
M.Phil		9	<ul style="list-style-type: none"> • Crystal Growth • Nanomaterials and Thin Films • Spectroscopy • Shock waves
Ph.D.		3	<ul style="list-style-type: none"> • Crystal Growth • Nanomaterials and Thin Films • Spectroscopy • Shock waves

5. Curriculum Design
PG and Research Department of Physics

Sacred Heart College (Autonomous), Tirupattur, Vellore District

CBCS Structure for B.Sc. Programme

Subject	No. courses	Cr/C	Sem. I	Sem. II	Sem. III	Sem. IV	Sem. V	Sem. VI	Hours/Week	Credits
Part – I										
Tamil	4	3	5	5	5	5	-	-	20	12
Part-II										
English	4	3	5	5	5	5	-	-	20	12
Communicative English	2	1								2
Part-III										
Core	19	3-5	6	6	6	6	22	20	66	74
Theory & Practicals	4	5	4	4	4	4	6	8	30	18
Allied	4	6	6	6	6	6	-	-	24	16
Non-Major Electives	2	1					2	2	4	2
Extra credit Course	-	-							-	4 [#]
Self Study Paper					2 [#]	2 [#]				
	-	-					1*	1*	-	2*
Part-IV										
Skill Electives	4	1	2	2	2	2			8	4
Environ.	1	1			2				2	1
Value Ed.	2	1	2	2					4	2

Human Rights	1					2			2	1
Part V										
Extension										2
Shelters										2
Total Hrs/ Credits			30	30	30+2 #	30+ 2#	30	30	180	148+2*+4#

CBCS Structure for B.Sc. Physics Programme

The Department of Physics

Sacred Heart College (Autonomous), Tirupattur, Vellore District.

S. No.	Course Code	Title of the Paper	Contact Hours		
			Theory	Practical	Credit
01	P111	Mechanics	03	-----	04
02	P112	Properties of matter	03	-----	04
03	P210	Heat and Thermodynamics	03	-----	04
04	P211	Sound	03	-----	04
05	PP206	Physics Main Practicals – I	--	08	06
06	P312	Electromagnetism	03	-----	04
07	P313	Optics	03	-----	04
08	P412	Atomic Physics	03	-----	04
09	P413	Spectroscopy	03	-----	04
10	PP412	Physics Main Practicals – II	--	08	06
11	P534	Classical mechanics and Statistical physics	04	-----	04
12	P535	Basic Electronics	04	-----	04
13	P536	Solid State Physics	04	-----	04
14	P537	Mathematical Physics	04	-----	04
15	P538	1. Crystal Growth & Nano Technology 2. Electronic communication systems 3. Renewable Energy and Energy Harvesting	03	-----	02
16	P539	1. Applied optics 2. 8085 Microprocessor and its applications 3. Medical Physics	03	-----	02
17	P631	Applied Electronics	05	-----	05
18	P632	Nuclear Physics	05	-----	05
19	P633	Quantum Mechanics and Relativity	04	-----	04
20	PP615	Physics Main Practicals – III (General experiments)	-----	05	05

21	PP616	Physics Main Practicals – IV (Electronic experiments)	-----	05	05
22	P634S	Electrical circuits and Networks	03	02	04
23	P635S	Basic Instrumentation	03	02	04
24	Extra credit Course	Special Project- I	-----	-----	2 [#]
25	Extra credit Course	Special Project II (Repair and Maintenance of Lab Equipments)	-----	-----	2 [#]
26	Self Study Paper	Astrophysics	-----	-----	1*
27	Self Study Paper	Physics Revisited	-----	-----	1*
28	Non Major Elective	Repair and maintenance of household appliances	02	-----	01
29	Non Major Elective	Physics in everyday life	02	-----	01
30	Allied – 1	Allied Physics for Mathematics – I	04	-----	03
31	Allied – 2	Allied Physics for Mathematics – II	04	-----	03
32	Allied Practicals	Allied Physics Practicals for Mathematics	-----	02	02
33	Allied – 1	Allied Physics for Chemistry – I	04	-----	03
34	Allied – 2	Allied Physics for Chemistry – II	04	-----	03
35	Allied Practicals	Allied Physics Practicals for Chemistry	-----	02	02
36	Allied – 1	Allied Physics for Computer science – I	04	-----	03
37	Allied – 2	Allied Physics for Computer science – II	04	-----	03
38	Allied Practicals	Allied Physics Practicals for Computer science	-----	02	02

New courses introduced/Courses in which more than 50%of the syllabus has been revised

Programme code	Programme Name	Course code	Name of the new course introduced in last five years	Year of introduction
B.Sc. Physics				
PH01	B.Sc. (Physics)	P111	Mechanics	2017-18
PH01	B.Sc. (Physics)	P112	Properties of matter	2017-18
PH01	B.Sc. (Physics)	P210	Heat and Thermodynamics	2017-18
PH01	B.Sc. (Physics)	P211	Sound	2017-18
PH01	B.Sc. (Physics)	P312	Electromagnetism	2017-18
PH01	B.Sc. (Physics)	P313	Optics	2017-18
PH01	B.Sc. (Physics)	P412	Atomic Physics	2017-18
PH01	B.Sc. (Physics)	P413	Spectroscopy	2017-18
PH01	B.Sc. (Physics)	P536	Solid State Physics	2017-18
PH01	B.Sc. (Physics)	P537	Mathematical Physics	2017-18
PH01	B.Sc. (Physics)	P538A	Crystal Growth & Nano Technology	2017-18
PH01	B.Sc. (Physics)	P538C	Renewable Energy and Energy Harvesting	2017-18
PH01	B.Sc. (Physics)	P539A	Applied optics	2017-18
PH01	B.Sc. (Physics)	P539B	8085 Microprocessor and its applications	2017-18
PH01	B.Sc. (Physics)	P539C	Medical Physics	2017-18
PH01	B.Sc. (Physics)	P540X	Astrophysics	2017-18
PH01	B.Sc. (Physics)	NPH503	Repair and maintenance of household appliances	2017-18
PH01	B.Sc. (Physics)	P633	Quantum Mechanics and Relativity	2017-18
PH01	B.Sc. (Physics)	P634S	Electrical circuits and Networks (Theory &Practicals)	2017-18
PH01	B.Sc. (Physics)	P635S	Basic Instrumentation(Theory &Practicals)	2017-18

PH01	B.Sc. (Physics)	P636X	Physics Revisited	2017-18
PH01	B.Sc. (Physics)	NPH603	Physics in everyday life	2017-18
M. Sc. Physics				
PH 02	M.Sc. (Physics)	P716C	Elective : Astrophysics	2017-18
PH 02	M.Sc. (Physics)	P816C	Elective : Bio Physics	2017-18
PH 02	M.Sc. (Physics)	P915C	Elective : Quantum Computational Physics	2017-18
PH 02	M.Sc. (Physics)	P1012B	Elective : Reactor Physics Digital signal processing	2017-18
PH 02	M.Sc. (Physics)	XPH 901	SSP- Communication Electronics	2017-18
PH 02	M.Sc. (Physics)	XPH701	SSP- Ultrasonics	2017-18
M. Phil. Physics				
PH03	M.Phil. (Physics)	PHR110	Scientific Research Methodology	2017-18
PH03	M.Phil. (Physics)	PHR111	Advanced Material Science	2017-18
PH03	M.Phil. (Physics)	PHR112D	Advanced atomic and laser physics	2017-18

Feedback collected from the students on the previous curriculum before the 2016 – '17 revision

Subjects could be included to enrich the curriculum

- Mathematical Physics
- Microprocessor
- Renewable Energy
- Astrophysics
- Preparation for competitive exams
- Medical Physics
- Bio Physics
- Applied Physics
- Solar Energy and Harvesting methods
- Applied Optics

Strengths of the present curriculum

- Course Content
- Teaching
- Students follow up
- Care and individual attention to students
- Importance given to practicals
- Importance given for the development of problem solving skills and analytical skills
- Importance given for Punctuality, discipline, regularity, systematic work

Weaknesses of the present curriculum

- Syllabi of many papers are little heavy
- Subjects are combined in to single papers and hence syllabi of those papers are heavy
- Mathematical Physics and Microprocessor papers are offered only as elective papers
- Time available in each semester for the completion of the syllabus is less
- Too many extra curricular activities which distracts the focus of the students

6. Teaching, Learning and Evaluation

UG Physics Question Paper Pattern for Semester Exam

For Main Core theory papers, Subject Elective papers, Allied Physics theory papers

Maximum marks : 70

Section A (10 x 2 = 20 Marks)

Answer all ten short answer type questions. There should be two questions from each unit in which a maximum of two questions could be problems. Each question carries 2 marks.

Section B (5 x 4 = 20 Marks)

Five either or type questions. Each question carries 4 marks. There should be one question from each unit (The either or components of each question must be from the same unit). One subdivision (a or b) of any one of the questions should be a problem.

Section C (3 x 10 = 30 Marks)

Answer any Three out of Five essay type questions. Each question carries 10 Marks. There must be one question from each unit.

UG Physics Question Paper Pattern for CA Exam

Maximum marks : 50

Section A (5 x 3 = 15 Marks)

Answer all short answer type questions. Each question carries 3 marks.

Section B (3 x 5 = 15 Marks)

Three either or type questions. Each question carries 5 marks.

Section C (2 x 10 = 20 Marks)

Answer any Two out of Three essay type questions. Each question carries 10 Marks.

CA components

Component	Marks
2 CA tests	20
Assignment/ Problem solving / Quiz/ Open book test /Seminar	5
Attendance	5
Total	30

M.Phil. Physics Question Paper Pattern for Semester Exam

Maximum marks : 60

Section A (5 x 6 = 30 Marks)

Five either or type questions. Each question carries 6 marks. There should be one question from each unit(The either or components of each question must be from the same unit).

Section B (3 x 10 = 30 Marks)

Answer any Three out of Five essay type questions. Each question carries 10 Marks. There must be one question from each unit.

M.Phil. Physics Question Paper Pattern for CA Exam

Maximum marks : 50

Section A (3 x 6 = 18 Marks)

Three either or type questions. Each question carries 6 marks.

Section B (2 x 16 = 32 Marks)

Answer any Two out of Three essay type questions. Each question carries 16 marks.

CA components

Component	Marks
2 CA tests	20
Assignment/ Problem solving/ Quiz/ Open book test /Seminar	20
Total	40

Evaluation pattern

(1) For Main core theory papers, Subject elective papers, Allied Physics theory papers

Component	Marks
CA	30
End semester exam	70
Total	100

CA components

Component	Marks
2 CA tests	20
Assignment/ Problem solving / Quiz/ Open book test /Seminar	5
Attendance	5
Total	30

(2) Evaluation patterns for Practicals

Component	Marks
CA	40
Practical exam	60
Total	100

CA components

Component	Marks
Lab work	25
2 CA tests	15
Total	40

Practical exam components

Component	Marks
Practical exam	50
Record	10
Total	60

(3) For Subject skill papers

Subject skill papers will be evaluated purely internally by the respective course teachers.

Component	Marks
Theory	40
Practicals	60
Total	100

Evaluation pattern for the Subject skill theory papers

Component	Marks
CA	20
Semester exam	20
Total	40

CA components

Component	Marks
2 CA tests	10
Assignment/ Problem solving / Quiz/ Open book test /Seminar	5
Attendance	5
Total	20

Evaluation pattern for the Subject skill practicals

Component	Marks
Practical exam	50
Other components (Viva, Circuit fault finding, Circuit analysis, Quiz, Mini projects etc.)	10
Total	60

(4) For self study papers

Self study papers will be evaluated **purely internally** by the respective course teachers for 100 marks. A minimum of 40% marks is essential for the award of extra credits.

M. Phil. Physics

Evaluation Pattern

(1) For theory papers

Component	Marks
CA	40
End semester exam	60
Total	100

CA components

Component	Marks
2 CA tests	20
Assignment/ Problem solving/ Quiz/ Open book test /Seminar	20
Total	40

(2) For Dissertation

Component	Marks
CA	20
Dissertation evaluation	60
Viva	20
Total	100

CA components

Component	Marks
Review 1	10
Review 2	10
Total	20

- For M. Phil. Students two review seminars should be conducted prior to the submission of the dissertation. All M. Phil. guides may be invited for the review seminars.
- Students should present at least one paper in international conferences or publish at least one paper in reputed National/ International journals prior to the submission the dissertation.
- Candidate shall submit the dissertation to the college in the last week of July. If a candidate is not able to submit his/her dissertation within the period stated above, he/she shall be given two extensions of 3 months each with penalty fees. If a candidate does not submit his/her dissertation even after the two extensions, his/her registration shall be treated as cancelled and he/she has to re-register for the course.
- The dissertation carries 100 marks, out of which 20 marks for viva voce and the dissertation shall be evaluated for the remaining 80 marks.
- There shall be two valuations of the dissertations, one by the supervisor and the other by an external examiner who shall be one of the three names suggested by the department. The average of the two valuations shall be the marks for the evaluation of the dissertation.
- The viva voce examination shall be conducted by the respective supervisor and one external member. The average of the marks awarded by the two examiners shall be taken as the marks for the viva-voce.

Result Analysis

Overall Result Analysis of students in April, 2019 Semester Exam

Class	No. of students sent	No. of Students passed in all paper	Percentage of pass
I B.Sc Physics	106	85	80.18
II B.Sc Physics	107	77	71.96
III B.Sc Physics	103	79	71.96
I M.Sc Physics	29	19	65.51
II M.Sc Physics	27	24	88.89
M. Phil. Physics	7	7	100

7. RESEARCH OUTPUT OF THE DEPARTMENT

In the year 2016

International journal publications	- 16
National journal publications	- 1

In the year 2017

International journal publications	- 27
National journal publications	- Nil

In the year 2018

International journal publications	- 25
National journal publications	- Nil

In the year 2019

International journal publications	- 27
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8. INFRASTRUCTURAL FACILITIES

- Well furnished individual cabins for faculty members
- On site rest room for faculty members
- Class room LCD projectors and one mobile LCD projector are available for teaching
- 3 UG class rooms, 2 PG class rooms, 1 M.Phil. class room are available
- 1 UG Main lab
- 1 UG Allied lab
- 1 PG lab
- Store room is maintained adjacent to physics labs
- 1 Physics research lab
- 5 Separate rooms with computer facility for the Ph.D guides
- 2 OHPs are available for teaching

Special Instruments

- UV-Vis spectrophotometer
- FTIR spectrometer
- Impedance analyser
- Hot air oven
- Muffle furnace
- Constant temperature baths
- SR set up for crystal growth
- He-Ne Laser
- Melting point apparatus
- Digital pH meter
- Ultrasonic agitator
- Desiccators
- Double Distillation unit
- Reflux condenser
- Heating Mantle
- Hot plate cum magnetic stirrer
- Microwave oven
- Centrifuge
- Optical microscope
- Powder X-ray diffractometer

Computers

- 4 laptops are available for the faculty members for teaching
- 2 desktops with printer facility is available for the departmental activities

Library (in the central Library)

(i) No. of books and (ii) No. of Periodicals/Journals subscribed related to Physics

Academic year		Existing	Newly added		Total No.
		No.	No.	Value	
2016-17	Books	6, 107	68	38, 084/-	6, 175
	Journals	21	3	5, 175/-	24
2017-18	Books	6, 175	67	26, 647/-	6, 242
	Journals	24	10	6, 750/-	34
2018-19	Books	6, 242	49	23, 460/-	6, 291
	Journals	34	10	7030/-	44

9. OUTCOME OF THE STUDENTS MEETING

Commendations:

- Students of UG, PG and Research are well up-dated and aware well about department and the College.
- Unique and transparent representation of their suggestions is highly commendable.
- The relationship with members of staff and non teaching and management/ administration seems fine.

Recommendations:

- Overloading of weightage in the final semester of UG may be considered in the next Board of Studies.
- The worksheet for practical may be replaced with a new form in all the programmes.
- The library usage hours may be made uniform as in the other departments.
- The PG students prefer to undergo internship programmes instead of projects.
- Students of PG expect more elective subjects of their choice; if possible.
- The students insist upon the guidelines in choice, allotments and related aspects of “Project Work”.
- The PG laboratory may be equipped with more number of Computer terminals (by replacing older CRT monitors) and Microcontroller 8051 kits.
- The research scholars expect more repository avenues and programmes like colloquium exclusively for them.
- Apart Academic enrichment, more technical skill trainings may be given for aspirants of job.

10. OUTCOME OF THE FACULTY MEETING:

- A blend of experienced and young faculty is a good indicator of nice progression of the department.
- Fine scope to become a specialized research department, at the earliest.

11. OVER ALL ASSESSMENT OF THE DEPARTMENT:

- The department of physics has all the ingredients required to grow in infrastructure, laboratories and staff.
- The committee appreciates the staff members in total, for their natural unbiased and dedicated involvement in all the activities of the department.

12. SUGGESTIONS:

- Academic Audit Committee(AAC) feels that the young faculty members are well equipped and dynamic and capable of setting up the department as centre of excellence.
- AAC appreciates the maintenance of consolidate and classified registers and the inventory/log book operations.
- AAC feels that the awareness to the students about the presence of suggestion boxes, updated placement news, may be enhanced.
- All the eligible staff members may be assisted to devote more of their skills in bring up the department as school of Physical Sciences, by earning out a bit in their stressing responsibilities.

13. CONCLUSION

The Academic Audit Committee consisting of 1. Dr. P. Philominathan, Head, Department of Physics, AVVM Sri Pushpam College (Autonomous), Tanjore, 2. Dr. M. V. Leena Chandra, Assistant Professor, Department of Physics, Fatima College (Autonomous), Madurai and 3. Mr. N. Ramesh, Technical Manager, VRV Lungi Exports Company Ltd., Arrakonam, Ranipet conducted the Academic Audit on 24th February, 2020 at Department of Physics, Sacred Heart College (Autonomous), Tirupattur.

The overall performance of the department is appreciable and it reflects the vision and mission of institution. There is a ample scope for the implementation of the recommendations of AAC (2020) in the coming academic year. The committee is thankful to the management for giving the opportunity to carry out this important academic exercise.

ACADEMIC AUDIT PANEL

Name and Designation	Signature
<p>Subject Expert – 1</p> <p>Dr. P. Philominathan M.Sc., M.Phil., Ph.D.</p> <p>Department of Physics</p> <p>AVVM Sri Pushpam College (Autonomous)</p> <p>Tanjore.</p> <p>Mobile: 94431 70304</p>	
<p>Subject Expert – 2</p> <p>Dr. M. V. Leena Chandra, M.Sc., M.Phil., NET, Ph.D.</p> <p>Department of Physics</p> <p>Fathima College (Autonomous)</p> <p>Madurai</p> <p>Mobile:9600321883</p>	
<p>Industrial Expert</p> <p>Mr. N. Ramesh, M.Sc., MBA</p> <p>Technical Manager</p> <p>VRV Lungi Exports company Ltd.</p> <p>Arrakonam, Ranipet dt.</p> <p>Mobile:9894651599</p>	
<p>Convener</p> <p>Dr. A. Albert Irudayaraj</p> <p>Head, Dept. of Physics</p> <p>Sacred Heart College (Autonomous)</p> <p>Tirupattur – 635 601. Tirupattur District</p>	
<p>Internal Members</p> <p>Mr. C. Thirupathi</p> <p>Head, UG Dept of Physics (Shift-2)</p>	

Sacred Heart College (Autonomous)
Tirupattur – 635 601. Tirupattur District

Dr. M. Jose

Head, PG Dept. of Physics (Shift-II)
Sacred Heart College (Autonomous)
Tirupattur – 635 601. Tirupattur District

P.G & RESEARCH DEPARTMENT OF SOCIAL WORK

Sacred Heart College (Autonomous),
Tirupattur District - 638601

Date: 07/01/2020

Venue: P.G. & Research Department of Social Work

ACADEMIC AUDIT REPORT – 2020

1. INTRODUCTION

a) About the Department

Post Graduate & Research Department of Social Work, Sacred Heart College was established in the year 1979 as the first Post Graduate Department of Sacred Heart College, Tirupattur, Vellore Dt. The department started offering Masters Degree in Social Work with Community Development as its specialization from 1979 onwards. Subsequently Human Resource Management was introduced as a specialization in the year 1980. In the year 1987 Autonomous Status was granted by the Madras University to the Department of Social Work. In the year 1988, the department introduced Youth Development as a unique specialization. It was also the first of its kind in India as an academic programme at the Post Graduate level. Doctoral programme in Social Work was introduced in the year 2000.

The Department has focused on the integration of Theory, Practice and Research right from its inception. The staff members and students of the department have undertaken 40 major and minor research studies, implemented nearly 14 Developmental Projects and have organized 12 International, National level conferences/workshops/seminars, have conducted 27 Capacity building programmes for Government, NGOs, Educational Institutions and Companies in the past 40 glorious years. The complete list of all these activities is available in the Department website www.dswshc.org.

The Department strives for excellence by continuously receiving feedback from stakeholders and updating the curriculum. The Academic Audit was previously carried out in the year 2007 & 2015. To keep pace with the drastic changes in the global scenario the department now envisions a new Academic Audit for the year 2020.

b) Academic Audit Panel

Name of the Member	Designation	Official Address
Mr. Jayakumar David Alexander MSW - HR	HR Director	Alliance HR Director - India at Renault Nissan, Chennai, Tamil Nadu, India E. Mail Id: jayakumar.david@rntbci.com
Dr. C. Devendiran MA (S.Wk)., PGDRD., Ph.D.	Professor & Head Department of Social Work	Department of Social Work, School of Social Sciences, Mizoram University, Aizawl- 796004. E. Mail Id: devbhupa@gmail.com
Dr. Jonas Richard MSW (HRM), M.SC (Psychology), M.Phil (Psychology), Ph.D.	Professor & Head	Department of Social Work, Kristu Jayanti College, Bengaluru. E.Mail Id: jonasrichard@kristujayanti.in
Dr. S. Paul Raj M.A.(S.W), M.Phil. Ph.D.	Chairman, HOD & Associate Professor	P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur – 635601 E.Mail Id: paulraj@shctpt.edu
Fr. J. Andrews Raja M.S.W. NET	Assistant Professor	P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur – 635601 E.Mail Id: andrewsrajamsw@gmail.com
Dr. C.R. Christi Anandan MSW, MBA, NET.,Ph.D	Assistant Professor	P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur – 635601 E.Mail Id: christi.anandan@gmail.com
Dr. K. Arockia Raj M.S.W, M.Phil., NET., Ph.D	Assistant Professor	P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur – 635601 E.Mail Id: arockiarajk@gmail.com
Ms. Lisa Elango M.S.W. M.Phil., NET	Assistant Professor	P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur – 635601 E.Mail Id: lisaelango@gmail.com
Dr. T. Selvam M.S.W, M.Phil., NET., Ph.D	Assistant Professor	P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur – 635601 E.Mail Id: tselvamsw@gmail.com
Fr. S.Henry Daniel Ambrose M.S.W. M.Phil.,SET.NET	Assistant Professor	P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur – 635601 E.Mail Id: ambrosed1098@gmail.com
Dr. Clayton Michael Fonceca M.S.W, M.Phil., PGDJPR., NET., Ph.D	Assistant Professor	P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur – 635601 E.Mail Id: clayton@shctpt.edu

c) Schedule

Time	Agenda
11.00-11.10	Introducing the Audit Procedure by the Head of the Dept.
11.10 - 11.45	Faculty Meeting with Academic Audit Panel Members
11.45 - 12.15	Interaction of the panel Members with students
12.15 - 12.40	Interaction with students representatives
12.40 - 01.15	Panel members visit the Department Facilities
01.15- 02.15	- Lunch Break -
02.15 - 03.15	Finalization of the Academic Audit report by Panel members
03.15 - 03.45	Academic Audit Report / Feed back Presentation of the panel members to Faculty members
03.45	- Tea -

2. MILESTONES OF THE DEPARTMENT

Year	Event
1979	Post Graduate Department of Social Work founded, offering MSW (2 year PG) programme with Community Development Specialization
1980	Human Resources Management introduced as a specialization
1987	Autonomous status conferred by the University of Madras to the Department
1988	First in the country to introduce Youth Development as a specialization in MSW
1989	Department celebrates its Decennial Year
1993	Co-Education introduced in the Department
2000	College Accredited Four Star level by NAAC (National Assessment and Accreditation Council)
2000	Ph. D. Programme in Social Work introduced
2001	Golden Jubilee of the College
2001	Recognized by UGC as Resource Centre for Updated Curriculum in Social Work
2004	Silver Jubilee of the Dept. of Social Work
2006	College reaccredited with 'A' Grade by NAAC
2007	Choice Based Credit System Introduced
2010	M. Phil programme in Social Work initiated
2013	College Accredited with 'A' Grade by NAAC
2014	Silver Jubilee of Youth Development Specialization
2016	Introduction of Re-structured Course
2018	Re-structured <u>M.Phil</u> Curriculum
2019	Ruby Jubilee of the Department (40 – Years)

3. FACULTY DETAILS

a) Basic Statistics

Name of the Faculty	Gender	Qualification	Designation
Dr. S. Paul Raj	Male	M.A.(S.W), M.Phil. Ph.D.	HOD & Associate Professor
Fr. J. Andrews Raja	Male	M.S.W. NET	Assistant Professor
Dr. C.R. Christi Anandan	Male	MSW, MBA, NET.,Ph.D	Assistant Professor
Dr. K. Arockia Raj	Male	M.S.W, M.Phil., NET., Ph.D	Assistant Professor
Ms. Lisa Elango	Female	M.S.W. M.Phil., NET	Assistant Professor
Dr. T. Selvam	Male	M.S.W, M.Phil., NET., Ph.D	Assistant Professor
Fr. S.Henry Daniel Ambrose	Male	M.S.W. M.Phil.,SET	Assistant Professor
Dr. Clayton Michael Fonceca	Male	M.S.W, M.Phil., PGDJPR., NET., Ph.D	Assistant Professor

b) Composition of Faculty:

Men	Women
7	1

c) Roles & Responsibilities

In the College

Dr. S.Paul Raj- HoD (MSW & M.Phil), Member Academic Council, Member in IQAC, Journal Committee – Online Publication, CDC, Education Technology Online Course – Coordinator and Tutor.
Mr. Christi Anandan - Secretary, Alumni Association, Education Technology Online Course –Tutor, Coordinator for OUTREACH Shift – I, DTCP Approval.
Fr. Andrews Raja – Director – CBO Animation.
Dr. Arockia Raj – NAAC Steering Member/Secretary, CQC, Journal, Research Forum, Exit Interview Documentation. Student Satisfaction Survey, CQC – Performance Assessment Report, Sports Students Satisfaction Survey and College Boucher –Content Development.
Fr. Daniel Ambrose - Skill Development, DEEDS, ISR, Placement
Mr. Selvam: Project Monitoring Committee, Administrative Officer IQAC, College Building Committee Member, Nodal Officer for NIRF & PFMS.

Ms. E.Lisa - NAAC Steering Member, Women Grievance Cell

Dr. Clayton Fonceca - NAAC Steering Member/ Secretary, Documentation Committee, Asst. Director - Placement Cell, Research Committee - Steering Member. Additional Faculty: MSc. Counselling Psychology

In the Department

S.No.	Responsibility	Name of Faculty
1	Alumni In-charge	Dr. Christi Anandan
2.	Association President	Ms. E.Lisa
3.	Audio Equipments	Dr. Christi Anandan
4.	C.A. Coordinator	Dr. S. Paul Raj
5.	Class Teachers- I MSW II MSW	Dr. Christi Anandan Dr.K.Arockia Raj
6.	Computer Lab – In Charge & UPS maintenance	Dr. Clayton
7.	Department Maintenance – Building, Equipments, Water & Electricity	Dr. S.Paul Raj & Dr.K.Arockia Raj
8.	Dept Bonding & Team building Efforts	Dr. S.Paul Raj & Dr.K.Arockia Raj
9.	Field Work Accounts	Dr.K.Arockia Raj
10.	Field Work Coordinator – CD-II MSW	Dr.Selvam
11.	Field Work Coordinator – HRM- II MSW	Dr. Christi Anandan
12.	Field Work Coordinator – YD -II MSW	Dr.K.Arockia Raj
13.	Field Work Coordinators – I MSW	Dr.K.Arockia Raj & Dr.Clayton
14.	Forum Coordinator – CD	Dr.K.Arockia Raj
15.	Forum Coordinator - HRM	Ms.E.Lisa
16.	Forum Coordinator - YD	Fr. Daniel Ambrose
17.	General Discipline	Dr. S.Paul Raj
18.	Good Morning Talk Coordinator	Ms.E.Lisa
19.	ICT Class rooms/Moodle	Dr. S.Paul Raj & Dr. Christi Anandan
20.	Late coming, Fine & Leave File maintenance	Ms.E.Lisa
21.	NAAC (Dept)Files Maintenance	Each Faculty is assigned the role of updating the concerned file allocated by the HoD.
22.	Students Progression Data	Dr.Christi Anandan & Dr.K.Arockia Raj

S.No.	Responsibility	Name of Faculty
23.	Research & Consultancy	Dr.K.Arockia Raj
24.	Research Forum Coordinator	Dr.Selvam
25.	Research Project Coordinators	Dr Christi Anandan & Ms.E.Lisa
26.	Rural Camp Coordinator	Dr.K.Arockia Raj
27.	Spiritual Animation	Fr. Ambrose
28.	Sports & games In charge	Dr.K.Arockia Raj
29.	Staff Meeting Minutes	Ms. E. Lisa
30.	Students Welfare	Dr. S.Paul Raj & Class Teachers
31.	Field Trip	Dr.Christi Anandan , Fr. Ambrose, Dr. Selvam & Dr. Clayton
32.	Time Table and Dept. Calendar	Dr. S.Paul Raj
33.	Publications of Dept. Catalogue, Research Guide Book and Course Work Note books	Dr.K.Arockia Raj & Dr. Clayton
34.	Training & Consultancy	Dr. S.Paul Raj & Fr. Ambrose
35.	Updating Website- Face book	Dr. S.Paul Raj & Dr.K.Arockia Raj
36.	Women Students Welfare	Ms. E.Lisa
37.	Research Projects of Staff	Dr. Selvam & Ms.E.Lisa

4. STUDENT DETAILS

Batch	No. of Students	Male	Female	BC/MBC	SC/ST	OC/FC
2016-2018	44	27	17	35	7	2
2017-2019	43	18	25	27	12	4
2018-2020	44	27	17	33	8	3
2019-2021	40	20	20	25	10	5

5. CURRICULUM DESIGN

a) MSW Course Structure

SEMESTER I						
Code	Title of the subject	Contact Hrs	Credit	E-hrs	CA	SE
MSW120T	Introduction to Social Work Profession	45	3	3	40	60
MSW121T	Social Work Practice With Individuals	45	3	3	40	60
MSW122T	Social Work Practice With Groups	45	3	3	40	60
MSW123T	Sociology for Social Work Practice	30	2	3	40	60
MSW124T	Psychology for Social Work Practice	30	2	3	40	60
MSW125S	Theatre Skills	30	2	R/SD	40	60
MSW126F	Concurrent Field Work-I	-	5	R/V	40	60
SEMESTER TOTAL			20			
SEMESTER II						
MSW220T	Social Work Practice With Communities	45	3	3	40	60
MSW221T	Human Resource Management	45	3	3	40	60
MSW222T	Medical & Psychiatric Social Work	45	3	3	40	60
MSW223T	Social Welfare Administration	30	2	3	40	60
MSW224T	Labour Legislation and Labour Welfare	30	2	3	40	60
MSW225S	Communication Skills	30	2	R/SD	40	60
MSW226F	Concurrent Field Work-II	-	5	R/V	40	60
MSW227F	Block Field Work (4 Weeks Duration)	-	4	100		
MSW228X	<i>Transactional Analysis</i> (Certificate Course)	-	2*	Optional-Successful Completion		
SEMESTER TOTAL			24+2*			

SEMESTER III							
Code	Title of the subject	Contact Hrs	Credit	E-hrs	CA	SE	Total
MSW320T	Social Work Research & Statistics	45	3	3	40	60	100
MSW321A	Rural & Urban Community Development/	45	3	3	40	60	100
MSW321B	Industrial Relations/						
MSW321C	Youth Development						
MSW322A	Rural and Urban Governance/	45	3	3	40	60	100
MSW322B	Human Resource Management in Service Sector/						
MSW322C	Strategies for youth Development						
MSW325S	Data Processing & Analysis Skill - (SPSS & NVivo)	30	2	R/SD	40	60	100
MSW327J	Research Project I	-	3	R/V	40	60	100
MSW323A	Qualitative Research /	30	2	3	40	60	100
MSW323B	Hospital Administration/						
MSW323C	Therapeutic Interventions in Social Work						
MSW324A	Corporate Social Responsibility/	30	2	3	40	60	100
MSW324B	Hotel Front Office Management/						
MSW324C	Disaster Management						
MSW326F	Concurrent Field Work – III	-	5	R/V	40	60	100
MSW328X	<i>Psychometric & Testing Tools</i> <i>(Certificate Course)</i>	-	2*	Optional-Successful Completion			
SEMESTER TOTAL			23 +2*				800

SEMESTER IV							
Code	Title of the subject	Contact Hrs	Credit	E-hrs	CA	SE	Total
MSW420T	Human Rights and Social Legislation	45	3	3	40	60	100
MSW421A	Development Strategies /	45	3	3	40	60	100
MSW421B	Organizational Behaviour /						
MSW421C	NGO Management						
MSW422A	Livelihood & Social Audit /	45	3	3	40	60	100
MSW422B	Human Resource Development /						
MSW422C	Counseling and Career Guidance						
MSW423A	Project Monitoring and Evaluation/ Skill Matrix & Competency Mapping/ Social Work with Family & Children	30	2	3	40	60	100
MSW423B							
MSW423C							
MSW424A	Environmental Social Work /	30	2	3	40	60	100
MSW424B	Performance Management /						
MSW424C	Social Entrepreneurship						
MSW425S	Employability Skills	30	2	R/SD	40	60	100
MSW427J	Research Project II	-	3	R/V	40	60	100
MSW426F	Concurrent Field Work IV	-	5	R/V	40	60	100
Block Field Work (4 Weeks Duration)		-	4*	Optional-Successful Completion			
SEMESTER TOTAL			23+4*				800
COURSE TOTAL			90+8*				3100

MC-Main Core,

IDC-Inter-Disciplinary Core;

ME-Main Elective,

RP-Research Project;

SK-Skill Paper;

FWP-Field Work Practicum;

CC- Certificate Course

SFWP- Summer Field Work Practicum;

R/V- Report Submission & Viva Voce

R/SD - Report Submission / Skill Demonstration

b) Components of the Programme

Components of Programme	No of courses	No. of courses (x) credits	Total Credits
Main Core (MC)	12	12 x 03	36
Inter Disciplinary Core (IDC)	04	04 X02	08
Main Electives (ME)	04	04 x 02	08
Skill Paper (SK)	04	04 x 02	08
Field Work Practicum (FWP)	04	04 x 05	20
Summer Field Work Practicum (SFWP) (4 Weeks at the end of I Year)	01	01x04	04
Summer Field Work Practicum (SFWP) (4 weeks at the end of II Year)	01* (Optional)	01X 04	04*
Research Project	02	02 x 03	06
Certificate Courses (CC)	04* (Optional)	04 X 02	08*
TOTAL	23	-	90+12*

c) Choice Based Credit System & Additional Credits

- A student has to get 90 credits and pass in all papers to get a Degree in Social Work.
- However, there is a scope for students to get additional 12 credits.
- Such students can obtain extra 4 credits by undertaking Summer Field Work Practicum at the end of IV Semester, 4 more credits by opting for 2 Certificate Courses (2 credits each) offered by the Dept. of Social Work. They can also avail 4 more credits by taking Certificate Courses offered by other P.G. Departments of Sacred Heart College.
- They can also attend Certificate programmes (of minimum 30 hours duration) offered by recognized educational institutions in line with the fields of Social Work. Students have to get prior approval of the department and must produce the certificate to get the extra 2 credits. (However, the optional credits cannot exceed 12)

- In the case of electives, the students have three choices from which they can select any one paper. Whereby, in a class of 40 students, if two groups of students choose one elective each then the elective chosen by the majority will be offered.

d) Pedagogy

Theory classes are held on Mondays, Tuesdays and Wednesdays (as per the College Calendar). Field practicum is carried out on Thursdays and Fridays. Most of the classes are conducted with a combination of lectures, presentations and discussions for which students' participation is highly encouraged. Students are given an outline of the course with the bibliography for their preparation at the beginning of each semester. Students are expected to supplement classroom learning by independent reading.

Skill Papers: The department offers four skill papers (one in each semester) to the students and it is mandatory that students pass in these skill papers. The main objective of these papers are to enhance specific skills related to Social Work Practice. **The Skill Papers do not have Semester End Examination.** Internal Assessment carries 100 marks.

Certificate Course: It is an extra credit course (2 credits) and purely optional. The course duration is minimum of 30 hours and will be conducted outside the class hours (mostly on Saturdays & Sundays). The students who want to do a certificate course will pay the fees to the department from which the running cost (Honorarium to Resource Persons and Travel cost) will be met. Students are required to pay Rs. 50/- to the office of the Controller of Examinations as examination fee. **The Certificate Courses do not have Continuous Internal Assessment and Semester End Examination.** The students must have attended minimum 30 hours of the course to get the Certificate and 2 Credits.

Teaching and Learning Methodology: The teaching-learning methodology includes lectures, interactive discussions, assignments, use of visual aids, book reviews, articles/news items in reviews, field based case studies, field visits, guest lecturers, discussion forums through 'Moodle platform' and video conferencing.

Course Design: The department has a unique system of preparing a Course Design which is used as an aid in teaching-learning process. The course design consists of the syllabus with 5 Units and bibliography. For example; under each unit, the student

will find details of the books and journals which contain information about the prescribed unit. The teacher also has to specify the hours and actual dates of lecture/discussion he/she intends to use to teach that respective unit. This is prepared by the teacher by involving students and it serves as a source of inspiration for those staff and students who want to be well prepared for the class room teaching-learning experience.

6. TEACHING, LEARNING AND EVALUATION

a) Specialization Based Forums

The department has Forums for the respective specializations - Community Development, Human Resources Management and Youth Development. The main objective of the Forum is to plan, execute and document activities that would enhance the attitude, knowledge and skills relevant to the respective specializations. Each forum has an Executive Committee. Forum meetings are conducted at least once in two weeks.

b) Class Quality Circle (CQC)

The Department has initiated Class Quality Circles. It aims to enhance the quality of learning environment by planning and implementing activities within the circle and within their class room. Mostly the CQCs focus on enhancing academic achievement, library use, knowledge board maintenance, improvement of communication skills and ensuring regularity of class attendance, supporting slow learners, Website & Face book Maintenance. Class teacher is the CQC facilitator. Each circle has a student leader.

c) Forum of Advanced Learners

It consists of a smaller group of advanced learners in first and second MSW. It enables advanced learners to initiate intellectual discussions, undertake micro level research on local and relevant needs, attend conferences/workshops/seminars, present papers/posters, publish papers and become members in forums for social workers. The members of this forum share their experiences and learning with the department.

d) Faculty Advisor

The field work supervisor plays the role of Faculty Advisor. Besides being responsible for the students' field work performance, the Faculty Advisor is also responsible for the students' overall academic work and professional development. Any difficulties experienced by the student may be discussed with the Advisor whose function is to

assist and guide the student. The students receive individualized attention in the form of guidance and supervision from the teaching faculty.

e) Alumni Mentoring

The department has initiated this process and it has to take shape. Those students who want to be mentored will give their names to the Department. The Department will get in touch with the Alumni who will be interested to mentor the students. A mentor will have only one student.

f) University Requirements for MSW Programme

As per Tiruvalluvar University regulations a candidate who wants to appear for Examination in MSW must have:

- a) Minimum 75% attendance of lecture classes in each course in each semester
- b) Full (100%) attendance for the stipulated hours in field work,
- c) Satisfactory conduct in the College campus and during field work practicum.

Passing Standard

Students are evaluated for 40 Marks through Continuous Internal Assessment (CIA) and for 60 Marks through Semester End Examination (SEM) in each Semester. There is no passing minimum for CIA; however, a student must get 50% of marks of Semester End Examination (50% of 60 = 30) to pass in the semester end exam. Altogether, students must obtain minimum of 50% marks in aggregate in each paper to pass and obtain a MSW degree. In addition to passing in all the subjects that are mandatory, a student has to get a minimum of 90 credits from the subjects. They cannot count on the 12 additional credits they might get from non-mandatory courses.

i) CIA Components for Theory Papers (40 Marks)

- 1. Written Exam (One CA) - (2hrs) for 2 units (20 marks)
- 2. Snap Test (No prior Intimation) (5 marks)
- 3. Assignment (5 marks)
- 4. Student's Participation (5 marks)
- 5. Library usage (5 Marks) - (Attendance-2.5; Submission of evidences of any type for the usage of Library in a particular subject – 2.5)

ii) CIA Components for Skill/Practical Papers

CIA Components for Theatre Skills (100 Marks)

1. Learning Interest (Theatre skills Workshop evaluation): 20 Marks
2. Attendance: 5 Marks
3. Theatre Skills Record: 25 Marks
4. End Semester: Skill Demonstration (Individual - 30 and Group - 20): 50 Marks

Concurrent Field Work I

Internal – Field Work (40 Marks)

Regularity in Record submission : 10 Marks

Initiative Taken during the Field Work : 10 Marks

Rural Camp – Participation and Contribution : 10 Marks

Record Quality : 10 Marks

CIA Components for Communication Skill Paper (100 Marks)

1. Resume Writing: 10 Marks
2. Extemporaneous Speech: 10 Marks
3. Group Discussion: 10 Marks
4. Class Participation and Interaction: 10 Marks
5. Record: 20 Marks
6. Semester End VIVA Voce (40)

Concurrent Field Work II

Internal (40 Marks)

Regularity in Submission : 10 Marks

Initiative Taken during the Field Work : 10 Marks

Team Work : 10 Marks

Record Quality : 10 Marks

CIA Components for Data Processing & Analysis Skill - (SPSS & NVivo)

Internal (100 Marks)

1. Assignment: 10 Marks
2. Class Participation: 10 Marks
3. Record note: 20 Marks
4. Practical (Skill Demonstration): 20 Marks
5. End Semester – Viva Voce: 40 Marks

Options for Student's Participation (5 marks)

1. Short survey/ In depth Interview/ FGDs
2. Field visit and analytical reporting of the visit
3. Preparing a photo dossier and analytical comments
4. Poster presentation on a theme
5. Making a short documentary
6. Book Review (Summarizing)
7. Publishing an article in a national daily or news magazine or journal

g) Current Result Analysis

Class Wise	No. & % of Students Passed
I MSW (April 2019) Batch 2018 - 2020	Total Strength – 43 Total Passed – 40 93.02 %
II MSW (April 2019) Batch 2017 - 2019	Total Strength – 43 Total Passed – 43 100 %

7. RESEARCH OUTPUT

a) Research

Title of the project	Name of the funding agency	Duration
Needs Analysis of Youth in Yelagiri Hill, Vellore	Idhaya Deepam Novitiate, Yelagiri	2016
Enhancing Employability Skills among Student Youth – An Intervention Study	RGNIYD, Sriperumbudur	2016
Role of Value Education in Enhancing Life Skills of Adolescents	Don Bosco Research Fellowship, Sacred Heart College, Tirupattur.	2017
Pull and Push Factors for Early Marriages in Krishnagiri District.	Don Bosco Research Fellowship, Sacred Heart College, Tirupattur.	2018
ToT to NSS Officers on Enhancing Employability Skills of Graduates	RGNIYD, Sriperumbudur	2018

a) Seminars, Conferences, Workshops & Other Programmes

Title of the Programme	Sponsored by/ In Collaboration with	Year
Regional Seminar on Prevention & Treatment of Child Sexual Abuse	Self-Supported	2016
International conference on Youth - led sustainable development: Opportunities and challenges	NIEESR, Nagaland and Restless Development India.	2016
International Seminar on Emerging Trends in Youth Development	DBYSA, Delhi and FLS India	2017
National Conference on Environmental Concerns	STAND Trust, Chennai	2018
International Seminar on Prevention of Child Sexual Abuse	Self-Supported	2018
National Workshop on Application NVivo Software in Qualitative Research	Self-Supported	2019
National Seminar on Youth Development and Youth-Led Development	Self-Supported	2019
Community Exposure for International Student from France	University, France	2019
International Seminar on Predictors of Human Rights Attitude and Activism in the Multi - Religious context of Tamilnadu - Educational Implications along with Salesian Pontifical University, Rome	Salesian Pontifical University, Rome	2019
National Youth Leadership Camp along with Xavier Board of Higher Education In India	Xavier Board of Higher Education In India	2019

b) Consultancy

Title of the project	Name of the funding agency	Duration
ToT to NSS Officers on Enhancing Employability Skills of Graduates	RGNIYD, Sriperumbudur	2018

c) Capacity Building Programmes

Title of the Programme	Organizations	Year
Youth Work Models and Approaches	NYK Coordinators, RGNIYD, Sriperumbudur	2017
Research Methods and Statistical Analysis	Mobility India, Karnataka	2017

Title of the Programme	Organizations	Year
Enhancing Employability Skills – Training of Trainers for NSS Officers from Assam, Karnataka, Tamil Nadu, Manipur and Andhra	RGNIYD, Govt. of India	2018
Supervisory Skills for NGO Staff	Karl Kubel Institute for Development Education (KKID), Coimbatore.	2018
Participatory Research Methods and Techniques with Children	NGO Project Staff, Salem	2018
Enhancing Employability Skills – Training of Trainers for NSS Officers of Dibrugarh University	RGNIYD, Govt. of India	2019

8. INFRASTRUCTURE FACILITIES

The department has adequate infrastructure facilities to ensure effective teaching, learning, research and practice. There are 2 spacious class rooms for common classes, 3 classrooms for specialization (HRM/CD/YD) and one room for M.Phil and PhD students. There are adequate facilities for storing and maintaining the learning materials namely; audio aids, visual applications and street theatre materials. 4 LCD projectors are available to support teaching and learning in the class.

There is a Don Bosco Social Science Research Centre which also serves as a computer lab. This lab is equipped with 7 desktop computers and one printer. SPSS software has been installed in all the systems. Wi-Fi connectivity is available for teachers and students. 9 CCTV cameras monitor the safety of students in the campus. There are three shuttle courts available in the campus to promote physical wellbeing. Digital notice board is also provided to keep the students and staff updated about the latest news and information from the college and about the society. Purified water (RO) is available in the campus for all students. There are also two guest rooms to accommodate guests.

9. OUTCOME OF THE STUDENTS MEETING

The audit team members interacted with students and have the following feedback:

Students had difficulty to express initially, however once interactions started they were freely expressing their perspectives. The following are few views expressed by the students:

- a. Students are very happy with the faculty members with their experience, qualification they hold and also subject matter expertise.
- b. The overall design of the course curriculum was appreciated

- c. The students highlighted the e-learning module (MOODLE classes) that they are very helpful for their learning.
- d. Students also expressed their satisfaction towards field work placements.
- e. It was also expressed that more interactive sessions in the form of conferences, seminars and expert guest lectures can be organized.

10. OUTCOME OF FACULTY MEETING

The audit team had a good interactive session with the Department HOD and faculty members. Complete overview of the department progress was shared since its inception (1979). Below are few points as observations:

- a. Majority of the faculty members are PhD holders (71%) with relevant experience in the field of their specialization
- b. Faculty members are actively involved in research, extension and consultancy services.
- c. Faculty members are involved in publications, however, there is more scope for SCOPUS and UGC-CARE listed journals

11. OVERALL ASSESSMENT

1. Over the years the department has crossed noteworthy milestones. Few to be mentioned are:

- a. Becoming a Research centre and All India level ranking conducted by India Today MDRA Survey.
- b. SHC has got 5th rank in India for best value for money.
- c. 5th Rank in Tamil Nadu among Social Work institutions for best value for money.
- d. Top 25 colleges for Social Work with an overall ranking of 15 in the year 2018 and 17th in 2019
- e. Established Research forums

2. It is observed that the department is striving continuously for excellence in education with a holistic approach. The same is reflective in the department accomplishing more than 95% pass percentage in each semester and job placements of students. Many past students are placed in top jobs in high positions.

3. However, since the college is located in rural area and also the intake of students are primarily from rural background with first generation learners, it is suggested:

- a. More efforts can be given in language skills and also developing self-confidence.
- b. Have more experienced field practitioners to be invited on regular basis to give current trends in the respective specializations.

12. SUGGESTIONS



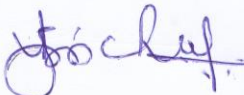
Based on the above observations the audit team recommends the following suggestions:

- i. Since most of the students are from rural background special emphasis can be made to improve their language skills and self-confidence.
- ii. Encourage students to utilize the library and ICT facilities.
- iii. Students can be encouraged to publish articles in any journals.
- iv. Encourage more group discussions on specialized topics which of current relevance which can instill confidence in them.

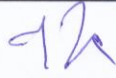

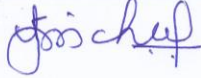

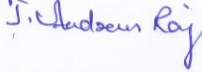






13. CONCLUSION

The Academic Audit was completed on 8th January 2020. The programme was carried out as per the said agenda. Overall the team is impressed with the curriculum design, development and the teaching/learning process. The student support system is good, however, more efforts can be initiated in the area of research and publications of faculty members. The meeting concluded with the vote of thanks rendered by Dr. K. Arockiaraj, Assistant Professor, P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur District. Dr. C. Devendiran, Professor & Head, Department of Social Work, School of Social Sciences, Mizoram University thanked the department for the academic audit.

14. SIGNATURES OF THE EXTERNAL ACADEMIC PANEL MEMBERS

S.No	Academic Audit Panel Members	Signature
1	Mr. Jayakumar David Alexander Alliance HR Director - India at Renault Nissan, Chennai, Tamil Nadu India, E. Mail Id: jayakumar.david@rntbci.com	
2	Dr. C. Devendiran Professor & Head Department of Social Work, Department of Social Work, School of Social Sciences, Mizoram University, Aizawl- 796004. E. Mail Id: devbhupa@gmail.com	
3	Dr. Jonas Richard Professor & Head, Department of Social Work, Kristu Jayanti College, Bengaluru. E.Mail Id: jonasrichard@kristujanti.in	

15. SIGNATURES OF THE ACADEMIC PANEL BOARD

S.No	Academic Audit Panel Members	Signature
1	Mr. Jayakumar David Alexander Alliance HR Director - India at Renault Nissan, Chennai, Tamil Nadu India, E. Mail Id: jayakumar.david@rntbci.com	
2	Dr. C. Devendiran Professor & Head Department of Social Work, Department of Social Work, School of Social Sciences, Mizoram University, Aizawl- 796004. E. Mail Id: devbhupa@gmail.com	
3	Dr. Jonas Richard Professor & Head, Department of Social Work, Kristu Jayanti College, Bengaluru. E.Mail Id: jonasrichard@kristujanti.in	
4	Dr. S. Paul Raj HOD & Associate Professor P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur - 635601 E.Mail Id: paulraj@shctpt.edu	
5	Fr. J. Andrews Raja Assistant Professor P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur - 635601 E.Mail Id: andrewsrajamsw@gmail.com	
6	Dr. C.R. Christi Anandan Assistant Professor P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur - 635601 E.Mail Id: christi.anandan@gmail.com	
7	Dr. K. Arockia Raj Assistant Professor, P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur - 635601 E. Mail Id: arockiarajk@gmail.com	
8	Ms. Lisa Elango Assistant Professor P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur - 635601 E. Mail Id: lisaelango@gmail.com	
9	Dr. T. Selvam Assistant Professor P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur - 635601 E. Mail Id: tselvamsw@gmail.com	
10	Fr. S. Henry Daniel Ambrose Assistant Professor P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur - 635601 E. Mail Id: ambrosed1098@gmail.com	
11	Dr. Clayton Michael Fonceca Assistant Professor P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur - 635601 E. Mail Id: clayton@shctpt.edu	



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College : (04179) 220553

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A Don Bosco Institution of Higher Education, Founded in 1951 * Affiliated to Thiruvalluvar University, Vellore * Autonomous since 1987

Accredited by NAAC (4th Cycle – under RAF) with CGPA of 3.31 / 4 at 'A+' Grade

P.G & RESEARCH DEPARTMENT OF SOCIAL WORK

Sacred Heart College (Autonomous), Tirupattur District - 638601

Date: 07/01/2020 **Venue:** P.G. & Research Department of Social Work

ACADEMIC AUDIT REPORT – 2020

1. INTRODUCTION

a) About the Department

Post Graduate & Research Department of Social Work, Sacred Heart College was established in the year 1979 as the first Post Graduate Department of Sacred Heart College, Tirupattur, Vellore Dt. The department started offering Masters Degree in Social Work with Community Development as its specialization from 1979 onwards. Subsequently Human Resource Management was introduced as a specialization in the year 1980. In the year 1987 Autonomous Status was granted by the Madras University to the Department of Social Work. In the year 1988, the department introduced Youth Development as a unique specialization. It was also the first of its kind in India as an academic programme at the Post Graduate level. Doctoral programme in Social Work was introduced in the year 2000.

The Department has focused on the integration of Theory, Practice and Research right from its inception. The staff members and students of the department have undertaken 40 major and minor research studies, implemented nearly 14 Developmental Projects and have organized 12 International, National level conferences/workshops/seminars, have conducted 27 Capacity building programmes for Government, NGOs, Educational Institutions and Companies in the past 40 glorious years. The complete list of all these activities is available in the Department website www.dswshc.org.

s

The Department strives for excellence by continuously receiving feedback from stakeholders and updating the curriculum. The Academic Audit was previously carried out in the year 2007 & 2015. To keep pace with the drastic changes in the global scenario the department now envisions a new Academic Audit for the year 2020.

b) Academic Audit Panel

Name of the Member	Designation	Official Address
Mr. Jayakumar David Alexander MSW - HR	HR Director	Alliance HR Director - India at Renault Nissan, Chennai, Tamil Nadu, India E. Mail Id: jayakumar.david@rntbci.com
Dr. C. Devendiran MA (S.Wk.), PGDRD., Ph.D.	Professor & Head Department of Social Work	Department of Social Work, School of Social Sciences, Mizoram University, Aizawl- 796004. E. Mail Id: devbhupa@gmail.com
Dr. Jonas Richard MSW (HRM), M.SC (Psychology), M.Phil (Psychology), Ph.D.	Professor & Head	Department of Social Work, Kristu Jayanti College, Bengaluru. E.Mail Id: jonasrichard@kristujayanti.in
Dr. S. Paul Raj M.A.(S.W), M.Phil. Ph.D.	Chairman, HOD & Associate Professor	P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur – 635601 E.Mail Id: paulraj@shctpt.edu
Fr. J. Andrews Raja M.S.W. NET	Assistant Professor	P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur – 635601 E.Mail Id: andrewsrajamsw@gmail.com
Dr. C.R. Christi Anandan MSW, MBA, NET.,Ph.D	Assistant Professor	P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur – 635601 E.Mail Id: christi.anandan@gmail.com
Dr. K. Arockia Raj M.S.W, M.Phil., NET., Ph.D	Assistant Professor	P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur – 635601 E.Mail Id: arockiarajk@gmail.com

Ms. Lisa Elango M.S.W. M.Phil., NET	Assistant Professor	P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur – 635601 E.Mail Id: lisaelango@gmail.com
Dr. T. Selvam M.S.W, M.Phil., NET., Ph.D	Assistant Professor	P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur – 635601 E.Mail Id: tseelvamsw@gmail.com
Fr. S.Henry Daniel Ambrose M.S.W. M.Phil.,SET.NET	Assistant Professor	P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur – 635601 E.Mail Id: ambrosed1098@gmail.com
Dr. Clayton Michael Fonceca M.S.W, M.Phil., PGDJPR., NET., Ph.D	Assistant Professor	P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur – 635601 E.Mail Id: clayton@shcpt.edu

c).Schedule

Time	Agenda
11.00-11.10	Introducing the Audit Procedure by the Head of the Dept.
11.10 - 11.45	Faculty Meeting with Academic Audit Panel Members
11.45 - 12.15	Interaction of the panel Members with students
12.15 - 12.40	Interaction with students representatives
12.40 - 01.15	Panel members visit the Department Facilities
01.15- 02.15	- Lunch Break -
02.15 - 03.15	Finalization of the Academic Audit report by Panel members
03.15 - 03.45	Academic Audit Report / Feed back Presentation of the panel members to Faculty members
03.45	- Tea -

2. MILESTONES OF THE DEPARTMENT

Year	Event
1979	Post Graduate Department of Social Work founded, offering MSW (2 year PG) programme with Community Development Specialization
1980	Human Resources Management introduced as a specialization
1987	Autonomous status conferred by the University of Madras to the Department
1988	First in the country to introduce Youth Development as a specialization in MSW
1989	Department celebrates its Decennial Year
1993	Co-Education introduced in the Department
2000	College Accredited Four Star level by NAAC (National Assessment and Accreditation Council)
2000	Ph. D. Programme in Social Work introduced
2001	Golden Jubilee of the College
2001	Recognized by UGC as Resource Centre for Updated Curriculum in Social Work
2004	Silver Jubilee of the Dept. of Social Work
2006	College reaccredited with 'A' Grade by NAAC
2007	Choice Based Credit System Introduced
2010	M. Phil programme in Social Work initiated
2013	College Accredited with 'A' Grade by NAAC
2014	Silver Jubilee of Youth Development Specialization
2016	Introduction of Re-structured Course
2018	Re-structured <u>M.Phil</u> Curriculum
2019	Ruby Jubilee of the Department (40 – Years)

3.FACULTY DETAILS

a)Basic Statistics

Name of the Faculty	Gender	Qualification	Designation
Dr. S. Paul Raj	Male	M.A.(S.W), M.Phil. Ph.D.	HOD & Associate Professor
Fr. J. Andrews Raja	Male	M.S.W. NET	Assistant Professor
Dr. C.R. Christi Anandan	Male	MSW, MBA, NET.,Ph.D	Assistant Professor
Dr. K. Arockia Raj	Male	M.S.W, M.Phil., NET., Ph.D	Assistant Professor
Ms. Lisa Elango	Female	M.S.W. M.Phil., NET	Assistant Professor
Dr. T. Selvam	Male	M.S.W, M.Phil., NET., Ph.D	Assistant Professor
Fr. S.Henry Daniel Ambrose	Male	M.S.W. M.Phil.,SET	Assistant Professor
Dr. Clayton Michael Fonceca	Male	M.S.W, M.Phil., PGDJPR., NET., Ph.D	Assistant Professor

a) Composition of Faculty:

Men	Women
7	1

b) Roles & Responsibilities

In the College

Dr. S.Paul Raj- HoD (MSW & M.Phil), Member Academic Council, Member in IQAC, Journal Committee – Online Publication, CDC, Education Technology Online Course – Coordinator and Tutor.

Mr. Christi Anandan - Secretary, Alumni Association, Education Technology Online Course –Tutor, Coordinator for OUTREACH Shift – I, DTCP Approval.

Fr. Andrews Raja – Director – CBO Animation.

Dr. Arockia Raj – NAAC Steering Member/Secretary, CQC, Journal, Research Forum, Exit Interview Documentation. Student Satisfaction Survey, CQC – Performance Assessment Report, Sports Students Satisfaction Survey and College Boucher –Content Development.

Fr. Daniel Ambrose - Skill Development, DEEDS, ISR, Placement

Mr. Selvam: Project Monitoring Committee, Administrative Officer IQAC, College Building Committee Member, Nodal Officer for NIRF & PFMS.

Ms. E.Lisa - NAAC Steering Member, Women Grievance Cell

Dr. Clayton Fonceca - NAAC Steering Member/ Secretary, Documentation Committee, Asst. Director - Placement Cell, Research Committee - Steering Member. Additional Faculty: MSc. Counselling Psychology

In the Department

S.No.	Responsibility	Name of Faculty
1	Alumni In-charge	Dr. Christi Anandan
2.	Association President	Ms. E.Lisa
3.	Audio Equipments	Dr. Christi Anandan
4.	C.A. Coordinator	Dr. S. Paul Raj
5.	Class Teachers- I MSW II MSW	Dr. Christi Anandan Dr.K.Arockia Raj
6.	Computer Lab – In Charge & UPS maintenance	Dr. Clayton
7.	Department Maintenance – Building, Equipments, Water & Electricity	Dr. S.Paul Raj & Dr.K.Arockia Raj
8.	Dept Bonding & Team building Efforts	Dr. S.Paul Raj & Dr.K.Arockia Raj

9.	Field Work Accounts	Dr.K.Arockia Raj
10.	Field Work Coordinator – CD-II MSW	Dr.Selvam
11.	Field Work Coordinator – HRM- II MSW	Dr. Christi Anandan
12.	Field Work Coordinator – YD -II MSW	Dr.K.Arockia Raj
13.	Field Work Coordinators – I MSW	Dr.K.Arockia Raj & Dr.Clayton
14.	Forum Coordinator – CD	Dr.K.Arockia Raj
15.	Forum Coordinator - HRM	Ms.E.Lisa
16.	Forum Coordinator - YD	Fr. Daniel Ambrose
17.	General Discipline	Dr. S.Paul Raj
18.	Good Morning Talk Coordinator	Ms.E.Lisa
19.	ICT Class rooms/Moodle	Dr. S.Paul Raj & Dr. Christi Anandan
20.	Late coming, Fine & Leave File maintenance	Ms.E.Lisa
21.	NAAC (Dept)Files Maintenance	Each Faculty is assigned the role of updating the concerned file allocated by the HoD.
22.	Students Progression Data	Dr.Christi Anandan & Dr.K.Arockia Raj
S.No.	Responsibility	Name of Faculty
23.	Research & Consultancy	Dr.K.Arockia Raj
24.	Research Forum Coordinator	Dr.Selvam
25.	Research Project Coordinators	Dr Christi Anandan & Ms.E.Lisa
26.	Rural Camp Coordinator	Dr.K.Arockia Raj
27.	Spiritual Animation	Fr. Ambrose
28.	Sports & games In charge	Dr.K.Arockia Raj
29.	Staff Meeting Minutes	Ms. E. Lisa
30.	Students Welfare	Dr. S.Paul Raj & Class Teachers

31.	Field Trip	Dr.Christi Anandan , Fr. Ambrose, Dr. Selvam & Dr. Clayton
32.	Time Table and Dept. Calendar	Dr. S.Paul Raj
33.	Publications of Dept. Catalogue, Research Guide Book and Course Work Note books	Dr.K.Arockia Raj & Dr. Clayton
34.	Training & Consultancy	Dr. S.Paul Raj & Fr. Ambrose
35.	Updating Website- Face book	Dr. S.Paul Raj & Dr.K.Arockia Raj
36.	Women Students Welfare	Ms. E.Lisa
37.	Research Projects of Staff	Dr. Selvam & Ms.E.Lisa

3. STUDENT DETAILS

Batch	No. of Students	Male	Female	BC/MBC	SC/ST	OC/FC
2016-2018	44	27	17	35	7	2
2017-2019	43	18	25	27	12	4
2018-2020	44	27	17	33	8	3
2019-2021	40	20	20	25	10	5

4. CURRICULUM DESIGN

a) MSW Course Structure

SEMESTER I						
Code	Title of the subject	Contact Hrs	Credit	E-hrs	CA	SE
MSW120T	Introduction to Social Work Profession	45	3	3	40	60
MSW121T	Social Work Practice With Individuals	45	3	3	40	60
MSW122T	Social Work Practice With Groups	45	3	3	40	60
MSW123T	Sociology for Social Work Practice	30	2	3	40	60
MSW124T	Psychology for Social Work Practice	30	2	3	40	60
MSW125S	Theatre Skills	30	2	R/SD	40	60
MSW126F	Concurrent Field Work-I	-	5	R/V	40	60
SEMESTER TOTAL			20			
SEMESTER II						
MSW220T	Social Work Practice With Communities	45	3	3	40	60
MSW221T	Human Resource Management	45	3	3	40	60
MSW222T	Medical & Psychiatric Social Work	45	3	3	40	60
MSW223T	Social Welfare Administration	30	2	3	40	60
MSW224T	Labour Legislation and Labour Welfare	30	2	3	40	60
MSW225S	Communication Skills	30	2	R/SD	40	60
MSW226F	Concurrent Field Work-II	-	5	R/V	40	60
MSW227F	Block Field Work (4 Weeks Duration)	-	4	100		

MSW228X	<i>Transactional Analysis (Certificate Course)</i>	-	2*	Optional-Successful Completion		
SEMESTER TOTAL			24+2*			

SEMESTER III							
Code	Title of the subject	Contact Hrs	Credit	E- hrs	CA	SE	Total
MSW320T	Social Work Research & Statistics	45	3	3	40	60	100
MSW321A	Rural & Urban Community Development/	45	3	3	40	60	100
MSW321B	Industrial Relations/						
MSW321C	Youth Development						
MSW322A	Rural and Urban Governance/	45	3	3	40	60	100
MSW322B	Human Resource Management in Service Sector/						
MSW322C	Strategies for youth Development						
MSW325S	Data Processing & Analysis Skill -(SPSS & NVivo)	30	2	R/SD	40	60	100
MSW327J	Research Project I	-	3	R/V	40	60	100
MSW323A	Qualitative Research /	30	2	3	40	60	100
MSW323B	Hospital Administration/						
MSW323C	Therapeutic Interventions in Social Work						
MSW324A	Corporate Social Responsibility/	30	2	3	40	60	100
MSW324B	Hotel Front Office Management/						
MSW324C	Disaster Management						
MSW326F	Concurrent Field Work – III	-	5	R/V	40	60	100

MSW328X	<i>Psychometric & Testing Tools (Certificate Course)</i>	-	2*	Optional-Successful Completion			
SEMESTER TOTAL			23 +2*				800

SEMESTER IV							
Code	Title of the subject	Contact Hrs	Credit	E-hrs	CA	SE	Total
MSW420T	Human Rights and Social Legislation	45	3	3	40	60	100
MSW421A	Development Strategies /	45	3	3	40	60	100
MSW421B	Organizational Behaviour/						
MSW421C	NGO Management						
MSW422A MSW422B MSW422C	Livelihood & Social Audit / Human Resource Development/ Counseling and Career Guidance	45	3	3	40	60	100
MSW423A MSW423B MSW423C	Project Monitoring and Evaluation/ Skill Matrix & Competency Mapping/ Social Work with Family & Children	30	2	3	40	60	100
MSW424A	Environmental Social Work/	30	2	3	40	60	100
MSW424B	Performance Management /						
MSW424C	Social Entrepreneurship						
MSW425S	Employability Skills	30	2	R/SD	40	60	100
MSW427J	Research Project II	-	3	R/V	40	60	100
MSW426F	Concurrent Field Work IV	-	5	R/V	40	60	100
	Block Field Work (4 Weeks Duration)	-	4*	Optional-Successful Completion			
SEMESTER TOTAL			23+4*				800
COURSE TOTAL			90+8*				3100

MC-Main Core,

IDC-Inter-Disciplinary Core;

ME-Main Elective,

RP-Research Project;

SK-Skill Paper;

FWP-Field Work Practicum;

CC- Certificate Course

SFWP- Summer Field Work Practicum;

R/V- Report Submission & Viva Voce

R/SD - Report Submission / Skill Demonstration

b) Components of the Programme

Components of Programme	No of courses	No. of courses (x) credits	Total Credits
Main Core (MC)	12	12 x 03	36
Inter Disciplinary Core (IDC)	04	04 X02	08
Main Electives (ME)	04	04 x 02	08
Skill Paper (SK)	04	04 x 02	08
Field Work Practicum (FWP)	04	04 x 05	20
Summer Field Work Practicum (SFWP) (4 Weeks at the end of I Year)	01	01x04	04
Summer Field Work Practicum (SFWP) (4 weeks at the end of II Year)	01* (Optional)	01X 04	04*
Research Project	02	02 x 03	06
Certificate Courses (CC)	04* (Optional)	04 X 02	08*
TOTAL	23	-	90+12*

c) **Choice Based Credit System & Additional Credits**

- A student has to get 90 credits and pass in all papers to get a Degree in Social Work.
- However, there is a scope for students to get additional 12 credits.
- Such students can obtain extra 4 credits by undertaking Summer Field Work Practicum at the end of IV Semester, 4 more credits by opting for 2 Certificate Courses (2 credits each) offered by the Dept. of Social Work. They can also avail 4 more credits by taking Certificate Courses offered by other P.G. Departments of Sacred Heart College.
- They can also attend Certificate programmes (of minimum 30 hours duration) offered by recognized educational institutions in line with the fields of Social Work. Students have to get prior approval of the department and must produce the certificate to get the extra 2 credits. (However, the optional credits cannot exceed 12)
- In the case of electives, the students have three choices from which they can select any one paper. Whereby, in a class of 40 students, if two groups of students choose one elective each then the elective chosen by the majority will be offered.

d) **Pedagogy**

Theory classes are held on Mondays, Tuesdays and Wednesdays (as per the College Calendar). Field practicum is carried out on Thursdays and Fridays. Most of the classes are conducted with a combination of lectures, presentations and discussions for which students' participation is highly encouraged. Students are given an outline of the course with the bibliography for their preparation at the beginning of each semester. Students are expected to supplement classroom learning by independent reading.

Skill Papers: The department offers four skill papers (one in each semester) to the students and it is mandatory that students pass in these skill papers. The main objective of these papers are to enhance specific skills related to Social Work Practice. **The Skill Papers do not have Semester End Examination.** Internal Assessment carries 100 marks.

Certificate Course: It is an extra credit course (2 credits) and purely optional. The course duration is minimum of 30 hours and will be conducted outside the class hours (mostly on Saturdays & Sundays). The students who want to do a certificate course will pay the fees to the department from which the running cost (Honorarium to Resource Persons and Travel cost) will be met. Students are required to pay Rs. 50/- to the office of the Controller of

Examinations as examination fee. **The Certificate Courses do not have Continuous Internal Assessment and Semester End Examination.** The students must have attended minimum 30 hours of the course to get the Certificate and 2 Credits.

Teaching and Learning Methodology: The teaching-learning methodology includes lectures, interactive discussions, assignments, use of visual aids, book reviews, articles/news items in reviews, field based case studies, field visits, guest lecturers, discussion forums through 'Moodle platform' and video conferencing.

Course Design: The department has a unique system of preparing a Course Design which is used as an aid in teaching-learning process. The course design consists of the syllabus with 5 Units and bibliography. For example; under each unit, the student will find details of the books and journals which contain information about the prescribed unit. The teacher also has to specify the hours and actual dates of lecture/discussion he/she intends to use to teach that respective unit. This is prepared by the teacher by involving students and it serves as a source of inspiration for those staff and students who want to be well prepared for the class room teaching-learning experience.

5. TEACHING, LEARNING AND EVALUATION

a) Specialization Based Forums

The department has Forums for the respective specializations - Community Development, Human Resources Management and Youth Development. The main objective of the Forum is to plan, execute and document activities that would enhance the attitude, knowledge and skills relevant to the respective specializations. Each forum has an Executive Committee. Forum meetings are conducted at least once in two weeks.

b) Class Quality Circle (CQC)

The Department has initiated Class Quality Circles. It aims to enhance the quality of learning environment by planning and implementing activities within the circle and within their class room. Mostly the CQCs focus on enhancing academic achievement, library use, knowledge board maintenance, improvement of communication skills and ensuring regularity of class attendance, supporting slow learners, Website & Face book Maintenance. Class teacher is the CQC facilitator. Each circle has a student leader.

c) Forum of Advanced Learners

It consists of a smaller group of advanced learners in first and second MSW. It enables

advanced learners to initiate intellectual discussions, undertake micro level research on local and relevant needs, attend conferences/workshops/seminars, present papers/posters, publish papers and become members in forums for social workers. The members of this forum share their experiences and learning with the department.

d) Faculty Advisor

The field work supervisor plays the role of Faculty Advisor. Besides being responsible for the students' field work performance, the Faculty Advisor is also responsible for the students' overall academic work and professional development. Any difficulties experienced by the student may be discussed with the Advisor whose function is to assist and guide the student. The students receive individualized attention in the form of guidance and supervision from the teaching faculty.

e) Alumni Mentoring

The department has initiated this process and it has to take shape. Those students who want to be mentored will give their names to the Department. The Department will get in touch with the Alumni who will be interested to mentor the students. A mentor will have only one student.

f) University Requirements for MSW Programme

As per Tiruvalluvar University regulations a candidate who wants to appear for Examination in MSW must have:

- a) Minimum 75% attendance of lecture classes in each course in each semester
- b) Full (100%) attendance for the stipulated hours in field work,
- c) Satisfactory conduct in the College campus and during field work practicum.

Passing Standard

Students are evaluated for 40 Marks through Continuous Internal Assessment (CIA) and for 60 Marks through Semester End Examination (SEM) in each Semester. There is no passing minimum for CIA; however, a student must get 50% of marks of Semester End Examination (50% of 60 = 30) to pass in the semester end exam. Altogether, students must obtain minimum of 50% marks in aggregate in each paper to pass and obtain a MSW degree. In addition to passing in all the subjects that are mandatory, a student has to get a minimum of

90 credits from the subjects. They cannot count on the 12 additional credits they might get from non-mandatory courses.

i) CIA Components for Theory Papers (40 Marks)

1. Written Exam (One CA) - (2hrs) for 2 units (20 marks)
2. Snap Test (No prior Intimation) (5 marks)
3. Assignment (5 marks)
4. Student's Participation (5 marks)
5. Library usage (5 Marks) - (Attendance-2.5; Submission of evidences of any type for the usage of Library in a particular subject – 2.5)

ii) CIA Components for Skill/Practical Papers

CIA Components for Theatre Skills (100 Marks)

1. Learning Interest (Theatre skills Workshop evaluation): 20 Marks
2. Attendance: 5 Marks
3. Theatre Skills Record: 25 Marks
4. End Semester: Skill Demonstration (Individual - 30 and Group - 20): 50 Marks

Concurrent Field Work I

Internal – Field Work (40 Marks)

Regularity in Record submission : 10 Marks

Initiative Taken during the Field Work : 10 Marks

Rural Camp – Participation and Contribution : 10 Marks

Record Quality : 10 Marks

CIA Components for Communication Skill Paper (100 Marks)

1. Resume Writing: 10 Marks
2. Extemporaneous Speech: 10 Marks
3. Group Discussion: 10 Marks
4. Class Participation and Interaction: 10 Marks
5. Record: 20 Marks
6. Semester End VIVA Voce (40)

Concurrent Field Work II

Internal (40 Marks)

Regularity in Submission : 10 Marks

Initiative Taken during the Field Work : 10 Marks

Team Work : 10 Marks

Record Quality : 10 Marks

CIA Components for Data Processing & Analysis Skill - (SPSS & NVivo)

Internal (100 Marks)

1. Assignment: 10 Marks
2. Class Participation: 10 Marks
3. Record note:20 Marks
4. Practical (Skill Demonstration): 20 Marks
5. End Semester – Viva Voce: 40 Marks

Options for Student's Participation (5 marks)

- 1.Short survey/ In depth Interview/ FGDs
- 2.Field visit and analytical reporting of the visit
- 3.Preparing a photo dossier and analytical comments
- 4.Poster presentation on a theme
- 5.Making a short documentary
- 6.Book Review (Summarizing)
- 7.Publishing an article in a national daily or news magazine or journal

g) Current Result Analysis

Class Wise	No. & % of Students Passed
I MSW (April 2019) Batch 2018 - 2020	Total Strength – 43 Total Passed – 40 93.02 %
II MSW (April 2019) Batch 2017 - 2019	Total Strength – 43 Total Passed – 43 100 %

7. RESEARCH OUTPUT

a) Research

Title of the project	Name of the funding agency	Duration
Needs Analysis of Youth in Yelagiri Hill, Vellore	Idhaya Deepam Novitiate, Yelagiri	2016
Enhancing Employability Skills among Student Youth – An Intervention Study	RGNIYD, Sriperumbudur	2016
Role of Value Education in Enhancing Life Skills of Adolescents	Don Bosco Research Fellowship, Sacred Heart College, Tirupattur.	2017
Pull and Push Factors for Early Marriages in Krishnagiri District.	Don Bosco Research Fellowship, Sacred Heart College, Tirupattur.	2018
ToT to NSS Officers on Enhancing Employability Skills of Graduates	RGNIYD, Sriperumbudur	2018

a) Seminars, Conferences, Workshops & Other Programmes

Title of the Programme	Sponsored by/ In Collaboration with	Year
Regional Seminar on Prevention & Treatment of Child Sexual Abuse	Self-Supported	2016
International conference on Youth - led sustainable development: Opportunities and challenges	NIEESR, Nagaland and Restless Development India.	2016
International Seminar on Emerging Trends in Youth Development	DBYSA, Delhi and FLS India	2017
National Conference on Environmental Concerns	STAND Trust, Chennai	2018
International Seminar on Prevention of Child Sexual Abuse	Self-Supported	2018
National Workshop on Application NVivo Software in Qualitative Research	Self-Supported	2019
National Seminar on Youth Development and Youth-Led Development	Self-Supported	2019
Community Exposure for International Student from France	University, France	2019
International Seminar on Predictors of Human Rights Attitude and Activism in the Multi – Religious context of Tamilnadu – Educational Implications along with Salesian Pontifical University, Rome	Salesian Pontifical University, Rome	2019
National Youth Leadership Camp along with Xavier Board of Higher Education In India	Xavier Board of Higher Education In India	2019

b) Consultancy

Title of the project	Name of the funding agency	Duration
ToT to NSS Officers on Enhancing Employability Skills of Graduates	RGNIYD, Sriperumbudur	2018

c) Capacity Building Programmes

Title of the Programme	Organizations	Year
Youth Work Models and Approaches	NYK Coordinators, RGNIYD, Sriperumbudur	2017
Research Methods and Statistical Analysis	Mobility India, Karnataka	2017
Title of the Programme	Organizations	Year
Enhancing Employability Skills – Training of Trainers for NSS Officers from Assam, Karnataka, Tamil Nadu, Manipur and Andhra	RGNIYD, Govt. of India	2018
Supervisory Skills for NGO Staff	Karl Kubel Institute for Development Education (KKID), Coimbatore.	2018
Participatory Research Methods and Techniques with Children	NGO Project Staff, Salem	2018
Enhancing Employability Skills – Training of Trainers for NSS Officers of Dibrugarh University	RGNIYD, Govt. of India	2019

8. INFRASTRUCTURE FACILITIES

The department has adequate infrastructure facilities to ensure effective teaching, learning, research and practice. There are 2 spacious class rooms for common classes, 3 classrooms for specialization (HRM/CD/YD) and one room for M.Phil and PhD students. There are adequate facilities for storing and maintaining the learning materials namely; audio aids, visual applications and street theatre materials. 4 LCD projectors are available to support teaching and learning in the class.

There is a Don Bosco Social Science Research Centre which also serves as a computer lab. This lab is equipped with 7 desktop computers and one printer. SPSS software has been installed in all the systems. Wi-Fi connectivity is available for teachers and students. 9 CCTV cameras monitor the safety of students in the campus. There are three shuttle courts

available in the campus to promote physical wellbeing. Digital notice board is also provided to keep the students and staff updated about the latest news and information from the college and about the society. Purified water (RO) is available in the campus for all students. There are also two guest rooms to accommodate guests.

9. OUTCOME OF THE STUDENTS MEETING

The audit team members interacted with students and have the following feedback:

Students had difficulty to express initially, however once interactions started they were freely expressing their perspectives. The following are few views expressed by the students:

- a. Students are very happy with the faculty members with their experience, qualification they hold and also subject matter expertise.
- b. The overall design of the course curriculum was appreciated
- c. The students highlighted the e-learning module (MOODLE classes) that they are very helpful for their learning.
- d. Students also expressed their satisfaction towards field work placements.
- e. It was also expressed that more interactive sessions in the form of conferences, seminars and expert guest lectures can be organized.

10. OUTCOME OF FACULTY MEETING

The audit team had a good interactive session with the Department HOD and faculty members. Complete overview of the department progress was shared since its inception (1979). Below are few points as observations:

- a. Majority of the faculty members are PhD holders (71%) with relevant experience in the field of their specialization
- b. Faculty members are actively involved in research, extension and consultancy services.
- c. Faculty members are involved in publications, however, there is more scope for SCOPUS and UGC-CARE listed journals

11. OVERALL ASSESSMENT

1. Over the years the department has crossed noteworthy milestones. Few to be mentioned are:

- a. Becoming a Research centre and All India level ranking conducted by India Today MDRA Survey.
- b. SHC has got 5th rank in India for best value for money.
- c. 5th Rank in Tamil Nadu among Social Work institutions for best value for money.
- d. Top 25 colleges for Social Work with an overall ranking of 15 in the year 2018 and 17th in 2019
- e. Established Research forums

2. It is observed that the department is striving continuously for excellence in education with a holistic approach. The same is reflective in the department accomplishing more than 95% pass percentage in each semester and job placements of students. Many past students are placed in top jobs in high positions.

3. However, since the college is located in rural area and also the intake of students are primarily from rural background with first generation learners, it is suggested:

- a. More efforts can be given in language skills and also developing self-confidence.
- b. Have more experienced field practioners to be invited on regular basis to give current trends in the respective specializations.

12. SUGGESTIONS



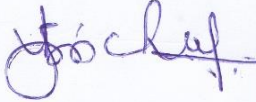
Based on the above observations the audit team recommends the following suggestions:

- i. Since most of the students are from rural background special emphasis can be made to improve their language skills and self-confidence.
- ii. Encourage students to utilize the library and ICT facilities.
- iii. Students can be encouraged to publish articles in any journals.
- iv. Encourage more group discussions on specialized topics which of current relevance which can instill confidence in them.

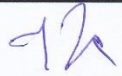

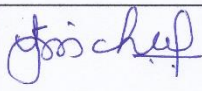

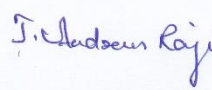






13. CONCLUSION

The Academic Audit was completed on 8th January 2020. The programme was carried out as per the said agenda. Overall the team is impressed with the curriculum design, development and the teaching/learning process. The student support system is good, however, more efforts can be initiated in the area of research and publications of faculty members. The meeting concluded with the vote of thanks rendered by Dr. K. Arockiaraj, Assistant Professor, P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur District. Dr. C. Devendiran, Professor & Head, Department of Social Work, School of Social Sciences, Mizoram University thanked the department for the academic audit.

14. SIGNATURES OF THE EXTERNAL ACADEMIC PANEL MEMBERS

S.No	Academic Audit Panel Members	Signature
1	Mr. Jayakumar David Alexander Alliance HR Director - India at Renault Nissan, Chennai, Tamil Nadu India, E. Mail Id: jayakumar.david@rntbci.com	
2	Dr. C. Devendiran Professor & Head Department of Social Work, Department of Social Work, School of Social Sciences, Mizoram University, Aizawl- 796004. E. Mail Id: devbhupa@gmail.com	
3	Dr. Jonas Richard Professor & Head, Department of Social Work, Kristu Jayanti College, Bengaluru. E.Mail Id: jonasrichard@kristujanti.in	

15. SIGNATURES OF THE ACADEMIC PANEL BOARD

S.No	Academic Audit Panel Members	Signature
1	Mr. Jayakumar David Alexander Alliance HR Director - India at Renault Nissan, Chennai, Tamil Nadu India, E. Mail Id: jayakumar.david@rntbci.com	
2	Dr. C. Devendiran Professor & Head Department of Social Work, Department of Social Work, School of Social Sciences, Mizoram University, Aizawl- 796004. E. Mail Id: devbhupa@gmail.com	
3	Dr. Jonas Richard Professor & Head, Department of Social Work, Kristu Jayanti College, Bengaluru. E.Mail Id: jonasrichard@kristujanti.in	
4	Dr. S. Paul Raj HOD & Associate Professor P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur - 635601 E.Mail Id: paulraj@shctpt.edu	
5	Fr. J. Andrews Raja Assistant Professor P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur - 635601 E.Mail Id: andrewsrajamsw@gmail.com	
6	Dr. C.R. Christi Anandan Assistant Professor P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur - 635601 E.Mail Id: christi.anandan@gmail.com	
7	Dr. K. Arockia Raj Assistant Professor, P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur - 635601 E.Mail Id: arockiarajk@gmail.com	
8	Ms. Lisa Elango Assistant Professor P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur - 635601 E.Mail Id: lisaelango@gmail.com	
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10	Fr. S.Henry Daniel Ambrose Assistant Professor P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur - 635601 E.Mail Id: ambrosed1098@gmail.com	
11	Dr. Clayton Michael Fonseca Assistant Professor P.G. & Research Department of Social Work, Sacred Heart College (Autonomous), Tirupattur - 635601 E.Mail Id: clayton@shctpt.edu	



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Department of Tamil

Sacred Heart College (Autonomous), Tirupattur 635601

ACADEMIC AUDIT REPORT 2016-2019

1. Introduction

The Academic Audit for the year 2019 has been conducted on 05 March 2021.

Sl.No.	Name	Designation	Board
1.	Dr.P.Selvakumar	Assistant Professor / Head Dept.of Tamil	Chairman
2.	Dr. M. Tamilmaran	Professor, Dept. of Tamil, Periyar University, Periyar Palkalai Nagar, Salem – 636011.	Subject Expert
3.	Dr. R. Senkodi	Assistant Professor, Thiyagarayar College (Autonomous), Old Vannarapet, Chennai - 21	Subject Expert
4.	Mr. Devaraju (Kavipithan)	Renowned Writer	Industry Expert
5.	Dr.K. Parthibaraja	Assistant Professor	Member
6.	Dr.G. Mohan Gandhi	Assistant Professor	Member
7.	Dr.P. Balasubramanian	Assistant Professor	Member
8.	Dr.M. Sarala Devi	Assistant Professor	Member
9.	Mr.V. Sakkan	Assistant Professor	Member
10.	Ms.M. Rose	Assistant Professor	Member
11.	Ms.M. Parimaladevi	Assistant Professor	Member
12.	Dr.S. Sivachandrakumar	Assistant Professor	Member
13.	Dr.N. Cholan	Assistant Professor	Member
14.	Dr.R. Sankar	Assistant Professor	Member
15.	Dr.A. Chandran	Assistant Professor	Member
16.	Dr. A. Prabhu	Assistant Professor	Member
17.	Dr. T.A. Ramesh	Assistant Professor	Member
18.	Dr. A. Muthaiyan	Assistant Professor	Member
19.	Dr. K. Anbarasu	Assistant Professor	Member
20.	Dr. S. Ambedkar	Assistant Professor	Member

Schedule of the Academic Audit Meeting
Date : 05.03.2021 (Friday)

Time	Venue	Activity	Details
9.00 am - 10.30 am	APRC Board Room	Faculty Meeting with External Audit Panel Members	Agenda: <ol style="list-style-type: none"> 1. Introducing the Audit Panel External Members 2. Presentation of the Department Activities for the last three academic years. 3. Presentation of the Self Evaluation Document(SED) of the Department along with the supporting evidences 4. Discussions 5. Finalization of the Schedule of the visitation of the external panel members
10.30 am - 11.00 am	Class Rooms	Meeting with Students <ul style="list-style-type: none"> • Part I Students Shift - I & II • UG Students Shift - II • PG Students Shift – II 	
11.00 am - 11.30		Break	
11.30 - 12.00 pm	Class Room	Meeting with Students <ul style="list-style-type: none"> • M. Phil., Scholars • Ph.D., scholars 	
12.00 pm– 12.30 pm	Department	Visiting Department facilities <ul style="list-style-type: none"> • Classrooms • Faculty Rooms • Library 	
12.30 pm - 1.00 pm	Class Room	Meeting with the student representatives	
1.00 pm - 2.00 pm		Lunch Break	
2.00 pm - 2.30 pm	APRC Board Room	Any other activity as requested by the panel	
2.30 pm – 3.00 pm		Preparation and Finalization of the Report by the members of the Audit Panel	
3.00 pm - 4.00 pm		Presentation of the report by the panel members to the faculty members and student representatives	

2. Milestones of the Department

- விழுமியங்கள் அடிப்படையில் பாடத்திட்டம் அமைக்கப்பட்டதால் தனிமனித ஒழுக்கலாறு, குடும்பப்பாங்கு, சமூகம் ஆகியவை குறித்த சிந்தனையை மாணவர்கள் பெறுகின்றனர்.
- கவிதை, சிறுகதை, நாடகம், இதழியல் ஆகியவை பாடமாக வைக்கப்பட்டுள்ளதால் மாணவர்களிடையே வாசிப்பு மற்றும் படைப்பாற்றல் திறன் மேம்படுகிறது.
- இளங்கலை சிறப்புத்தமிழ் பயிலும் மாணவர்களுக்குச் 'செம்மையாக்கமும் தொகுத்தலும்' பாடம் அறிமுகம் செய்யப்பட்டதன் மூலம் எழுத்துப் பிழையின்றி மாணவர்கள் எழுதுவதற்கான பயிற்சி பெறுகின்றனர்.
- நாட்டுப்புறவியல் பாடத்தைப் பயில்வதன் மூலம் நாட்டார் வழக்காற்றியல் சார்ந்த தெளிவைப் பெறுகின்றனர். அதை ஆவணப்படுத்தும் ஆர்வம் மாணவர்களிடையே ஏற்படுகிறது.
- கல்வெட்டியல் சான்றிதழ் படிப்பை மாணவர்களிடையே அறிமுகம் செய்ததன் வாயிலாக முதுகலையில் தொல்லியல் படிப்பைத் தேர்ந்தெடுத்துப் படிக்கின்றனர்.

3. Faculty Profile

LIST OF THE FACULTY MEMBERS –SHIFT I

S.No	Name of the Faculty	Designation	Qualification	Specialization	Date of Joining
1.	Dr.P. Selvakumar	Head & Asst.Professor	M.A., M.Phil.,B.Ed., Ph.D.,	Sangam Lit. Journalism	04.07.2001 Aided 20.08.2007
2.	Dr.K. Parthibaraja	Asst.Professor	M.A., Ph.D.,	Literary Criticism Folklore	03.07.2003 Aided 20.08.2007
3.	Dr.G. Mohan Gandhi	Asst.Professor	M.A.,M.Phil., Ph.D	Sangam Lit. Archeology	15.06.2007 Aided 18.06.2015
4.	Ms.M. Rose	Asst.Professor	M.A.,M.Phil., B.Ed.,	Grammar Modern Lit.	02.06.2011
5.	Dr.S. Sivachandrakumar	Asst.Professor	M.A., M.Phil., Ph.D.,	Sangam Lit. Archeology Grammar	18.06.2014
6.	Dr.A. Prabhu	Asst.Professor	M.A., M.Phil., Ph.D.,	Sangam Lit. Archeology	14.06.2016

LIST OF THE FACULTY MEMBERS – SHIFT II

S.No	Name of the Faculty	Designation	Qualification	Specialization	Date of Joining
1.	Dr.P. Balasubramanian	Asst.Professor	M.A., M.Phil., Ph.D.,	Sangam Lit. Grammar Lit.Criticism	25.07.2007
2.	Dr.M. Sarala Devi	Asst.Professor	M.A., M.Phil., Ph.D.,	Grammar	14.11.2007
3.	Dr.N.Cholan	Asst.Professor	M.A., M.Phil., Ph.D.,	Comparative Literature, Floklore	18.06.2015
4.	Dr.R.Sankar	Asst.Professor	M.A., M.Phil., Ph.D., PDF.,	Sangam Lit. Grammar	18.06.2015
5.	Dr.A.Chandiran	Asst.Professor	M.A., M.Phil., T.P.T., Ph.D.,	Classical Lit.	18.06.2015
6.	Dr.T.A. Ramesh	Asst.Professor	M.A., M.Phil., Ph.D.,	Sangam Lit. Grammar Lit.Criticism	16.06.2016
7.	Dr.A. Muthaiyan	Asst.Professor	M.A., M.Phil., Ph.D.,	Comparative Literature, Folklore Lit.Criticism	16.06.2016
8.	Dr.A. Anbarasu	Asst.Professor	M.A., M.Phil., Ph.D.,	Comparative Literature, Floklore Lit.Criticism	16.06.2016
9.	Dr.S. Ambethkar	Asst.Professor	M.A., M.Phil., Ph.D.,	Comparative Literature, Lit.Criticism	21.11.2016
10.	Dr.S.P. Balamurugan	Asst.Professor	M.A., M.Phil., Ph.D., PDF.,	Sangam Lit. Grammar Modern Lit.	01.09.2020
11.	Dr.A. Malathi	Asst.Professor	M.A., M.Phil., Ph.D.,	Linguistics Modern Lit.	01.09.2020

4. Student Strength

2016 – 2017

UG Courses	SC		SC(A)		ST		MBC		BC								OC		Total		Grand Total		
									BC		RC		ADC		Other Christian							Mus.	
	M	W	M	W	M	W	M	W	M	W	M	W	M	W	M	W	M	W	M	W		M	W
I B.A. Tamil	5	17	0	0	1	1	1	28	1	9	1	0	0	0	1	1	0	0	0	0	2	5	77
II B.A. Tamil	1	4	0	0	1	3	1	12	3	3	0	1	0	0	0	1	0	0	0	0	2	2	45
III B.A. Tamil	4	6	0	0	0	2	7	24	3	9	0	0	0	0	0	0	0	0	0	0	1	4	55
I M.A. Tamil	1	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1	3
II M.A. Tamil	0	1	0	0	0	1	2	0	0	2	0	0	0	0	0	0	0	0	0	0	2	4	6
M.Phil. Tamil	1	1	0	0	1	0	0	2	0	3	0	0	0	0	0	0	0	0	0	0	2	6	8

2017 – 2018

I B.A. Tamil	7	5	0	0	4	0	19	22	6	5	0	0	0	0	0	2	0	0	0	38	32	70
II B.A. Tamil	4	16	0	0	1	1	10	25	1	7	1	0	0	0	1	1	0	0	0	18	50	68
III B.A. Tamil	1	4	0	0	0	2	16	11	3	2	0	1	0	0	0	1	0	0	0	20	21	41
I M.A. Tamil	0	0	0	0	0	0	1	7	0	2	0	1	0	0	0	0	0	0	0	1	10	11
II M.A. Tamil	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	2
M.Phil. Tamil	0	2	0	0	0	0	1	1	1	1	0	0	0	0	0	0	0	0	0	2	4	6

2018 – 2019

UG Courses	SC		SC(A)		ST		MBC		BC		BCM		OC		Total		Grand Total
	M	W	M	W	M	W	M	W	M	W	M	W	M	W	M	W	
I B.A. Tamil	9	6	1	3	6	1	18	22	5	5	0	1	0	0	39	38	77
II B.A. Tamil	5	5	0	0	3	0	17	20	3	4	2	0	0	0	30	29	59
III B.A. Tamil	4	14	0	0	1	1	11	23	3	8	0	0	0	0	19	46	65
I M.A. Tamil	0	1	0	0	0	0	2	3	0	1	0	0	0	0	2	5	7
II M.A. Tamil	0	0	0	0	0	0	1	6	0	3	0	0	0	0	1	9	10
M.Phil. Tamil	1	2	0	0	0	0	0	1	0	2	0	0	0	0	1	5	6

5. Curriculum

பகுதி ஒன்று: மொழிப்பாடம்

பருவ அடிப்படையிலான தாள்களும் குறியீட்டு எண்களும்.

1.	முதல் பருவம்	-	டுவு
2.	இரண்டாம் பருவம்	-	டுவு
3.	மூன்றாம் பருவம்	-	டுவு
4.	நான்காம் பருவம்	-	டுவு - ளுளு - சிறுகதை
		-	டுவு - ீழு - கவிதை
		-	டுவு - னுசு - நாடகம்
		-	டுவு - துசு - இதழியல்

பாடத்திட்ட விரிவு

முதல் பருவம் - ௫வ

(1) **மொழித்திறன்** - தூய நெஞ்சக் கல்லூரி, தமிழ்த்துறை வெளியீடு.

கேட்புத்திறன்: 1.சொற்களை அகர வரிசைப் படுத்தி எழுதுதல் 2.ஒரு பொருள் பல சொற்கள் 3.பல பொருள் ஒரு சொல் 4.எழுத்துப் பிழைகளை நீக்கி எழுதுதல் (ந்.ன்.ண்.ர்.ற.ழ்.ல.ள) 5.பிரித்தெழுதுதல் 6.சேர்த்தெழுதுதல் 7.ஒரெழுத்து ஒரு மொழி 8. இலக்கணக் குறிப்புகள் ஆகிய பயிற்சிகளைத் தக்கச் சான்றுகளுடன் விளக்கிப் பயிற்சியளித்தல்.

(2) **செய்யுள் திறன்** - தூய நெஞ்சக் கல்லூரி, தமிழ்த்துறை வெளியீடு.

➤ தனிமனிதப் பண்பு

1. நட்பு

- அ. நாலடியார் - 211-220 பாடல்கள்
ஆ. பழமொழி நானூறு - நட்பு 120-130 வரை
இ. நீதிநெறி விளக்கம் - 54,55,56,58,59,60

2. ஈகை

- அ. பதிற்றுப்பத்து - 67 வது பாடல்
ஆ. மணிமேகலை - சிறைக்கோட்டத்தை

அறக்கோட்டமாக்கிய காதை : 130 - 160

- இ. நல்வழி - 1-10 வரை

3. சகிப்புத்தன்மை

- அ. திரிகடுகம் - 6, 38, 43, 48
ஆ. வில்லிபாரதம் - சிசுபாலன்வதைப்படலம் முதல்பருவம்
இ. பெருமாள் முருகன் கவிதைகள் - இராசகுய சருக்கம் 114, 116-122 பாடல்கள் கோழையின் பாடல்கள் (பக்கம் - 48)

4. தன்னம்பிக்கை

- அ. கம்பராமாயணம் - சுந்தர காண்டம் : காட்சிப்படலம் 5212 - 5228
ஆ. பட்டுக்கோட்டையார் பாடல் - சின்னப் பயலே சின்னப் பயலே...
இ. வைரமுத்து கவிதைகள் - புதிய ஏற்பாடு

(3) இலக்கிய வரலாற்றுத்திறன் :

1. தமிழ் மொழியின் தொன்மை மற்றும் சிறப்புகள் : தமிழ் நிலத்தின் தொன்மை - தமிழினத்தின் தொன்மை - தமிழ் மொழியின் தொன்மை - தமிழகத்தில் பழங்கற்காலத் தடயங்கள் - புதைப் பொருட்கள் - கல்வெட்டுகள் - நடுகற்கள் - பிற ஆவணங்கள் - முற்சங்கங்கள் - பிறநாட்டார் குறிப்புகள்.

2. பழந்தமிழ் இலக்கியங்கள் : எட்டுத்தொகை-பத்துப்பாட்டு-பதினெண்கீழ்க்கணக்கு நூல்கள் : நீதி நூல்கள் - அற நூல்கள் - அகநூல்கள் - புற நூல்கள் - ஐம்பெருங்காப்பியங்கள் - ஐஞ்சிறுங்காப்பியங்கள் - முத்தொள்ளாயிரம் - இதிகாசங்கள் : இராமாயணம் - மகாபாரதம்

(4) திறனாய்வுத்திறன் : உரைநடை (பல்கவைக் கட்டுரைத் தொகுப்பு)

1. பொங்கல் விழா - நா.வானமாமலை
2. சிட்டுக்குருவி - பாரதியார்
3. திரைக்குப் பின்னால் - டி.தருமராசன் (சுருக்கம்)
4. ஓய்வுநேரம் - சி.என்.அண்ணாத்துரை
5. பெண்ணெழுத்துக்கள் - யாழன்ஆதி
6. தம்பிக்கு - மு.வரதராசன்
7. வாழ்வியல் சிந்தனைகள் - ச.வே.சுப்பிரமணியன் (சுருக்கம்)
8. தமிழ்ப்பண்பாட்டின்மருத்துவம் - தொ.பரமசிவன்
9. அறிவியல் பார்வை - வா.செ.குழந்தைசாமி
10. தமிழிலக்கிய வளர்ச்சியில் நகைச்சுவையின் பங்கு - முத்தையா (சுருக்கம்)

இரண்டாம் பருவம் - ௫வு

(1) மொழித்திறன் - பேச்சுத்திறன்: 1. தொடர் பிழை நீக்கி எழுதுதல் (ஒருமை:பன்மை:பால்:திணை) 2. பிறமொழிச் சொற்களுக்கு நிகரான தமிழ்ச்சொற்களைக் கண்டறிதல் (ஆங்கிலம்:வடமொழி:திசைச்சொற்கள்) 3. மரபுத்தொடர்கள் 4. ஒற்றுமிகும் இடங்கள் 5. ஒற்றுமிகா இடங்கள் 6. குறியீடுகளின் பயன்பாடுகள் 7. மயங்கொலிப்பிழைகளை நீக்கி எழுதுதல் 8. இலக்கிய நயம் பாராட்டல் குறித்துச் சான்றுகளுடன் விளக்கிப் பயிற்சியளித்தல்.

(2) செய்யுள் திறன்

➤ குடும்பப் பண்பு

1. உயிரன்பு

- அ. கலித்தொகை - 11வது பாடல்
ஆ. சிறுபாணாற்றுப்படை - 83-111 (காரி, பாரி)
இ. ஆசியஜோதி - 201-215 (வாய் முத்தம்)

2. இல்லறம்

- அ. திருக்குறள் - இல்வாழ்க்கை (அதிகாரம்: 5)
ஆ. தேம்பாவணி - முதல்காண்டம், மகிழ்வினைப் படலம், வளனும் மரியும் அறம் ஆற்றிய முறை, (751-760 வரை)
இ. பாரதிதாசன் - குடும்ப விளக்கு- பகுதி 5 , மணவழகர் உடல்நிலை, ஷமணவழகர் முன்போல்' ... என்று தொடங்கி ஷஅகத்தின்பம் காணுகின்றேன்'... வரையுள்ள 72 அடிகள்

3. மக்கட்பேறு

- அ. புறநானூறு - 188வது பாடல்
ஆ. சீவக சிந்தாமணி - சீவகன் பிறப்பு: நாமகள் இலம்பகம் 298, 299, 304-309
இ. மீனாட்சியம்மைப் பிள்ளைத்தமிழ் - வருகைப் பருவம் 1-5

4. சூழலியல்

- அ. நெடுநல்வாடை - 9-28 அடிகள்

- ஆ. பெரிய புராணம் - திருமலைச் சருக்கம் : திருநாட்டுச் சிறப்பு 21-35
- இ. குற்றாலக் குறவஞ்சி - மலை வளம், ஷளங்கள் மலையே...'
கண்ணிகள் 1-24 வரை

(3)இலக்கிய வரலாற்றுத்திறன்:

1. பழந்தமிழ் இலக்கண நூல்கள் : அகத்தியம்-தொல்காப்பியம்-நன்னூல்-தண்டியலங்காரம்-புறப்பொருள் வெண்பாமாலை-யாப்பருங்கலக்காரிகை -நம்பியகப்பொருள்-இறையனார் களவியலுரை-வீரசோழியம்-நேமிநாதம்-முத்துவீரியம்-வச்சணந்தி மாலை -இலக்கணக் கொத்து - தொன்னூல் விளக்கம் - கொடுத்தமிழ் இலக்கணம்.
2. பக்தி இலக்கிய நூல்கள் : பன்னிரு திருமுறைகள்-நாலாயிரத் திவ்வியப் பிரபந்தம்-தமிழ் வளர்த்த சைவ மடங்கள்-வைணவ உரையாசிரியர்கள்-சித்தர் பாடல்கள்-பிற்காலப் பக்தியாளர்கள்: தாயுமானவர்-இராமலிங்க அடிகளார்-அருணகிரிநாதர் உள்ளிட்டோர்-கிறித்தப் பக்தி இலக்கியங்கள்: தேம்பாவணி-திருக்காவலூர்க் கலம்பகம்- கித்தேரியம்மாள் அம்மாளை- இசுலாமியப் பக்தி இலக்கியங்கள்: சீறாப்புராணம்-குணங்குடி மஸ்தான் சாகிபு பாடல்கள்.

(4)திறனாய்வுத்திறன் : உரைநடை (பல்சுவைக் கட்டுரைத் தொகுப்பு)

1. கலைகள் - உ.வே.சாமிநாதையர்
2. ஊரும் பேரும் - ரா.பி.சேதுப்பிள்ளை
3. புத்தகம் - தமிழருவிமணியன்
4. மனிதனும் அழகும் - திரு.வி.க (சுருக்கம்)
5. கல்வெட்டுக்களும் சமுதாய வரலாறும் - மா.இராசமாணிக்கனார் (சுருக்கம்)
6. கொங்குதேர் வாழ்க்கை - நாஞ்சில்நாடன்
7. கம்பனின் பெண்பாத்திரப் படைப்புகள் - ம.சா.அறிவுடை நம்பி (சுருக்கம்)
8. அகங்காரத்தமிழ் - ச.மாடசாமி
9. தமிழின் தனிப்பெருந்தன்மைகள் - தேவநேயப் பாவாணர் (சுருக்கம்)
10. சங்க நெறிகள் - வ.சுப. மாணிக்கம் (சுருக்கம்)

மூன்றாம் பருவம் - 06

(1) மொழித்திறன் - வாசிப்புத்திறன்

1. கலைச்சொல்லாக்கம்: கணிணி ரூ இணையம் தொடர்பான கலைச் சொற்கள் 2. வாசிப்புப் பயிற்சி: தனி - குழு 3. திறனாய்வுக் கட்டுரை எழுதும் திறன்: இலக்கியக்கட்டுரை - பொதுக்கட்டுரை, 4. கடிதம் எழுதும் திறன்: அரசு அலுவலகங்கள் தொடர்பானவை, 5. தகவல் பெறும் உரிமைச் சட்டத்தைப் பயன்படுத்திக் கடிதம் எழுதுதல் குறித்து விளக்கிப் பயிற்சியளித்தல்.

(2) செய்யுள் திறன்

➤ சமூகப் பண்பு

1.அரசியலறம்

அ. திருமந்திரம் - முதல் தந்திரம் , 13 - அரசாட்சி முறை,
1-9 வரையுள்ள
பாடல்கள்

ஆ. நீதி நூல் (மாயூரம் வேதநாயகர்) - 37இ38இ39இ41இ42இ44

இ. மனோன்மணியம் - சீவகனுக்குச் சுந்தரரின் அறிவுரை
(அங்கம்: 4, களம்: 5)

2.நாட்டுப்பற்று

அ. பரிபாடல் - 8 வது பாடல் (மதுரை பற்றியது)

ஆ. முக்கூடற்பள்ளு - வடகரை, தென்கரை

இ. மு.மேத்தா - தேசப்பிதாவுக்கு... (கண்ணீர் பூக்கள்)

3.சமயநெறி

அ. திருவாசகம் - திருச்சதகம் - 4, ஆத்ம சுத்தி,
31-40 வரையுள்ள பாடல்கள்

ஆ. சீறாப்புராணம் - கிசுறத்துக் காண்டம், ஒட்டகம் பேசிய படலம்,
(பாடல்கள்: 2,3,4,5,6,7,8,9,13,14,15)

இ. இரட்சணிய மனோகரம்- நல்மனச்சாட்சி மாலை, 1-8 வரையுள்ள பாடல்கள்

4.பெண்ணியம்

அ. குறுந்தொகை - 27வது பாடல் (வெள்ளிவீதியார்),28வது பாடல்(அவ்வை), ஆ.நாச்சியார் திருமொழி - ஆண்டாள் பாசரம் (ஊனிடை, கற்பூரம்)

இ. கனிமொழி கவிதைகள் - கருவறை வாசனை

(3) இலக்கிய வரலாற்றுத் திறன் -

1. சிற்றிலக்கியங்கள் : பரணி – பிள்ளைத்தமிழ் - தூது - உலா -கலம்பகம் - பள்ளு - குறவஞ்சி – அந்தாதி - கோவை.

2. இக்கால இலக்கியங்கள் : சிறுகதை - புதினம் - கவிதை - நாடகம் - உரைநடை -ஊடகங்கள் - மின்னணு ஊடகங்கள்

(4) திறனாய்வுத் திறன் - தமிழ்க் கலைமணிகள் (கட்டுரைத் தொகுப்பு) முனைவர் கி.பார்த்திபராஜா

நான்காம் பருவம்

டுவு ளுளு - சிறுகதை

டுவு ீழு - கவிதை

டுவு ளுசு - நாடகம்

டுவு துசு - இதழியல்

குறிப்பு: கணிதம் மற்றும் கணிப்பொறியியல் மாணவர்கள் கவிதை அல்லது சிறுகதையைத் தெரிவு செய்ய வாய்ப்புள்ளது. பொருளாதாரம், இயற்பியல் மற்றும் வேதியியல் மாணவர்கள் நாடகம் அல்லது இதழியலைத் தெரிவு செய்ய வாய்ப்புள்ளது.

சிறுகதை டிவு ளுளு

அலகு 1 : சிறுகதை அறிமுகம்: தோற்றம் - வளர்ச்சி

அலகு 2 : அசோகமித்திரன்- அப்பாவின் சிநேகிதர்(சாகித்ய அகாடமி விருது பெற்ற நூல்)

அலகு 3 : மேலாண்மைப் பொன்னுச்சாமி - மின்சாரப்பூ (சாகித்திய அகாடமி விருது பெற்ற நூல்)

அலகு 4 : பவா செல்லதுரை - நட்சத்திரங்கள் ஒளிந்துகொள்ளும் கருவறை.

அலகு 5 : மாணவர்கள் சிறுகதை எழுதுதல் - படைப்பாக்கத் திறனை ஊக்குவித்தல் - கீழே தரப்பட்டுள்ள பத்துத் தலைப்புகளையொட்டி ஏதேனும் ஓரிரு தலைப்புகளில் சிறுகதை படைக்க ஊக்குவித்தல் - ஒப்படைப்பு.

1. ஏதேனும் ஒரு திருக்குறள் கருத்தைக் கதையாக்கல்
2. ஐம்பதாண்டுகளுக்குப் பிறகு ஒரு தமிழ்க்குடும்பம்
3. குடிநீருக்காக அலைகிற நகர மக்கள்
4. செயற்கை உரத்தின் பாதிப்பு
5. தகவல் தொழில்நுட்பத்தின் நன்மை
6. மூடப்பழக்க வழக்கங்களால் ஏற்படும் துன்பம்
7. தமிழர் பண்பாடு
8. சுற்றுச்சூழல் விழிப்புணர்வு
9. கல்வியின் தேவை
10. இருபத்தோராம் நூற்றாண்டில் பெண்களின் நிலை

கவிதை ருவு ீழு

இயல்:1 கவிதை : தோற்றமும் வளர்ச்சியும்- கவிதை இயக்கங்கள்-கவிதை

வடிவங்கள் (வகைகள்)-மரபுக் கவிஞர்கள் - புதுக்கவிஞர்கள்-தற்காலக் கவிஞர்கள்.

இயல்:2 தேர்ந்தெடுத்த கவிதைகள் - அறிவுமதி (தொகுப்பு), விகடன் வெளியீடு.

இயல்:3 தேர்ந்தெடுக்கப்பட்ட பெண்கவிஞர்களின் கவிதைகள்(தமிழ்த்துறை வெளியீடு)

இயல்:4 ஷநிற்பதுவே நடப்பதுவே பறப்பதுவே'- வைகைச் செல்வி

(சுற்றுப்புறச்சூழல் கவிதைகள்)

இயல்:5 மாணவர்கள் கவிதை எழுதவும், வாசிக்கவும், படைப்பாக்கத் திறனை

ஊக்குவிக்கவும் பயிற்சியளித்தல் -

கீழே தரப்பட்டுள்ள பத்துத் தலைப்புகளையொட்டி ஏதேனும் ஓரிரு தலைப்புகளில் சிறுகவிதை எழுத ஊக்குவித்தல் - ஒப்படைப்பு.

1. கதிர் சுமக்கும் நாற்றுகள் (உழைக்கும் சிறுவர்)
2. கள்ளிச்செடிக்குள் முல்லைக் கொடிகள் (இந்தியப் பெண்கள்)
3. பாலைவனத்து முதலைகள் (இந்தியப் பணக்காரர்கள்)
4. படச்சுருள் நாகங்கள் (வாய் தாய் மார்பில், வால் சேய் வாயில்)
5. கூவத்துத் தூறல்கள் (இந்திய அறிஞர்களின் நெறிகாட்ட இயலா நிலை)
6. ஞானப்பாலாகும் யானைகளின் மத நீர் (போலி மதவாதிகளின் கருத்துக்கள்)
7. சாக்கடைகளின் சந்தன விளம்பரம் (அரசியல்வாதிகளின் கருத்துக்கள்)
8. கதைக் கடைகளில் கடவுள் பொம்மைகள் (அடிப்படையில்லாக் கடவுட் கோட்பாடு)
9. புதுக்கவிதைகளின் பகல் தூக்கம் (இன்னும் விடியவில்லையா?)
10. சட்டை விரும்பாத நிர்வானிகள் (கோட்பாடற்ற மனிதர்கள்)

நாடகம் டிவு னுசு

- இயல்: 1 நாடகம்: தோற்றமும் வளர்ச்சியும் -தமிழ் நாடக வளர்ச்சி - தமிழ் நாடக முன்னோடிகள்
- இயல்: 2 நந்தன் கதை - இந்திரா பார்த்தசாரதி
- இயல்: 3 அரவான் - எஸ். ராமகிருஷ்ணன்
- இயல்: 4 குதிரை முட்டை - வீரமாமுனிவர்
- இயல்: 5 நாடகம் உருவாக்கல் - எழுத்துப் பயிற்சி - கீழே தரப்பட்டுள்ள பத்துத் தலைப்புகளையொட்டி ஏதேனும் ஓரிரு தலைப்புகளில் உரையாடல் எழுதி நாடகம் படைக்கப் பயிற்சியளித்தல் - ஒப்படைப்பு.

1. ஓளவைக்கு அதியமான் நெல்லிக்கனி கொடுத்தல்
2. சங்ககால மக்களின் வீரம்
3. சங்ககால அரசர்களின் கொடைத்திறம்
4. கடையேழு வள்ளல்களின் சிறப்பு
5. கண்ணகி பாண்டிய மன்னனிடம் வழக்குரைத்தல்
6. தற்காலக் குடும்பத்தில் ஏற்படும் ஒரு சிக்கல்
7. தற்கால அரசியல் நிலை
8. பெண்ணுரிமை இன்று
9. சாதியம் ஒழிந்ததா?
10. மனித உரிமை மீறல்கள்

இதழியல் டிவு துச

அலகு 1: இதழியல் வரலாறு: இதழ்கள் தோற்றமும் வளர்ச்சியும் -இந்திய அளவில் இதழியல் முன்னோடிகள் - தமிழக அளவில் இதழியல் முன்னோடிகள் - பத்திரிகை அலுவலக நிர்வாக அமைப்பு - செய்தி சேகரிப்பு - இதழ்களின் உள்ளடக்க அறிமுகம்.

பார்வை நூல்: இதழியல் - இரா.கோதண்டபாணி

இதழியல் கலை - மா.பா.குருசாமி

அலகு 2 : இதழியல், கி.ராசா, தாமரை பப்ளிகேன்ஸ், சென்னை.

(இந்நூலினை அடிப்படையாகக் கொண்டு இதழியல் படைப்பு உத்திகளைப் பயிற்றுவித்தல்)

அலகு 3 : 'தி இந்து' தமிழ் நாளிதழ் (நாளிதழ் கட்டமைப்பு - படைப்புகளின் தன்மை - உத்திகள் - வடிவமைப்பு போன்றவற்றை அறிமுகப்படுத்துதல்)

அலகு 4 : 'ஆனந்த விகடன்' வார இதழ் (இதழ் கட்டமைப்பு, படைப்புகளின் வகைமை, உத்திகள், வடிவமைப்பு போன்றவற்றை அறிமுகப்படுத்துதல்)

அலகு 5 செய்தி உருவாக்கம் - பின்வரும் தலைப்புகளின்கீழ் பத்திரிகைகளுக்குப் படைப்புகள் எழுதப் பயிற்சியளித்தல் - ஒப்படைப்பு.

பயிற்சிகள்:

1. தலையங்கம் எழுதுதல்
2. செய்திக் கட்டுரை, விமர்சனம் எழுதுதல்
3. கருத்துக்கட்டுரை
4. பேட்டி
5. துணுக்குகள்
6. வாசகர் கடிதம்
7. விளம்பரம் அமைத்தல்
8. கருத்துப்படம் ,கேலிச்சித்திரம்
9. நூல் அறிமுகம் - மதிப்புரை
10. திரைப்பட விமர்சனம்

Sem	Part	Subject	Paper	Title of the papers	Hrs	Cre	CIA	Sem	T o t a l
முதல் ஆண்டு முதல் பருவம்		மொழிப் பாடம்	தாள்1	தமிழ் - 1	5	3	25	75	100
		மொழிப் பாடம்	தாள்1	ஆங்கிலம் - 1	5	3	25	75	100
	ஐ	சிறப்புப் பாடம்	தாள்1	இலக்கியம் 1 சிறுகதையும் புதினமும்	5	4	25	75	100
	ஐஐ	சிறப்புப் பாடம்	தாள் 2	இலக்கணம்1 நன்னூல் எழுத்ததிகாரம்	6	5	25	75	100
	ஐஐஐ	சார்புப் பாடம்	தாள் 1	தமிழ்ப் பண்பாட்டு வரலாறு	5	5	25	75	100
		சுநடபைழை நுவாடை - ஐ		சமயம் ரு அறநெறி 1	2	1	25	75	100
		நீசளழையெட ளுமடை - ஐ		தனிநபர் வாழ்வியல் திறன் - ஐ	2	1	25	75	100
	ஐ	புநு - ஊழஅ.நுபெ.		ஊழஅ.நுபேடுஐஞர்			1ஐ		
மொத்தம்					30	22	1ஐ		
முதல் ஆண்டு இரண்டாம் பருவம்		மொழிப் பாடம்	தாள்2	தமிழ் - 2	5	3	25	75	100
		மொழிப் பாடம்	தாள்2	ஆங்கிலம் - 2	5	3	25	75	100
	ஐ	சிறப்புப் பாடம்	தாள் 3	இலக்கியம் 2 கவிதை, நாடகம், உரைநடை	5	4	25	75	100
	ஐஐ	சிறப்புப் பாடம்	தாள் 4	இலக்கணம்2 நன்னூல் - சொல்லதிகாரம்	6	5	25	75	100
	ஐஐஐ	சார்புப் பாடம்	தாள் 2	தன் வரலாறு	5	5	25	75	100

	சுநடபைழைடு நுவாடைள - ஐஐ		சமயம் ரு அறநெறி -2	2	1	25	75	1 0 0
	ளுழஉயைட ளுமடைட		சமூகத் திறன்	2	1	25	75	1 0 0
ஐ	புநு - ஊழஅ.நுபெ.		ஊழஅ.நுபேடுஐளுர்		1ரூ			
மொத்தம்				30	221ரூ			

இரண்டாம் ஆண்டு மூன்றாம் பருவம்		மொழிப் பாடம்	தாள்3	தமிழ் - 3	5	3	25	75	1 0 0
		மொழிப் பாடம்	தாள்3	ஆங்கிலம் - 3	5	3	25	75	1 0 0
	ஐ	சிறப்புப்பாடம்	தாள் 5	இலக்கியம் 3 சமயப் பாடல்களும் சிறநிலக்கியங்களும்	5	4	25	75	1 0 0
	ஐஐ	சிறப்புப் பாடம்	தாள் 6	இலக்கணம் 3 யாப்பருங்கலக்காரிகை	6	5	25	75	1 0 0
	ஐஐ ஐ	சார்புப்பாடம் 2	தாள் 3	செம்மையாக்கமும் தொகுத்தலும்	5	5	25	75	1 0 0
		ர்அயடு சபைவள		மனித உரிமைக்கல்வி	2	1			
		நுஅிடழலஅநவெ ளுமடைட ஐ		வேலைவாய்ப்புத்திறன்	2	1			
				ஐநுநுஐளு. ளுர்நுவுருசளு		2			
		சான்றிதழ்ப் படிப்பு		தொல்லியல்		2ரூ			
	மொத்தம்				30	242ரூ			

நான்காம் பருவம்		மொழிப் பாடம்	தாள்4	தமிழ் - 4	5	3	25	75	1 0 0
		மொழிப் பாடம்	தாள்4	ஆங்கிலம் - 4	5	3	25	75	1 0 0
	ஐ	சிறப்புப் பாடம்	தாள் 7	இலக்கியம் 4 காப்பியங்கள்	5	4	25	75	1 0 0
	ஐஐ	சிறப்புப் பாடம்	தாள் 8	இலக்கணம் 4 தண்டியலங்காரம்	6	5	25	75	1 0 0

	ஐஐஐ	சார்புப் பாடம் 2	தாள் 4	கணினியில் தமிழ்ப் பயன்பாடு	5	5	25	75	100
		நுஏளு		சுற்றுப்புறச் சூழல் அறிவியல்	2	1			
		நுஅிடழலஅநவெ ளுமடைட		வேலைவாய்ப்புத்திறன்	2	1			
		ஐஐஐ		ஐநுநுஐ(ளு.். ளுர்நுடுவுநுசளு		2			
		சான்றிதழ்ப் படிப்பு		கணினித்தமிழ்		2சூ			
		மொத்தம்			30	242சூ			

Sem	Part	Subject	Paper	Title of the papers	Hrs	Cre	Cl A	Sem	Total
மூன்றாம் ஆண்டு ஐந்தாம் பருவம்	ஐ	சிறப்புப் பாடம்	தாள் 9	இலக்கியம் 5 அறஇலக்கியங்கள்	6	5	25	75	100
	ஐஐ	சிறப்புப் பாடம்	தாள்10	இலக்கணம் 5 புறப்பொருள் வெண்பா மாலை	6	5	25	75	100
	ஐஐஐ	சிறப்புப் பாடம்	தாள்11	தமிழ் மொழி வரலாறு	6	5	25	75	100
	ஐஏ	சிறப்புப் பாடம்	தாள்12	இலக்கியத் திறனாய்வு	5	5	25	75	100
	ஏ	விருப்பப் பாடம் 1	தாள் 1	அகராதியியல்: அகராதியும் கலைக்களஞ்சியமு ம் பண்டையத் தமிழ் இலக்கிய வரலாறு	5	5	25	75	100
	ஏஐ	துறை சாரா (ஆநு) விருப்பப் பாடம் 1	தாள் 1	பேச்சுமொழி ரு பேச்சுக்கலை	2	2	25	75	100
		ளுனீ (ளுநுடுகு ளுவுருஐஐ டீநுசு)		திரைப்படங்களில் மொழி		1மூ			
		மொத்தம்			30	271மூ			
ஆறாம் பருவம்	ஐ	சிறப்புப் பாடம்	தாள்13	இலக்கியம் 6 சங்க இலக்கியம் (அகம் - புறம்)	6	5	25	75	100
	ஐஐ	சிறப்புப் பாடம்	தாள்14	இலக்கணம் 6 நம்பியகப்பொருள்	6	5	25	75	100

	ஐஐஐ	சிறப்புப் பாடம்	தாள்15	நாட்டுப்புறவியல் (வாய்மொழி மரபு: நாட்டார் கதைகள், பாடல்கள், தொன்மங்கள்)	6	5	25	75	100
	ஐஏ	சிறப்புப் பாடம்	தாள்16	மக்கள் தகவல் தொடர்பியல்	5	5	25	75	100
	ஏ	விருப்பப் பாடம் 2	தாள் 2	பயன்பாட்டுத் தமிழ் (கட்டுரை எழுதுதல்) நவீனத்தமிழ் இலக்கிய வரலாறு	5	5	25	75	100
	ஏஐ	துறை சாரா (ஆங்கு) விருப்பப்பாடம் 2	தாள் 2	மொழிபெயர்ப்புக் கலையும் மொழிப் பயன்பாடும்	2	2	25	75	100
		எனீ (எநடுகு எவுருனுலு ியீருசு)		நாடகம் மற்றும் திரைப்படங்களுக்கு உரையாடல் எழுதுதல்		1			
மொத்தம்					30	27	1		
மொத்தம்					180	148	4	2	

தமிழ் முதுகலை பாடத்திட்டம் (2017 - 2018)

வகுப்பு ஊடயாள	பருவம் (நாடாநளவநச)	குறியீட்டு எண் ஊழனந தீழ	பாடம் (நாடாநளவநச)	வகுப்புகள் நீழரசள	தரக்குறியீடு ஊசநனவைவள
முதலாமாண்டு	ஐ	வுயு (நாடந.) ஊநசவகைஊடயவந	தொல் - எழுத்ததிகாரம்	6	5
	ஐ		பக்தி இலக்கியம்	6	4
	ஐ		தமிழக வரலாறு மற்றும் பண்பாட்டியல் :	6	4
	ஐ		சங்க காலம் முதல் சோழர் காலம்	6	4
	ஐ		தற்கால இலக்கிய வாசிப்பியல் - கவிதை, சிறுகதை	6	4
	ஐ		மெய்யியல்: இந்திய தத்துவ ஞானம்	6	5
			சான்றிதழ் - 1 (நாடகவியல்)	-	2ஐ
	ஐஐ	வுயு (நாடந.) ஊநசவகைஊடயவந	இலக்கண மரபியல் : சொல்லதிகாரம்	6	5
	ஐஐ		இலக்கிய மரபியல் : காப்பியங்கள்	6	4
	ஐஐ		தமிழக வரலாறு மற்றும் பண்பாட்டியல் : பல்லவர், நாயக்கர் மற்றும் ஐரோப்பியர் காலம்	6	4
	ஐஐ		தற்கால இலக்கிய வாசிப்பியல் : புதினம், உரைநடை	6	4
	ஐஐ		தமிழ்ப் பயன்பாட்டியல் : கணிணிக்கலை	6	5
	ஐஐ		சான்றிதழ் - 2 (ஊடகக்கலை)	-	2ஐ
	இரண்டாமாண்டு	ஐஐஐ	வுயு (நாடந.) ஊநசவகைஊடயவந	இலக்கண மரபியல் : பொருளதிகாரம் -1	6
ஐஐஐ		இலக்கிய மரபியல் : அறு இலக்கியங்கள் மற்றும் சிறிலக்கியங்கள்		6	4
ஐஐஐ		தமிழக வரலாறு மற்றும் பண்பாட்டியல் : உரை மரபுகள்		6	4
ஐஐஐ		ஆராய்ச்சி நெறிமுறைகள்		6	4
ஐஐஐ		போட்டித்தேர்வுக்கான தமிழ்		6	5
		சான்றிதழ் - 3 (திறனாய்வுக் கலை)		-	2ஐ
ஐஐ		வுயு (நாடந.) ஊநசவகைஊடயவந	இலக்கண மரபியல் : பொருளதிகாரம் - 2	6	5
ஐஐ			இலக்கிய மரபியல் : திணையிலக்கியங்கள்	6	4
ஐஐ			இலக்கியக் கொள்கைகள்	6	4
ஐஐ			ஆய்வேடு	5	4
ஐஐ			தமிழ்ப் பயன்பாட்டியல் : மொழிபெயர்ப்புக்கலை	5	5
ஐஐ			மனித உரிமைக்கல்வி	2	2ஐ
ஐஐ		சய கற்றல் (இணையத்தமிழ்)	-	2ஐ	
மொத்தம்	4	23		120	90, 8ஐ

தமிழ் இளம் ஆய்வியல் (எம்.பி.பில்)

பாடத்திட்டம்

தாள் : 1 ஆய்வு நெறிமுறைகள் (சுநளநயசஉா ஆநவாழனழடழபல)

பாடநூல் : க. பஞ்சாங்கம் - ஆய்வு நெறிமுறைகள்

அன்னம் வெளியீடு, மனை எண்:1, நிர்மலா நகர்,

தஞ்சாவூர் - 613007.

அலகு 1: ஆய்வு நெறிமுறைகள் ஓர் அறிமுகம், ஆய்வு முறைகள்

அலகு 2: ஆய்வு அணுகுமுறைகள், ஆய்வுக் களங்கள்

அலகு 3: ஆய்வுத் தரவுகளைத் திரட்டுதல், நேர்காணல்முறை, வினாநிரல்

அலகு 4: நூலகப்பயன்பாடு, கல்வெட்டுக்கள்

அலகு 5: ஆய்வேட்டின் அமைப்பு, ஆய்வேட்டின் சான்றாதாரப்பகுதி

பார்வை நூல்கள்

1.தமிழண்ணல் - ஆய்வியல் அறிமுகம், மீனாட்சி புத்தக நிலையம், மதுரை.

2.க.நாராயணன் - ஆய்வு? எது? எப்படி?, மாரி பதிப்பகம், புதுச்சேரி.

3.கு.வெ.பாலசுப்பிமணியன் - ஆய்வியல் நெறிகள், அனூராதா பப்ளிகேசன்ஸ்,
கும்பகோணம்.

4.முத்துசண்முகன், சு.வேங்கடராமன் - இலக்கிய ஆராய்ச்சி நெறிமுறைகள், என்சிபிஎச்.

தாள் : 2 தமிழில் ஆய்வியல் வரலாறு

நோக்கம் : ஆசிரியர் வரலாறு, நூல் கட்டமைப்பு, ஆய்வுப் பொருண்மை, ஆய்வுப் போக்கு, வேறுபடும் இடங்கள் ஆகியவற்றை மாணவர்கள் அறிந்து கொள்ளல்.

அலகு 1: தொடக்க காலம்

1. பண்டைத் தமிழ்இலக்கியமும் தமிழரும்

2. பண்டைத் தமிழ்ப்புலவரின் இலக்கியநோக்கு

3. பண்டைத் தமிழ்ப்புலவரும் இலக்கியவிமர்சனமும்

(தமிழ் ஆராய்ச்சியின் வளர்ச்சி: ஏ.வி.சுப்பிரமணியன், பக்கம் 17-98)

அலகு 2: இடைக்காலம்

1. சமயப்பாடல்களின்தொகுப்புள்ள திருமுறைகள்,பிரபந்தம்

2. சமயத்தேவைகளில்விளைந்தமொழியும்உரைகளும்

3. இலக்கியஉரைகளும்நிகண்டுகளும்மற்றும்தொல்காப்பியஉரைகள்

(தமிழ் ஆராய்ச்சியின் வளர்ச்சி, ஏ.வி. சுப்பிரமணியன், பக்கம் 99-237)

அலகு 3: தற்காலம்

1. தமிழ் இலக்கியத் திறனாய்வு வரலாறு - க.பூரணச்சந்திரன், தமிழ்ப்பல்கலைக்கழக வெளியீடு, தஞ்சாவூர்.
2. தமிழியல் ஆய்வு வரலாறு - ம.மதியழகன், பிரீத் வெளியீட்டகம், சென்னை.
3. இருபதாம் நூற்றாண்டுத் தமிழில் ஆய்வு வரலாறு
முனைவர் கி.பார்த்திபராஜா ('இருபதாம் நூற்றாண்டுத் தமிழியல் ஆய்வு தெ.பொ.மீனாட்சிசுந்தரம்' என்ற முனைவர்பட்ட ஆய்வேட்டின் முதல் இயல்)

அலகு 4: இலக்கிய ஆய்வு

- வ.சுப. மாணிக்கம் - தமிழ்க் காதல்
க.பஞ்சாங்கம் - புதிய கோட்பாட்டு நோக்கில் பழந்தமிழ் இலக்கியம்

வரலாற்று ஆய்வு:

- கா.சிவத்தம்பி - பண்டைத் தமிழ்ச் சமூகம் வரலாற்றுப் புரிதலை நோக்கி
ஆ.வேலுப்பிள்ளை - தமிழ் இலக்கியத்தில் காலமும் கருத்தும்

பண்பாட்டு ஆய்வுகள்:

- தொ. பரமசிவம் - பண்பாட்டு அசைவுகள்
பக்தவத்சலபாரதி - பண்பாட்டு மானுடவியல்

அலகு - 5 மொழியியல் ஆய்வு

- கு.பரமசிவம் - இக்கால மொழியியல்
இந்திய மொழிகளின் நடுவண் நிறுவனம் - தமிழ்நடைக் கையேடு

நாட்டுப்புறவியல் ஆய்வு:

- தே. லூர்து - நாட்டார் வழக்காற்றியல்
டி.தருமராஜன் (தொ.ஆ.) - சனங்களின் சாமிகள்

சமூகவியல்ஆய்வு:

- பெ.மாதையன் - சங்க இனக்குழுச் சமூகமும் அரசு உருவாக்கமும்
ராஜ் கௌதமன் - பாட்டும் தொகையும் தொல்காப்பியத் தமிழ்ச் சமூக உருவாக்கமும்

6. Evaluation of the Course

1. Department courses are well prepared and planned.

7. Research Consultancy

8. Infrastructural Facilities

1. We are well impressed of the Infrastructure for the teaching and learning.

9. Outcome of the Students Meeting

1. Syllabus can be uploaded in the college website and E'content can be included.
2. Re- valuation fees can be reduced.
3. The research students can be allowed to utilize the library books for the maximum period of submission of the theses
4. Smart class facility can be provided for computer elective courses
5. Religion and Ethics text books can be given in Tamil
6. Industrial cum Cultural visits can be extended to UG students also.
7. More opportunities can be given to the students in order to increase the creativity
8. Students feel that the faculty members are friendly and easily approachable.
9. Department level Students seminar can be conducted twice in a month for research students.
10. The research students are conducting National and international seminars annually and it can be encouraged.
11. M.Phil students are conducting weekly Invited Talks. It is appreciated.
12. The committee observed that the title of the research is covered in all aspects of Tamil.
13. The students feel that the Amenities provided for them are satisfactory.
14. we have found that UG and PG students are well versed in them subject knowledge and communicative skills.

10. Outcome of the Faculty Meeting

1. The expert committee has impressed about the leadership of the Head of the Department as well as the other faculty members.
2. There is team spirit in the department.
3. The faculty members are highly committed in their duty.
4. The faculty members participate in seminars, symposiums, conferences and Workshops
5. They have published research and literary books.
6. The faculty members are having specialization in various subjects like:

Archaeology, Drama, Literary history, Editing, Grammar, Folk lore, Music and Religion

7. All the faculty members are qualified according to the UGC norms.
8. The faculty members have collaboration with the Central and State Government organizations in their research activities.
9. Training camps and workshops are being conducted to train students,
10. Coaching classes are being conducted for NET, SLET and other competitive examinations.
11. The faculty members are invited for special lectures as resource persons by various institutions.

11. Overall Assessment

1. There is a sufficient number of staff in the department. The curriculum designed is good.
2. There is good strength in B.A. M.Phil and Ph.D.
3. The department is provided with space, furniture's and equipment's.
4. Central library is having appropriate books for research, reference and Learning and Teaching
5. The Curriculum has been designed on the basis of the mission and vision of the college
6. CIA is followed up properly.
7. The faculty members are easily approachable and friendly. They are dedicated and committed.

12. Suggestions

1. Diaspora literature especially srilankan tamil literature should be included in the syllabus.
2. Every month minimum one seminar should be conducted for the Ph.D. scholars.
3. Ecology related Journals may be bought for the library.
4. Ph.D. Scholars may be motivated to do their research on modern literary theories.
5. To improve the creativity among the students special workshop may be conducted.
6. Apart from the college library Tamil department has been maintained two separate libraries by the two of them faculty members are highly appreciable.
7. Archeology museum and archeology evidences are maintained by the two of the faculty members are highly appreciable.
8. Ethnography and region related research should be motivated.

13. Conclusion

The team appreciates the activities of the department of Tamil and the support provided by the management. The method of teaching, learning, research activities, amenity services and infrastructures are exemplary

The team would like to appreciate the Principal and Management for giving us an opportunity to be of service to the institution.

14. Signature

S.NO.	Name / Designation	Board	Signature
1.	Dr.P. Selvakumar Head & Assistant Professor Dept.of Tamil Sacred Heart College (Autonomous) Tirupattur - 635601	Chairman	
2.	Dr.M.Tamilmaran Professor Dept. of Tamil Periyar University Periyar Palkalai Nagar Salem – 636011.	Subject Expert	
3.	Dr. R. Senkodi Assistant Professor Thiyagarayar College (Autonomous), Old Vannarapet, Chennai - 21	Subject Expert	
4.	Mr. Devaraju (Kavipithan) Renowned Writer Ranipet.	Industry Expert	