

**THE QUAIDE MILLETH COLLEGE FOR MEN**

**Medavakkam, Chennai – 600100**

**Track ID: TNCOGN13599**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) 2011-12**

Name of the Institution: **THE QUAIDE MILLETH COLLEGE FOR MEN**  
Name of the Head of the Institution: **Dr. Syed Raffic Ahmed**  
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**Year of Report : 2011-12**

**Part A**

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

**Plan of action for the year**

**Constitution of IQAC for the year 2011-12**

**Chairman:** Dr. Syed Raffic Ahmed, Principal

**Coordinator:** C. Abdus Salam, Associate Professor &  
Head, Department of Corporate Secretaryship

**Members:** **Management Representatives:**

1. Janab Mohammed Ashfaq Rafi
2. Janab A. Shahul Hameed sahib

**Teachers:**

1. Mr. H. Ansar Basha, Head, Dept. of Commerce
2. Mr. O. Asathullah, Head, Dept. of Mathematics
3. Mr. S. Fazal Abbas, Associate Prof. Dept. of Cooperation
4. Mr. Ameen Basha Asst. Prof. Dept. of Commerce
5. Mrs. Nasreen Khadiri, Asst. Prof. Dept. of English
6. Mrs. M. Fathima, Asst. Prof. Dept. of Commerce

7. Mr. G. Abdus Salam, Asst. Prof. Dept. of Comp. Science
8. Ms. R. Suriya Banu, Asst. Prof. (Shift II)
9. Mr. S. M. A. Ahmed Ibrahim Haji, Asst. Prof. (Shift II)
10. Mrs. N. Tajnisha, (Shift II)
11. Mr. T. Mohamed Iqbal (Superintendent)
12. Mr. Jamal Abdul saleem (Administration)

**Alumni:**

1. Mr. Jacob Cherian
2. Mr. Sridhar,

**External Experts:**

1. Dr. Balu
2. Dr. Major Jeelani

**Nominees from the local society:**

1. Chief Quazi Mufthi Dr. Salahudeen Mohamed Ayub
2. Mr. Ravi, President, Panchayath Union, Medavakkam.

The above committee has undertaken the responsibility to make the students and staff members understand and realize the importance of quality in higher education.

**Plan of action:**

1. Improvement of students' performance in curricular and co-curricular activities.
2. 'No arrears' and 'No dropouts' due to academic counseling.
3. Maximum satisfaction to stakeholders.
4. More empowerment to downtrodden communities.
5. Women emancipation to make education available at every home.
6. IQAC formulated plans to achieve academic excellence.
7. Strict discipline to be achieved in staff and student.

**Achievements:**

1. The University results have improved due to the midterm test and model examinations conducted during the year.
2. The Heads of the Departments are entrusted to contact the students who are absent for a long time and invite them with their parents to attend counseling session where in students and their parents are motivated to continue education by overcoming the difficulties. This has made students to continue education.
3. The stakeholders - the students, parents, teachers, the Management, employers, society and the Government wish that the students take advantage of the facilities to the maximum and come out successful in the job market and contribute to the society and the nation by way of economic growth along with practicing moral and ethical values.
4. The policy of the Management of not collecting capitation fee or any other extra fee from the students has increased the access to higher education. Maximum numbers of students from the economically and socially weaker sections have enrolled for higher education.
5. Women emancipation is very important for the development of any nation. In our institution more number of girls is admitted in excess over the allotted quota.
6. Internal Quality Assurance Cell is involved in quality enhancement. The students are provided with bridge course in English to boost their confidence. Further special programmes are conducted for Personality Enrichment. Remedial coaching and special classes are arranged for the weak students to come out successful in the University Examinations.
7. Teaching staff and Non- teaching staff are strictly watched by the Principal, Heads of the Departments, and the Office Superintendent for punctuality and completion of the task entrusted. The students are closely watched by a group of staff members who record the details of students who come late. The parents are informed about the students who daily come late for the college. Such instances are referred to the Heads of the Departments to advise/warn the students.

## Part B:

### 1. Activities reflecting the goals and objectives of the institution:

- We admitted students belonging to SC, ST, MBC and BC exceeding the mandatory quota.
- The percentage of various categories of students admitted in the year 2011-2012 is as follows:

i. SC & ST	-	28%
ii. MBC	-	32%
iii. BC	-	40%

- The overall results in the University Examinations are quite heartening. Many of our students secured 100% pass.

- PG Dept. of Commerce

B.Com.	-	58 %
M.Com.	-	67%
M.Phil.	-	100% with distinction

- Department of Corporate - 51%
- Department of Mathematics - 40%
- Department of Co-operation - 100%

### 2. New academic programmes initiated (UG and PG):

- M. Phil. (Commerce) started under self –financing stream.
- Post Graduate Department of Commerce got approval from the University of Madras and admitted 10 students in the first batch.
- A total of 256 students have been admitted in the under graduate and post graduate courses.
- 31.03.2012. Advanced Diploma in Web Designing course was inaugurated.

### 3. Innovations in curricular design and transaction:

**The University modifies the curriculum.**

4. Inter-disciplinary programmes started:
  - **Two batches of students were admitted in Certificate and Diploma courses.**
  - **Our beloved Secretary and Correspondent distributed the certificates to the successful students on.**
  - **Congratulations to Prof. C. Abdus Salam, Coordinator and HOD of Corporate and Mr. T. Mohamed Iqbal for perfect coordination.**
  
5. Examination reforms implemented:
  - **The University conducts the examination, sends the Answer booklets, question papers, hall tickets to the affiliated colleges.**
  - **The external superintendents will supervise the examination work; the flying squad appointed by the University visit the colleges to prevent malpractices by students.**
  - **The Answer papers are sent back to the University for Central Valuation.**
  - **The students who fail may apply for revaluation of the paper on payment of specified fees.**
  
6. Candidates qualified: NET/SLET/GATE etc: Nil
  
7. Initiatives towards faculty development programme:
  - **ICT awareness programme organized.**
  - **There are 10 Ph.D., degree holders in teaching faculty.**
  - **Mr. J. Haja Gani, HOD of Tamil and Ms. Hussaina Banu, Management staff in the Department of Economics were conferred with Doctorates during the year many of our staff members are pursuing research work.**
  
8. Total Number of seminars / workshops conducted/participated:
  - **Prof. H. Ansar Basha, HOD of Commerce, Dr. A. Rafi, Vice-Principal, Dr. Ayub Khan Dawood, and Mrs. Amthul Thawab of Commerce Department presented Research papers in the various National, International Seminars, workshops and symposiums.**

- **Dr. A. Rafi, Vice-principal published a book on Service Marketing for M.Com. and MBA., students**
- **Dr. Hayath Basha, HOD of Urdu presented plethora of Research papers in various conferences.**
- **Dr. J. Haja Gani, HOD of Tamil took part in various conferences, workshops conducted by various colleges and organizations and delivered speeches, many of his articles were published in leading Tamil Magazines. Also, he participated in many discourses conducted by electronic media**
- **Dr. Miss. Hussaina Banu of Economics, Mrs. K. Yasmin of Cooperation and Mrs. Asma, Librarian presented research papers in the seminars organized by reputed colleges all over Tamil Nadu.**
- **Many of the research papers got the ISBN accreditation.**

**9. Research projects:**

- a) Newly implemented: **Nil**
- b) Completed: **Nil**

**10. Patents generated, if any: Nil**

**11. New collaborative research programmes: Nil**

**12. Research grants received from various agencies: Nil**

**13. Details of research scholars:**

**16 students were registered to pursue part-time Ph.D., under the guidance of Dr. A. Rafi and Dr. D. Ayub Khan Dawood, Post Graduate Research Dept. of Commerce.**

**14. Citation index of faculty members and impact factor: Nil**

**15. Honours /Awards to the faculty: Nil**

**16. Details of departments getting SAP,COSIST (ASSISTR) / DST.FIST, etc. assistance / recognition: Nil**

**17. Community services:**

**NCC:**

- **100% pass in B & C certificate examination.**
- **The enrolment was 100%. The year 2011-2012 was full of NCC activities.**

- The NCC conducted 20 parades of 4 hours each and the cadets were imparted excellent military training.
- Our cadets attended various camps and excelled in all the competitions. Cdt. R. Anbazhagan, Cdt. B. Babu, Cdt. A. Shahul Ameen, Cdt. C. Vijay, Cdt. A. Gayathri, Cdt. M. Thamizh Selvi & CUO. Z. Thanvir Fathima attended the National Integration Camp at Kollam (Kerala) from 24<sup>th</sup> December 2011 to 04<sup>th</sup> January 2012.
- SCUO.S Fazlur Rahman, Cdt. R. Athar Ajmal, Cdt. N. Balaji, Cdt. I. Mohammed Azkar Ali & Cdt. C. Lakshmanan Kumar attended All India Trekking expedition at Malayattoor, Kerala from 23<sup>rd</sup> December 2011 to 05<sup>th</sup> January 2012.
- SGT M. Venkatesh attended Mountaineering course at Nehru Institute of Mountaineering, Uttarkashi from 01<sup>st</sup> December 2011 to 15<sup>th</sup> December 2011.
- CUO. R. Babu, CPL. K. Shabana Begum Attended RDC-Inter Group Competitions.
- CUO Z. Thanvir Fathima, CPL. M. Syed Navitha, CPL. S. Suganya attended TSC-Inter Group Competition.
- NCC cadets took part in various social activities like blood donation camp, tree plantation, pulse polio immunization programme, cancer awareness, anti child labour, anti dowry campaigns.

#### **NSS ACTIVITIES**

- 4 NSS units of our college have been doing wonderful service to the community at large.
- The NSS conducted various programmes and almost touched all the problems of the society, be it AIDS, Global Warming, Health and Child care, consumer rights awareness, Save Our Planet Earth etc
- Conducted a special camp at Nanmangalam village in which 80 male volunteers and a record number of 120 female volunteers participated and did yeomen services.
- The NSS day was celebrated with much festivity on 27.03.12. Dr. Raja Hussain, the NSS Co-ordinator, University of Madras participated.

- **NSS Park was inaugurated by our college Secretary and Correspondent. Tree saplings and landscaping were the focal points.**
- **Mr. S. Fazal Abbas, NSS Programme officer was honoured by the chief guest for his 25 years of glorious service to the NSS organization.**
- **Place on record that the good work done by the NSS programme officers Prof. S. Fazal Abbas, Dr. D. Ayub Khan Dawood, Prof. S. Mohamed Sali and Prof. Mrs. K. Yasmin.**

**YRC:**

- **The inaugural function of YRC was held on 19.12.2011. Kavingar Jaya Baskaran was the Chief Guest.**
- **He exhorted the students to mould themselves to become the good citizens.**
- **The YRC has been in limelight throughout the year in association with the NSS in doing projects like blood donation camp, Road Safety Awareness, Tree Plantation etc.,**
- **Congratulations to Dr. Miss. Hussaina Banu for her good work.**

**18. Teachers and officers newly recruited:**

**The Management appointed 5 teachers for day college and 10 teachers for the evening college.**

**19. Teaching – Non-teaching staff ratio:**

- **70 Teaching and 28 Non-Teaching staff**

**20. Improvement in Library services:**

**Computerized library service is available**

**21. New books / journals subscribed and their cost:**

**New books: 755, Cost: Rs. 1,06,350/-**

**Journals: 24, Cost: Rs. 5,111/-**

**22. Courses in which students assessment of teachers is introduced and the action taken on students feedback: Nil**

**23. Unit cost of education:**

**Rs. 3,25,00,000 + 89,00,000 = 4,14,00,000 /1754 = Rs.23603 (Approx.)**



24. Computerization of administration and the process of admissions and examination results, issue of certificates:

**Computers are available in the college office, all the Departments, NCC, NSS and Library for use in admission process, analysis of examination results, issue of merit certificates.**

25. Increase in the infrastructural facilities:

- **Renovation of College Library and Ladies lounge.**
- **A Smart Language Lab started functioning to teach the basics of communication and computing skills to the students.**
- **New equipments were purchased and other gadgets were refurbished.**

26. Technology up gradation:

- **Computers provided to all the Departments in the day and evening college**
- **Smart board was acquired and training provided to teachers about its usage.**
- **Language lab training provided to teachers to teach students through computers and software.**

27. Computer and internet access and training to teachers and students:

- **ICT Training provided to teachers.**
- **Internet access is available at the Network Resource Centre.**

28. Support from the Alumni Association and its Activities:

**The Alumni Association organized old students meet and charted out the programmes for the year.**

29. Support from the Parent-Teacher Association and its Activities:

**Parent - Teacher Meet and Job Fair in association with USAB of Madras University was conducted 31.03.2012**

30. Health services:

- **A Mega Blood Donation Camp was organized in our college in association with Hindu Mission Hospital, Tambaram and Govt. General Hospital, Chrompet.**
- **More than 150 students donated their precious blood.**

**31. Performance in sports activities:**

- **During the academic year 2011-12 our students took part in various inter collegiate competitions.**
- **The Department of Physical Education conducted intra – mural tournaments, track and field events separately for boys and girls.**
- **We conducted an inter collegiate cricket tournament in the month of January 2012 in which 12 colleges participated. Vivekanda College, Chennai won the trophy and A.M. Jain College was the runners up.**
- **The cricket coaching centre which was inaugurated last year attracted good response this year too. The Secretary & Correspondent Janab M.G. Dawood Miakhan, takes keen interest and encourages all the sports activities.**
- **Mr. G. Kalyanasundaram, Physical Director in charge is congratulated for his valuable services.**
- **Appreciation to the sports committee members Mr. D.S.K. Reddy, Mr. A. Mazhar Khan and Mr. Jamal Abdul Saleem for their meticulous work.**

**32. Incentives to outstanding sportspersons:**

- **Travelling allowance and daily allowance during matches.**
- **T-shirts and refreshments provided.**
- **Class tests are separately conducted if they have missed.**

**33. Student achievements and awards:**

- **Ms. Deepa and Ms. Reena of B.Com. Co-operation secured University Ranks first and second respectively with gold medals.**
- **Jeevanandhan of III B.Com., Ramadevi of I B.Com., M. Sandhiya of III B.Com., Divya of II B.Sc., and Umarathi of I B.Com. brought laurels and accolades.**
- **Mr. Jeevanadhan won the second prize in the oratorical competitions conducted by Dr. Mohan's Diabetic Centre, Tambaram and same has been published in their 'DIAFEST' magazine.**

34. Activities of the Guidance and Counseling Cell:

**Counseling provided as to facing Interview with confidence.**

35. Parent -Teacher Meet and Placement services provided to students:

- **Job Fair in association with USAB of Madras University was conducted 31.03.2012.**
- **The Job fair generated good response in which more than 20 banking and IT companies lined up to recruit 300 students for multifarious jobs.**
- **112 students have been short listed for ICICI prudential company for placement.**
- **45 students were already got placement in HCL Company for package of Rs.1,85,000/-**

36. Development programmes for non-teaching staff: Nil

37. Best practices of institution:

- **The Islamic Study Circle conducted series of lectures on Fridays throughout the year by inviting various scholars. I congratulate Prof. M. Ishtiyaq Hussain and Prof. Mrs. Amthul Thawab for their excellent work.**
- **Urdu Day was celebrated on 03.03.12. Janab Dr. S.K. Khadri was the Chief Guest, Janab Asghar Vellori presided over the function. Janab. Dr. Sayed Sajjad Hussain, Head, Dept. of Urdu, Arabic and Persian, University of Madras, inaugurated the Mushaira our Secretary & Correspondent Janab M.G. Dawood Miakhan, felicitated. This function was well attended by a galaxy of poets and doyens of Urdu fraternity.**
- **Cash awards and merit certificates were distributed to Syed Navitha of II B.Com. Corporate and Sivranjani of II B. Com. General by the Chief Guest. Quaide Milleth Tamil Mandram function was held on 06.03.2012. Janab Major Jeelani, Dean, Mohamed Sathak Arts & Science College and Kaviko Gnasevan were the guests. They enlightened the audience with their usual wits and bits. Janab M.G. Dawood Miakhan, Secretary & Correspondent presided over and Dr. Haja Gani, HOD of Tamil welcomed the gathering.**
- **English Literary meet was held on 13<sup>th</sup> March 2012. Dr. Prabhakaran, Director, Bhavani Group of Institutions was the Chief Guest. He enlightened the students on**

**the significance of reading literary works to achieve a holistic approach to all their mundane activities. Students spoke on Black Economy, Pollution and few others rendered mellifluous western songs.**

**38. Linkages developed with National / International, academic/research bodies: Nil**

**39. Any other relevant Information**

- The Graduation Day was held on 04<sup>th</sup> April 2012. Col. Dr. G. Thiruvassagam, Vice Chancellor, University of Madras was the chief guest. A record number of 370 graduates were conferred diplomas. The Secretary and Correspondent, members of the Management, parents, and guests graced the function.**
  - Hostel Accommodation Under the auspices of UGC, 12 students belonging to minority, SC and ST were selected and free accommodation is provided in Medavakkam.**
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### **Part C:**

Details of the plans for the next Year:

- We plan to construct additional block for modern class rooms.**
- The Management has concrete plans for the development of infrastructure.**
- The College Secretary and the Management have dedication and determination to make this college a deemed university in the years to come.**