

CRITERION – VI

Governance and Leadership

Criterion VI: Governance and Leadership

6.1 Institutional Vision and Leadership

6.1.1 State the Vision and Mission statement of the institution and give details on how the institution

While dealing with the first criterion of RAR, we have already dealt with our institution's Vision and Mission, which is socially oriented and related to the human being. Now we would like to give the concretely spelt our Aims and Objectives of our institution, we have been adhering to very strictly and honestly. So to begin with –

Our Aims and Objectives:-

“The aims and objectives of Pachaiyappa's Charities shall be to supplement the educational endeavors of the state by imparting to the youths of the state generally and of socially deprived sections of society particularly an efficient primary, secondary university education with a view to give the present system of education technical, moral and physical bias. To this end, the Society shall open private schools and colleges; take the existing ones under its control and supervision and shall also establish publication bureaus and such other institutions and undertake publication work of various kinds with a view to attain the objects of the Trust and shall take such other steps as may be most conducive to the attainment of the aims and objects. Above all the Society shall try to instill in the students the ideal of patriotism, healthy citizenship, democracy, secularism, social equality, justice, upliftment of the weaker sections of society and the last but not the least sacrifice.”

In pursuit of the above aims and objectives, the Trust runs a hostel for poor boys providing lodging and boarding at subsidised rates for which every employee contributes.

The democratic constitution of the Society enables every employee to be its member and elect the Governing Council. The Trust is a teacher oriented Society.

Vision and Mission Statement:

The lofty intentions of Vallal Pachaiyappa is to cater to the higher educational need to the poor, economically weaker, socially deprived, underprivileged, backward and most backward sections of society.

The mission of the institution is Humanitarianism, human religion, journey towards perfection and ideal citizenship are aimed at. We want to stress Sacrifice, Service and Secularism. Now and then the management authorities and the Principal through regularly conducted meetings stress and persuade the staff to work hard for nation-building, adhering to the significant human values and look forward to excellence to compete with the global standards. This all is tried to achieve by keeping the student at the center, the students' personality development is taken care of. Very clear about this that the College itself has been devotedly rendering its services to the student and the society as a faithful missionary—the religion of service to humanity through all college activities treating as its passion and motto. Through our academic activities both the physical and mental hygiene of the society through the student is intended.

Enlightenment, enhancement and the enrichment of the student as a human being is our prime goal. The Society authorities, the well-wishers, the experienced, retired professors now and then through their visits to the college-meetings enlighten both our teaching and non-teaching staff as regards the vision and mission of the College. These devoted authorities concentrate fully and basically on the noble principles; they are percolated naturally among the students and the society. Persuasion, motivation and inspiration to the staff are from the very beginning of every academic year from these authorities.

Our University frames and prescribes the syllabi for different classes, our staff as BOS members urge to include certain units in the syllabus. Our utmost efforts are to mould, shape inculcate and imbibe the aims and objectives of our Institution in the student. Additional efforts are taken to stress the same through the seminars, and discussions conducted regularly in the class rooms. Students are inspired to participate and also refer the concerned books through library. The class room teaching, the academic development is strengthened by inviting the visiting faculty consisting of renowned and experienced teachers believing in our institution's goals.

a) Ensures that the vision and mission of the institution is in tune with the objectives of the Higher Education policies of the Nation?

This College has been established in the 18th Century by a scheme framed by the Hon'ble High Court of Judicature by interrupting the testament of Vallal Pachaiyappa with a prime motive to uplift the underprivileged sections to compete with the present automation. This College is offering a plethora of Undergraduate, Postgraduate and Research courses leading to M.Phil. and Ph.D. Thus the College has become the educational sanctuary and it has produced a galaxy of industries alumni which are occupying very high positions in the society. The faculties of the College are the members of various academic bodies of the University of Madras which is the affiliating body of the College and are extending their co-operation and suggestions in various new academic schemes proposed by the University to cope up with the recent requirement of society and to meet the requirements of the private/public sector undertakings.

The higher education policies of the UGC are being implemented in the College with the approval of the appropriate forums to help the needy and poor students and enable them to get adequate knowledge in their fields of chosen areas.

The College is a major research centre having recognized supervisors to guide various research projects leading to M.Phil. and Ph.D. programmes. This can be vouched at any point of time. The thesis in various fields of activities is the additional feathers of the leading libraries of the College.

The project titles and the thesis area of the research promulgate the new education policies of the state and centre.

b) Translates its vision statement into its activities?

We are very happy to state here that our institution's Vision and Mission Statement very closely co-relate with the National Educational Policy because 'Man is the Center of all our activities and thoughts'. As regards the University syllabus teaching, we see very strictly that the syllabus is moulded and inculcated with the motives of National Educational Policy. As regards the other co-curricular and extra-curricular activities, we have always been concentrating on and stressing the significant points like democratic approach, secularism, empowerment of the women and the weaker sections of society, national unity and integrity, the history of India's freedom struggle—the freedom fighters, India's rich culture and history, eradication of social barriers, preservation and protection of environment, nourishing scientific approach, developing the global approach. We never forget the core status of our constitution—bridging the gap and bringing college education and society closer (participation of society), physical and health education, etc.

All these above mentioned responsibilities are carried out and fulfilled through the various activities conducted by our Students' Council and other organizations like NSS, NCC, Cultural Unit, Sports Department and various Students' Associations.

We intentionally try to translate and imbibe all the noble educational principles as already referred there in the vision and mission statement, through the various activities conducted by our college.

6.1.2 Enumerate the Management's commitment, leadership-role and involvement for effective and efficient transaction of the teaching-learning processes.

Not to boast and exaggerate but truly our Management is a unique and an ideal one as regards the running of an Educational Trust is concerned. The Management is a devoted unit working for the academic excellence very well achieved along with the creation of various social, national, human and global awarenesses among the students. The Management members officially and unofficially meet each other, they also meet the teaching staff –all the time, the intention is the education and excellence in it. The management members keeping its professions and engagements aside come together for the cause of education. They are the leaders of the staff—they guide, encourage, motivate the teaching staff for the excellent execution of their teaching units in the classroom. They not only visit the classrooms and observe the lessons but also visit the teachers at home—the “give and take process” as regards suggestions is adopted. They respect and praise the teaching community and seek the co-operation of the teaching faculty in bringing improvements and developments in various fields. Whatever academic demands (books, reading material, library facilities, equipments, etc.) the staff makes are fulfilled in the due course –the management members remain present and also grace the Chairman's position in the Staff Academy programmes. They contribute to the discussions in the Staff Academy –our management is highly qualified.

They try to know the plus and minus points of the teaching learning process by asking the staff to fill up the questionnaire supplied by the management. They work for the noble cause of the education.

6.1.3 How does the management and the Head of the institution ensure that responsibilities are defined and communicated to the staff of the institution?

The overall general (as per the Aims and Objectives of the institution) and the particular responsibilities are well-defined and communicated to the staff in the opening meeting of the academic year and honest execution of the same by the staff is verified by the head of the institution. At intermittent intervals, the Principal reminds the staff of its duties towards the development and progress of the student and the college. The staff is asked to prepare its departmental file, academic calendar, lesson notes and list of the academic and co-curricular activities to be conducted through the year. The code of conduct (college stay, syllabus completion, time-table, attendance to the functions, contributions to seminars, conferences, regularity, etc.) is circulated among the staff members and the staff is requested to follow the rules.

Various portfolios are formulated to conduct co-curricular and extra-curricular activities—the portfolios are distributed among the staff members – one portfolio consists of 4/5 teachers—the respective responsibilities are put on these associations and activities are conducted accordingly to achieve the expected academic and general output. The staff behaves and acts as per the directives received from the Principal.

By utilizing the influence and contact with the higher official in various departments relating to the College, the present Principal has guiding the staff to enrich their knowledge and to update their skills to help the students.

6.1.4 How does the Management/Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the management, to review the activities of the institution?

The management always remains in contact with the Principal and the teachers directly or indirectly through the Management Representative. The

Management Representative nominated for the college visits at least twice in a week and reviews and directs the conduct of various curricular and extra-curricular activities along with other issues like big purchases, library affairs, constructions, etc. The Management Representative conveys his observations to the Secretary and the Chairman. The Trust authorities remain present to almost all the functions in the college as chief guests and so on. They can review the activities through their experiences. The Principal submits the monthly / annual reports of the activities to the Management authorities. The Management members personally visit the teachers and discuss the various issues. The meetings help the Management to review and know the various activities conducted in the college.

6.1.5 How does the management encourage and support involvement of the staff for improvement of the effectiveness and efficiency of the institutional processes?

Pachaiyappa's College is a family—the staff members are the constituent parts of the family—it is all a brotherly and friendly atmosphere between and among the Management and the staff members. So, the feelings of 'owning' the institution and belonging to the institution are but sowed in everyone from the beginning of the career itself. This very feeling encourages the staff.

The Management appreciates the qualities of the teacher and felicitation programmes are arranged to honour in various meetings and functions the Management encourages and supports the staff, e.g. Staff Academy programmes, Seminars, Conferences, Publication programmes and retirement felicitations.

6.1.6 Describe the leadership role of the Head of the institution, in governance and management of the institution.

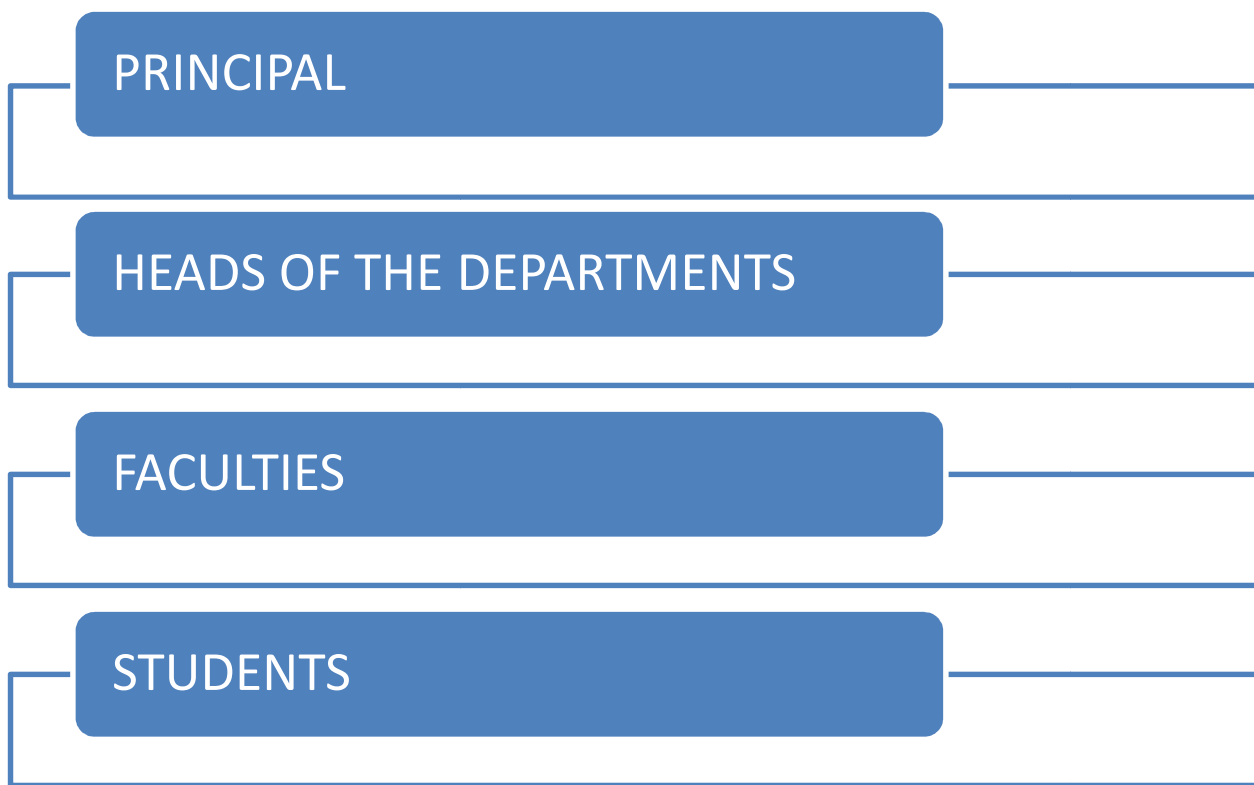
The Principal of our college is a man of versatile personality. He is in the real sense the leader—the academic leader. He seeks co-operation from all the teaching staff in executing his visionary ideas and plans to achieve the excellence—the all-round development of the students' personality. He is a guardian to the students, elderly friend and guide to the teaching staff and also performs his duties as a judge whenever some clashes (conflicts) are there concerning to the staff or the students. He has his own plans as regards academic, infrastructural, social progress of the college is concerned. He successfully keeps interactions with the students and the staff. To keep pace with the ongoing world competitions, he himself personally gets the knowledge of the current innovative ideas and communicates those to his colleagues. He works as an efficient and intelligent mediator between the Society and the college, Management and the staff, staff and the students, University and staff, etc. He spends maximum time in the college premises interacting with the various Heads, and Convenors of various committees of the College. As regards the administrative leadership his work has the human face and gets the administrative affairs done well before time—He is a man of considerations. Through staff meetings he is never a dictator, he puts his proposals and asks the staff their opinions and then finalizes the decisions on the issues—He takes the decisions on the issues—He takes decisions by consultations with the staff and the student leaders. He is a fully believer in the principles of democracy.

6.2 Organizational Arrangements

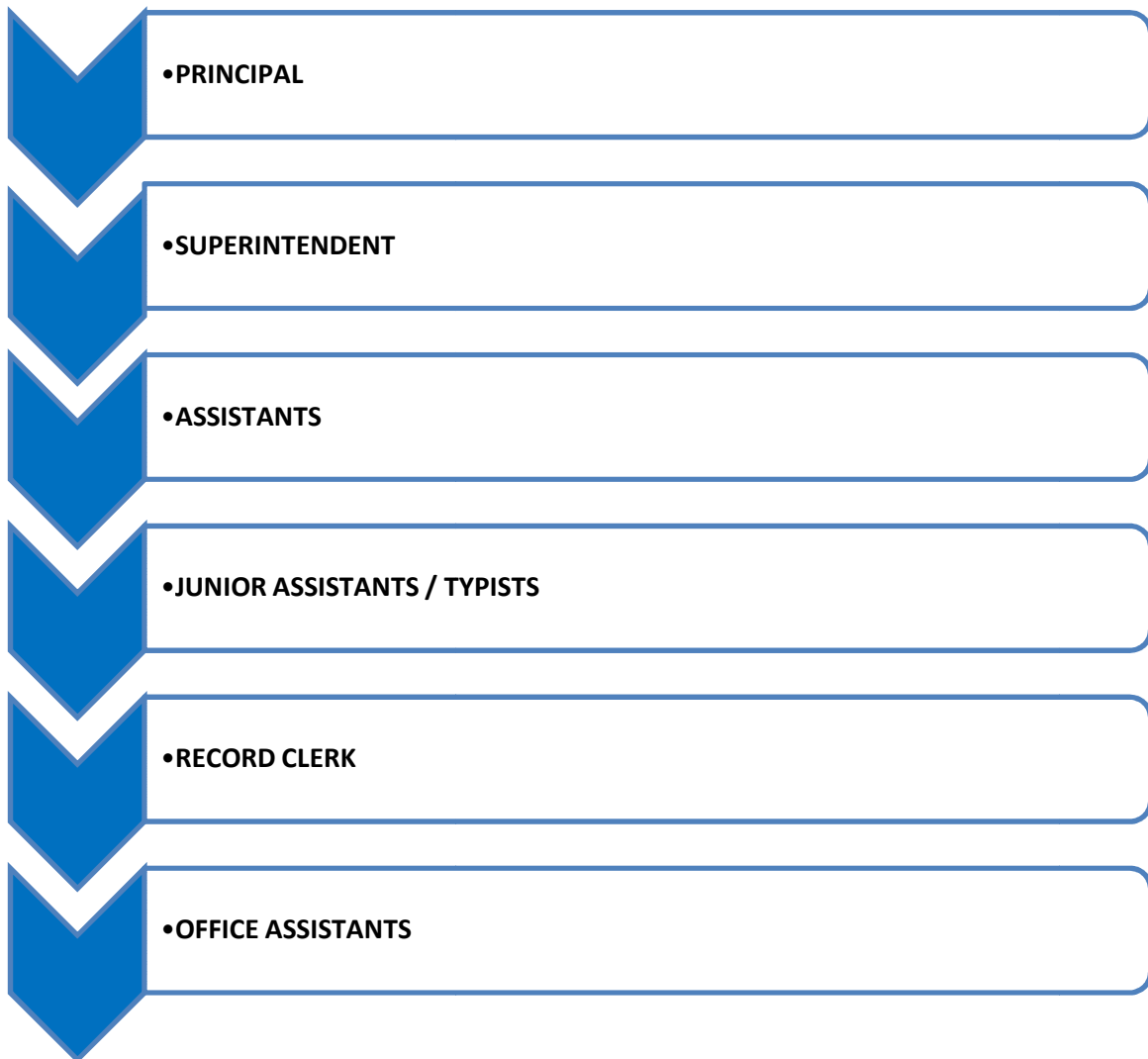
6.2.1 Give the organizational structure and details of the academic and administrative bodies of the institution. Give details of the meetings held, and the decisions taken by these bodies, regarding finance, infrastructure, faculty recruitment, performance evaluation of teaching and non-teaching staff, research and extension activities, linkages and examinations held during the last two years.

a) Organizational Structure and details of the academic and administrative bodies of the institution:

(A) Academic Unit



(B) Administrative Unit



(C)
Library Unit

b) Let us be very categorical

and systematic regarding the explanations of this issue of decision making. Almost all decisions regarding these significant issues are taken in the meetings of College Committee.

The structure of the Pachaiyappa's Trust Board is as follows:

1) President and Trustees of Pachaiyappa's Trust Board

2) Principal

3) Two senior most faculties of the College

4) Office Superintendent

5) University Representative

6) Secretary of the Pachaiyappa's Trust Board

The Principal through staff through College Council meetings tries to know the departmental requirements as regards the issues like finance, recruitment, infrastructural facilities, extension activities, etc. He consolidates those all requirements and demands and puts them before the Pachaiyappa's Trust Board at the regular intervals for discussions and final approvals (decisions). All the Pachaiyappa's Trust members analytically discuss the issues, extend their co-operation by giving their opinions— the Management directs the Principal to act according to the resolutions passed unanimously.

c) Details of the decisions taken in Pachaiyappa's Trust Board Meetings (2008-09, 2009-10)

1) Finance

As per the advices of the Adutitors of the Pachaiyappa's Trust Board, the rental income through the properties of the Pachaiyappa's Trust Board have been revised reasonably and the rental arrears have been collected to strengthen the administration of the Trust and its welfare activities.

2) Infrastructure

The proposals of the College for the construction of toilets for Men and Women and erection of R.O. water plants in the Arts and Science Blocks and in the Hostel premises have been approved and the works have been carried out satisfactorily. Major repair works have been carried in various laboratories and in the departmental libraries.

3) Faculty Recruitment

The Pachaiyappa's Trust Board has paid its full attention in appointing the staff both teaching and non-teahing in approved posts by initiating legal action against the stay obtained against the recruitment.

4) PerformanceEvaluation

The Principal of the College has been given instructions at the beginning of the academic year to evolve various schemes as per the norms given by the UGC and the University of Madras to evaluate the performance of the teachers by giving suitable instructions to them.

5) Research

The Management has given full free hand to the Principal to encourage the faculties to do their research work by getting funds from the various educational agancies, such as UGC, Aysh, DST, etc.

5) Extension

The management has encouraged the students who are participating in various sports / games / cultural activities at various levels and the winners are being awarded with various prizes as a token of encouragement.

6) Examinations

The Management has given clear instructions to the Principal to conduct the examinations as per the norms of the University of Madras. The indoor tests, such as model examinations, internal evaluation should also be done as per the guidelines given by the UGC.

6.2.2 To what extent is the administration decentralized? How does the institution collaborate with different sections/departments and personnel of the institution to improve the quality of its educational provisions?

We are the followers of the principle of democracy. As regards the decision-making relating to all issues and particularly academic and administrative, these fields are fully decentralized. No staff is prohibited from expressing his point of view or approach. All the decisions regarding the above mentioned (6.2.1) are taken in consultation with the individual staff, the departmental heads. Almost every time the significant decisions are referred to the Chairman/ Secretary of the Trust Board for consideration and consent. The Principal takes the decision in the staff meetings. Some decisions are taken in the Council meeting and very relevant and genuine decisions are taken in the College Committee. All the decisions on these various levels are taken collectively. Collective decision-making is beneficial as pros-and-cons, merits and

demerits are discussed and the final decision is arrived at. He is at one time both –a servant and the master of the institution.

6.2.3 Does the institution have effective internal coordination and monitoring mechanisms? If yes, specify.

Yes, our institution has effective internal co-ordination and monitoring mechanism. The central role of these all mechanisms is played by the Representative, nominated by the Pachaiyappa's Trust board. He knows personally every staff member and is well-versed with the requirements of the college. He is there to co-ordinate and monitor all the affairs by keeping contacts with the Chairman / Secretary of the Trust Board. On the other level the co-ordination and monitoring is through the hierarchy given below:

Principal

Vice-Principal

All Departmental Heads

Staff: Teaching and Non-teaching

6.2.4 Does the institution have a Grievance Redressal Cell for its employees? If yes, what are its functions? List the number of grievances redressed during the last two years.

The College has two streams, i.e., Day stream (Aided) and Evening Stream (Unaided). For the staff both teaching and non-teaching working in the both streams have Grievance Redressal Cells. As far as the Aided (Day stream) is concerned, the College Committee is the authority to enquire and to redress the grievances of the staff

both teaching and non-teaching staff. Similarly, for the staff in the Unaided stream, the Pachaiyappa's Trust Board is the authority to redress the grievances of the individuals through the Management Representative and the Principal.

To be very free majority of the grievances are met with and resolved immediately by the Principal orally—the relationship being based on family background. Non-teaching staff too approaches this Redressal Cell for the solution of their problems.

6.2.5 How many times does the management meet the staff in an academic year? What are the major issues discussed during the last meeting?

The Trustees of Pachaiyappa's Trust Board are the well wishers of the institutions under the control of Pachaiyappa's Trust Board. The component of the Trust Board, as per the High Court Scheme, is as follows:

Nine Trustees will form the Trust Board, as per the scheme, the components are as follows:

Three Trustees are elected by the Old Boys

Four Trustees are elected by the teaching staff of all the Colleges under Pachaiyappa's Trust Board

Two Trustees are elected by the Members of the Senate of the University of Madras

Since, all the said categories of Trustees are purely connected with the institution, as old boys, retired teachers, donors, distinguished alumni and the academic counter parts of the neighbouring institutions and/or the University of Madras, everybody knows very well about the College, financial position, academic atmosphere, about the teaching and non-teaching staff. Therefore, their every action upholds the image of the institution and cares the students welfare activities as per the lofty intentions of the beloved founder of the College.

The Pachaiyappa's Trust Board meets twice in a month to discuss various agenda in relation to the institutions and the welfare of the staff and students of the College and the decisions are being implemented with letter and spirit taking into consideration of the poor status of the students. The Management has given full freedom to the heads of the institutions to device various innovating programmes and encouraging them to do things in the betterment of the society.

6.2.6 Is there a Cell to prevent sexual harassment of women staff? How effective is the functioning of the Cell?

This College is offering the Post Graduate Education only under co-education pattern. Hence, the question of sexual harassment does not arise.

6.3 Strategy Development and Deployment

6.3.1 Describe the procedure of developing the perspective institutional plan. How are the Teachers, Students and Administrators involved in the planning process?

The Management authorities are always in contact with the Principal, teachers, etc. with the view of knowing institution's future perspective (prospective) plans as regards the opening of new academic courses, professional courses, infrastructural development, study of new disciplines are concerned. Discussions on these topics are held both officially and unofficially.

As regards the infrastructural plans we want to have separate blocks for additional class rooms and computer laboratory Section. As regards research, we want to open Research Centres for Literature and Social Sciences. The Management remains in contact with the Principal, teachers and through them students as regards the further requirements.

6.3.2 How are the objectives communicated and deployed to all levels, to ensure individual employee's contribution for the institutional development?

Ours is one of the reputed institutions for poor disadvantaged students as it is a non-minority category. Whoever comes to our institution as an employee comes with a clear understanding of the institution's history and its nature. We have our noble aims and objectives of democracy, secularism and the mission of building our society and our nation. Knowing this, every employee treats the institution as place of worship.

Everyone works very devotedly and hard. As per the motto of the institution every employee teaches and motivates his students. We have a rich tradition in conducting various programmes in the welfare of the society.

The Management authorities along with the invited guest stress the glorious educational background of the Society before the employees and motivate them to contribute to the institution's development to their maximum mite.

The other way to approach these people and also the alumni and society is our College Website through which maximum information is given about our institution's aims and objectives, vision and mission etc.

6.3.3 List the different committees constituted for the management of different institutional activities? Give details of the meetings held and the decisions taken, regarding academic management, finance, infrastructure, faculty, research, extension and linkages, and examinations held during the last two years.

- a) Organizational structure and details of the academic and administrative bodies of the institution:

Following are the different organizations formed for academic and administrative purposes. These organizations directly and indirectly help the academic progress of the student and the college administration.

We have the following organizations on Students' level.

- Discipline and Students Welfare Committee
- Placement Cell
- NSS
- NCC
- YRC
- Fine Arts Association

The above organizations directly and indirectly help the college administration to conduct various curricular and extra-curricular activities for the general and personality development of the students. These all committees work under the guidance of the Principal and the Vice-Principal. The concerned association chalks out the various programmes like Blood Donations, Tree Plantation, Academic Tours, Conduct of Rallies, Various Essay-Debate-General knowledge competitions, difficulties regarding scholarships, ladies' problems and programmes for their empowerment, etc. The association incharge when required calls a meeting and decision regarding the activities are taken in consultation with the Principal.

As regards the academic unit, we have following organizations-

- Prospectus Committee
- Time Table Committee
- Magazine Committee
- Fine Arts Association
- Academic Calendar Committee
- Discipline and Students Welfare Committee

- Examination Committee
- Library Advisory Committee
- Research Committee
- Extra-curricular activities Committee
- Competitive Exams. Committee
- Remedial Coaching Classes Committee
- Hostel Advisory Committee
- Sports Advisory Committee
- UGC Grants Process Committee
- Purchase Committee
- IQAC
- SC/ST Cell
- Anti Ragging Committee

The members of the above mentioned academic committees sit together as and when required and act according to the directives from the Principal. During the summer vacations, the prospectus giving full details of the college and its activities is prepared. The academic calendar is displayed on various notice boards.

The admission committee consisting of many teachers guides students seeking admission—the committee guides regarding the subject options and fee structure.

The discipline committee takes regular rounds in and around the college premises for the smooth running of classes and programmes.

We have started for academic development and excellence other three units through which the expert staff through regular lectures guides students appearing for competitive exams like TNPSC, SET/NET, Bank, Railway, State Transport, etc. recruitments are concerned. The boys are given service free of cost as the use of internet through UGC-Network Resource Center. They can update and get the required information.

The Placement Cell of our college by appealing to private companies to conduct campus interview programmes through which candidates get selected and get employment.

The IQAC established in our college suggests various activities for the development of the Students' personality and academic achievements.

The UGC Committee prepares proposals to receive financial assistance from UGC for the purchase of books, equipments and also for infrastructural facilities.

As regards examinations, we have the Examination Committee with two senior faculties as Co-ordinators.

The Internal Exam Committee chalks out the yearly programmes of the home- exams, home assignments, class tests and conduct of tutorials. It maintains all the concerned records.

As regards administrative branch we have the following sub-committees:

- 1) Purchase Committee
- 2) Building Committee
- 3) Library Advisory Committee
- 4) Hostel Committee
- 5) Stock Maintenance Committee

As per the availability of funds the required material (equipments, etc.) is purchased.

For the building maintenance, proposals have to be submitted to the management for taking action based on the funds availability.

The Library Advisory Committee and the Hostel Committee guide the concerned for the smooth running of and renovations of the library and hostel.

The Stock Maintenance Committee keeps the record of the stock of the material in the college building.

b) Let us be very categorical and systematic regarding the explanations of this issue of decision making.

The Pachaiyappa's Trust Board consisting of nine trustees from the following components as per the scheme framed by the High Court of Judicature Madras.

- Three trustees are elected by the Old Boys of the College
- Two Trustees are elected by the teaching staff of all the Colleges under Pachaiyappa's Trust Board
- Two Trustees are elected by the Members of the College Council of the Colleges under Pachaiyappa's Trust Board
- Two Trustees are elected by the Members of the Senate of the University of Madras

The Principal through staff and personal meetings tries to know the departmental requirements as regards the issues like finance, recruitment, infrastructural facilities, extension activities, etc. He consolidates those all requirements and demands and puts before Pachaiyappa's Trust Board at the regular intervals for discussions and final approvals (decisions).

6.3.4 Has the institution an MIS in place, to select, collect, align and integrate data and information on the academic and administrative aspects of the institution?

The data and the information on the academic and administrative aspects of the institution are maintained in a computer system and files.

6.3.5 Does the institution use the various data and information obtained from the feedback, in decision-making and performance improvement? If yes, give details.

As regards the academic and administrative performance improvement is concerned, the regularly conducted meetings of students and staff members help us to gain suggestions—we try to implement the feasible suggestions.

6.3.6 What are the institution's initiatives for promoting co-operation, sharing of knowledge, innovations and empowerment of the faculty? (Skill sharing across departments, creating/providing conducive environment, etc.)

All initiatives for promoting co-operation, sharing of knowledge, innovations and empowerment of the faculty are taken by the Management Trustees and the Principal with the aim of competing with the world educational standards and the current requirements. We have in our college Staff Academy programmes, Conferences and departmental discussions where almost all the staff members participate and sharing of the knowledge, updation and correction of knowledge is done. Through the staff meetings and the regular staff programmes, the faculty members are motivated, encouraged to develop—not only this but a conducive, positive and a very favourable atmosphere is created for the development of the feeling of co-

operation among the staff members. The staff members are all the members of a family rushing to each other's help—the head of the family inspires us all.

6.4 Human Resource Management

6.4.1 What are the mechanisms for performance assessment (teaching, research, service) of faculty and staff? (Self-appraisal method, comprehensive evaluation by students and peers). Does the institution use the evaluations to improve teaching/ research of the faculty and service of the faculty by other staff? If yes, how?

Faculty and staff performance assessment is done through self-appraisal method and method of evaluation by students. Every year the staff is asked to furnish their self-appraisal reports. As regards the performance assessment of teachers, forms of evaluation of teachers by students are asked to be filled up by representative students from each class. Now and then, the Principal and the Vice-Principal take rounds during the teaching hours—they observe the classes—they take reports from students about the teachers' teaching. The reports received are discussed with the concerned teacher and he is asked and guided to put in the required efforts for his performance improvement. The Principal encourages his staff members to go for their M. Phil., Ph.D., Minor, Major Research Projects and also present their papers through various conferences they attend.

6.4.2 What are the welfare measures for the staff and faculty? (mention only those which affect and improve staff well-being, satisfaction and motivation)

The staff members are looked after and are taken care of by all the ways—that is, their personal problems and job in the college—both by the Principal and the Management members. The Trustees support, encourage and guide as regards the personal difficulties are concerned. Whatever academic needs and thirsts on the part of the staff members, are fulfilled by the institution. For example—staff members are sent to attend workshops and conferences of their own choice. The staff expresses its wish to have special titles in the library –whatever books they require are immediately made available.

6.4.3 What are the strategies and implementation plans of the institution, to recruit and retain faculty and other staff who have the desired qualifications, knowledge and skills?

As regards the strategies and implementation plans of the institution to recruit and retain the faculty, following characteristic features can be mentioned about our institution:—

Advertisements are put through national level newspapers along with our College website www.pachaiyappaschennai.net.

We being purely an academic institution staff recruitment is on the basis of merit and performance –selected candidates are asked to give their teaching demonstrations.

We don't ask for any donations from the candidates.

There is a hundred percent transparency in the selection and recruitment process . The Communal reservation should be scrupulously followed as per the guidelines of the Government of Tamilnadu.

As regards the teachers' personality development and full scope, the institution being purely of democratic attitude the recruited teachers are never under any kind of

pressure from the institution. So, the recruited staff is happy to stay here and work for the institution for years together.

6.4.4 What are the criteria for employing part-time/adhoc faculty? How are the recruitment conditions of part-time/adhoc faculty different from that of the regular faculty? (Eg. salary structure, workload, specialisations).

There is a Local Committee on the institution level consisting of the Management Representative and the Principal and subject expert while employing part time /adhoc faculty. The difference between the regular faculty appointment and this one is that there is no university committee—the salary is on period basis as per the university rule. Adhoc teachers are given the workload of the maximum 08 periods. Payment to these adhoc teachers is made from the Trust funds.

Following is the list of teaching staff with qualifications:

1	Dr.P.Anuradha	Associate Professor	M.A.,M.Phil.,Ph.D.
3	Mrs.M.S.Punithavathi	Associate Professor	M.A.,M.Phil.,
4	Dr.V.M.M.R.Andavar	Associate Professor	M.A., M.Phil., Ph.D.,
5	Dr.S.Uma	Assistant Professor	M.A.,M.Phil.,Ph.D.,
6	Miss.S.Vijayalakshmi	Assistant Professor	M.A., M.Phil.,
7	Mr.N.Palanisamy	Assistant Professor	M.A., M.Phil.,
8	Dr.(Selvi)J.Thulasi	Associate Professor	M.A.,M.Phil.,Ph.D.,
9	Dr.J.Alli	Associate Professor	M.A.,M.Phil., Ph.D.,
10	Mrs.R.Gomathi	Associate Professor	M.A.,M.Phil.,
11	Mrs.G.Vijayarani	Assistant Professor	M.A.,M.Phil.,
12	Mr.C.Dharuman	Associate Professor	M.Sc.,M.Phil.,

13	Dr.P.Gajivaradhan	Associate Professor	M.Sc.,M.Phil., Ph.D.
14	Mr.M.Perumal	Associate Professor	M.Sc.,M.Phil.,
15	Mr.K.Thangavelu	Associate Professor	M.Sc.,M.Phil.,
16	Mr.M.K.Pandurangan	Assistant Professor	M.Sc.,M.Phil.,
17	Mr.R.Elaiyaperumal	Assistant Professor	M.Sc.,M.Phil.,
18	Mrs.K.Premakumari	Associate Professor	M.Sc.,M.Phil.,
19	Mrs.S.Padmavathi	Assistant Professor	M.Sc.,M.Phil.,
20	Dr.M.Parthiban	Associate Professor	M.A.,M.A.,M.Phil.,Ph.D.,
21	Dr.K.Sambathkumar	Associate Professor	M.A.,M.Phil.,Ph.D.,
22	Mr.V.Parthiban	Associate Professor	M.A.,M.Phil.,
23	Mrs.M.Vasugi	Associate Professor	M.A.,M.Phil.,
24	Dr.(Mrs.)K.Banumathy	Associate Professor	M.A.,M.Phil.,Ph.D.,
25	Dr.(Mrs.)K.Bharathi	Associate Professor	M.A.,M.Phil.,Ph.D.,
26	Dr.S.P.Mekalai	Associate Professor	M.A.,M.Phil.,
27	Mrs.A.Ramani Devi	Associate Professor	M.A.,M.Phil.,
28	Mr.S.Krishnaswamy	Associate Professor	M.A.,M.Phil.,
29	Mrs.T.Poonguzhali	Associate Professor	M.A.,M.Phil.,Ph.D.,
30	Mrs.R.Thangamani	Assistant Professor	M.A.,M.Phil.,
31	Dr.R.Kanchana	Associate Professor	M.A.M.Phil., Ph.D.
32	Dr.A.Ranjith	Assistant Professor	M.A.M.Phil., Ph.D.
33	Dr.S.Soundararaj	Associate Professor	M.A.,M.Phil.,Ph.D.,
34	Dr.K.Arivudainambi	Associate Professor	M.A.,M.Phil.,
35	Mrs.N.Sulochana	Associate Professor	M.A.,M.Phil.,
36	Mr.T.K.S.Villalan	Associate Professor	M.A.,M.Phil.,

37	Mrs.S.Sundaravadivu	Associate Professor	M.A.,M.Phil.,
38	Mr.K.Chandrasekar	Associate Professor	M.A.,M.Phil.,
39	Dr.M.Sivarajan	Assistant Professor	M.A.,M.Phil.,Ph.D.,
40	Dr.Baby Gulnaz	Associate Professor	M.A.,M.Phil.,Ph.D.,
41	DrP.Arulmozhichelvan	Associate Professor	M.Sc.,M.Phil.,Ph.D.,
42	Dr.A.R.Prabakaran	Associate Professor	M.Sc.,M.Phil.,Ph.D.,
43	Dr.P.Murugakoothan	Assistant Professor	M.Sc.,M.Phil.,Ph.D.,
44	Mrs.E.Sailatha	Assistant Professor	M.Sc.,M.Phil.,
45	Dr.D.Baskaran	Associate Professor	M.Sc.,M.Phil.,B.Ed.,Ph.D.,
46	Dr.A.Loganayagi	Associate Professor	M.Sc.,M.Phil.,Ph.D.,
47	Dr.S.Damodarkumar	Associate Professor	M.Sc.,M.Phil.,Ph.D.,
48	Mrs.B.Ponmalar	Associate Professor	M.Sc.,M.Phil.,
49	Dr.A.Sampath	Associate Professor	M.Sc.,M.Phil.,Ph.D.,
50	Dr.S.Mahalakshmi	Associate Professor	M.Sc.,M.Phil., Ph.D.
51	Dr.(Mrs.)R.Nanthini	Associate Professor	M.Sc.,M.Phil.,Ph.D.,
52	Dr.(Mrs.)R.Uma	Associate Professor	M.Sc.,Ph.D.,
53	Mr.R.Lakshmanan	Associate Professor	M.Sc.,M.Phil.,
54	Dr.P.Venkatesh	Associate Professor	M.Sc.,M.Phil.,Ph.D.,
55	Mr.K.Vijayaraghavan	Assistant Professor	M.Sc.,
56	Dr.G.Kathiresan	Associate Professor	M.Sc.,M.Phil., Ph.D.
57	Dr.K.M.Umarajan	Associate Professor	M.Sc.,M.Phil.,Ph.D.,
58	Dr.(Mrs).V.M.Akila	Associate Professor	M.Sc.,M.Phil., Ph.D.
59	Mrs.J.Kamaleswari	Associate Professor	M.Sc.,M.Phil.,
60	Dr.T.Sekar	Assistant Professor	M.Sc.,M.Phil.,Ph.D.,

61	Dr.S.Murugesan	Assistant Professor	M.Sc.,M.Phil., Ph.D.
62	Dr.S.Saravanan	Assistant Professor	M.Sc.,M.Phil.,Ph.D.,
63	Dr.L.Veerakumari	Associate Professor	M.Sc., M.Phil.,Ph.D.,
64	Dr.S.Rajan	Associate Professor	M.Sc.,M.Phil.,Ph.D.,
65	Dr.N.Shettu	Assistant Professor	M.Sc.,M.Phil.,Ph.D.,
66	Dr.M.Kesavan	Associate Professor	M.Com. Ph.D.,
67	Mr.S.Umapathy	Associate Professor	M.Com.,M.Phil.,
68	Dr.V.Thyagarajan	Associate Professor	M.Com.,M.Phil.,Ph.D.,
69	Mr.S.Sampathraj	Associate Professor	M.Com.,M.Phil.,
70	Dr.M.Dhanusu	Associate Professor	M.Com.,M.Phil.,M.B.A., Ph.D.,
71	Dr.Venkatarama Raju	Associate Professor	M.Com.,M.A.,M.Phil.,Ph.D.,
72	Mrs.R.Srijayanthi	Associate Professor	M.Com.,M.Phil.,
73	Mr.S.Kumaresan	Associate Professor	M.Com.,M.Phil.,
74	Dr.C.Vatchala	Assistant Professor	M.Com.,M.Phil.,Ph.D.,
75	Dr.Rajarajen Vanjeko	Associate Professor	M.Com.,M.Phil.,Ph.D.,
76	Mrs.R.Kasthuri	Associate Professor	M.Com.,M.Phil.,
77	Mrs.R.Hemalatha	Associate Professor	M.Com.,M.Phil.,
78	Dr.V.Gnanakumari	Associate Professor	M.Com.,M.Phil.,B.Ed.,Ph.D.
79	Mr.M.Kolangiyappan	Associate Professor	M.Com.,M.Phil.,
80	Mr.K.S.Sridhar	Asst. Dir. Phy.Edn	M.B.Ed.,M.Phil.,

As regards the treatment from the institution authority to the adhoc teachers is of honour and recognition, same as it is given to the regular teacher. Maximum effort is made to recruit qualified teachers to engage both the U.G. and P.G. classes.

6.4.5 What are the policies, resources and practices of the institution that support and ensure the professional development of the faculty? (Eg. budget allocation for staff development, sponsoring for advanced study, research, participation in seminars, conferences, workshops, etc. and supporting membership and active involvement in local, state, national and international professional associations).

Whatever funds UGC allocates and grants along with our institution's own share, the teaching community is given full freedom and facilities to attend and arrange seminars, conferences and workshops. U.G.C. (New Delhi and SERO Hyderabad) through its five-year plan sanctions a fixed amount for the field work—this all amount is spent for the teachers' professional development. No teacher is refused this facility. The institution being the believer in the democratic principle, the teachers are allowed to be the members of various local bodies. There are no restrictions as regards the political ideology. Our staff is fully free to join any social, political and cultural organization or movement.

6.4.6 How do you assess the needs of the faculty development? Has the institution conducted any staff development programmes for skill up-gradation and training of the staff? If yes, give details.

The needs of the faculty development are assessed, collected and thought over through staff and Heads' meetings. The College Council and the IQAC assesses the need of the faculty development while in the staff and Heads meetings, the Principal collects, assesses and thinks over the various academic, infrastructural needs and puts them in the Council meetings for the final approval.

U.G.C.-Network Resource Centre is opened in our college and staff members are encouraged and motivated to use the internet facility for their development and acquisition of wider perspectives of their discipline.

6.4.7 What are the facilities provided to faculty? (Well-maintained and functional office, infrastructure and other space to carry out their work effectively etc.,)

Almost all facilities are made available to the faculty. We have a big staff room, tea-club is run and tea is provided during the recess. Newspapers are put in the staff room. Separate cupboards, drinking water facility and toilet block are available for the staff. Each department has its own cabin and library. Departmental meetings and discussions are held in these cubicles. We have a big and rich library having separate reading halls for staff and students. A nearby canteen is available for the refreshment—gardens are being developed for the outside pleasant atmosphere.

Departments like Sports, N.S.S., Cultural and N.C.C. are given their separate offices. NAAC and UGC have one separate office. We have made available a separate hall for university exam and the internal assessment. Gymkhana is available also for the staff.

6.5 Financial Management and Resource Mobilization

6.5.1 Does the institution get financial support from the Government? If yes, mention the grants received in the last three years under different heads. If no, give details of the sources of revenue and income generated during the last three years?

The financial support from the government directly or indirectly is as given below:

1)Scholarshipgrants-

G.O.I., Minority, Endowment Scholarship amounts are given by the government which is transferred to the students' individual bank accounts.

2006-2007

UG/PG scholarship grant Fresh	25,40,585.00
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UG/PG Scholarship grant renewal	42,82,059.00
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Special Education Aid	6,09,500.00
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Chief Minister's Award	1,500.00
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2007-2008

SC/ST/ADC	Amount Received	Rs.40,68,242.00
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BC/MBC/DNC	Amount Received	Rs.19,43,039.00
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2008-2009

SC/ST/ADC	Amount received	Rs.63,32,428.00
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BC/MBC/DNC	Amount Received	Rs.19,59,032.00
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2009-2010

SC/ST/ADC	Amount received	Rs.61,87,205.00
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BC/MBC/DNC	Amount Received	Rs.15,00,869.00
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SC/ST Loan Spl.Edn.	Amount Received	Rs. 7,98,500.00
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2010-2011

SC/ST/ADC	Amount Received	Rs.68,18,922.00
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BC/MBC/	Amount Received	Rs.15,57,039.00
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2)UGC grants-

In every five-year plan, we get UGC grants under various heads for the development of the college. Following is the chart showing the financial assistance from the UGC for the last three years-

PACHAIYAPPA'S COLLEGE, CHENNAI-600 030

UGC ACCOUNTS –XI PLAN PERIOD – GRANT DETAILS

Name of the Grant	Fund allocated	Fund Released and spent	Fund to be received
Under-graduate Assistance	Rs.21,00,000.00	Rs.11,85,734.00 (in 4 instalments)	Rs.9,14,266.00
Post-graduate Additional Assistance	Rs.23,00,000.00	Rs.11,50,000.00 (in 1 instalment)	Rs.11,50,000.00
Merged Scheme			
Remedial	Rs.12,98,000.00	Rs.12,50,500.00 (in 2 instalments)	Rs.47,500.00
Rejuvenation of infrastructure in old Colleges	Rs.15,00,000.00	--	Rs.15,00,000.00
Enhancement of intake capacity	Rs.5,00,000.00	Rs.4,00,000.00	Rs.1,00,000.00
UGC Network Resource Centre	Rs.1,36,000.00	Rs.1,08,000.00	Rs.28,000.00
Equal Opportunity Centre	Rs.2,50,000.00	Rs.1,12,500.00	Rs.1,37,500.00
Career Counselling Cell	Rs.3,00,000.00	Rs.1,50,000.00	Rs.1,50,000.00
TOTAL	Rs.83,84,000.00	Rs.43,56,734.00	Rs.40,27,266.00

3)SalaryGrants-

We receive salary grants towards the salary payment of the regular appointed staff (teaching and non-teaching) from the Government of Tamilnadu under grant-in-aid pattern.

6.5.2 What is the quantum of resources mobilized through donations? Give information for the last two years.

The financial contributions by the Alumni and the well wishers are being collected by the Pachaiyappa's Trust Board and utilizing the same for the infrastructure development in the campus.

6.5.3 Is there adequate budget to cover the day-to-day expenses? If no, how is the deficit met?

There is adequate budget to cover the day to day expenses. They are made through the daily collection fees (admission fees, library fees, sports fees, social gathering fees, other fees, etc.), if additional funds are required we withdraw the amount from the special fee funds of the self-finance courses. There is no financial sources to this College as this is a government aided one.

6.5.4 What are the budgetary resources to fulfill the institution's mission and offer quality programmes? (Budget allocations over the past two years (provide income expenditure statements))

As regards our institution mission and the quality programmes, there are sufficient budgetary resources. We run the Hostel and offer SC, ST, OBC students, lodging and boarding at a concessional rate. As regards financial assistance to the SC, ST, OBC and Minority students, we receive scholarship amounts from State / Central government. Endowment scholarship amount is received from Tamilnadu Government. We use the U.G.C. grants sanctioned to our college. Through these grants, extra expenses on books, internet service, infrastructural development, etc. are done.

Our N.S.S. unit, which is quite a devoted one towards 'social service' adopts one village continuously for the three years and spends the university given grants for the upliftment and awarenesses of those villagers. The same can be said about our N.C.C. and Cultural Unit as they too contribute to the institution's mission work by presenting various items and extending their social services—the budgets for these all activities are made available from the college account.

The account statements are as follows:

(Please see on the following page)

UNIVERSITY GRANT COMMISSION

**Under Graduate Assistance under College Development Programme during the XI Plan
Period towards Books & Journals, Equipments**

UTILISATION CERTIFICATE

Certified that the grant of Rs.2, 46,922/- (Rupees Five Two lakh forty six thousand nine hundred and twenty two only) sanctioned to M/s.Pachaiyappa's College, Chennai - 600 030, by the University Grant Commission as per annexure towards Under Graduate Assistance during the XI Plan period together with the interest amounting to Rs.524/- (that has been credited to the account by the bank) has been utilized as given below.

Amount Allocated	Total amount received from UGC	Total Spent		Total
		Books & Journals	Equipments	
246922.00	246922.00	55846.00	191600.00	247446.00
<u>246922.00</u>	<u>246922.00</u>	<u>55846.00</u>	<u>191600.00</u>	<u>247446.00</u>

Total Amount received from the UGC

-- 246922.00

Interest on SB

-- 524.00

Amount Spent

-- 247446.00

-- 247446.00

Balance

-- NIL

If a result of check or audit objection, some irregularity arises at later stage, action will be taken to refund or regularize the objected amount.

Countersigned by the Principal
With Seal

Chennai -30.
28.05.2008



For PADMANABHAN, RAMANI & RAMANUJAM
CHARTERED ACCOUNTANTS

G.VIVEKANANTHAN
PARTNER



UNIVERSITY GRANT COMMISSION

**Under Graduate Assistance under College Development Programme During the XI Plan
Period towards Books & Journals, Equipments & PTAC**

UTILISATION CERTIFICATE

Certified that the grant of Rs.1,98,048/- (Rupees One lakh ninety eight thousand and fourty eight only) sanctioned to M/s.Pachaiyappa's College, Chennai – 600 030, by the University Grant Commission as per annexure towards Under Graduate Assistance during the X Plan period together with the interest amounting to Rs.12161/- (that has been credited to the account by the bank) and the College contribution of Rs.284.00 has been utilized as given below.

Amount Allocated	Total amount received from UGC	Total Spent			Total
		Books & Journals	Examination reforms	Education Innovation	
21,00,000.00	1,98,048.00	80,427.00	60,088.00	69,978.00	2,10,493.00
21,00,000.00	1,98,048.00	80,427.00	60,088.00	69,978.00	2,10,493.00

Total Amount received from the UGC

-- 198048.00

Interest on SB

-- 12161.00

College Contribution

-- 284.00

Amount Spent

-- 210493.00

-- 210493.00

Balance

-- Nil

If a result of check or audit objection, some irregularity arises at later stage, action will be taken to refund or regularize the objected amount.

N.P. Senthil
PRINCIPAL
Pachaiyappa's College,
Chennai-600 030.

Chennai-30.
13.09.2010

for RAMANI & RAMANUJAM
CHARTERED ACCOUNTANTS



G. Vivekananthan
G.VIVEKANANTHAN
PARTNER

UNIVERSITY GRANT COMMISSION

**Under Graduate Assistance under College Development Programme During the XI Plan
Period towards Books & Journals, Equipments & PTAC**

UTILISATION CERTIFICATE

Certified that the grant of Rs.1,98,048/- (Rupees One lakh ninety eight thousand and fourty eight only) sanctioned to M/s.Pachaiyappa's College, Chennai – 600 030, by the University Grant Commission as per annexure towards Under Graduate Assistance during the X Plan period together with the interest amounting to Rs.12161/- (that has been credited to the account by the bank) and the College contribution of Rs.284.00 has been utilized as given below.

Amount Allocated	Total amount received from UGC	Total Spent			Total
		Books & Journals	Examination reforms	Education Innovation	
21,00,000.00	1,98,048.00	80,427.00	60,088.00	69,978.00	2,10,493.00
21,00,000.00	1,98,048.00	80,427.00	60,088.00	69,978.00	2,10,493.00

Total Amount received from the UGC

-- 198048.00

Interest on SB

-- 12161.00

College Contribution

-- 284.00

Amount Spent


-- 210493.00

-- 210493.00

Balance

-- Nil

If a result of check or audit objection, some irregularity arises at later stage, action will be taken to refund or regularize the objected amount.


PRINCIPAL
Pachaiyappa's College,
Chennai-600 030.

Chennai-30.
13.09.2010

for RAMANI & RAMANUJAM
CHARTERED ACCOUNTANTS




G.VIVEKANANTHAN
PARTNER

UNIVERSITY GRANTS COMMISSION

Post Graduate Assistance under College Development Programmed during the XI Plan Period
towards Additional Grant for purchase of Equipments

UTILIZATION CERTIFICATE

Certified that the grant of ₹11,50,000.00 (Rupees Eleven lakhs fifty thousand only) sanctioned to M/s Pachaiyappa's College, Chennai, Chennai-600 030 by the University Grants Commission, as per annexure towards Post Graduate Assistance (Additional Grants for purchase of equipments) during the XI Plan period together with the College contribution of ₹4,103.00 has been utilized as given below:

Total amount received from the UGC	₹11,50,000.00
Amount contributed by the College	₹4,103.00
Total amount spent	₹11,54,103.00

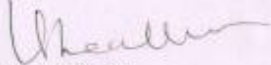
If a result of check or audit objection, some irregularity arises at later stage, action will be taken to refund or regularize the objected amount.


PRINCIPAL
PACHAIYAPPA'S COLLEGE
CHENNAI-600 030

Chennai-30
01.05.2011

for PADMANABHAN, RAMANI & RAMANUJAM
CHARTERED ACCOUNTANTS




G.VIVEKANANDAN
PARTNER

UNIVERSITY GRANTS COMMISSION

Post Graduate Assistance under College Development Programmed during the XI Plan Period
towards Additional Grant for purchase of Equipments

UTILIZATION CERTIFICATE

Certified that the grant of ₹11,50,000.00 (Rupees Eleven lakhs fifty thousand only) sanctioned to M/s Pachaiyappa's College, Chennai, Chennai-600 030 by the University Grants Commission, as per annexure towards Post Graduate Assistance (Additional Grants for purchase of equipments) during the XI Plan period together with the College contribution of ₹4,103.00 has been utilized as given below;

Total amount received from the UGC	₹ 11,50,000.00
Amount contributed by the College	₹ 4,103.00
Total amount spent	₹ 11,54,103.00

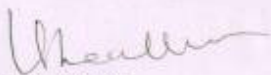
If a result of check or audit objection, some irregularity arises at later stage, action will be taken to refund or regularize the objected amount.


PRINCIPAL
PACHAIYAPPA'S COLLEGE
CHENNAI-600 030.

Chennai-30
01.05.2011

for PADMANABHAN, RAMANI & RAMANUJAM
CHARTERED ACCOUNTANTS

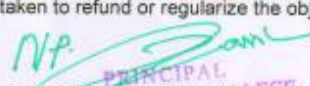



G.VIVEKANANDAN
PARTNER

UNIVERSITY GRANTS COMMISSION
REMEDIAL COACHING FOR SC/ST STUDENTS
UTILISATION CERTIFICATE

Certified that the grant of Rs.1,48,000/- (Rupees One lakh forty eight thousand only) sanctioned to M/s.Pachaiyappa's College, Chennai-600 030 for the conduct of Remedial Coaching classes to the SC/ST students by the University Grants Commission during 2009-2010 together with the interest amounting to Rs.517/- (that has been credited to the account by the Bank) has been utilized as given below:

F.No.RC-SC-062/08(UGC-SERO) September 2009

S.No.	Description	Amount allocated	Amount spent
1	Honorarium to Co-ordinator	10000.00	10000.00
2	Remuneration to Teachers	110000.00	110000.00
3	Contingency	10000.00	10516.00
4	Remuneration to LDC	18000.00	18000.00
		148000.00	148516.00
Total amount received from the UGC		1,48,000.00	
Interest on SB		516.00	
Total		1,48,516.00	
Amount spent		1,48,516.00	
Balance		NIL	
If a result of check or audit objection, some irregularity arises at later stage, action will be taken to refund or regularize the objected amount.			
 Principal Pachaiyappa's College, Chennai-600 030		for PADMANABHAN, RAMANI & RAMANUJAM CHARTERED ACCOUNTANTS	
Chennai-30 10.06.2010		 G.VIVEKANANTHAN PARTNER	

UNIVERSITY GRANTS COMMISSION
REMEDIAL COACHING FOR SC/ST STUDENTS
UTILISATION CERTIFICATE

Certified that the grant of Rs.3,70,500/- (Rupees Three lakhs seventy thousand and five hundred only) sanctioned to M/s.Pachaiyappa's College, Chennai-600 030 for the conduct of Remedial Coaching classes to the SC/ST students by the University Grants Commission during 2008-2009 together with the interest amounting to Rs.11,000/- (that has been credited to the account by the Bank) has been utilized as given below:

F.No.RC-SC-062/08(UGC-SERO) dated 31.3.2008

S.No.	Description	Amount allocated	Amount spent
1	Purchase of equipments	150000.00	154857.00
2	Purchase of Books and Journals	100000.00	100200.00
3	Honorarium to Co-ordinator	10000.00	10000.00
4	Remuneration to LDC	18000.00	19000.00
5	Remuneration to Teachers	82500.00	82500.00
6	Contingency	10000.00	13943.00
		370500.00	381500.00

Total amount received from the UGC	3,70,500.00
Interest on SB	11,000.00
Total	3,81,500.00
Amount spent	3,81,500.00
Balance	NIL

If a result of check or audit objection, some irregularity arises at later stage, action will be taken to refund or regularize the objected amount.

Countersignature of the Principal
PACHAIYAPPA'S COLLEGE,
CHENNAI-600 030.

Chennai-30
20.03.2009

for PADMANABHAN, RAMANI & RAMANUJAM
CHARTERED ACCOUNTANTS



G. VIVEKANANTHAN
PARTNER

UNIVERSITY GRANTS COMMISSION
REMEDIAL COACHING FOR MINORITY STUDENTS
UTILISATION CERTIFICATE

Certified that the grant of Rs.3,48,000/- (Rupees Three lakhs forty eight thousand only) sanctioned to M/s.Pachaiyappa's College, Chennai-600 030 for the conduct of Remedial Coaching classes to the Minority students by the University Grants Commission during 2008-2009 together with the interest amounting to Rs.10,355/- (that has been credited to the account by the Bank) has been utilized as given below:

F.No.RC-MN-033/08(UGC-SERO) dated 27.3.2008

S.No.	Description	Amount allocated	Amount spent
1	Purchase of equipments	150000.00	157996.00
2	Purchase of Books and Journals	100000.00	100296.00
3	Honorarium to Co-ordinator	10000.00	10000.00
4	Remuneration to LDC	18000.00	19000.00
5	Remuneration to Teachers	60000.00	64250.00
6	Contingency	10000.00	7813.00
		348000.00	358355.00

Total amount received from the UGC	3,48,000.00
Interest on SB	10,355.00
Total	3,58,355.00
Amount spent	3,58,355.00
Balance	NIL

If a result of check or audit objection, some irregularity arises at later stage, action will be taken to refund or regularize the objected amount.

Countersignature of the Principal,
PACHAIYAPPA'S COLLEGE,
CHENNAI-600 030.

Chennai-30
20.03.2009



for PADMANABHAN, RAMANI & RAMANUJAM
CHARTERED ACCOUNTANTS

G.VIVEKANANTHAN
PARTNER

UNIVERSITY GRANTS COMMISSION

MERGED SCHEME

XI PLAN PERIOD

AUDITED UTILIZATION CERTIFICATE

F.MER-MD(046)/09(UG/UGC-SERO) dated December 2010

Scheme	Item	Funds received from the UGC (Rs.)	Amount spent (Rs.)	Balance (Rs.)
Special Grant for enhancement of intake capacity in colleges	Books and Journals and Equipments	3,50,000.00	3,54,637.00	4637.00
Establishment of Day Care Centre	Essential Facilities	1,40,000.00	1,42,425.00	2425.00
Establishment of UGC Network Resource Center	Computer/Printer/UPS/Software/ FAX/Modem/up gradation/	80,000.00	80,173.00	173.00
	Internet connectivity	12,000.00	13,004.00	1004.00
Equal Opportunity Centre	Contingency	50,000.00	17,632.00	1432.00
	Meeting Hon to advisor			
	Short term course on positive discrimination	25,000.00	58,800.00	0
Remedial coaching for SC/ST/OBC (non creamy layer) & minorities	Remuneration to Coordinator	20,000.00	20,000.00	0
	Remuneration to teachers	1,90,000.00	1,90,200.00	200.00
	Contingency	20,000.00	20,382.00	382.00
	Salary to Part-time	36,000.00	36,000.00	0



	LDC			
Career & Counseling Cell	Hiring charges, TA/DA to councilors, payment of honorarium reading material contingency	1,00,000.00	1,10,270.00	10270.00
Total		10,23,000.00	10,43,523.00	20523.00

Grant received from the UGC : Rs.10,23,000.00

College Contribution : Rs. 20,523.00

Total : Rs.10,43,523.00

If as a result of check or audit objections same irregularity is noticed at a latter stage action will be taken to refund the sanctioned amount.

Uthay
18/5/11
PRINCIPAL
PACHAIYAPPA'S COLLEGE
CHENNAI-600 030.



Signature of the Chartered Accountant
With seal and date

For PADMANABHAN RAMANI & RAMANUJAM
CHARTERED ACCOUNTANTS

G. Vivekananthan
17/5/11
G. VIVEKANANTHAN
PARTNER
M.NO. 28339

6.5.5 Are the accounts audited regularly? If yes, give the details of internal and external audit procedures and the audit reports for last two years.

Yes, the accounts are audited as per the following systems.

The accounts pertaining to the aided College are being audited by the Director of Collegiate Education and the A.G. periodically for which the financial statements of the college as per the prescribed proforma has to be submitted regularly at the end of the every academic year.

As far as the accounts pertaining to the Unaided Courses, the Management appoints chartered accounts to audit the accounts and submits the reports in the commemoration day celebrations as per the High Court Scheme for Pachaiyappa's Trust Board.

(The audit reports for the last two years (2008-09, 2009-10) are attached. Please see Annexure-A.)

6.5.6 Has the institution computerized its finance management systems? If yes, give details.

Yes. The entire financial system has been computerized by drafted software and the TALLY ERP is used for the accounts operation.

6.6 Best Practices in Governance and Leadership

6.6.1 What are the significant best practices in Governance and Leadership carried out by the institution?

The first but not the last best practice of our institution as regards governance and leadership are concerned is that, the working staff is the owner of the institution which helps to eliminate maximum governance problems. Our institution holds regular meetings and all relevant issues are discussed, sorted out and resolutions are passed.

Our Management Representative who personally takes part and guides the day to day governance and leadership of the college. Management Representative is no one but an devoted old student of the College.

Our faculties not only attend functions, celebrations at employee's house they also visit the houses of the staff members and discuss with them how to enhance the educational, governance quality. The various committees formed on the institution's level which guide and help in giving directions to the administration. The Trustees of Pachaiyappa's Trust Board maintain personal relations they have established family relations with the employees by which there are no difficulties in communication. Our College is run by the highly learned and visionary authorities quite in a democratic process .

For Re-accreditation:

The same assessment framework will be used. However, additional information has to be provided for the following probes:

1. What were the evaluative observations made under Organisation and Management in the previous assessment report and how have they been acted upon?

The Peer Team has encouraged and appreciated our Management for the quality governance and management which is quite a democratic, decentralized and based on the family like relationships—we are going ahead with the same encouraging words to achieve more success and efficiency.

2. What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Organisation and Management?

The Trust authorities have been trying their best for the integrity and the unity of all the members to seek all kinds of co-operations to build up the institution—it has arranged society level programmes and asked the Principal to encourage the college students and staff to put in more efforts devotedly.

To minimize the distance between the staff and the authorities functions are arranged in the college campus—cultural programmes are conducted and the vision and mission of the Society is carried ahead.