

# **PIONEER KUMARASWAMY COLLEGE**

**Reaccredited with B++ Grade by NAAC**  
**(Govt. Aided College, Affiliated to the M. S. University, Tirunelveli)**

**Nagercoil– 629003, Kanyakumari District**

**E. Mail:** [pk\\_college@yahoo.co.in](mailto:pk_college@yahoo.co.in), [pioneercollege67@gmail.com](mailto:pioneercollege67@gmail.com) **Website:**  
[www.pioneercollege.com](http://www.pioneercollege.com), 04652 -232448



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

## **ANNUAL QUALITY ASSURANCE REPORT**

**Academic Year 2023-24**

### **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

#### **6.3 - Faculty Empowerment Strategies**

**6.3.1 - The institution has effective welfare  
measures for teaching and non- teaching staff**

**6.3.1 - The institution has effective welfare measures for teaching and non-  
teaching staff**



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## Health Insurance Policy– Teaching and Non-teaching Staff

### ENFACEMENTSLIP ( Feb-2017)

Designation of the Drawing Officer : PRINCIPAL D.O.Code: SB201  
Head of Account : 220203104AA7904  
Description : 2202 General Education 03 University & Higher Education  
104 Asst. to Non Govt. Colleges & Inst. I  
Non-Plan AA Grants to Private Colleges  
(Arts&Oriental Colleges)09 Grants  
in Aid (1) "Teaching"

Dues : -

7904 DU.P 3399154  
Gross 3399154


Deduction : -

|                 |      |        |    |
|-----------------|------|--------|----|
| 834200117AC000A | CPA  | 207824 | P3 |
| 834200117AC000A | CPAA | 71250  | P3 |
| 007500800AW0009 | GIS  | 2820   | P3 |
| 865800112AA000H | IT   | 205599 | P3 |
| 865800112AA030D | ITCE | 6169   | P3 |
| 007500800BM0000 | NHIS | 7920   | P3 |
| 803100102BL000C | SPF2 | 2240   | P3 |
| 800960103AY010F | TPC  | 209300 | P3 |

Total Deduction : 713122

Net Amount : \*\*\*\*\*  
2686032  
\*\*\*\*\*



  
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## 6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

### Festival Advance

#### PROCEEDINGS OF THE JOINT DIRECTOR OF COLLEGIATE EDUCATION TIRUNELVELI REGION, TIRUNELVELI - 627 008.

PRESENT: DR. K.S. Meena, M.A., M.Phil., Ph.D.

K Dis No 00816/D3/2019

Dated: 03.02.2020

#### TEACHING GRANT

- Read 1 G O Ms No. 1190 Education dated 12.07.1979  
2. G O Ms No. 116 Education, (G1) Dated. 21.01.1980  
3. Letter No 12/S/2020 dated 17-01-2020 from the Secretary,  
Pioneer Kumaraswamy college, Nagercoil


Under Chapter V of the Grant In-Aid Code and the Govt. Orders cited, the Joint Director of Collegiate Education, Tirunelveli Region, Tirunelveli sanctions payment of salary Grant as detailed below to the under mentioned Arts College in the current financial year 2019-2020

| District    | Name of the College                    | Amount of Arrear Salary grant sanctioned for the period from 2018 to 2019 |                 |
|-------------|--|---|-----------------|
| KANYAKUMARI | Pioneer Kumaraswamy College, Nagercoil | Teaching Grant  | Rs. 30,000.00/- |
|             |  | Gross Amount  | Rs. 30,000.00/- |
|             |  | <b>BY DEDUCTIONS &amp; RECOVERIES</b>                                     |                 |
|             |  | G.I.S   | Rs. —           |
|             |  | S.P.F. 2000   | Rs. —           |
|             |  | CPS   | Rs. —           |
|             |  | N.H.I.S   | Rs. —           |
|             |  | I.T.  | Rs. —           |
|             |  | Total Deductions  | Rs. Nil         |
|             |  | Net Payable   | Rs. 30,000.00   |

(Rupees Thirty Thousand only)

- The grant is debitible to the detailed Head:  
2202 General Education - 03. University and Other Higher Education 104 Assistance to Non-Govt. Colleges and Institutes - I Non-Plan AA Grants to Private Colleges (Arts and Oriental Colleges) 09. Grant in aid (I) Teaching".  
(DPCode 2202 03 104 AA 0009)



  
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### Medical Leave

From  
G. Raju 16/5/2019  
Asst. Professor  
Dept. of Zoology  
Pioneer Kumaraswamy College  
Nagercoil - 629 003

To  
The Secretary  
Pioneer Kumaraswamy College  
Nagercoil - 629 003

Through,  
The Principal  
Pioneer Kumaraswamy College  
Nagercoil

Sir,  
Sub: Requisition to avail Medical leave-Regd

As per Doctor's advice I have  
to take rest for four days. Kindly permit me  
to avail medical leave on 18-02-2019

Thank you


Date: 18-02-2019  
Place: Nagercoil

Yours faithfully  
G. Raju

Forwended  
18/2/19

18/02/2019



  
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### Earned Leave

863/S/2019

From  
Dr. C.Subathra,  
Asst. Professor of Commerce,  
Pioneer Kumaraswamy College,  
Nagercoil-3

31 01 2019  
Thursday

88/S/2019

To  
Secretary,  
Pioneer Kumaraswamy College,  
Nagercoil-3.

Through  
The Principal,  
Pioneer Kumaraswamy College,  
Nagercoil-3

Respected Sir,

**Sub: Avail EL for doing personal work reg.**

I myself Dr.C.Subathra, Working as the Assistant Professor of Commerce, had taken leave since last five working days (24 01.2019 - 30 01 2019) due to some personal work.

I will continue my EL till 3<sup>rd</sup> Feb 2019 and join in duty on 4<sup>th</sup> Feb 2019 (Monday) I request you to consider my Absence in the institution as EL. (Earned Leave) till 3<sup>rd</sup> Feb 2019.

Kindly do the needful.

Thank you.

Yours Sincerely  
(Dr. C Subathra)

*As she has been absent since 29.1.19, the absence list being reported daily to J.D office. She cannot avail EL without join duty. It was informed to her through watsapp and SMS.*

*Sir, EL may be sanctioned from 31/1/19 from 24.01.2019 - 03.02.2019 only to 1/2/2019 (both days inclusive). But EL cannot be sanctioned for her absence from 29/1/19 to 30/1/19 as per G.O 2019 Dtg/Ami 915/2019 - 2019 - Lurisdiction (22) from 21.1.2019. If it is sanctioned - it may be a violation to the G.O.*



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Appointment of eligible wards of the employee's deceased while in service on compassionate grounds are the other welfare measures of the college management

அனுப்பநூல்,  
 த. நா. சிவகுமார்  
 5/14 நடுநகரம்  
 அடுமருவூர்

உயர் திரு. ரெயல்டர் அவர்கள்  
 மயோனியர் குமார் சங்காயிக் கல்யாண்  
 நடுநகரக்கோவில்

[முதல்வரின் அவர்கள் உத்யாகம்]

மொருள்,  
 கருணை அடிப்படையின் வேலை வென்றி  
 உண்ணப்படி அளித்தல் தொடர்பாக

ஐயா,  
 எனது தந்தை துண்களது கல்யாணியின்  
 பண்டககாப்பாளராக பணிபுரிந்து பணிக்காலத்தில்  
 18.03.2008 இன்று காலமானார் அந்நாளில் எங்களுக்கு  
 இடம்படி மிகவும் கஷ்டப்பட்டு அருகிலுள்ள அந்நாளில்  
 எனக்கு துண்களது கல்யாணியின் உத்யாகம் ஒரு  
 பணியினை துருது உத்யாகம் பணியுடன் அண்ணாடுகளை  
 துண்கள் இக் கல்யாணியின் எடுத்து பணி தொடர்த்துள்ளார்  
 அந்நாள் மறைப்பூர்வமாக அந்நாள் நல்ல குறையில்  
 அசயலென்றி என உத்யாகிக்கின்றேன்

நன்றி

இடம் : அடுமருவூர்.  
 நாள் : 01.07.2015

PRINCIPAL-IN-CHARGE  
 PIONEER KUMARASWAMY COLLEGE  
 NAGERCOIL - 629 003

துண்கள் உண்ணையுற்ற  
 தி. நா. சிவகுமார்  
 SECRETARY  
 PIONEER KUMARASWAMY COLLEGE  
 NAGERCOIL - 629 003



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### FIP –Teaching Staff



UNIVERSITY GRANTS COMMISSIONS -SOUTH EASTERN REGIONAL OFFICE

5-9-194, CHIRAG ALI LANE, IV FLOOR, A.P.S.F.C. BUILDING, HYDERABAD - 500 001  
Phone: 040 - 23204735, 23200208 FAX: 040 - 23204734, Website: [www.ugc.ac.in](http://www.ugc.ac.in), email: [ugcsec@gmail.com](mailto:ugcsec@gmail.com)

F.NO:FTP-TNMS017/002(TF/ENGLISH/XIPLAN/2014-15

04.03.2015

THE PRINCIPAL  
PIONEER KUMARASWAMY COLLEGE  
NAGERCOIL,NAGERCOIL-629003.

Subject: Award of Teacher Fellowship under FACULTY DEVELOPMENT PROGRAMME for college Teachers during the Twelfth Plan Period (2012-2017).- Reg.

Sir /Madam,

With reference to the application(s) of your college and on the basis of the recommendations of the Selection Committee, the Commission conveys its approval of awarding Teacher Fellowship under FDP of XI plan to the following teachers of your college as detailed below:

| Sl.No | Name of the Candidate | Category | Subject / Area of Research | M.Phil / Ph.D | Duration                           |
|-------|-----------------------|----------|----------------------------|---------------|------------------------------------|
| 1.    | N.A. PRABHA PITCHAI   | GEN      | ENGLISH                    | PH.D          | 24 months from the date of joining |

#### A) Terms & Conditions of availing Teacher Fellowship :

- The Teacher Fellowship Award will be valid only in the event that the teacher fellow is a permanent aided staff of the institution/ college.
- In case, at a later stage / date, the details given in the application form submitted by the College & Teacher Fellow/ documents submitted by the applicant are found to be incorrect and / or some deficiency in the Selection Committee proceedings (or) failure to complete M.Phil / Ph.D, the above award will be withdrawn and the teacher fellow has to refund the entire amount. The amount of contingency (with interest) and substitute Teachers Salary / Honorarium to Guest faculty will be recovered from the Teacher Fellow, and the institution in future will be debarred to participate under the Programme of FACULTY DEVELOPMENT PROGRAMME. Head of the Institution will be held responsible for the same.
- The Teacher Fellowship awarded (s) may be relieved only after making necessary arrangements for appointment of Substitute teachers(s) so that the teaching is not affected.
- The Supervisor / Guide of the Teacher Fellow must give a 'PROGRESS REPORT, after half the period of Fellowship is over. In case of a negative report given by the Supervisor / Guide, the awarded fellowship to the Teacher Fellow may be withdrawn by the UGC and the teacher fellow has to refund the entire amount along with the amount of contingency (with interest @ 10%) and substitute Teacher Salary / Honorarium paid to Guest faculty will be recovered from the Teacher Fellow
- If a Teacher Fellow fails to complete Ph.D/ M.Phil. Programme and leaves it midway, he /she has to refund the entire amount paid by the UGC during the Teacher Fellowship along with interest @ 10% p.a including sub teacher salary.
- A teacher must furnish documents of submission of Ph.D./M.Phil. thesis, within the stipulated time as prescribed in the guidelines. However, the slot shall remain occupied until the thesis is submitted and the same is reported to the UGC
- No further extension will be given to complete the Ph.D / M.Phil under any circumstances.
- The teacher must give an undertaking that in the event of failure to submit M.Phil / Ph.D. thesis, he/she shall refund the entire fellowship amount paid by the UGC along with penal interest.
- The head of the Institution / Principal may Relieve the concerned Teacher Fellow after Award of T.F by the UGC and Registered in a Recognised University as a Full Time Ph.D Scholar. In case the Teacher is earlier Registered as a Part Time Scholar, He/ She should get it converted in to Full Time Registration prior to relieving from the College. After Relieving from the college, the T.F Awardee will join the University on Regular basis. It may be noted that Part Time Scholars will not be relieved by the college to avail T.F.
- The T.F is not for doing M.Phil / Ph.d on part-time basis or on Distance mode.



  
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### Institution's Performance Appraisal System for teaching and nonteaching staff

Assistant Professor (Level-11) Fixation Statement for Assistant Professor Level 11 as per G.O.Ms.No.145 Higher Edn.(H1) Dept.dt. 06-07-2018 & G.O.Ms.No.05 dated 11.01.2021

|  |                                |
|--|--------------------------------|
| 1. Name  | : Dr. S. M. Vijila             |
| 2. Designation & Department  | : Assistant Professor, Zoology |
| 3. Date of Regular Appointment   | : 23.06.2014                   |
| 4. Date of Completion of 4 Years of service for moving up                                  | : 22.06.2018                   |
| 5. Extraordinary leave particulars EOL   | :                              |
| (a) Date on which the individual qualifies for placement as Assistant Professor (Level-11) | : 23.06.2018                   |
| (b) Delay in completing Refresher Course   | : -                            |
| (c) Date on which the individual actually qualifies for placements (Level 11)              | : 23.06.2018                   |
| 6. Existing Scale of Pay Level-11, cell-09 as on 01.04.2018 (SR Page: 60)                  | : 73,000/-                     |
| 7. Placement Increment   | : Level 10, Cell 10            |
| 8. Fixation of Scale of Pay as on 23.06.2018   | : Level-11, Cell 4             |
| 9. Basic pay as on 23.06.2018 (Placement Date)   | : 75,300/-                     |
| 10. Ending date of refresher Course  | :                              |
| 11. Monetary Benefit from  | : 01.08.2018                   |
| 12. Date of Next Increment   | : 01.04.2019                   |

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D/Dis.No / /2022 Dated -2022  
APPROVED

SECRETARY  
PIONEER KUMARASWAMY COLLEGE  
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JOINT DIRECTOR OF COLLEGIATE EDUCATION  
TIRUNELVELI REGION, TIRUNELVELI



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### Institution's Performance Appraisal System for teaching and non-teaching staff

தலைப்பு: 629003  
நாள்: 7047/13/2008

பொருள் :- மான்ய உதவி பெறும் கல்லூரிகள் -  
பணிபுரையுள்ள / அலுவலகப் பணியாளர்கள் நியமனம் -  
ஏற்பு வழங்கப்படுதல் - சான்று

திகதி :- 11.11.2008

பார்க்க :- தக்கக் கடிதம் எண் - 119/4/2007 நாள் 17.5.2008

மான்யத்தில் காணும் கடிதங்களில் விவரித்துள்ள குற்றிலைகளின் அடிப்படையில் கீழ்க்கண்ட பணியாளர் நியமனத்துக்கு / பதவி உயர்வுக்கு கலம் (5) ல் குறிப்பிட்ட நாள முதல கீழ்க்கண்ட நிபந்தனைகளுடன் (6) ஒப்புதல் வழங்கப்பட்டு அரசு மான்யத்திற்கு அங்கீகரிக்கப்படுகிறது. அரசு நிதியிலிருந்து இதற்கு முதல் விதிப்பு மான்யமும் பெற அனுமதியும் வழங்கப்படுகிறது. பணியளித்தப்பட்ட பதவியின் ஊதிய விகிதம் ரூ 05 0 -75 -395 0 -80 -45 9 0

| வ.எண் | பெயரும் / பதவியும் | பதவியும் பதவி உயர்வு                   | நியமனமுறை   | பணியில் ஏற்பட்ட விதம் | நியமன காலம் | ஊதிய விகிதம் |
|-------|--------------------|--|-------------|-----------------------|-------------|--------------|
| 1.    | 2.                 | 3.                                     | 4.          | 5.                    | 6.          | 7.           |
| 1.    | சி.நி.மதி பா.மீரா  | அலுவலக உதவியாளர் பதவியிலிருந்து உயர்வு | பதவி உயர்வு | சி.நி.மதி பா.மீரா     | 19.2.2007   | 31.8.2006    |
| 2.    | ஆர்.கே. உதவியாளர்  | உதவியாளர் பதவி உயர்வு                  | உயர்வு      | ஆர்.கே. உதவியாளர்     | 31.8.2006   | 31.8.2006    |

நிபந்தனைகள் :- 1. செயலரால் கொடுக்கப்பட்ட நியமன விபரங்கள் சரியானவை அல்ல என்று மின்னறி தெரியவந்தால் இல்லாவிடின் தன்னிச்சையாகவே ரத்தாகும்.  
2. இந் நியமனங்கள் / பதவி உயர்வுகள் தணிக்கைக்குட்பட்டதாகும்.  
3. உயர் ஆசிரியர் / ஆசிரியர் பணியாளர் எனும் இரகசியக் கூடாது.  
4. செயலரால் கொடுக்கப்பட்ட பணி மூப்பு விபரப்பட்டியல் தவறு என தெரியவரின் அதற்கான முழுப் பொறுப்பும் கல்லூரி நிர்வாகத்தையே சாரும் எனவும் இதன் காரணமாக அன்னாறை பணியிறக்கம் செய்வதுடன் அவர் சார்பாக வழங்கப்பட்ட கூடுதல் மான்யத்திணையும் நிர்வாகம் அரசுக்கு திரும்ப செலுத்தப்பட வேண்டும்.

இணைப்பு :- பணிப்பதிவேடு மற்றும் கல்வித் தகுதிச் சான்றுகள்  
நகல் : பணியாளர் கோப்பு

(ஒப்பம்) சா.சனயதாஸ்,  
இணை இயக்குநர்  
/உ.ந.உ.ப.அ.அ./



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