



SELF STUDY REPORT

FOR

4th CYCLE OF ACCREDITATION

SHRIMATI INDIRA GANDHI COLLEGE

**P.O.BOX NO. 369, COLLEGE ROAD, CHATRAM BUS STAND
620002**

<https://www.sigc.edu>

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Shrimati Indira Gandhi College is a Self-Financing Arts and Science College for women, affiliated to the Bharathidasan University. It was established in 1984. It has obtained UGC recognition under sections 2(f) and 12(b) in the year 1994. M.B.A Programme is approved by AICTE. The college was accredited with the prestigious “A” Grade by NAAC in 2015 for the III cycle. The college is also ISO 9001:2015 certified in 2022.

The college spans an area of 9.04 acres of which 3.93 acres contains buildings and 5.11 acres is open ground used for sports, in the heart of the city. It is surrounded by commercial establishments on one side and residential area on the other side and is situated opposite to the bus stand. It is very well connected to the railway station (2 km) and nearest airport (15 km). Commuting to the college can be done either through the public transport or through college transport facilities.

The college offers 16 Under Graduate Programmes, 11 Post Graduate Programmes, 7 M.Phil Programmes and 6 Ph.D programmes, besides 3 P.G.Diploma, 3 Diploma and 4 Certificate Programmes. M.C.A was progressively closed in 2016. Already we were offering B.S Computer Science; an integrated 4 year programme, which was closed during yester years. New programmes that were started after the latest accreditation cycle includes M.Phil Microbiology and Ph.D Microbiology in 2016. Certificate course in Functional English was started in 2019 and Certificate course in Tailoring and Embroidery was started in 2020.

The College was established with the objective of providing opportunities for Higher Education to Girls in general and to rural girls in particular and to promote the empowerment of women through Education, Employment and Economic Independence. The College aims to contribute to national development by producing skilled and virtuous graduates, with a thirst for knowledge and excellence. Already it employs around 300 women.

Vision

VISION

To be the No.1 Arts, Science, Commerce and Management Institute in India.

MISSION

To enable students to acquire an integrated personality

To provide opportunities for higher education to girls

To promote empowerment of women through Education, Employment and Economic Independence

VALUES

Mutual respect and team work, Integrity, Passion, Continuous Learning & Quality, and Student Focus.

Mission

With this vision and mission in mind, the institution offers a number of job oriented courses especially suited for women. Along with core programmes in Tamil, English, Physics, Chemistry, Mathematics, Commerce, and Economics, the institution also offers job-oriented professional programmes in Computer Science, Computer Applications, Information Technology, Biochemistry, Microbiology, Fashion Technology, Hospital Administration, Business Administration, Social Work, Bank Management, Commerce with Specialization in Computer Applications that are focuses on Employability of Graduates. The perspective plan of the college is to promote the employability of women and their economic independence via placements / entrepreneurship. Keeping this in mind, girls from higher secondary level are provided with an opportunity to pursue higher education. During their graduation, they are given training in employable skills and exposed to all round development through co-curricular, extra-curricular and extension activities. In addition to that, the institution also offer career counseling to achieve a career of their interest. The Training and Placement Cell of the institution arranges placement drives besides giving pre-placement training for final year students of the institution. The Institution's Innovation Council and Entrepreneurship Development cell of the college also guide the students in becoming entrepreneurs.

Students from rural areas in and around Trichy join the college for higher studies. Many of the parents are farmers, laborers with very low income. Other Government-aided colleges in the area admit students on merit basis only. But we admit students who have achieved a pass in higher secondary to enable slow learners also to get an opportunity for higher education. We can find that students who have secured only 40% to 50% in school are able to secure more than 70%-75% at the end of their under-graduation. Many of the students have studied in rural schools with Tamil as medium of instruction. Therefore, it becomes imperative that these students be given an orientation in English as soon as they enter college. Besides they are also trained to become employable and are exposed to social and industry needs through field visits.

The college has made rapid strides in the field of higher education during the span of 40 years.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

STRENGTHS:

- CBCS and Electives gives students an opportunity to choose courses as per their interests.**

- **Add on programmes gives students an opportunity to pursue job-oriented programmes in parallel with their UG and PG programmes**
- **Curriculum includes courses that impart life skills and that address issues relevant to Gender, Environment, Human values and ethics**
- **Tutoring and mentoring improve student progress and performance**
- **Innovative teaching methods using ICT & LMS**
- **Students learn by experience, perception, application and interaction.**
- **Enthusiasm to improvise and innovate new teaching pedagogies for outcome oriented learning**
- **All sanctioned posts are filled at the earliest and posts are sanctioned upon request**
- **Increase in Active research in the form of doctorates completed, research advisorship obtained and increase in the number and quality of articles published in high impact journals indexed in quality databases**
- **Many teachers with rich experience in teaching and research**
- **Good pass percentage of students year after year.**
- **A good number of books have been published and papers published and presented in conferences**
- **Motivation for publication and registration fee along with OD for faculty to attend seminars and conferences**
- **The NSS and other part IV wing of the college have been very active and have participated with great enthusiasm in social outreach activities like health awareness, environmental preservation etc.**
- **Collaboration with industry, organizations, hospitals, GOs, NGOs through linkage agreements and MOUs for multiple purposes like internships, field / industrial visits, CSR, project work, research, and extension.**
- **Adequate infrastructure like classrooms, seminar halls, laboratories, libraries, access to internet, ICT tools, e-Resources, Language Lab for teaching and learning.**
- **Financial assistance to differently abled, economically weaker students on important occasions like college day, founders' day and freshers' day besides other days.**
- **Capability enhancement through Career Guidance and Placement Assistance, soft skill development, Language lab training, remedial coaching, and personal counseling.**
- **Institution functions as per regulations from statutory bodies**

- **Promotion of entrepreneurship through short term workshops, and value added programmes**
- **Providing global learning opportunities**
- **Outreach programme as a part of curriculum.**

Institutional Weakness

WEAKNESSES:

- **Declining enrollment due to changing demographics, increased competition**
- **Need for more research funds from Government & Non-Government agencies**
- **Institute needs more international collaboration**
- **Moderate Placement ratio as many students do not aspire for jobs**
- **Create strong alumni base for employment generation**
- **Getting/ Tapping CSR funds for institutional development**

Institutional Opportunity

OPPORTUNITIES:

- **Possibility to conduct courses to enrich students as per their industry demand through IECD, or in association with professional bodies like ICTACT, CII & CSI.**
- **Students can further enhance their skills through online certification courses and online resources like SWAYAM, NPTEL, etc.,**
- **Language Lab software helps to refine remedy poor Language skills in English and boost confidence in communicating for better placements.**
- **Segregation of students helps in customized support to empower students to embark on pursuing higher education / career placement.**
- **Implementation of e-Governance in Planning, and Administration.**
- **Scope for inter disciplinary, Multi-disciplinary, and sponsored projects.**
- **Scope for improvement of digital literacy among women.**

- **Communication skill training through language lab**
- **Job opportunities provided for students in our sister concerns.**
- **Free health check up both for students and faculty**
- **Winning more research grants from external agencies**
- **College possesses the academic and financial resources to publish in peer reviewed research journals**
- **The vision of the college makes it imperative to engage in women focused activities and their empowerment.**

Institutional Challenge

CHALLENGES:

- **Alumni engagement and getting feedback on curriculum and academic factors from alumni in spite of contacting them repeatedly.**
- **Reaching students from other states and countries**
- **Handling girl students with varied socio-economic background**
- **Low English proficiency of students at entry level**
- **Training non-computer professionals to embrace ICT for academia and administration**
- **Tapping funds for research from funding agencies**
- **Motivating faculty to apply for patents in research**
- **Retaining qualified faculty**
- **Resource mobilization for institutional development.**
- **Faculty and student exchange programmes**

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Being an affiliated college under Bharathidasan University, the college follows the syllabi and programmes offered by the University. Faculty delegates of the college are the members of the Board of Studies and Standing Committee on Academic Affairs of the University, who plays an active role in framing the curriculum. Besides offering 50 different standard programmes, the institution being a nodal centre also offers a certified value added programs for short time periods through the Institute for Entrepreneurship and Career Development (IECD). As per the demand from the industry and organization, the institution offers new programs to the students. Every 5 years, the university curriculum has been revised and the latest revision was updated in 2016. Based on this, the Institution accommodated the Major Based Electives, Non –Major Electives, and Skill Based Electives besides core and allied courses for every programme. Through this, the curriculum enrich the student’s life, employable, and social skills via interdisciplinary and general courses. The curriculum follows the Choice based Credit System with electives at both UG and PG levels. In addition to that, 151 new courses were also introduced at both levels. As a part of the curriculum, Students also undergo summer internships, field work, and project work and block placement training / rotatory training. To encourage the pupils, Massive Open Online Courses (MOOC) provides online certification. Gender studies, Value education, soft skills, environmental studies, and professional ethics are nurtured through the curriculum with clubs and committees. Based on the calendar of the university, the institution frames its academic calendar. Classes are scheduled, deviations are compensated, exams and assessments are conducted as per the plan. 21 faculties of the Institution are University Board of Studies members. They carry suggestions and feedback from stakeholders, by making an effective changes to the syllabi and introduce new courses / programmes. Structured feedback forms are distributed to students, parents, alumni, and teachers. To elicit feedback on current curriculum was consolidated, evaluated and outcome of analysis are disclosed to the University Board of Studies by abiding the required changes suggested by the stakeholders during Board of Studies and Academic Council Meetings.

Teaching-learning and Evaluation

The institution is well known for its teaching and learning methods with the amalgamation of direct and indirect method. Students are given orientation in entrepreneurial and language skills, personality development, and soft skills for their career development. Also, differently abled students are offered special privileges and monitored their psycho-social, academic and extracurricular performance by the faculties. The management sanctions and appoints qualified faculties with special allowances. 31% of the teachers are Ph.D., 22% have cleared NET / SET / SLET and others are M.Phil. holders. The average teaching experience of the teachers is 11 years besides few are serving since the inception of the college. Faculty use ICT training, Self-prepared study materials, workbooks, and PPT presentation, library and internet resources to transact the curriculum. To boost their calibre, the institution conducts quiz, seminars, field trip, projects and internship. Bridge course, personality development classes, remedial coaching, and study materials for slow learners, counselling and mentoring to improve studies supplement classroom teaching Creative thinking, critical analysis, and research culture are nurtured through debates, group discussions, projects, and exhibitions. Innovative teaching methods like simulation and modelling, theme based exhibits, campus fairs, outreach based learning are practiced. Faculty also receive training through training programmes, they also attend seminars, conferences, workshops at national and international level which helps them for their professional development. They are trained through CBT's, ICT – based teaching aids and e-learning modules for effective teaching. Renowned persons are invited for special lectures, field trips, Block placement training, Industrial Visits, Project Work, etc, add to experiential learning for the growth of knowledge. Students also equip themselves through environmental studies, gender studies, and value education, and online certification courses through MOOC. Similarly, Short term courses and workshops help in entrepreneurship development. To form a firm hand with other organization, the institution join with MOU and Linkages. Organizations like CSI, CII and ICT Academy give

training to staff & students in emerging fields of study. The awareness of course, programme and programme specific outcomes are given. Through which the institution meets up the success rate of 95% every year under meticulously evaluation of the faculties.

Research, Innovations and Extension

Seven departments of the college are research departments with 55 members are recognized as research advisors for M.Phil. and 16 are for Ph.D. Management provides special cash awards to faculty for research guidance, patent publication, and article publication in indexed Journals (International and National). Seed money are also provided for carrying out mini-projects. Similarly, management encourages staff to tap funds from external agencies for mini and major projects. Library resources like DELNET and INFLIBNET are accessed from any computer laboratory.

The Research Advisory Committee monitors and promotes research at the college. During the last 5 years 14 Ph.D.'s were awarded. Faculties published their work in both International and National Level conferences, some of them also serve as reviewers for research journals. Special incentives are given to Ph.D. holders. The NSS, YRC, Fine Arts, and various other clubs and committees of the institution are active throughout the year. The management supports and motivates all staff and students to pursue social welfare programmes at all levels. There are 5 NSS units with a strength of 500 students and 5 officers. They engage themselves in services to the neighbourhood, adopted villages by acquiring leadership, teamwork, and management skills which improve their personality to serve the nation. Also, NSS program officers and students have been continuously receiving awards for their outstanding services. The institution have received 11 awards in recognition of its extension services from Government bodies during the last 5 years. Special research seminars and training programmes are conducted and motivated to publish their research work. Faculty share their expertise as editors of journals, consultants to industry, and members of Boards of studies, Guides for the conduct of research, NSS officers, fine arts coordinators, and resource persons. They have also received many awards for their achievements. Through community development and outreach activities, topics like Environmental awareness & Presentation elimination of illiteracy, promotion of entrepreneurship among Village Youth, Health, Hygiene & Sanitation, women upliftment through skill training, Energy conservation, Human Rights and Anti-harassment against women are discussed . The institution is associated with 40 different organizations through linkages and 17 different organizations through MoUs.

Infrastructure and Learning Resources

The college has an excellent infrastructure and learning resources for teaching and learning. There are 12 buildings comprising of 110 classrooms, 6 computer laboratories, 2 libraries, seminar hall, closed and open air auditoriums, administrative office, management suites, meeting halls, council halls, and 2 hostels that can accommodate 1000 students with mess and dining hall facilities. Additionally, the institution also provide 27 smart classrooms with internet facilities for advance learning and using of technologies with smart TV and Interactive Flat Panel. The institution also enrich the students with the highly equipped computer and language labs with inbuilt sound systems and language software for conducting workshops and classes. Each Departments are provided with computers with internet access and printers. Internet access is extended to seminar halls, auditorium, office, finance section, hostels and hostel offices. We use a biometric attendance system in hostels and in the office to monitor the entry and exit of teaching and non-teaching faculties. The college has a leased line connection with a bandwidth of 200 Mbps. The institution is also under the CCTV surveillance camera to avoid trespassing. There is an open ground with 5.11 acres for sports activities, it is facilitated with all amenities like courts, tracks, stand, wash rooms and practice area with indoor games rooms.

Special rooms are allotted for NSS, Fine Arts, Student Counselling and wabbit pupils. The green campus which provides fresh air and adequate ventilation for students and faculties. Amidst, the institution also have uninterrupted power supply, solar panels, and well-lit rooms ubiquitous. A cafeteria is functional able from 8 a. m till 5 p.m. Since the college is situated in the heart of the city, the institution is accessible to amenities from inside and outside the campus. The institution is near to hospital, schools, stationary & textile shops, and central library of Trichy. The libraries in the institution are digitized with OPAC for easy access with international numbering for books. In addition to that, labs has a special software tools like SPSS, AMOS, Matlab, Explore Net, Ladyhawk and so on. To encourage the research and other academic activities, the institution supports downloading and printing the primary as well as seceondary data.

Student Support and Progression

There are 183 teaching faculty, 4 Part-time Faculty, 108 non-teaching staff, and 20 technical staff currently working on campus. 7 guest faculties in various disciplines visit the college to offer special lecture programmes. Currently, there are 3682 students admitted to various programmes. The management provides scholarships to economically weak and differently abled students, and outstanding performers in studies, sports, and the fine arts. 14% of students from rural communities are benefited from government scholarships, and 10% from management scholarships. 50% fee waiver is given to outstanding sports achievers at the state level and 100% to the national level. Free lunch, transportation, coaching, dress, and faculty support are provided to sports and fine arts students. 45% of UG students pursue PG at our college. 20% of PG students pursue their research studies. The average pass percentage of UG and PG is above 94%, and more than 25% with distinction and 70% in I class. Dropouts are negligible, and students are coerced to continue at least after a break. A forum for student magazines, coaching for competitive exams and counselling for career development and placement are given, and 100% of students benefit from the guidance. There are also cells which address student's grievances, ragging issues, and student counselling. Language coaching for language proficiency, yoga and meditation are also practiced by students for good concentration and health. 14% of students are placed through campus interviews every year. 35% of students' progress to higher education. 89% of students appear for competitive examinations for higher education. The institution hosts sports tournaments at the university level. Students secure high position at the zonal and state level, by winning at national level. Alumni's excel themselves in singing and dancing professionals and even won Kalaimamani awards. Via alumni association, they contribute to academic development of Rs. 302100/- during the last 5 years. Alumni's are placed in reputed organizations and they are honoured with an 'Outstanding Alumnus Awards' during Alumni meetings. Excellent transportation facilities are provided with a fleet of 20 buses and 5 vans helps students commute to the college from rural areas with scant bus facilities.

Governance, Leadership and Management

Under the benefaction of Secretary, CEO and Director, the college is effectively managed by the Principal, Vice-Principal, and Heads of Departments with the contribution of all faculties. The Management / Governing council is represented by the Secretary and CEO. All activities are decentralized, thereby nurturing leadership and management skills among the staff members. The Governing council and the staff members work together to achieve the perspective plan laid out by the management. The management maintain a well-structured policies and procedures for all aspects of the institution. Such as, recruitment, retention, promotion, leave, and payment, relieving staff from employment, attendance, flow of control and authority, hierarchy of reporting, student and staff management, student and staff welfare, maintenance and upgradation, consultancy, linkages, safety, security, and grievance redressal. The Planning, development, and administration are done by the

governing council through regular meetings and policy-making activities. Finance, Accounts, and Office Administration are carried out by the Office Manager / Superintendent under the proficient skilful guidance of the CEO. Student admission, student management, examinations, staff management, and management of various clubs and committees are carried out by the Principal. The Principal also takes care of the hostel and its administration through the hostel wardens and other staffs. Welfare measures for staff, their training and orientation, professional development, and performance appraisal are taken care by the Principal in coordination with the IQAC and management. To maintain the quality of the institution, the College has an Internal Quality Assurance Cell (IQAC) which was established in 2004. It monitors the execution of the academic plans and generates statistics on the current performance of staff and students. Also, it compares with the benchmarks to analyse and identify reasons for their setbacks in performance. To ensure quality sustenance, IQAC conducts meeting and monitor the feedbacks from students and other stakeholders on teaching, curriculum, syllabus, etc. IQAC also take the suggestions if required for the growth of institution quality. A formal mechanism exists to receive feedback from all the stakeholders, like students, parents, alumni, and external agencies, on curricula, teaching & learning practices, and co-curricular and extracurricular activities to ensure quality.

Institutional Values and Best Practices

Although the institution caters to women's education, it also employs men for teaching, technical support, maintenance, and security. Hence, gender equity promotion programmes are organized to create awareness about women rights, safety and security, gender bias / discrimination, facilities for women, and counselling for gender-based issues. The college prioritizes the safety and security of its staff and students. This is materialized through CCTV surveillance, prohibiting the use of mobile phones by students during class hours and providing student counselling, security guards at entrances, and good rapport with parents. The institution is totally sensitive to environmental issues and has installed solar panels to supplement power requirements, and LED bulbs to save energy consumption. Every year, the institution segregated and disposed of Solid waste and e-waste. Even though, Water wastes are properly disposed through underground sewage disposal systems. Furthermore, rain water harvesting is ensured for every building, and the campus promotes pollution control through use of only reusable plastics, paperless communication through internet, and planting trees and herbs. Similarly, lifts, ramps, rest rooms, and scribes are provided for supporting the differently abled. The college foster its infrastructure to organize mega events for students, teachers, women, or any good causes in society, as it is in the centre of the city. The institution also emphasizes a decent code of conduct for students, staff members and ensures consciousness of national values and professional ethics. Eventually, the celebration of festivals, national days of importance, and anniversaries of great persons are honoured. The institution always works towards the empowerment of women through education and training to upskill their life.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SHRIMATI INDIRA GANDHI COLLEGE
Address	P.O.Box No. 369, College Road, Chatram Bus Stand
City	Tiruchirappalli
State	Tamil Nadu
Pin	620002
Website	https://www.sigc.edu

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Gajalakshmi P	0431-2701453	9487312199	0431-2702797	naac.sigc@gmail.com
IQAC / CIQA coordinator	N.vijayalakshmi	0431-2717584	9965779358	0431-2702797	vijayalakshmi@sigc.edu

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	For Women
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Tamil Nadu	Bharathidasan University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	09-11-1994	View Document
12B of UGC	09-11-1994	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	15-05-2023	12	

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	P.O.Box No. 369, College Road, Chatram Bus Stand	Urban	9.01	19675.2

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/ Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Tamil	36	Pass in Higher Secondary	Tamil	60	25
UG	BA,English	36	Pass in Higher Secondary	English	180	50
UG	BA,Economics	36	Pass in Higher Secondary	English	60	30
UG	BBA,Business Administration	36	Pass in Higher Secondary with Accountancy and Commerce as subjects	English	140	91
UG	BCom,Commerce	36	Pass in Higher Secondary with Accountancy and Commerce as subjects	English	60	60
UG	BCom,Commerce	36	Pass in Higher Secondary with Accountancy and Commerce as subjects	English	360	360
UG	BCom,Commerce	36	Pass in Higher Secondary with Accountancy	English	60	60

			and Commerce as subjects			
UG	BSc,Mathematics	36	Pass in Higher Secondary with Maths as a subject	English	200	22
UG	BSc,Physics	36	Pass in Higher Secondary with Physics and Maths as subjects	English	136	16
UG	BSc,Chemistry	36	Pass in Higher Secondary with Chemistry as a subject	English	80	27
UG	BSc,Biochemistry	36	Pass in Higher Secondary with Biology Chemistry Physics HomeScience Nursing as any one of the subjects	English	36	12
UG	BSc,Microbiology	36	Pass in Higher Secondary with Biology as one subject	English	90	47
UG	BSc,Fashion Technology	36	Pass in Higher Secondary	English	60	57
UG	BSc,Computer Science	36	Pass in Higher Secondary with Maths	English	240	90

			as one of the subjects			
UG	BSc,Information Technology	36	Pass in Higher Secondary with Maths as one of the subjects	English	110	16
UG	BCA,Computer Applications	36	Pass in Higher Secondary with Maths as one of the subjects	English	190	63
PG	MA,Tamil	24	B.Litt Tamil	Tamil	40	17
PG	MCom,Commerce	24	B.Com/ B.Com CA/ B.B.A./ B.Com BM or equivalent	English	70	37
PG	MSc,Mathematics	24	B.Sc Mathematics	English	75	44
PG	MSc,Physics	24	B.Sc Physics	English	40	40
PG	MSc,Biochemistry	24	B.Sc Microbiology / Chemistry/ Biochemistry / Biology/ Botany/ Zoology/ Nutrition Dietetics as Major	English	40	10
PG	MSc,Microbiology	24	B.Sc Microbiology / Chemistry/ Biochemistry / Biology/ Botany/ Zoology/ Nutrition Dietetics as Major	English	60	19

PG	MSc,Computer Science	24	B.Sc IT/ Any Degree with Maths / Statistics as Major (or) Allied with Maths /Statistics at Higher Secondary Level	English	100	32
PG	MSc,Information Technology	24	B.Sc IT/ Any Degree with Maths / Statistics as Major (or) Allied with Maths /Statistics at Higher Secondary Level	English	40	16
PG	MSW,Social Work	24	Graduation in any Discipline	English	40	22
PG	MSc,Hospital Administration	24	Graduation in any Discipline	English	40	22
PG	MBA,Management	24	Any Degree with minimum of 50% of marks and TANCET/ CET results	English	60	51
PG Diploma recognised by statutory authority including university	PG Diploma, Biochemistry	12	Graduation in any Discipline	English	60	0
PG Diploma recognised by statutory	PG Diploma, Computer Science	12	Graduation in any Discipline	English	60	0

authority including university						
PG Diploma recognised by statutory authority including university	PGDCA, Computer Applications	12	Graduation in any Discipline	English	40	0
Doctoral (Ph.D)	PhD or DPhil, Tamil	36	PG in Tamil	Tamil	16	1
Doctoral (Ph.D)	PhD or DPhil, Commerce	36	PG in Commerce	English	3	0
Doctoral (Ph.D)	PhD or DPhil, Mathematics	36	PG in Mathematics	English	4	0
Doctoral (Ph.D)	PhD or DPhil, Microbiology	36	PG in Microbiology	English	4	0
Doctoral (Ph.D)	PhD or DPhil, Computer Science	36	PG in Computer Science Computer Applications Information Technology	English	8	0
Doctoral (Ph.D)	PhD or DPhil, Management	36	PG in Management	English	8	1
Pre Doctoral (M.Phil)	MPhil, Tamil	12	PG in Tamil	Tamil	7	7
Pre Doctoral (M.Phil)	MPhil, Commerce	12	PG in Commerce	English	3	3
Pre Doctoral (M.Phil)	MPhil, Mathematics	12	PG in Mathematics	English	2	2
Pre Doctoral (M.Phil)	MPhil, Microbiology	12	PG in Microbiology	English	1	1
Pre Doctoral (M.Phil)	MPhil, Computer Science	12	PG in Computer Science Computer Applications	English	4	4

			Information Technology			
Pre Doctoral (M.Phil)	MPhil,Social Work	12	PG in Social Work	English	4	3
Pre Doctoral (M.Phil)	MPhil,Management	12	PG in Management	English	2	0

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				183			
Recruited	0	0	0	0	0	0	0	0	5	178	0	183
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				188
Recruited	90	98	0	188
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				186
Recruited	6	180	0	186
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	3	67	0	70
M.Phil.	0	0	0	0	0	0	1	105	0	106
PG	0	0	0	0	0	0	1	5	0	6
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	0	1	0	1
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	3049	0	0	1	3050
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	612	0	0	0	612
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	0	0	0	0	0
	Female	2	0	0	0	2
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Pre Doctoral (M.Phil)	Male	0	0	0	0	0
	Female	20	0	0	0	20
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	139	117	95	115
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	1	1	0	1
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	594	499	383	411
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	230	209	189	220
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		964	826	667	747

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>Being an affiliated college under Bharathidasan University, the institution is following the Multidisciplinary and Interdisciplinary approaches based on Choice Based Credit System (CBCS). Within this framework, Non-Major Elective, Skill Based Elective, and Allied papers are taught to the students apart from their major paper. In addition to that, the institution incorporates cross-cutting issues through the courses in the syllabus, events, and activities of clubs and associations. Also, Value education, Environmental Studies, Soft skills development, and Gender Studies are the cross-cutting programmes with the amalgamation of UG curriculums. Apart from that the institution</p>
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encourages the cross-cutting clubs, like, Gender Club, Dr. Muthu Lakshmi Reddy Women Empowerment Study Circle, Students' Exnora, Rotaract Club. The college conducts guest lectures, seminars, and workshops to enlighten the professional ethics, gender equity, promotion of clean and green environment, and use of renewable energy sources. To give awareness to the students, Motivational speakers, evangelists, professionals, and even people from the media and civil services are invited regularly to address the issues. Equivalently with 30 hours or more add-on / certificate / value added courses such as, Certificate Programme in Beauty Culture and Health Care. PG Diploma in E-Commerce, Certificate Programme in Functional English, Certificate Programme in Data Entry, Diploma in Fashion Technology, Python Programming, Medical Coding, Advanced Java Programming, Artificial Intelligence with Machine Learning, Coaching for TNPSC Group IV Examination, TNPSC Coaching, and much more have been offered. To develop the language proficiency, the Curriculum also teaches the local (Tamil) and global dialect (English) as communication skills. Extension Activities are carried out in the neighbourhood community by adopting the village and the implementation of government schemes like Swachh Bharath Mission and Fit India Movement. Further, the teachers and pupils conjointly take part in Social Activities like Outreach Programs for schools, Industrial Visit, Book Exhibition, and Field Trip to Planetarium, Pharma and Food Industry, Biscuit and Leather Industry, and Forest department. After adapting National Education Policy (NEP), the Multidisciplinary and Interdisciplinary approaches will be enhanced with full force for the development of institutional welfare as well as to build a core knowledge for the teachers and students.

2. Academic bank of credits (ABC):

The institution is yet to begin the use of Academic bank of credits (ABC). The future scope of institutional assets lies in the score of Academic Bank of Credits, so the institution has planned to make it as required platform to promote students-centric education. This platform (ABC) helps to track and recognize students' learning achievements and encourage them to pursue additional courses for

personal and professional growth. Already some of the students are pursuing SWAYAM-NPTEL courses and are gaining credits. These courses not only provide valuable knowledge but also allow students to gain credits which can be transferred to the ABC system. This transferability will enable students to accumulate their learning achievements both systematically and efficiently. To maintain the quality of the institution, the academic knowledge of teachers as well as students are able to meet their learning achievements. They take part in course like, Python for Data Science, Soft Skills Development, Cloud Computing, Post-Modernism in Literature, Introduction to Indian Art, Ethical Hacking, Adolescent Health and Well-Being, and much more, thus have a diverse and comprehensive approach for learning and growth. In addition to that the accumulated credit scores can be further transferred for their future programme. By leveraging the ABC system to store and track knowledge gained through these programs, the institution can create a comprehensive repository of learning achievements. This repository will not only serve as a valuable record for individual students but also contribute to the overall development and recognition of the institution itself. In the long run, implementing the ABC system and promoting student engagement in courses that align with their interests and career goals can lead to more skilled and knowledgeable professionals.

3. Skill development:

Apart from academic knowledge, the institution also nurtures the students by providing the skill development courses. These courses elevate the student's communication knowledge, team work and technical ability. Through soft skills teaching, students learn the cognitive strategies and critical thinking. To enhance the communication skills, our institution tutelage the students through LSRW. It also strengthens their interpersonal and intrapersonal skills. To manage the emotional turmoil, our institution grooms the pupils via emotional intelligence and power skills. Also, upskilling each and every individual seity and personality attributing to soft skills such as communication, conflict resolution, negotiation, personal effectiveness, creative problem solving, team building, persuasion, and selling abilities continue to play a crucial role in

	<p>the workplace and are essential for achieving organizational success. Based on the aims and objectives of the soft skills development by the institution, faculties provide training to all the three years students. During the first year, the institution stretches a helping hand to the students by providing value education, professional English and communicative English through ‘Language Lab’ training. In second year, the institution offers a placement training programme from our ‘Placement and Division Cell’. To give a wider knowledge, the institutions also invite professionals and scholars from National Institute of Technology (NIT) and other corporate organizations. During their final year, faculties prepare them to take part in Government Exams like TNPSC, Group Exams, Bank Exams and Competitive Exams. In addition to that, to meliorate the students Entrepreneurship Skills, the institution enlightens them through seminars, workshops and ‘SKILLATHON’.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>Indian Knowledge System is a collective range of knowing the rich heritage of Indian and its traditional knowledge in a systematized assortment. It also includes tribal knowledge and classic ways of pedagogics are covered in the Foundational knowledge, Science, Engineering & Technology, Humanities and Social Sciences through a structured stratification. It plays a profound role in societies which helps to shape, define and also redefine their existence by providing the rudiments of belief and traditional practices. Further, Indian Knowledge System design, guide and monitor subject-wise interdisciplinary research which comprises of researchers from various institutes and centers. Being an affiliated institution under Bharathidasan University, the curriculum provides the deep understanding of Indian culture through skill based elective (SBE) papers like Tourism & Travel Agency, Cultural Tourism in India and Tourism Product for UG students. The pupils fathom different Indian Languages and also motivated to acquire these languages. By studying these papers our UG students are inculcated with the knowledge of Indian values, morals and cultures. Additionally, the curriculum also has a course on Value Education for the first year UG students. It also helps the students to know how to shape and tune their future by understanding</p>

	<p>the meaning of their life by differentiating the advantages and disadvantages. Value-based education helps students to cultivate a positive outlook on life. With the support of Fine Arts Club and the institution, the faculties encourages the Indian cultural skills to the students.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>Being an affiliated institution, the minimum level of assessments sets up on CO's, PO's and PO Mapping. Through outcome based educational approach, the curriculum is framed in a certain way to meet up the expectations of students end result. It breaks the barriers of the direct method, the teacher centric approach- the traditional mode of teaching. The paradigm shift in the higher education is associated with goals and outcomes oriented. The curriculum is designed with course credits and course outcomes entrenched in each individual papers. Subsequently, the students elevate their problem solving ability by utilizing the conceptual knowledge, analytical techniques computational and statistical approaches at the end of the course. 'Moving forward in leaps and bound', the students thrive themselves in industries like IT, Electronics, IOT, and Diagnostics Laboratories and in various research fields. With the help of the laboratories, the students are enlighten with various samples, style and techniques of stitching, circuit based knowledge and communication skills. The pupils also get acquainted with writing and public speaking skills effectively for targeted audience for their professional life. Through smart class, project based learning, flipped classroom method, Inquiry based learning approaches, the PO's and CO's are adequately acquired. Further, the process of CO-PO mapping meets the expectations of each departments in the institution and the structure of PO mapping is framed. The departments conjointly work together for the development of students psychomotor, affective and cognitive skills.</p>
<p>6. Distance education/online education:</p>	<p>Being an affiliated college our institution is not authorized to offer distance education. Apart from educating and handling the students in offline mode we also incorporate the subject knowledge through online mode. Education through online technology provides learning resources that are not only informative but keeps learners engaged at a deeper level. Through the interactive sessions, the faculties motivate the students to grasp the concept with</p>

utmost care and attention. With the help of online education, the faculties coach the students through video conferencing, learning management systems, podcasts, online discussion forums, and educational apps. The college promotes online education through the methods and tools like G-suite, G-meet, and Google Classroom. Google Classrooms includes sharing lectures, slideshows, and YouTube videos. It allows teachers to assign and evaluate assignments. Additionally, Coding, language skills, excel skills, graphic skills, writing, project management, public speaking, leadership skills, digital marketing, and podcasting skills of the students are developed through online mode. The institution organizes more national and international level webinars from reputed institutes which helps to broaden pupil's skills and to understand their field of interest. Along with the rest of the online modes, students are motivated to take part in Swayam- NPTEL. Besides, the students also avail the Cambridge University online courses. To develop the personality and soft skills, the placement and Training Division Cell utilizes their online tool for training. With the help of the above-mentioned methodologies, the institution encourages online education.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes. We are having a Voters Awareness Forum through which Electoral Literacy is created among the students.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	The Voters Awareness Forum is led by the faculty and students of Department of Economics and Department of Business Administration. The faculties took initiatives in educating the young minds about ELC and its role via awareness programmes, competitions and lecture series. The main objective of ELC is also been carried out by NSS units under the guidance of their programme officers.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of	<ul style="list-style-type: none"> • Faculties enlighten the students by conducting mock polling activities to give the experience-based learning of the democratic set up. • Other programs which create awareness regarding electoral procedure

<p>students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>are the Voter awareness forum and its concepts has been developed and educated amongst students. • Students took oath on 'National Voters Day' celebration by promoting the importance of voting rights. • In Collaboration with Trichy City Corporation, the institution creates an awareness among students about the new polling machine and its working mechanism. Assistant Commissioner of Trichy educated the pupils about the rights and duties of common man and police during election period. The programme has educated the rules and norms of how an election commission of India operates by building a strong democracy. • The Department of Economics and the Department of Business Administration organized a programme on 'The Composition of Sabha'. In this, the faculties enlighten the meticulous details about Lok Sabha and Rajya Sabha. Students who aspire to become lawyers and social activists has played a big role in teaching their fellow students about the working mechanism of Sabha. Based on this, the institution organized a mock Sabha setup to demonstrate the its composition.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>• The institution organized a rally to create awareness of the significance of every voter casting his/her vote. The prime motive is to promote the democratic values among society. • The institution join hands with Tiruchirappalli District Law & Duties Commission has conducted a programme on 'the law and Order' to the college students.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>To provide an unbiased service, The NSS has organized a 'Signature Camping' to the students. In this camping, the institution helped the students who are above 18 years to enroll as voters. Not only students, the institution also visited the adopted village and extended their helping hand to rural people for their enrolment. The registration process was noticed and appreciated by the Assistant commissioner and IAS of Trichy.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
3684	3860	4833	5636	6166

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 235

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
181	183	202	193	200

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
541	436	670	823	624

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The College is affiliated to the Bharathidasan University and it follows the curriculum prescribed by it. Many of the members of the faculty of the college are members of the Board of Studies and Standing Committee on Academic Affairs of the university, who actively participate in the design of curriculum for various programmes.

Based on the academic calendar of the university, the College Calendar is drafted by the **academic calendar committee** of the college and distributed to all the members of faculty and the students. It gives a schedule of not less than 90 (mostly 100-110) working days for each semester with a six day order system and five clock hours a day. The academic calendar specifies the schedule for terminal tests, Mid-Semester and End Semester Examinations and it also indicates the date of commencement of odd and even Semester University Examinations. The internal assessment tests are conducted as per the schedule provided in the academic calendar.

An exam committee is constituted to plan the schedule of internal examinations, oversee the preparation of question papers and allotment of rooms for exams. It also monitors the conduct of the CIA and assessment of the answer scripts by members of the faculty. The internal marks of students are computed based on the scores obtained in the tests, class assignments and activities.

The library committee ensures the expansion of library resources taking into consideration the modifications in the syllabus and the suggestions given by Heads of the various Departments. Whenever there is a requirement, lab facilities are upgraded, new equipment or software is purchased for the effective transaction of the curriculum.

The Heads of Departments prepare the academic activity schedule for the forthcoming year and submit it to the Principal, who reviews the **action plans** thus submitted and gives feedback on the plans. After getting this approval, every department incorporates the suggestions in its action plan.

All the teachers plan well ahead their classes, tests, student centric activities for participatory and experiential learning, using their **Work done and Assessment Register**. It contains sections to plan ahead and also records the syllabus, Workload, timetable, details of classes handled and meetings with their parents, test schedules and other classroom activities. This helps the staff members to analyse the execution of their plans and reschedule things whenever necessary. Tutor-ward system monitors the effective reception of the curriculum to one and all.

Students Work Done Register is provided to the class representative of every class. It is used by the

Head of the Department to take corrective measures after cross-checking with WDAR of the corresponding staff members. The Head of the Department and the Vice-Principal (Academic) monitor the implementation of the teaching plan, based on Work done and Assessment Register and Students Work Done Register

Co-curricular activities such as seminars/ workshops/symposia are conducted by the departments to supplement the syllabus and connect the bridge between curriculum and learning beyond the classroom. Extension activities create awareness on social and environmental issues in the students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 48

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Other Upload Files

1

[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 31.75

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
3684	2700	228	670	395

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The College is affiliated to the Bharathidasan University and it follows the curriculum prescribed by the University. The college integrates crosscutting issues through the following methods:

- **Courses in the Syllabus**
- **Events conducted by the college**
- **Activities of clubs and associations at institutional level**

Integration of cross cutting issues at different levels.

- **The students of all UG programmes undergo a paper titled “Value education” during the I semester (2 hours – 2 credits). Issues relating to Human values are taught through this paper.**
- **“Environmental Studies” course is offered in the II semester in all UG Programmes as per the recommendation of the UGC (2 hours – 2 credits) – This paper addresses issues relevant to**

Environment and Sustainability.

• “Soft skills development” course is offered in the V semester in all UG Programmes(2 hours – 2 credits). Students gain an insight into Professional Ethics also through this paper.

• “Gender Studies” course is offered in the VI semester in all UG Programmes (1 hours – 1 credit) – This paper addresses Gender issues.

Some of the courses offered by various programmes also address these issues partly or completely. Some of these courses may touch upon cross-cutting issues

College level clubs to address the cross cutting issues:

Gender Club: This club focuses on the fairness of treatment for women and men and their equivalence in terms of rights, benefits, obligations and opportunities.

Dr. Muthulakshmi Reddy Women Empowerment Study Circle: This club aims at creating awareness about women empowerment through knowledge enrichment and acquisition of life skills and employable skills besides the curriculum.

Nature Club: This is a voluntary student club formed to sensitize students and create awareness about environment conservation. This club focuses on the preservation of nature and preventing environmental degradation.

Students’ Exnora: This club creates an awareness about global warming, protection of natural resources, clean and green environment

Consumer Club : This club creates awareness about consumer rights and helps students to understand the fundamental rights and duties of a good citizen.

Rotaract Club: This club fosters leadership, service-mindedness, promotes international understanding and peace and helps to make students responsible citizens.

The college conducts guest lectures, seminars, or workshops that address professional ethics, gender equity, promotion of clean and green environment, use of renewable energy sources, and significance of human values. Motivational speakers, evangelists, professionals, and even people from the media and civil services are invited to address students about these issues:

1. Trichy municipal Corporation has addressed students on Swachh Bharat Mission and how to become promoters of Swachh Pakhwada
2. District Police Commissioner has addressed students about gender issues, safety, Cybersecurity, Kavalan app, general safety.
3. Motivational speakers address students and create awareness about human and moral values
4. Heads of industries, HR Managers, Industrialists address students about professional

ethics, employability skills and industry practices.

5. Programmes like rallies, green walks, human chain, celebration of Environment week and events to promote green practices.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 38.71

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 1426

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 61.38

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2021-22	2020-21	2019-20	2018-19	2017-18
1358	1263	1812	2115	2761

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
2692	2643	3137	3095	3600

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 80.96

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2021-22	2020-21	2019-20	2018-19	2017-18
965	900	1237	1407	1645

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1349	1323	1570	1551	1808

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 20.35

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The Institution lays emphasis on student centric learning methods. All science subjects have practical sessions where the students practice and apply the theory they learnt in their classes. Project Work in the industry helps them to get first-hand experience about the recent developments in their respective course of study.

Experiential learning

Departments of Social Work, Hospital Administration, Fashion Technology and Costume Designing, Management Studies, Physical sciences, Computer science and Life Sciences provide experiential learning by taking the students to visit places related to their curriculum. Field visits, industrial visits, educational tours are an integral part of these programmes.

Internships are also undertaken by students of these departments to get a practical knowledge about the systems followed by the related industries.

The curriculum of Management Studies is premeditated to place emphasis on theory and concepts as well as the practical knowledge ready to be used immediately in the corporate arena. The pedagogy includes lectures, case studies, seminars, business games, simulation exercises, mini-projects, role-plays and unstructured group work, field visits, industrial work and educational tours. Add-on courses, pre-placement training, soft skills training, mock-interview and special workshops groom the budding managers to be avidly with employability skills.

The Department of Fashion Technology organizes several workshops on soft toy making, bouquet making, artificial jewelry making and garland making. Such activities encourage creativity, innovation and adaptation of ideas. It also gives an opportunity for the students to become entrepreneurs in future.

Assignments are given by the teachers to promote holistic understanding of the concepts taught in the class. Departments of Commerce, Business Administration, Bank Management and Economics conduct panel discussions on current issues prevalent in their areas of study, so as to enable students to acquaint themselves and analyze the issues. National seminars, debates, group discussions, interviews with experts from the industry, are other ways in which students are able to acquire a better insight into matters in question under various branches of their area of study. Workshops are also held to learn how to use emerging technologies. Exhibitions and students' magazines help the students to express and exhibit their knowledge through models and articles.

The college practices a process of generating through discussions on any trending topic initiated by the teacher which is followed by the students interaction, similarly the theory of practicals followed by lab experiments, submission of assignments and presentation of papers in seminars, student's seminar, case analysis and take home assignments in certain subjects. Reports on study tours and industrial visits, project work and field work are also carried out.

The faculty and students make use of the knowledge resource center (libraries) and the internet for knowledge acquisition & present their ideas through powerpoint slides, models, charts and videos. The seminar halls and smart classrooms are used for such sessions and computer labs are used for demonstrations. Students take part in interactions and practical sessions during soft skill and

personality development programmes.

The integral emphasis finally enables the students to acquire critical thinking skills, interpersonal communication skills, listening skills, problem solving skills, knowledge management skills and team work. The annual college magazine and periodic departmental magazines encourage students to contribute articles, poems, essays and other arts, thus providing an outlet for their creative and literary expression.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 98.97

2.4.1.1 Number of sanctioned posts year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
183	185	204	195	202

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 41.19

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise

during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
99	79	86	70	61

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The institution ensures that all the students and teachers are aware of the evaluation process. Teachers discuss the process of continuous internal evaluation with the students in class before every assessment. Students have access to the syllabi on the college website and this gives the details of marks awarded for various components of the Continuous Internal Assessment [CIA] and University Examination[UE]. Course credits and calculation of Cumulative Grade Point Average is exhibited so also the question paper patterns and scheme of valuation with examples is illustrated.

Guidelines for teachers and students for internal assignments are prepared as per the university guidelines and communicated. The college calendar contains the dates for internal assessment tests. Dates for slip / unit tests and submission of assignments are announced to the students by the faculty at least a week in advance. Scheme of valuation is discussed with the students. Every activity that attracts marks in summative and formative assessment is dissected, discussed and experimented in the class.

The marks of students in the internal assessment tests are displayed on the notice board. The final internal marks is also put on view thereby ensuring transparency in evaluation.

Grievances over Continuous Internal Assessment (CIA) are rare, if not totally non-existent. Most of them are solved by the concerned faculty / class tutor. Special cases are brought to the notice of the concerned HOD, who takes necessary action to redress the student grievances with regard to the CIA. Students can also apply for improvement of their CIA scores by applying to the university.

Any discrepancies or out of the prescribed syllabi questions during university examinations are recommended for moderation during valuation. The students whose results are withheld or wrongly posted as absent are immediately remedied by the Head of the Department and Principal, by contacting the university offices to rectify the problem and publish the results at the earliest.

Students who feel that they deserve to be awarded more marks in the External exams can apply for transparency of the script, re-totaling or revaluation. Such answer scripts are valued in the college by the concerned teacher to see if the student really deserves the marks. If so, the teacher recommends additional marks to be awarded for specific answers. The University then evaluates the recommendations and considers them for award of more marks.

The University is very particular in enabling students to complete their degree programmes within the stipulated time. They allow the students with at least two standing arrears after the publication of results at the end of their last semester, to apply for instant examination after their final semester. This unique measure of the university is a time-bound one to enable students to finish their graduation within the specified period. As per UGC regulations, any student has to complete his / her graduation within a maximum period of 5 years for UG and 4 years for PG.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The institution is affiliated to the Bharathidasan University. The university defines the Programme Outcomes on its website and this is shared by the institution on its website. The Programme Specific Outcome and the Course Outcomes of various courses of a programme are defined by the University and added to the beginning of the syllabi for the programme. The syllabi is available in the University and institution website which can be downloaded by students and staff whenever necessary.

The faculty explain the P.S.O and C.Os to the students aspiring to join the programme during the admission process and later after gaining admission they are given a clear understanding about the purpose of the programme(P.S.O) the necessity and impetus of each of the course they have opted (C.O). These are also displayed on the blackboard or noticeboard inside the classrooms and are often referred to by the teachers during class. This guides the students to utilize the tools and techniques used to teach them to learn the contents of the course and to self-assess themselves as to whether the course outcomes have been achieved. Any deviation from achievement of course outcomes and thereby the programme specific outcomes can thus be corrected towards the achievement of the stated outcomes.

The teachers also try to assess the achievement of course outcomes during the class tests, assignments, group discussions etc. They tailor the classroom exercises in such a way that the course outcomes are achieved. All course outcomes are also related to the programme specific outcome by teachers.

CIA is a comprehensive and continuous process carried out throughout the semester to assess the achievement of course outcomes in a phased manner. Placement drives and recruitments are indices of the actual achievement of the programme specific outcome and Programme Outcome.

The program outcomes and Program Specific outcomes are assessed with the help of course outcomes of the relevant courses through Direct Method (Result Analysis) and indirect method (Student's feedback).

Student feedback and Alumni feedback are also obtained to get information on the success of the Course outcomes and Programme specific outcomes achievement. Further suggestions for new methods, or changes in existing methods and how much the students have been able to relate to the demands of the industry, any gaps that need to be filled and so on are also looked into. These feedbacks are analysed by the Principal, Vice-Principal and Heads of Department and corrections are made for proper deliverance of curriculum and further achievement of these outcomes.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The teachers assess the attainment of POs and COs at the end of every internal assessment test and finally at the end of the semester. The COs are recalled while setting question papers for the

internal assessment tests. The summative assessment of all the internal assessment tests and performance of the student in all student centric activities held during the semester help in the final calculation of the CIA for each student. The consolidated analysis of the class's performance in each subject is also useful for assessing the achievement of the COs of the course and thereby the POs of the programme.

The teachers who handle each course therefore map the COs to the POs and quantify the performance of each and every batch of students and submit the same to the Head of the Department for further perusal. Further action to improve the achievement of the COs is also discussed in departmental meetings for immediate measures.

The achievement of course outcomes is also evaluated by the analysis of university results of each course. The number of students who have scored less than 60%, between 60% to 80%, and above 80%, indicates how many students have been able to measure up to the course outcomes and to what extent. This is also done whenever the results are published and submitted for the purview of the heads of the departments.

Therefore both achievements of COs and POs are considered. This can help in further strengthening the achievement of COs through seminars, workshops, additional training programmes and student contests. Placement drives also indicate the level to which students have achieved the course outcomes and program outcomes. But they cannot be taken as absolute indicators as all students are not equally passionate about getting placed and some may aim for progression to higher studies.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 97.07

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1355	1478	1863	1762	1792

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1381	1486	1864	1852	1916

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

<p>2.7.1</p> <p>Online student satisfaction survey regarding teaching learning process</p> <p>Response: 3.69</p>	
File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 11.15

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
3.40	2	5.75	0	0

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Indian Knowledge Systems:

The institution offers B.A Tamil and M.A Tamil programmes. Students of Undergraduate classes have Tamil Language Course during the first four semesters. The curriculum for these courses and programmes includes knowledge on Tamil Literature, History of Tamils, Dravidian civilization, traditions and culture. The medium of instruction is also Tamil

Awareness about IPR:

Some of the programmes have information about IPR in their syllabi (**Course Name: Quality control and IPR for M.Sc Microbiology, Course Name: BioStatistics for M.Sc Biochemistry**). The institution also organizes seminars and guest lectures relating to Innovations and Patenting for students

and faculty members. An IPR cell has been established in the year 2023.

Innovative Ecosystems:

- Several of our alumni are already established entrepreneurs and have innovated their products. They are invited to guide the students in setting up their own business.
- We have an MoU with Tiruchirappalli District Tiny and Small Scale Industries Association (TIDITSSIA) and we invite them to offer financial advise for startups, motivation for entrepreneurship through case studies and to offer advise through CII for innovative product design and patenting.
- The institution's innovation council (IIC) launched under the directives of the MHRD, consistently conducts events that invigorate students to apply the knowledge that they have acquired during their classes, field visits, internships and through online study to create novel ideas that could be converted into commercial products.
- The IIC conducts ideathons, workshops on design thinking and innovation, workshops for building business canvas, and interactive sessions with entrepreneurs, heads of government agencies and research scientists.
- We invited Prof. Mayank Srivastava and Prof. Timothy Gonsalves from IIT. Both have their own startups based on their inventions and research. We also invited Mr. Kishanth, CEO and founder of Pettipod, who has innovated robots for automating processes for businesses.
- The institution has a Yuva chapter that conducts events to nurture entrepreneurial spirit among the students.
- Skill training is used to ignite the inquisitive mindset of students to have a problem-based approach to knowledge acquisition and transfer of knowledge to create innovative design and products.

Establishment of Incubation Centres:

Reputed companies recruit talented and skilful students during placement drives and offer them training during their final year. The college provides the required infrastructure facilities for such training. These trainee students are later offered placements in industries. Thus, the college provides incubation training and placement for its students during their final year.

Creation and Transfer of Knowledge / Technology

- 1. Students of Fashion Technology and Costume Design have created their own designs for weaving silk sarees and these were compiled and handed over to the silk weavers of Kanchipuram as "Book of Designs"**
- 2. Some students have prepared software for automating some of the routine tasks in the college.**
- 3. Based on workshops conducted by the departments, students have prepared Vermicompost and Vermiwash and used them in their fields to increase crop yield**
- 4. Millet expos and innovative food products exhibitions are conducted on the eve of World food day, Environment day etc.**

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 56

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
20	2	15	10	9

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 1.28

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
28	118	58	72	25

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.58

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
36	53	26	10	11

File Description	Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and

sensitizing the students to social issues for their holistic development during the last five years.

Response:

The College organizes and participates in various extension activities with a dual objective of not only sensitizing students about various social issues, but also contribute to community. The extension activities are an integral part of the UG curriculum. The extension activities are an integral part of the UG curriculum, by which the institution provides the first hand opportunity to have a wider view of life. The Major Extension activities carried out by NSS , Nature Club, Exnora, Youth Red Cross, Unnath Bharat Abhiyan Programme, and Gender Club are

- Swachh Bharat and SwachhSurvekshan
- Dengue Fever awareness and survey in the neighbourhood
- Personal and menstrual hygiene through WISH(Women In Sanitation and Hygiene Management) and MHMC (Menstrual Hygiene Management Consortium)
- Inculcation of Spiritual and moral values through skits, mime and dance programmes
- Voter's Awareness and Applying for Voter's ID for students
- Child Labour abolishment and identification of child labour under NCLP scheme and their rehabilitation through admission in schools and colleges.
- Promotion of Yoga and creation of awareness of Yoga for stress management and good health.
- Breastfeeding day and hand washing day are celebrated through rallies by highlighting the importance of breastfeeding and hand washing.
- Preservation of the ecosystem by planting trees and distribution of tree saplings.
- Awareness on nation building, integrity and constitutional rights through celebration of Independence day, Gandhi Jayanthi, Constitution Day, Republic Day, Teachers' Day, RashtriyaEkta Diwas etc.
- Digital awareness drives for improving use of computers and mobile phones for everyday activities.
- Gender equity, Women Empowerment and Gender sensitization through rallies and drives like Save the Girl Child.
- Solid waste management by visiting waste management plants.
- Importance of blood donation

- **Duty of citizens like restoration of river canals and bunds to protect from floods.**
- **Community integration through celebration of festivals like Pongal, Onam, Deepavali, Christmas.**
- **Importance of sanitation, health and hygiene and environmental consciousness by celebrating Sugathara Pongal using smokeless chulhas.**

This ensures engagement, active participation and accountability of the students. The NSS units adopt 5 nearby villages for a period of three years and all the outreach programs are organized there. The volunteers carry out a cleanliness drive and stay there for a week in the camp taking up different work like construction of toilets and roads. They also conduct several health awareness camps. The NSS camps provide an opportunity to the students and also the community to listen to eminent people who are invited to deliver talks on important issues like Health Awareness, Environment Awareness, Tree Plantation, Importance of Yoga etc.

The Entrepreneurship Development Cell and Department of Fashion Technology have conducted skill development and training programs to promote entrepreneurship among women in society. Many departments also conduct outreach programmes and extension activities during the year.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The institution nurtures the spirit of service to the society among students. The objective of the institution is to develop well groomed women, who are aware of the problems in the society at all levels and who extend their support in addressing these problems and bringing out viable solutions. Students participate in rallies, camps, workshops and all other events conducted by service organisations like Rotaract, Exnora, Lion’s Club, Ladies’ clubs of Trichy, Trichy Municipality etc. Some students and members of the staff have received awards for their services. The institution has also received many prestigious awards.

Similarly, NSS Volunteers & Programme Officers offer minimum 120 hours of community service per year in slums, villages and backward areas that need rehabilitation. They attend orientation courses and participate in Cleaning activity, Awareness Programmes, Health Awareness programmes, rehabilitation of slums, etc. They also attend Adventure Camps, National

Integration Camps, etc. Our NSS officers and volunteers have received awards for their dedicated services.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 143

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
24	11	33	29	46

File Description	Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 30

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

- Institution's infrastructure includes 12 buildings, 110 class rooms, 25 staff rooms with lift and ramp facilities.
- 27 ICT enabled smart classrooms with IFP or Smart TV
- 110 classrooms and 3 seminar halls connected with Optical Fibre 200 Mbps Leased Line
- 2 classrooms with system and Projector facility
- Fully automated centralized library with reading space for 100 students.
- Departmental Library for M.B.A
- Digitized Library Management System with Online Public Access Catalogue, internet access, reprography facilities, 54665 bar-coded books, periodicals, journals in various subjects classified with Dewey Decimal classification; access to INFLIBNET with N-LIST, DELNET and National Digital Library through e-Resource center.
- A special wing for Training and Placement division with discussion room, interview room, and lounge facilities
- 6 air-conditioned computer labs with 502 systems connected by LAN, with sufficient software, peripherals, inbuilt speakers, projectors, amplifiers, microphone, furniture and fixtures.
- 200 Mbps leased line, Wi-Fi for networking. 30 Mbps broadband for backup networking.
- 2 x 125 KV generators for backup power supply for the campus.
- Language lab software with 100 licenses.
- Quality Control Lab, Fashion Illustration Lab with AutoCAD software, and Sewing

Technique Lab.

- **Biochemistry lab with Desktop and Cooling Centrifuge, Incubator, Flame Photometer and Electrophoresis Units.**
- **Chemistry Laboratory with Digital pH metre, Digital conductivity metre, Digital Potentiometer and Digital Spectrometer.**
- **Microbiology lab with Clinical Centrifuge, BOD and COD incubator, Vertical and Horizontal Gel Electrophoresis apparatus, UV Transilluminator, Soxhlet apparatus and inoculation chamber.**
- **Physics Laboratories with Dark room and 4 computer systems**
- **The College has a 5.11-acre sports ground with meeting space, dressing room and toilets besides courts for playing badminton, volleyball and handball. There is also an athletics track. The College has a Badminton Court and a Basketball Post inside the campus for short time practice.**
- **Indoor sports facilities like Table tennis, Chess, Carom etc. can be played in the indoor games room. There is a small annexe accomodating a treadmill facility.**
- **Sports students are provided with scholarships, sports suits, food, transportation for attending sports events / coaching camps. Sports gear is also provided.**
- **Fine-arts is practised in classrooms and halls available in the college. A room for storing costumes and equipment for fine-arts is provided. Special coaches are engaged for training students.**
- **An open air auditorium with a capacity of 1500, with stage, green room, focus lamps, sound systems and furniture is available for conducting programmes.**
- **All computer labs, seminar halls, and auditoriums have projector and amplifier facilities and are connected to the internet while seminar halls, and auditoriums have wi-fi connections.**
- **60 classrooms and all departments have desktops connected to the internet.**
- **Four blocks have Wi-Fi facilities connected to the Internet.**
- **We use GSuite for online classrooms, assessment and grading, sharing Learning material, and conducting quiz and surveys. 6 licenses have been purchased for unlimited videostreaming for conducting webinars and conferences.**
- **24 buses and vans support students and staff to commute to the college.**
- **ATM facility, post box, CCTV surveillance are available for students.**

- **Public announcement system, R.O purified drinking water facility, solar panel, Lift, Generator, Ramps, Intercomm facility, Fire & Safety Equipment** are added support facilities.
- **Media center handles branding and advertising.**

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 28.74

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
316	295	22.23	154.77	101.32

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS),

adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The institution has access to the General Library and the M.B.A Library. Since 2002 both libraries have been fully automated with the software called “NIRMALSPRO®”, it has also been upgraded to the web version in 2021. The software is a client/ server library management package which is a user-friendly, fully integrated, multi-user library automation software. All computers in the libraries are connected via LAN to a server.

The library software supports the following functionalities:

- Acquisition Control System – helps to order and purchase books
- Bibliographic Control System – helps to enter the purchased books in the database with all details like accession no, classification code, book number, title of the book, author names, publisher name, year of publication, department name, serial no., no. of pages, no. of copies, volume details, ISBN No and so on.
- Circulation Control System – helps in issuing and returning books to students.

In the library, a barcoding system is programmed to identify the title of the book. Author name and so on. In order to establish that, the barcode is printed and placed on the surface of each book. Unique student identity numbers are bar-coded on students’ identity cards soon after their admission. With the aid of the Circulation Control System, the barcoded books are issued to the students and faculties. A Barcode scanner helps in monitoring the attendance of the students.

- Serials Control System – It helps to record the journals and magazines details purchased by the library.
- Online public access catalogue (OPAC) – This specialized database helps the students to search for the required books using details like accession number, ISBN no., author, title, publisher, and any word. The results give details on the availability of the book, no. of copies available to borrow, no. of copies already issued, etc.
- Nirmals’ General Utilities – It helps to take backup copies of the other details.
- Self-Charge and Self-Discharge Systems – It help the students to serve themselves. However, this service is not provided.
- Gate Entry Monitoring System –It helps to generate the library attendance for the faculties and students by using their bar-coded ID cards or manually.

The institution holds a subscription to NLIST, e-journals, e-Shodh Sindhu, e-books, and bibliographic databases through INFLIBNET and DELNET. All e-journals, INFLIBNET, and DELNET are connected via static addresses so it is possible to access them anywhere within the campus through the college Internet connection (computers in the library, all computer labs, office,

departments and classes). It is also possible to access DELNET even outside the campus through remote login.

The library also has software to support visually challenged students. Pearl high-speed camera scanner with Open book OCR software for reading printed library materials and “Fusion Talking software for computer operation” for reading computer screen content and converting it to Braille are available.

Every year, nearly 1.5 to 2 lakhs are spent on purchasing printed books, magazines and journals. 250 to 400 people visit and make use of the library on a daily basis. The library also has a ‘book bank scheme’ where students can borrow books for exam preparation.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

2018-19:

1. Leased line upgradation from 34 Mbps to 50 Mbps.
2. CCTV Surveillance was upgraded with 75 new IP based cameras and monitoring systems.
3. GPS and CCTV surveillance for vehicles.

2019-20 :

1. The institution embraced GSuite for Learning Management during the pandemic. One license for educational purposes was procured for the domain sigc.edu.
2. 10 additional licenses to support more than 100 users upto 250 users was also purchased for conducting add on courses, placement training, webinars and conferences. Live streaming,

user rooms is also supported for these licenses.

3. **YouTube** livestreaming was also used to handle communication classes for about 750 students.
4. **YouTube, Twitter, Instagram and Facebook** accounts were also created for improving the online presence of the college.
5. **The college website** was redesigned and contents rewritten.
6. **Regular English Language Practice** was provided to students through WhatsApp in association with Lady Hawk.

2020-21:

1. **The leased line circuit** was upgraded from 50 Mbps to 100 Mbps and further to 200 Mbps for want of bandwidth for handling online classes.
2. **HPE Proliant ML 350 GEN 10 4210 server** was installed for performance upgradation and backup purposes. It has a warranty for 3 years.
3. **SONICWALL NSA 2650 firewall** was installed to block unnecessary websites and spam. It supports for the entire campus and has a warranty for 3 years.
4. **L3 SWITCH: ARUBA 2930 F 24G 4SKP SWL JL253A** was purchased to support increased Leased Line bandwidth
5. **KASPERSKY ENDPOINT SECURITY FOR BUSINESS: 300 NO'S** was purchased to support antivirus requirements for systems in the campus.
6. **Structural cabling** for the entire college campus and Hostel was done. Older cables had worn off and there was loss of connectivity within labs and inside other areas of campus. As a part of the process, OFC cables were used to connect LANs between blocks. New switches were purchased to connect these cables. 19 Wi-Fi access points have been installed across three blocks (J&D block, M.C.A & M.B.A blocks) for access to Leased Line for taking classes online and office room for access to internet for accessing government websites and normal activity. WiFi access points were also installed inside the seminar hall, library and auditorium.
7. **12 Interactive Flat Panels** were purchased for ICT based teaching and learning.
8. **15 licenses for Office 365** were purchased to support official purposes.
9. **25 web cameras and 60 headphones** were newly purchased to support webinars and online classes.
10. **19 new printers (some with scanners)** were purchased for various purposes.

11. Language lab was upgraded to support server based functioning.

2021-22:

1. The leased line circuit was upgraded to 200 Mbps.

2. 8 IFPs & 21 Smart TVs were purchased for ICT classes

3. 4 Projectors for computer lab

4. L3 SWITCH: ARUBA 2930 F 24G 4SKP SWL JL253A was purchased to support increased Leased Line bandwidth

5. 100 Language lab licenses purchased under new version with server based operation

6. Digital Copier Machine, 2 scanners was purchased

7. 2 x 20 KVA UPS with 30 batteries for backup power supply.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 4.99

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 738

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 57.72

4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
265	178	438	541	364

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 16.78

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1727	399	539	715	677

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 58.73

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
3300	300	4500	4500	1600

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: B. 3 of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 24.61

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
308	543	335	358	498

5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1355	1478	1891	1780	1792

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0.48

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2021-22	2020-21	2019-20	2018-19	2017-18
12	4	12	2	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 26

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
8	0	1	8	9

File Description	Document
Upload supporting document	View Document
list and links to e-copies of award letters and certificates	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 30.2

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
26	0	32	49	44

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1

There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

The college alumni association is registered and its details are available on the website. The association specifically provides a platform for interaction between the alumni and the present students. To Promote a sustained sense of belonging to the ‘Alma mater’ among the Alumni a regular contact is maintained with them and their status is monitored. Alumni engagement leads to lifelong relationships, by helping the current students choose the right career stream, internships and placements. Its contribution during the last five years through financial and non-financial means to improve the facilities and infrastructure of the college is praiseworthy. The data related to the Alumni gives the details of their present position with regards to their progress in studies or employment. Every year Alumni meets are conducted on graduation day. A specific alumni meeting is also held annually to commemorate the alumni occupying exceptional positions in all the fields. They are bestowed with the Best Alumni award. The recipients interact with the students recounting their experience while they were students and how it helped them to reach such positions. An alumni meet was also conducted at Chennai in 2018. Many alumni and even past staff of the institution were very happy to attend the meet. They even contributed funds to bear the expenses of the meet. At present alumni whatsapp groups are formed and the details of the alumni are sent through it at the National and International level.

Every department maintains a database of alumni which is updated regularly to know their present status. Alumni in top positions are invited to alumni meets and to participate in special events conducted by the institution. Many of our alumni are working abroad in high positions. Some of them have set up their own businesses and are founders or Vice Presidents of companies, or working as research scientists and head of departments in Government and Academic institutions. We also have alumni who have excelled in finearts and are running their own schools.

CONTRIBUTION MADE BY THE ALUMNI FOR THE GROWTH AND DEVELOPMENT OF THE INSTITUTION:

- Alumni are invited as resource persons in webinars / seminars, entrepreneurship related activities, workshops and conferences to share their expertise and provide counsel to present students.
- They also help the students of the past and the present with career options and economic independence.

- **Some alumni or their parents have created endowments for providing scholarships to the needy / proficient students every year**
- **They have created a fixed deposit as Scholarship Endowment Fund.**

File Description	Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Vision of the Institution : To be the #1 Arts, Science, Commerce and Management Institute for women, in India.

Mission

- **To enable the students to acquire an integrated personality.**
- **To provide opportunities for Higher Education to Girls.**
- **To promote empowerment of Women through Education, Employment and Economic Independence.**

Values

- **Mutual Respect & Team Work**
- **Integrity**
- **Passion**
- **Continuous Learning with Quality**
- **Student focus**

The college aims at education, empowerment and economic independence of women. It strives to nurture all-round development of girls with the stated values. The college adheres to a 7 pillar growth framework to achieve its objectives. It also strives to provide a happy and enjoyable work environment with continuous improvement through pipeline planning. Periodical reviews with a prospective plan help us to work towards the set goal.

- **The Secretary is the representative of the governing body.**

- **The Chief Executive Officer is the sanctioning authority of the institution. The Principal is the academic head of the college. She liaisons between the various heads of departments, teams, clubs and committees and the management.**
- **There are specific policies and procedures that govern the administrative functioning of the college.**
- **These are drafted after discussions by the Principal and Vice-Principals, with the management.**
- **Internal Quality Assurance Cell ensures quality sustenance and drives the staff towards quality benchmarks, collects data and compiles them for analysis and obtains feedback.**

Decentralization and participatory governance

The institution is managed by two statutory bodies - Governing body and Finance committee. The everyday affairs of the institution is managed through several non-statutory bodies, with the principal at the helm of affairs.

The Principal effects policies and strategies approved by the Governing body. The Principal, as a team leader, executes and monitors day-to-day affairs by delegating the administrative powers to Vice-principals, HoDs, faculties and Coordinators of various clubs and committees.

The institution executes academic, administrative and student management functions in a structured format availing the support of various non-statutory bodies. The academic audit committee monitors the effective functioning of various aspects of each department periodically and reports to the IQAC for further assessment and action. The library committee ensures that the adequate books, journals and magazines are available to students and faculty as per requirements. The staff selection committee recruits well trained and experienced resources to support effective functioning. IQAC acts as a pivot of all other bodies and ascertains details to maintain quality in each aspect. Exam committee plans and executes smooth conduct of exams. Likewise, there are special committees, each with specific policies and procedures, to carry out each specific administrative function of the college. The IPR cell, IIC and research periodical committees work in association with the research advisory committee to promote research oriented activities in the institution. Student Affairs are taken care of by 10 different committees pertaining to alumni, Parents, Sports, Fine Arts, scholarships, training & Placement, counselling, grievance redressal etc. Most of the committees, including IQAC, have a coordinator, management representative, faculty members and student members to ensure participative and decentralized approach in management.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The institution functions in accordance with policies approved by the governing council. Under the headship of the principal, the Heads of Departments plan, initiate and manage the effective functioning of their departments and strive for excellence in each of the seven pillars of the growth framework. The principal, vice principals and the Heads of Departments take a synergistic approach to achieve the vision of the institution.

There are specific committees for admission, preparation of college calendar, annual reports, extension activities, work environment, conduct of internal and university exams, advertising and branding, research and innovation, entrepreneurship, student grievances, library adviserships, accreditation and approvals, website management and environment management. Various teams, clubs and cells work hand in hand for the effective and efficient functioning of the institution.

Administrative setup: The CEO manages the institution with a perspective plan, keeping the vision and mission in mind. He has drafted a 7 pillar framework to streamline his approach. He has formed a special committee called VISION 2023 to discuss and implement the strategic plan of the institution. He drafts policies, procedures, rules and regulations after discussions with respective heads of various non-statutory bodies, in the presence of the principal. He plans and monitors the execution of various strategies to deploy the development plan of the institution. Under his leadership and guidance, the principal manages the affairs of the institution. Some of the plans and policies are also presented to the Governing Body for approval. The Secretary approves the financial aspects of management as a representative of the Governing body. Appointment and service rules are effected by the HR Officer. Departments are administered by respective heads of departments. Library is managed by the librarians. Laboratories are managed by the respective departments. A special IT committee is formed to take care of all the ICT needs of the institution. An administrative officer manages the infrastructural and maintenance aspects of the institution including the hostel. There are support staff appointed to take care of various maintenance tasks under the supervision of the Administrative officer. Placement and training division caters to the career development and employment needs of the students. Academic affairs relating to affiliation, university affairs, scholarships, student attendance, and staff management are carried out by the administrative office. Hostel is managed by a separate fleet of staff.

Academic administration : The Principal directs the Heads of Departments in effectively managing their departments as per regulations prescribed by the university and the strategic and tactical plans drafted by the CEO for the effective growth of the institution. Several policies and procedures guide the staff members in their everyday functioning and decision making. These help in operation management, delegation of duties, vested authorities for taking decisions and responsibilities for record keeping. Constant performance analysis helps in correcting deviations and producing desirable results. The seven pillar growth framework helps in assessing each

proposed plan of action so that we are always moving in the right direction. The vision and mission are also kept in mind in all action plans. Team work, decentralization help in goal accomplishment. Self assessment helps in correcting deviations.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

Response: B. 3 of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The institution values its workforce very much. The following welfare measures are provided to the staff members:

General Welfare Measures

- 1. All the members of the staff are covered by Group Insurance, Employee Provident Fund and Employee State Insurance.**
- 2. Children of the members of the staff are given a 50% fee waiver when they study in college or schools that are managed by the college council.**
- 3. The members of the staff are given one-third concession in bus fare.**
- 4. Non-teaching members of the staff are given festival bonuses.**
- 5. The members of the Staff both teaching and non-teaching are motivated to pursue higher studies and qualify themselves during their employment. The management gives them leave to attend exams.**
- 6. The members of the staff doing full time Ph.D are given leave (QIP) for completing their course.**
- 7. Free health check up camps are arranged every year. Doctors are also invited to give awareness on health oriented topics.**
- 8. Registration and travel costs for attending conferences and seminars are reimbursed for teaching staff. At times they also use the transport of the institute.**
- 9. Regular orientation and FDPs are conducted free of cost to update the knowledge of the faculty.**
- 10. The members of faculty take part in various entertainment programmes to break the monotony of work.**
- 11. Research incentives are given to faculties who publish articles in Scopus and UGC indexed journals.**
- 12. Staff who have completed NET / SET/ Ph.D are given an allowance of Rs. 6000/- per month**
- 13. The college pays annual membership fee to ICT Academy, CII and Computer Society of India. All FDPs attended through ICT Academy are offered free of cost to faculty. Articles published in ICT Academy journals do not attract any fee for publication.**
- 14. The college provides free lunch or dinner to staff on specific occasions like Founders' Day, hostel day, New Years Eve, or on festive occasions**

Performance Appraisal System:

A self appraisal form for the members of the staff is used to collect all details regarding their performance for the current year.

This includes

- **Personal details as well as their qualification,**
- **Details of conferences, workshops, seminars, FDPs, orientation/refresher courses attended by them**
- **Paper publications in journals and conferences, chapters in books or books published**
- **Memberships in professional bodies, committees, clubs, academic forums and their contribution to the same**
- **Awards won in academic / non-academic bodies outside the college**
- **Industrial tie-ups**

This is submitted to the IQAC for perusal and analysis is carried out based on which they are assessed, consolidated and submitted to the heads of department, Vice-principals and Principal for consideration. This helps in a 360 degree feedback of the faculty.

Similarly general feedback on performance of non-teaching staff members is obtained from the Principal and office superintendent / HR Manager. Feedback is also collected from the present students / alumni about the members of the faculty and is used to assess the teaching performance of the faculty and correct any deviations in quality sustenance.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 13.66

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
42	12	52	15	10

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 7.88

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
20	20	20	20	13

6.3.3.2 Number of non-teaching staff year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
44	28	53	45	51

File Description	Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Fund mobilization

- **The main source of income for the management is the fees collected from students.**

The following bodies provide endowment every year

- **Jagadguru Sathapthi Medical and Educational Charitable Trust offers a scholarship - ? 1 lakh.**
- **City Union Bank offers a scholarship - ?1 lakh.**
- **Hello F.M, Suryan F.M, Kingmakers IAS Academy, Ladies Clubs of Trichy and some philanthropists have given scholarships now and then.**
- **Rental Revenue is generated by extending the institution's premises for conduct of competitive examinations, ICAI, and other university/board examinations**

Funding from Government and Non Governmental organization

- **?2.65 lakhs was received from private organizations**
- **?7.13 lakhs was received from TNSCST, ICSSR and RGNIYD in 2022**

- ₹98000 was sanctioned from Honeywell for training 100+ students in Microsoft Azure Cloud and the institution was selected as one of Women Empowerment Centres
- ₹49000 was sanctioned from DxC technologies for Computer and Soft skills training through ICT Academy of Tamilnadu

The institution uses TALLY for maintaining the accounts. Online banking and online payments have been in practice for the past 5 years. Similarly, fee collection is mostly done online Tuition fees, hostel fees and all other fees are collected through direct mode. Our bank has developed a special online portal to collect fees online through debit cards or internet banking facilities. Now this has been made mandatory. All fee receipts are made online and payments are also made online.

As transactions are made, they are entered into the accounting software. At the end of every month a monthly statement is generated and checked for any mistakes or left out transactions. Then these are scrutinized by a certified auditor.

The finalized accounts are scrutinized by a registered Auditing Company. Periodical audits are conducted once in six months. Six members of the staff are employed to take care of the financial transactions, book keeping and financial management using the software. This forms the financial section of the college.

At the end of every month two members of the staff from the auditing office visit the finance section and conduct an internal audit on the monthly accounts. They scrutinize all books of accounts and also the entries in the software. They also go through all bills, invoices and receipts and check if all transactions are posted in the correct heads of accounts. Certain doubtful postings are clarified during such internal audit sessions. Any deviations in accounts are subsequently corrected as per their instructions.

The overall accounts are submitted to the auditing office at the end of the year for further scrutiny. The auditing office goes through the accounts and may raise any queries about the account heads and the details. This will be further clarified by the finance officer and changes carried out if required. This may happen in many sessions before the end of the financial year. Most of the time there are not many audit objections as all the accounts are already scrutinized by internal auditors. This forms the external audit. The finalized accounts are submitted for income tax returns.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Functions of the IQAC:

1. Plan of action for each year based on NAAC KPIs and past achievements in keeping with the vision, mission and perspective plan of the institution
2. Data Collection from staff members, department heads, administrative office and finance Section, Clubs, Committees and students
3. Analysis of the collected data that aid in the generation of quality metrics that reflect the performance and progress of the institution.
4. Creation of benchmarks to aid in quality assessment.
5. Comparison of quality metrics with the benchmarks to aid in decision making for quality enhancement / sustenance
6. Transacting the decisions through regular meetings with the Management, Principal, Heads of Departments, Heads of Clubs and Committees and Student Representatives.
7. Addressing the teaching and non-teaching staff about the specifications and requirements drafted by the regulatory bodies like NAAC, AICTE, ISO etc. and explaining how they have to prepare documents and submit the required data.
8. Quarterly meetings of the IQAC helps in analysis of achievement of benchmarks for each quality parameter and various processes and procedures to decide on further plan of action.
9. Incremental achievements are recorded in the minutes and finally reported through the Annual report of the IQAC.
10. Collection of feedback from stakeholders and analysis of feedback to report on corrective measures required for further improvement to the Management and Principal
11. Preparation and submission of NAAC AQAR and SSR.

Specific systems and procedures have been institutionalized for submission of data to the IQAC. Special committees for each criteria have been formed and they support the IQAC Coordinator in the functional activities.

Review of Learning outcome:

- Teachers analyse achievement of CO based on student performance in each course. This is reviewed by the HoD and submitted to IQAC.
- PO-PSO-CO mapping is also done.

Review of Admission Process and Strategies:

Analysis of online / offline admission process, admission strategy, review of admission portal on website and admission system for direct admission, Analysis of admission details to extract summary of admission programme wise and community wise, analysis of programme-wise demand to take remedial action.

Review of results and ranks yearwise

Review of staff qualification yearwise to create summary and further steps to improve the outcomes - Increase in staff qualified with NET / SET / Ph.D, recruitment of qualified staff every year, Increase in number of staff completing / registering for Ph.D

Review of the extent of training given to students and related placement outcomes every year.

Review of departmental pursuits for nominating Best Department Award in Science, and Non-Science domains.

Review of Activity reports from various clubs and committees.

Review of processes :

- Semester-wise and day-wise plan is prepared by teachers for completion of syllabi, tests, assessments, quiz, mini-projects, group discussions, assignments at the beginning of the semester in each course.
- A copy is submitted to the head of the department and the class representatives so that they can also prepare themselves for each day.
- Heads of the department periodically review the plan, meet class representatives and get feedback on teaching learning experience in the class.

File Description	Document
Provide Link for Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Promotion of Gender Equity:

The institution administers gender equality by means of respecting all the students without discrimination of their social status or religion.

The vision and mission of the college is based on women empowerment through education and placement.

The Entrepreneurship Development Cell, Gender club, Dr. Muthulakshmi Reddy Women's Empowerment Study Circle and the NSS units hold many programs highlighting the importance of women empowerment. The college in turn hosts many activities on Menstrual hygiene in association with WISH, a scheme of the Bharathidasan University and the MHMC to women students and rural women in the college and selected villages.

Initiative from the curriculum and Co-curricular activities

The faculty fosters women equality and gender sensitization through debates, quiz, group and panel discussions. The curriculum also includes topics on gender sensitivity.

The M.S.W programme offers a course on Corporate social responsibility, and social issues which make the students understand the impact of corporate culture. The Department of Economics, Commerce, Business Administration and M.B.A offer Entrepreneurial development which enable the students to become entrepreneurs, so that they can become job providers rather than job seekers. The Department of Fashion Technology offers a course on Fashion clothing and psychology, equipping the students to understand the working of the fashion industry collaboratively. The students of Hospital Administration create an awareness on Personal Hygiene. Value education and Gender studies are the papers taken by all the departments as a compulsory subject which in turn imbibes tolerance and understanding beyond the cultural and religious differences.

The Placement cell of the college focuses on career opportunities so that the students can have economic independence and self-image. IQAC and NSS also co-ordinate programmes related to gender sensitivity.

Facilities in the Campus

Safety & Security

The college campus is under the coverage of CCTV cameras. It is mandatory for the students and faculty to wear the identity cards issued by the college at all times.

- Security services at all the entrances
- Down home and comfortable stay for girls in the campus hostels with mess facility
- Check-in and check-out time monitoring by using biometric system
- Vaccination Camp (Covid-19) to the students inside the campus (Social responsibility, health related activities)

Counselling

The faculty of Social work who are professionally qualified counsel the students on personal and psychological issues if any. They also address the emotional, social and behavioural needs of the students.

Celebration of Days of Significance of gender equity :

The institution has celebrated International day of girl child, National girl child day, Women's equality day, International women's day, National women's day. The international women's day is celebrated in splendid manner, inviting eminent women leaders to emphasise women values and gender equity. We also conduct events on Women Rights, Civil rights of women and safety and security for women against Cyber crime for the benefit of our students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1.Green audit / Environment audit**
- 2.Energy audit**
- 3.Clean and green campus initiatives**
- 4.Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance

and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The Students of the Institution come from a diverse economic, social, geographical, linguistic and religious background. In spite of these, unity and integrity persist in the campus. Books are provided to the economically backward students through the Book Bank Scheme on Fresher's Day. These students are also financially supported with the help of scholarships received from endowment funds and donations at the time of other special occasions.

The students are taught different subjects of socio – cultural importance at various phases of their course. Other than the core programmes, the curriculum includes specific papers on humanities and social sciences including management courses. Some of the important topics for study are Organizational Behaviour, Environmental Sciences and Essential Studies in the form of Professional English. Papers based on values and ethics and principles of Management together with Economic policies are offered as supportive papers. Besides these, different socio-economic initiatives are taken like afforestation, debates, panel discussions on vital contemporary topics.

The Department of English successfully eradicates the linguistic and sociocultural impediments through induction programs, bridge courses and refresher courses. Students strengthen their communication skills through the language lab which has Lady Hawk software.

Irrespective of their cultural, regional, linguistic, communal, socioeconomic and other diversities the institution has a uniform code of ethics for students, members of faculty and other employees. India is a pillar of secularism and the institution also follows the same. The students entitled to scholarships through the government reservation are duly monitored. Economically backward students are motivated to continue their studies through the management and other endowment scholarships. The institution takes every possible measure to avail with all the scholarships to the students during their course of study.

Fundamental duties and rights of Indian Citizens and other constitutional obligations are learnt by the students in their UG programmes through value education and gender studies. Besides, the college sensitises the students and faculty by displaying posters in the social media on the rights of voters, women and consumers. Students take part enthusiastically in essay writing, poster making and elocution competitions on voter's rights, women's rights, safety and security for women conducted by the Trichy Corporation at neighbouring colleges and different clubs. The NSS in turn strengthens the awareness by conducting rallies, slogan writing, poster making, and oath taking on special occasions.

All festivals are celebrated in such a manner that there is widespread participation from students of all religious backgrounds.

Every student, faculty and all the visitors who enter the portals of our institution never fail to visit the living legend of our college – The Gandhi Tree – the place where the father of our Nation Mahatma Gandhi sat and addressed the students in 1939. Under this tree the students take oath on the days of National Integration, Martyrs, National Unity, Save the girl child, Eradication of

Untouchability and the like.	
File Description	Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Response:

BEST PRACTICE I

Title of the Practice: ACME (Aptitude, Confidence, Managerial Skills, Effective Communication)

Objectives of the Practice:

To evoke awareness on career

To develop skills and infuse conviction for active participation.

To channelize students towards futuristic thinking.

Honing effective problem-solving and decision making skills.

To help students in introspecting their skills and to strengthen their career design.

The objectives assist students to progress in mastering their competent skills and in shaping their career plan in a constructive way.

The Context:

Effective Communication, critical thinking, problem-solving, teamwork, and leadership qualities are the essential employability skills for students' careers.

Students enter the portals of our college with great expectations of what is in store with regards to their career.

The Training and Placement Division acts as a power house in showing various career avenues and provides proper guidance to each and every student.

The Institution also offers career-oriented skills that enables the students to excel in the corporate

environment.

The management has taken great efforts for the development of the students through ACME.

The Practice:

The Training & Placement Division has a tie up with corporates who arrange trainers periodically to develop the skills of the UG & PG Students to meet the challenges prevalent in the industry.

The training is integrated in the regular time table. A curriculum is framed wherein effective communication is focused for the first years and aptitude skills in the second year. In the final year, the students are trained to imbibe various skills related to their chosen area of study.

The ongoing training from the first year elevates the students' caliber to meet the needs of the industry and their work ethics. The students are prepared and trained for extensive tests based on the recent models of competitive exams and test modules of leading companies.

Evidence of success:

The ACME in association with the Training and Placement Division, the institution has brought out a remarkable transformation among students by inculcating the necessary skills in both domestic and also global placement. Many students have been placed in renowned companies. Some of them have become successful entrepreneurs. The impact of the training has given the students a great hope and confidence in the progression of their academic growth.

Problems Encountered and Resources required

Maintaining continuous motivation level of the students is put to challenge as parents and students are exam centric.

Stabilizing the timeline between the regular academics and training sessions.

Inviting reputed trainers from acclaimed corporates involves a higher financial plan/budget.

BEST PRACTICE II

Title of the Practice: Professional Accomplishment with Collegiate Education (PACE)

Objectives of the Practice:

To procure higher knowledge of leading experts on recent trends, innovation and communication excellence.

To discover the innate qualities of students and develop them through suitable training.

Creating encouraging environment-having constructive interaction, share information and active participation

To evoke their self-confidence, self-belief and become self-sustained and vibrant.

To provide dynamic training to achieve required skills to feature the industry market.

The Context:

Seminars, webinars and workshops set a great platform for the students and faculty to understand the relevant topics in a better way with the latest information. The proficiency shared by the experts provides information to the students on various learning accords. These programmes upskill their critical thinking, effective participation and communication.

Active participation in these programs progress their personal and interpersonal skills. These skills help the students in keeping them in line for the job- readiness. The institution therefore comes up with in-depth exposure of their respective subjects. They help to acquire and adapt new skills to the demands of the corporate world.

The Practice:

Learning is a life -long phenomena through which the institution provides a different dynamic of academic life to the students. Seminars, webinars, workshops and Conferences enable the students to improve their communication skills, gain expert knowledge, network with others and gain motivation and confidence.

The various streams of Arts, Science, Commerce organize State, National, International-seminars, workshops and conferences every year, they submit proposals with a financial plan. Following the approval of the plan the Department organizes the programmes either as a single department or in collaboration with other department(s).

The lectures and discussions delivered by experts give new perspectives and enhance the abilities of the participants to think of research or higher studies in their specific domain.

Faculties also play a vital role in the academic venture. They develop a new web of knowledge, acquainted with leadership theories, intercultural interaction and behavioral science.

The planning of the seminar includes resource person selection, designing invitations, stage decoration, and arranging refreshments which runs effectively with conjoint coordination of faculty and students. A review meet is conducted to determine the effectiveness of the programme. Evidence of Success:

A total of 227 International, National, State and District level Seminars and Workshops have been conducted with more than 10593 participants. These programmes provide enormous opportunity to the students to interact with experts in their respective fields resulting in exchange of learning and knowledge pathfinding. The resource persons inspire, influence the future ideas of the students. Seminars, webinars, workshops and conferences act as a knowledge- domain where the faculty and students participate. The discussions, suggestions of the expertise, with a blend of paper presentations from the host college and other institutions serve as an academic delight. The resource persons inspire, influence the future ideas of the students.

The departments compile and publish papers in the Conference proceedings with an ISB Number

whenever possible, that gives credit to the individual, the department and the institution. Organizing resourceful seminars, conferences results in good fellowship with the guests and guest speakers. It also facilitates new collaborations and signing of Memorandum of Understanding with new organizations and institutions.

Problems Encountered and Resources Required:

There are some undetermined ambiguities and challenges in arranging the events, unmindful of sincere and energetic work of the faculty in the Department.

To organize events when students do not have examinations or other activities.

Choosing a venue, fixing the date, selecting the resource person for the event is a challenge in the beginning process.

At times the events get cancelled or rescheduled which poses a great challenge.

File Description	Document
Any other relevant information	View Document
Best practices as hosted on the Institutional website	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

7.3. INSTITUTIONAL DISTINCTIVENESS (LAST 5 YEARS)

Shrimati Indira Gandhi College illuminates a hope for the empowerment of women from all strata of society in and around Tamil Nadu.

VISION : To become the No.1 Arts, Science & Commerce college in the country. MISSION: To acquire an integrated personality, provide opportunities for Higher education to girls and to promote empowerment of women through Education, Employment and Economic Independence

The prospective plan of the college is to promote the employability of women through higher education. The college lays impetus on offering job-oriented programmes specially suited for women.

The college fosters a comprehensive learning experience to students by incorporating Foundational pillars - Academics, Extracurricular Activities, Digital transformation, Industry Collaboration, Research, Infrastructure, Alumni Relations. These pillars assist the students in career shaping and exploring various learning opportunities together with the extra curricular activities.

Thrust areas of priority:

- 1. Improve admissions - Branding, Advertising**
- 2. Improve quality of Education - Improve communication skills, access to industry expertise, academic expertise, and networking for experiential learning**
- 3. Facilitate infrastructure for ICT based learning, hands-on training**
- 4. Training and placement for empowerment through employment and economic independence**

Improve admissions - Branding, Advertising

- 1. Placing advertisement boards and holdings in strategic places of the district informing about infrastructure, programmes, and events**
- 2. Advertisement on radio, flyers with local dailies**
- 3. Postings on social media platforms**
- 4. Redesign and Updation of college website as per brand parameters with connection to social media**
- 5. Inviting school students for events conducted by college - IGNITE, IGNITEFEST interschool competitions.**
- 6. Totally we have spent 66.4 lakhs for advertising during the last 5 years.**

Improve quality of Education

- 1. Language Lab to improve communication skills and soft skills**
- 2. Special training in soft skills**
- 3. Study materials and question bank on website to assist students.**
- 4. Domain based value added training through Ed-Tech companies inviting subject experts in the corresponding domain. Totally 63 training programmes were conducted for 9647 students for the past 5 years**

5. **Conduct of international / national symposia, conferences, workshops and seminars / webinars inviting industry experts, HR personnel, Heads of companies from around the world. Heads of NITs / IITs, Scientific organizations like ISRO, DRDO are also invited. We have invited 36 experts from all over the world in the last five years**
6. **Topics for the seminars and webinars are categorized to cater to the different kinds of series - Classroom to corporate, Concepts, Women in leadership, Excellence, Health and wellness, Language proficiency, Learn with leaders, and Alumni spotlight.**
7. **During the pandemic alone, we conducted 86 webinars with many international speakers. During the year 2021-22 we conducted 74 academic events.**
8. **On-line certification through NPTEL/SWAYAM**
9. **On-line certification through ICT ACADEMY, ORACLE Academy, UIPATH Academy, etc.**
10. **Entrepreneurship Development Cell, Innovation Cell, IPR Cell, Exhibitions and Start-up contests in the college promote the innovative skills of students.**

Facilitate infrastructure for ICT based learning, hands-on training

1. **Conversion of 27 classes in an entire block to smart classes with IFPs or Smart TVs.**
2. **Conversion of a class room into a seminar hall with required facilities and seating arena.**
3. **Establishment of Language Lab with 100 computers with licensed software.**
4. **Facilitating all computer labs with projector and amplifier facilities for hands-on training**
5. **Equipping digiboard facility in open air auditorium for large audiences for learning and edutainment**
6. **High end instrumentation labs in life science departments and science departments**
7. **Specially designed physics lab**
8. **Centralized digital library with access to online journals and e-resources with integrated library management system**
9. **Braille transcription system for generation of Braille material from books, scanner based screen reading software, audio supported on-line browsing for visually impaired students are available in the library**
10. **Centralized Wi-Fi facility in seminar halls, meeting rooms, and office-rooms for seamless access to internet**

11. **Redesigned website with new facilities for online admission and current updates of events.**
12. **200 Mbps Leased line connection with Fibre Optic Cabling to provide fast access to internet**
13. **G-Suite Learning Management System for facilitating online learning and assessment**
14. **Centralized mail server with our own domain for easy networking and communication**
15. **60 classrooms with computers for online teaching and learning during the pandemic**
16. **Computer systems with peripherals for every department for information processing and preparation of study material and browsing the internet.**
17. **Special meeting halls for strategic planning and implementation**
18. **Special wings for Training and Placement, Principal's office, Board room, Accounts and Finance department**
19. **A new seminar hall that would accommodate 250 students**
20. **Renovation of hostel rooms, kitchen and dining halls**
21. **Solar Panels, solar water heaters, R.O System, Energy saving devices**
22. **Totally we have spent 733.4 lakhs for infrastructure augmentation and 1860 lakhs for maintenance of infrastructure during the last 5 years.**

Training and placement for empowerment through employment and economic independence

1. **Special Training and Placement wing**
2. **Appointment of Placement Directors and coordinators to network with industry, ed-tech companies and other institutions**
3. **Analyze skill gaps in learning**
4. **Identify training areas for improving placement through upskilling**
5. **Plan and implement training programmes for each department**
6. **Invite organizations for placement drives, organize drives and achieve more number of placements.**
7. **Empower students to acquire employment and achieve economic independence**
8. **We have increased the percentage of placements from 8% to 25% during the last 5 years. This year(2022-23) we have achieved upto 45% of placements.**

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

ADDITIONAL INFORMATION

All the programs offered in the institution have reasonable demand and seats for reserved categories are duly filled. Similarly, physically challenged are given special attentions.

- The students are given orientation regarding entrepreneurial skill development and career guidance to pursue their goals.
- To promote the student centric method, faculties engage them in learning activities with advanced training.
- Students are extensively informed about choice based credit system, curriculum, syllabus, and internal assessments.
- To maximize the performance, faculties pay special attention to advance, average and slow learners.
- Excel sport and fine arts students are highly motivated and professionally trained with coaches to boost their efficacy.
- Via MOU's and Linkages of the various organization, the institution cultivate the students knowledge from internship training, field trips, industrial visits, organization of academic workshops and conferences, industrial training, project work and outreach activities.
- Enriching and enhancing the research field, scholars are encouraged to take part in seminars, conference, workshop (National and International). The institution also provide free access to materials regarding their area of research. Such as, internet, e-journals, print journals and e-books through the library. Equivalently, Research advisor are acted as an editors for the reputed journals.
- The institution is a nodal centre of the IECD of the University for conducting vocational training programmes. Furthermore, the institution has a student council and alumni association to address the grievances and to keep track of their personal growth.

Concluding Remarks :

CONCLUSION

The institution aims to cater to the needs of higher education for women and economic independence through career development. It ensures the provision of excellent infrastructure and an efficient eco-system for student centric learning with latest pedagogies and measures to interact with the environment comprising of industries, other academic institutions, government and non-government organizations. It also caters to all round development through student participation in co-curricular, extra-curricular and extension activities as a part of curriculum and besides it. Measures to provide guidance for further studies, career and personality development, inculcation of employable skills, entrepreneurship attitude, and placement opportunities abound. Alumni are provided with further support even after graduation towards placement. The college has carved a place for itself among other colleges in the region. It promotes service to the society by producing skilled workforce with good education and discipline.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p>Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)</p> <p>Answer before DVV Verification : 62 Answer After DVV Verification :48</p>																				
1.2.2	<p><i>Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</i></p> <p>1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>3684</td> <td>2700</td> <td>575</td> <td>850</td> <td>675</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>3684</td> <td>2700</td> <td>228</td> <td>670</td> <td>395</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	3684	2700	575	850	675	2021-22	2020-21	2019-20	2018-19	2017-18	3684	2700	228	670	395
2021-22	2020-21	2019-20	2018-19	2017-18																	
3684	2700	575	850	675																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
3684	2700	228	670	395																	
1.3.2	<p>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</p> <p>1.3.2.1. Number of students undertaking project work/field work / internships Answer before DVV Verification : 3522 Answer after DVV Verification: 1426</p>																				
1.4.1	<p><i>Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website</i></p> <p>Answer before DVV Verification : A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website Answer After DVV Verification: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website</p>																				
2.4.2	<p><i>Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)</i></p> <p>2.4.2.1. Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years</p>																				

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
99	79	86	70	61

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
99	79	86	70	61

3.1.1 **Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

3.1.1.1. Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
8.13	2	5.75	1	1

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
3.40	2	5.75	0	0

3.2.2 **Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years**

3.2.2.1. Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
26	2	21	16	10

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
20	2	15	10	9

3.3.1 **Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
41	21	145	65	49

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
28	118	58	72	25

3.3.2 **Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

3.3.2.1. **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
27	62	15	29	18

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
36	53	26	10	11

3.4.3 ***Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.***

3.4.3.1. **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
34	12	40	37	55

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
24	11	33	29	46

3.5.1 ***Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.***

Answer before DVV Verification : 38

Answer After DVV Verification :30

4.1.2 **Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years**

4.1.2.1. **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
316	295	25.4	120	30

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
316	295	22.23	154.77	101.32

Remark : DVV input as per attached supporting data be HEI

4.3.2 **Student – Computer ratio (Data for the latest completed academic year)**

4.3.2.1. **Number of computers available for students usage during the latest completed academic year:**

Answer before DVV Verification : 738

Answer after DVV Verification: 738

4.4.1 **Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)**

4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
307	320	432	452	349

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
265	178	438	541	364

Remark : DVV input as per attached supporting data by HEI

5.1.2 **Following capacity development and skills enhancement activities are organised for improving students' capability**

1. **Soft skills**

2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

5.1.3 **Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**

5.1.3.1. **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
3684	319	4832	4634	1831

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
3300	300	4500	4500	1600

5.1.4 ***The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases***

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

5.2.1 **Percentage of placement of outgoing students and students progressing to higher education during the last five years**

5.2.1.1. **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
611	649	323	703	413

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
308	543	335	358	498

5.2.1.2. **Number of outgoing students year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
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5.2.2 **Percentage of students qualifying in state/national/ international level examinations during the last five years**

5.2.2.1. **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
18	4	15	2	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
12	4	12	2	0

Remark : Revision as per attached data

5.3.1 **Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years**

5.3.1.1. **Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
23	0	1	8	9

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
8	0	1	8	9

Remark : Revised values considering awards at at University / state/ national / international level only

5.3.2 **Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

5.3.2.1. **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
26	0	32	53	45

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
26	0	32	49	44

6.2.2

Institution implements e-governance in its operations

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
45	13	59	17	10

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
42	12	52	15	10

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

6.3.3.1. Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
175	180	183	195	202

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
20	20	20	20	13

6.3.3.2. Number of non-teaching staff year wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
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6.5.2 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Answer before DVV Verification : A. Any 4 or more of the above

Answer After DVV Verification: B. Any 3 of the above

7.1.2 The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Answer before DVV Verification : A. 4 or All of the above

Answer After DVV Verification: A. 4 or All of the above

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

2.Extended Profile Deviations

ID	Extended Questions
1.1	<p>Number of teaching staff / full time teachers during the last five years (Without repeat count): Answer before DVV Verification : 243 Answer after DVV Verification : 235</p>

1.2 **Number of teaching staff / full time teachers year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
183	185	204	195	202

Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
181	183	202	193	200