SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

H. H. THE RAJAH'S COLLEGE (AUTONOMOUS)

NO. 9, THIRUMAYAM ROAD, PUDUKKOTTAI
622001
www.hhrc.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

October 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

His Highness The Rajah's College was originally established in the year 1857 as Maharajah's Free English Medium School by the then ruler of Pudukkottai, His Highness Ramachandra Thondaiman. The first batch of the final year students of this school were sent for the terminal exam to the Madras University in the year 1880 and hence 1880 could be regarded as the year of beginning of this college. Over the years, it has flourished as an esteemed institution with real potential and a commitment to excellence.

In the year 1891, the college started functioning in the present campus. The Head Master of the Maharajah Free English Medium School Mr. S. NarayanaswamyAyyar B.A., was appointed as the first Principal of this College. During the years 1912 – 1920, courses like History, Chemistry, Mathematics, Accountancy, Tamil and Sanskrit were taught to the students. In the year 1920, after the introduction of the science subjects in the Madras University at PUC Level, this college attained the state of self sufficiency to some extent.

In order to provide Vocational Training (Technical Skills) to the students, Motor Rewinding course was offered in the year 1928. Later, this course was changed into Two Years Technical Course for producing the Engineering Graduates.

In the Year 1946, the Welfare Committee of the Madras University granted permission to this college to start the UG Courses. Then, subjects like Economics, History, and Mathematics were taught at the UG Level. This College had been functioning as UG Degree College, affiliated to Madras University from June 1946 till 1982. In 1982, the college got affiliated to Bharathidasan University, Tiruchirappalli and was accorded the autonomous status in the year 1998. Now, it offers 15 under-graduate, 11 post-graduate and 12 research courses/programmes for students of all genders.

The College celebrated its centenary year in 1982 and the 125th year in 2006. Thus, it stands tall with a glorious history of 143 years of dedicated teaching, learning and nation building endeavours. The college has produced Statesmen, creative writers, scientists and professionals who remain inspiring generations of students.

Vision

The primary vision of the institution is to offer high quality graduation programmes to the rural youth especially the first generation graduates and make them competitive in the global connect. This can be achieved by means of designing undergraduate, post graduate and research curriculum that suit to the current needs of the society. Providing a conducive atmosphere for academic excellence to the students is another vision which can be attained through infrastructural developments and environmental sustenance. Free accommodation through welfare departments, Scholarship and other financial assistances are to be arranged by the institution to meet out the day to day expenses of the students and to curtail the dropouts. Provisions are to be made for physical education and sports. Instilling confidence and belief towards students' well being and future career prospects are to be achieved by student support initiatives such as mentoring, career counselling and guidance, and soft skill enhancement. Moreover, the institution intends to give a secured feeling to the girl students to overcome the hurdles they face due to gender discrimination. The institution envisions to imbibe the value of

culture and heritage, health and hygiene, humanity, patriotism, and social responsibility. Enrichment of entrepreneurial skills and creativity has to be done for global competency. Quality initiatives such as remedial classes for educationally weaker, under-privileged and socially backward students are aimed to impart and cement subject knowledge among the students. Motivation to develop the all-round personality of the students which includes academic, athletic, aesthetic, environmental and ethical values to the fullest extent remains our fundamental objective.

To enable the students to achieve Academic Progression to the highest level (undergraduate to Ph.D).in the institution itself, is an important vision to realize.

The college should give utmost care to develop leadership potential within the students to guide the deprived masses towards a better standard of living, giving due impetus to social justice and democratic citizenship. Extension activities have to be promoted among the students through NSS, NCC, YRC and other social organizations to impart social consciousness and thus, making them to undertake social responsibilities at an elevated level.

Mission

The College has based its motto on the Upanishadic dictum "*Tamaso ma Jyotirgmaya*" (*Irulil Irunthu Oliyai Nokki*") which means "From Darkness to Light". The goal reflects the objectives of higher education with emphasis on the regional demands and holistic development. The college functions with fourteen departments comprising all the conventional disciplines. To realize the basic vision, the college has designed a flexible curriculum under choice based credit system and imparting knowledge and honing skills with different learning protocols. As far as the infrastructure of the college is concerned, the college has a more elegant main building which bears a royal palatial look and other buildings with basic facilities including ramps for the differently abled. A Library with a good collection of books including rare books and spacious reading hall is functioning as a mark of learning resources. Tutorial ward type mentoring and counseling to girl students by lady staff members has been practiced to instill confidence and belief in the student's mind. Hostel accommodation in the Government welfare hostels(separately) has been arranged for the boys and girls who hail from far off places. Scholarships by Central and State government for the deprived students, merit scholarships by other agencies and financial assistance for the needy have been arranged by the institution. Collaborations with small scale or large scale industries have been mooted to promote entrepreneurial skills among the youngsters. Career counselling and competitive examination coaching classes are conducted to build students' confidence and to provide them, the motivation to face the challenges of their future endeavours. The college has offered research programmes for the students to pursue research on their topic of interest and thus giving them the opportunity to undertake research careers as per the regional demands.

Altogether, the college has realized the visions which guarantee quality education to make the students, in general, and girl students, in particular, to improve their knowledge base, social positioning, self competency and employability. Besides this, in our endeavour to make the students self-reliant and independent, the college is committed to entrain them to tackle the challenges of day to day life.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

The Institutional strength lies in the following factors:

- **142 years of commitment in imparting quality higher education**
- **State government run institution with considerable funding**
- **Localized in the heart of the town (1 km from main bus stand and 2 km from railway station)**
- **Town bus stop in fornt of the gate for student commuters**
- **Student accomodation in the welfare hostels**
- **Periodically restructured curriculum**
- **Gender equity promotion and maintenance**
- **Experiential learning**
- **Academic flexibility**
- **Well qualified and dedicated faculty**
- **Adherence to the academic calendar**
- **Individual attention to slow learners**
- **Personal counseling for the girl students by lady teachers**
- **Usage of coded answer books in examinations for credibility**
- **Timely declaration of results and issue of consolidated mark statements for the passed outs**
- **Establishment of research facilities to research scholars**
- **Excellent infrastructure with a heritage main building**
- **ICT facilities for teaching-learning**
- **Regular maintenance, upkeep and upgrading of facilities**
- **Plenty of spacious classrooms and well equipped laboratories**
- **Online access to e-books and e-jounals via NLIST accessibility**
- **Office automation**
- **General Library and separate departmental libraries with a decent collection of books**
- **Good facilities for student support like gym, common room, separate common room for girls**
- **Adequate restrooms**
- **Well maintained green campus**
- **Dynamic department associations and college union**
- **Leadership initiatives**
- **Decentralisation of works**
- **Health insurance for staff under National Health Insurance Scheme**
- **Vibrant Alumni Association**
- **Shared interests**
- **Emphasis on students' activities which create empathy and conscientiousness**
- **Green and clean campus award winner**
- **Rain water harvesting and utilization**
- **Tapping of on conventional energy by Solar power plant**
- **Robust student's groups for extension and outreach activities**
- **Five National Service Scheme units**
- **Two National Cadet Corps wings(Army wing and Air wing)**
- **Youth Red Cross unit**
- **Spacious play ground with well prepared play courts and track**
- **Seminar Hall with ICT facilities**
- **Women empowerment initiatives**

Institutional Weakness

- **Bifurcation of the campus by the passing main road.** This gives hardship to the staff and students in commuting safely between the two sides of the campus.
- **Shortage of available land in the main campus.**The available area on the main campus is comparatively smaller than the other side of the campus.
- **Inadequate meetings with Alumni and parents**

Periodic Parent-Teacher meetings were not conducted in the past due to the Covid-19 Pandemic. Only a few Alumni association meetings were held in the last five years.

- **One Teacher One Paper per year Publication scheme was not achieved among Research Advisors and Research scholars**

Only a portion of faculty members from various departments have published their research articles in various journals including the Web of Science and SCOPUS. Citation index and h-index were not upto the expectations

- **Faculty participation in seminars and conferences**

At present, percentage of faculty members' participation in seminars and conferences is feeble. Efforts should be made by them to participate in international conferences.

- **Zero contribution towards seminar participation fees**

The college has not contributed towards the reimbursement of seminar participation fees by the faculty members and thus lacks in promoting them to attend more number of seminars and conferences.

- **Absence of effective waste disposal system**

Presently, the institution has special dustbins to dump the unwanted plastic and paper
waste. So far the college depends on the support by the local municipality for removal of wastages. The accumulation of dry leaves during the autmn season is heavy and ways should be explored to use them as manure.

- **Low computer student ratio**

More number of computers are needed for all departments. Every department is expected to have a smart class room to conduct innovative teaching-learning, special lectures etc.

- **College-Industry colloboration is not upto the mark**

Industry involvement should be motivated with more number of functional memorandum of understanding established

Institutional Opportunity

- Further update of syllabus to attain global competency

At present, with the help of subject experts, and educational agencies like Tamil Nadu
State Council for Higher Education, the syllabi of the college have been framed. There is an ample scope for fine-tuning the syllabi based on the global educational trends in future.

- Greater consultation with experts from academic and industrial domains

At present, we are able to consult with experts from academic domain. Ways are to be explored to have more, effective consultation with experts from industrial domains. Placement Cell and Alumni Association could play a vital role in this respect.

- Increased Academia–Industry interface

There are a few industries available around the college with in a small radius. Enough avenues for interface between Academia – Industry should be created.

- Expansion of research domain

Almost all of our departments pursue research. All eligible guides may be motivated to guide research scholars; Plenty of scope for faculty to pursue postdoctoral research.

- Mobilisation of funds for research

Though the college have a high percentage of Research Advisors, they can be motivated to write project proposals to get funding from national funding agencies.

- MoUs and consultancy

The college sees the chance of signing MOUs for student exchange between nearby colleges and research institutions for career development.

- More extension activities

Agencies like NCC, NSS, YRC, Red Ribbon Club, Eco Club etc. may extend their service ring so as render enlarged service to the community.

- More job fairs for more number of placements

The has a placement cell and potential to arrange for more job fairs to improve the percentage of students getting placements

- Room for Skills enhancement activities

With the introduction of Naan Muthalvan scheme (a student skill development initiative by Government of Tamil Nadu), skills enhancement activities will be takenup in full swing in the college.

Institutional Challenge

- **Innovations and upgradation of curriculum to meet global standards**

Feedback from faculty, subject experts, alumni and industrial experts have been elicited and necessary upgradation has been done in the curriculum to meet global standards.

- **Catering to diverse needs**

In recent times, there is a significant increase in the student population in the college. As such,there arise infrastructural and educational needs. More number of toilets and waiting rooms should be built. The educational aspirations of students too are varied. More Job-oriented initiatives have to be taken up by the college.

- **Mobilisation of funds for research**

The Institution and faculty have to apply for Infrastructural development and research
projects through various funding agencies like RUSA, UGC etc.

- **Ensuring quality research facilities for faculty and students**
- **The department and general libraries have to be updated with resources regularly** ;

internet facility should be provided in all department libraries. Research clubs should be
created in all departments.

- **Providing optimal facilities to all the students**

Students should be provided with a more spacious library (which has been built, at
present) good quality-canteen, sufficient number of toilets, rest rooms etc.

- **Better feedback mechanism from all the stakeholders**

Regular feedback should be derived from faculty, students and parents on all aspects of
collegiate life.

- **To motivate the staff Strategic action plan**

Staff should be supported to publish books and articles ; they should be encouraged to participate in Seminars and Conferences. They should be motivated to apply for various research projects.

- **To become a pioneer in the region**

The college is an 143 year old Institution and a great number of eminent alumni (which include IAS officials, Gnanpith laureate, Professors etc.) have walked out of the portals of the college. As such, the college has great moral responsibility to maintain and update its glorious reputation. For that, the Institution has to make the developments more inclusive to attain the highest possible level.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college has been conferred with autonomous status from the year 1998. Since then, the college gives ample importance to design a student-centric curriculum which caters to the local and global needs of the students. The choice based credit system, which was introduced in 2008, has given due weightage to core, allied, language, inter-disciplinary, extra-disciplinary and extension services components. Accordingly, a Undergraduate student has to earn 140 credits for successful completion while a Post graduate student should earn 90 credits to get the degree. The institution has the practice of updating the structure of the curriculum at regular intervals (once in every three years) and the contents of the curriculum get modified during every revision. Thus, the institution has been offering programmes with the syllabus that is always concurrent to the syllabus adopted elsewhere. The college offers 15 undergraduate programmes, 11 post graduate programmes, 9 M. Phil Programmes and 12 Ph. D.research programmes. Most of the programmes are conventional in nature excepting a few like B.Sc. Physical Education and B.A. Tourism and Travel Management. An under graduate programme on Tamil Literature and a Master's programme on Zoology were started in 2018 and B.A.(TTM) was introduced in 2019. The syllabi of all the programmes are of very high standard following the Learning Outcome based Curriculum Framework(LOCF of UGC) and they are periodically revised after reading the pulse of local and global demands in the form of feedback from the stakeholders. In addition, the syllabus was so framed to make the students competitive and employable. The college conducts a certificate course on Computer Literacy since 2000. 16 Add-on or value added courses by all the departments have been introduced during the last syllabus revision in 2021. During the last five years, the syllabus has been comprehensively revised twice with the introduction of 287 new courses and they were implemented in 2018 and 2021, respectively. All the Post graduate programmes and M.Phil programmes have mandatory project work as one of the core components and students are very much benefited to have a research aptitude.

Teaching-learning and Evaluation

The three important components of education are teaching, learning and evaluation. Education has to be imparted in the form of knowledge transfer through teaching and learning. Evaluation is a much needed component to measure the knowledge susceptibility of students, or in other words, the attainment of learning objectives. Achievement of Course Outcomes and Programme Outcomes is the intended evaluation scheme that reveals the understanding and comprehending abilities of students. The college has a battery of 168 well-qualified faculty members to train the students through teaching and motivation. There are 138 teachers with Ph. D. qualification and 43 of them are having Research gudieship. The total service of the overall staff members is 2530 years with an average of 16.32. Due to the successful efforts taken by the institution to raise the capacity intake for all the undergraduate and post graduate programmes to the maximum capacity allowed by the parent university, 520 more students are admitted to get Government's free education. 4069 students had their higher education during 2021-22. The college received about 9000 applications for UG and 2000 applications for PG programmes through online last year for the 1350 UG seats and 370 PG seats. Though there is a Governement ladies college situated very near to our institution, the college admits girl students in order to promote women empowerment. The institution follows the reservation policy of the State and fills up 69 percent of seats under reserved categories. This enables the socially backward and under privileged community students to get higher education at no cost. The college has a well- established Autonomous Examination Management System which executes all the processes needed for evaluation. Assignments, Midterm Examination and Model Examination are used as indicators for the evaluation and attainment of course outcomes. Mentoring system is practiced to track the students' academic progress. The mentors play a crucial role in shaping the future of the students. In a nutshell, the institution has out stretched itself to the fullest possible level to teach, evaluate, motivate and escalate the students to lead a successful life.

Research, Innovations and Extension

For a growing society, research and development are the two eyes which foresee an environment for sustained living. Triggering off the talented young minds to think beyond their conventional studies, or in other words out of box thinking, can only be an effective process for developing a research atmosphere in the institution. In that sense, the institution commits itself in the research promotion activities through facility enrichment. 43 our faculty members are Research Advisors recognized by the parent University. 12 departments are recognized as Bharathidasan University Research Centres where in, a 77 research scholars are pursuing research by either full-time or part-time. The college has a well-defined Research Policy and it has its own set of Research Ethics to be followed by the scholars for a genuine and original research in their subject and area of interest . The scholars have been constantly encouraged to publish their research findings in reputed peer reviewed research journals. As a result, 396 quality research articles have been published during the last five years in the reputed journals. 6 books have been authored or edited by our faculty members. The intake of research students are only through the process prescribed by the University and as of now, a common entrance test has been conducted by the university and the successful candidates have been allowed to pursue research under the guidance of any of the recognized Research Advisor of candidate's interest provided a vacancy under the Advisor exists as per the Univeristy's guidelines in force The college understands the importance of providing seed money to the research scholars and guides as an act of promotion of research activities. However, as a prelude during 2021-22 the college has provided the seed money to Botany and Zoology departments to the tune of 2 89 lakhs. The seed money was well utilized by the respective departments. Now the college proposes to give the conference participation fee to the staff members in the coming years. The college has done 116 extension activities through NSS, NCC ,YRC and other clubs and forums blood donation camps and special camps.

Infrastructure and Learning Resources

For learners to attain great heights, resources should be made available in plenty. Infrastructure and other basic amenities enrich the academic atmosphere of the institution. On the other hand, library, the treasury of the knowledge resources helps the students to learn deeper and wider. The institution has a campus area of 24 acres with well-built buildings to accommodate administrative office, departments, 80 well-furnished classrooms and 12 laboratories. Two new buildings are being constructed to enhance the infrastructure. The architectural beauty of the main building adds more elegance to the infrastructural ambience. Principal's chamber, Administrative office, Departments of Tamil, English, History, Mathematics, Physics and Chemistry and Library are functioning in the main building. The college has an exclusive building for the Office of Controller of Examinations to carry out the examination activities. In addition to this the college has three Auditoriums namely Old Auditorium with 200 seats, New Auditorium with 400 seats and Mani Mandapam with 300 seats. An airconditioned Seminar Hall available in the campus with 200 seats capacity for hosting seminars and Public viva-voce. General library and department libraries have 67525 text books and 1337 reference and text books. In the last five years, the library has been used by 58781 visitors to enrich their knowledge. Autolib software has been used for digital library purpose. The digital library has 10 computers for the students to browse e learning resources. NLIST has been subscribed by the college to avail the services of e-book and e-journal facility. The institution has a spacious playground with well prepared play courts and track for sports activties. The playground has a pavilion and a gallery of the spectators to watch the sporting events. Since the college offers B.Sc. Physical Education programme, there are more number of sporting activities take place in the campus. The instituion usually host two or more inter-collegiate sports events and inter university sports events every year. A Gymnasium for improving the physical fitness of students and teachers are available in the

campus. An archeaological museum is also availble with rare exhibits which reveals the rich tradition and culture of Pudukkottai.

Student Support and Progression

Our institute has paid considerable attention to provide the basic support which includes scholarships and financial assistance, free accommodation and dining, free commuting facilities, career counselling for future prospects and free coaching to face competitive examinations in addition to the free education. Also it extends maximum support to students to get education and progression.   The Institution facilitates Students' representation and engagement in various administrative and co-curricular activities through a proper student council body elected annually. The college ensures a prompt application schedule and payment of BC/MBC/SC/ST Scholarship and freebies provided by the Government and 86.46 per cent of the students were benefitted. Students are motivated to participate in co-curricular activities. The Institution has various committees to address the concerns of students such as Anti-ragging & Anti-Sexual Harassment committee, internal compliance committee, Anti-Dowry committee and women's forum. Entrepreneurial Development Cell and career guidance & placement cell give directions to the students' career prospects, Remedial programmes are offered to slow learners. Soft skill training and Bridge course programmes are offered to students to improve their skills. Mentoring system is adopted in the Institution to give personal counselling to the students regarding various issues. NCC, NSS, YRC and RRC organized 116 programmes and camps to create awareness among the students about social responsibilities. Intensive training is given to NCC students to participate in Republic Day parade. Top University Ranks have been bagged by some of the students. 46 students have received medals in sports in state, national and University level events. 24 have cleared National level Tests and State level exams for their career prospects. The Institution has a registered Alumni Association with a huge number of alumni with different excellence in different walks of life. It extends continuous support for the overall development of the College and Students. Alumni meetings are conducted every year and many alumni have promised to support for the developmental activities of the college. Visit of Alumni to the alma mater inspires the present day students. All Board of Studies are represented by prestigious alumni to offer their feedback to curriculum content enrichment.

Governance, Leadership and Management

Participative governance by all the staff members, students representation in the administration, training and provisions for career advancement for the staff members and non-teaching staff members are basically taken care of by the institution. The college has a Governing council which monitors the academic and administrative endeavours by delegating the administrative powers to the Principal. The Principal execute the administrative works according to the policies framed by the Governing body. In addition to the executionary powers, the Directorate of Collegiate Education, the prime body which controls the State's higher educational activities of each and every college issue guidelines then and there on all policy matters of the State with regard to higher education. For example, it gives the admission guidelines every year before the start of the admission process and monitors till the end of the admission process. Despite the fact that Principal has all adminstrative powers to run the college, a college council with the heads of all departments as members helps him/her to frame policies on internal matters by unanimous decisions. The college council constitutes all the necessary committees required to execute the policies with Principal as chairman and the senior most faculty member being the Coordinator for the respective committees. They chart out the plan of action and coordinate the activities of their schemes. All statutory committees have been set up with staff members as the members and senior most staff member of the committee will be made as member-secretary. E-goverenance is practiced, by

and large in all matters, now a days. The instructions from the Directorate are received through emails. In turn, they are circulated to the HODs via social media, WhatsApp. HODs circulate the instructions to the staff members and students through WhatsApp. The teachers are motivated to attend Refresher courses for their Career Advancement.43.77 percent of teachers underwent such courses and got their Career Advancement. Faculty development programmes have been organized with the support of Tamilnadu State Council for HIgher Education for the Tamil and Botany subjects. Each programme had 50 teacher participants working in Government and Aided colleges come under the Tiruchirappalli region.

Institutional Values and Best Practices

The institute has a glorious history of 143 years of service to the community, right from the pre-independence period. The distinctiveness of the college is manifold. Ours is the only college which was under the administration of the then ruler of Pudukkottai, even after the independence up to the merger of the Princely State of Pudukkottai with the independent India. The institution has a student friendly ecosystem which gives a conducive atmosphere to the students to achieve their goals through learning and facilitating themselves. Huge number of trees around the campus provide quality air to breath which ultimately improve the brain function and thinking capacity of the students.A pond has been created to conserve water and aqua culture takes place in it by breeding fishes.A sericulture unit followed by mulberry plantation is very well functioning inside the campus. Vermi compost production has been mooted so as to utilize the solid waste. Energy conservation has been given due importance by the college administration and energy saving activities have been encouraged. A solar plant of 5KW capacity has been installed on the roof-top of the office of Controller of Examination and it powers the COE office. Management of solid waste and liquid waste are given adequate attention. Plastic free, Pollution free and Hassle free campus are among the major objectives of the institution. The two best practices followed by the college are the following: giving the academic topper of a class, a chance to lead is one of the best practices followed and the other best practice being the contribution of alumni association in the college's overall development under the theme "Alumni, the custodians of the college".

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	H. H. THE RAJAH'S COLLEGE (AUTONOMOUS)
Address	No. 9, Thirumayam Road, Pudukkottai
City	PUDUKKOTTAI
State	Tamil Nadu
Pin	622001
Website	www.hhrc.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	B. Buvaneswari	04322-221558	9600860274	-	iqac@hhrc.ac.in
IQAC / CIQA coordinator	N. Athavan	04322-230490	9842475649	-	n.athavan@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of Establishment, Prior to the Grant of 'Autonomy'	01-01-1880

Date of grant of 'Autonomy' to the College by UGC	01-01-1970

University to which the college is affiliated

State	University name	Document
Tamil Nadu	Bharathidasan University	[View Document](#)

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	01-06-1956	[View Document](#)
12B of UGC	01-06-1956	[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
No contents				

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	No. 9, Thirumayam Road, Pudukkottai	Semi-urban	24.03	17554.67

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	Higher Education	Tamil	72	72
UG	BA,English,	36	Higher Education	English	68	68
UG	BA,History,	36	Higher Education	English + Tamil	128	128
UG	BA,Economics,	36	Higher Education	English + Tamil	146	146
UG	BSc,Mathematics,	36	Higher Education	English + Tamil	88	88
UG	BSc,Physics,	36	Higher Education	English + Tamil	87	87
UG	BSc,Chemistry,	36	Higher Education	English + Tamil	89	89
UG	BSc,Botany,	36	Higher Education	English + Tamil	96	96
UG	BSc,Zoology,	36	Higher Education	English + Tamil	94	94
UG	BSc,Physical Education,	36	Higher Education	English	73	73
UG	BCom,Commerce,	36	Higher Education	English	192	192
UG	BBA,Business Administration,	36	Higher Education	English	131	131
UG	BA,Tourism And Travel Management,	36	Higher Education	Tamil	67	67
UG	BSc,Computer Science,	36	Higher Education	English	56	56
UG	BCA,Computer Science,	36	Higher Education	English	142	142

PG	MA,Tamil,	24	Under Graduate	Tamil	35	34
PG	MA,English,	24	Under Graduate	English	35	35
PG	MA,History,	24	Under Graduate	English	35	33
PG	MA,Economics,	24	Under Graduate	English	35	22
PG	MSc,Mathematics,	24	Under Graduate	English	35	33
PG	MSc,Physics,	24	Under Graduate	English	25	25
PG	MSc,Chemistry,	24	Under Graduate	English	25	25
PG	MSc,Botany,	24	Under Graduate	English	25	23
PG	MSc,Zoology,	24	Under Graduate	English	25	14
PG	MCom,Commerce,	24	Under Graduate	English	35	33
PG	MSc,Computer Science,	24	Under Graduate	English	60	42
Doctoral (Ph.D)	PhD or DPhil,Tamil,	60	Post Graduate	Tamil	10	10
Doctoral (Ph.D)	PhD or DPhil,English,	60	Post Graduate	English	20	15
Doctoral (Ph.D)	PhD or DPhil,History,	60	Post Graduate	English	16	10
Doctoral (Ph.D)	PhD or DPhil ,Economics,	60	Post Graduate	English	9	3
Doctoral (Ph.D)	PhD or DPhil ,Mathematics,	60	Post Graduate	English	24	18
Doctoral (Ph.D)	PhD or DPhil,Physic	60	Post Graduate	English	18	10

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Doctoral (Ph.D)	PhD or DPhil ,Chemistry,	60	Post Graduate	English	14	6
Doctoral (Ph.D)	PhD or DPhil,Botany ,	60	Post Graduate	English	12	7
Doctoral (Ph.D)	PhD or DPhil ,Physical Education,	60	Post Graduate	English	8	8
Doctoral (Ph.D)	PhD or DPhil ,Commerce,	60	Post Graduate	English	14	13
Doctoral (Ph.D)	PhD or DPhil ,Computer Science,	60	Post Graduate	English	12	4
Doctoral (Ph.D)	PhD or DPhil ,Management ,	60	Post Graduate	English	4	4

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				37				123			
Recruited	0	0	0	0	28	9	0	37	73	50	0	123
Yet to Recruit	0				0				0			
Sanctioned by the Management/Soci ety or Other Authorized Bodies	0				0				8			
Recruited	0	0	0	0	0	0	0	0	4	4	0	8
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				55
Recruited	14	4	0	18
Yet to Recruit				37
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				2
Recruited	2	0	0	2
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	28	9	0	24	5	0	66
M.Phil.	0	0	0	0	0	0	10	1	0	11
PG	0	0	0	0	0	0	1	0	0	1
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
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	35	37	0	72
M.Phil.	0	0	0	0	0	0	7	10	0	17
PG	0	0	0	0	0	0	0	1	0	1
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualificatio n	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	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	0	0	0
PG	0	0	0	0	0	0	1	0	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	Others	Total
	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	1107	0	0	0	1107
	Female	422	0	0	0	422
	Others	0	0	0	0	0
PG	Male	111	0	0	0	111
	Female	208	0	0	0	208
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	0	0	0	0	0
	Female	0	0	0	0	0
	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	762	667	653	626
	Female	286	277	286	280
	Others	0	0	0	0
ST	Male	3	2	0	3
	Female	1	2	2	0
	Others	0	0	0	0
OBC	Male	2319	2104	2034	1954
	Female	821	812	815	774
	Others	0	1	0	0
General	Male	5	6	8	9
	Female	1	2	1	4
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		4198	3873	3799	3650

2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
Botany	[View Document](#)
Business Administration	[View Document](#)
Chemistry	[View Document](#)
Commerce	[View Document](#)
Computer Science	[View Document](#)
Economics	[View Document](#)
English	[View Document](#)
History	[View Document](#)
Management	[View Document](#)
Mathematics	[View Document](#)
Physical Education	[View Document](#)
Physics	[View Document](#)
Tamil	[View Document](#)
Tourism And Travel Management	[View Document](#)
Zoology	[View Document](#)

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The autonomy of the institution has been fully exploited to design the curriculum in such a manner that emphasises the inclusion of inter-disciplinary and multidisciplinary courses. Consequently, each UG Programme contains two Non-Major Elective courses and the PG Programme contains one compulsory inter-disciplinary(extra disciplinary) course. Moreover, the curriculum of certain programmes inherently had interdisciplinary courses and multidisciplinary courses, either in the form of major elective or non-major elective, like Aquaculture, Biotechnology, Archaeology, E-commerce, Tally, E-Business, Economic Statistics, Human Rights and so on. In order to get training for facing online examinations, the exam for these non-major elective courses are of online objective type and the students get trained to take up online examination with the aid of computers. A question

	bank for each interdisciplinary course has been prepared and circulated to the students as a course material. The computer server is so programmed that it randomly selects fifty questions, without any repetition of questions, and prepare a unique set of questions to each student. Computer based online examinations are not only the artefact of technical advancement but the students can know their results immediately after the examination. Therefore interdisciplinary courses have been designed to offer multiple benefits to the learner fraternity.
2. Academic bank of credits (ABC):	Efforts are being taken to register the college in the National Academic Depository so as to enable the students to avail the digilocker facility for the storage of their academic credentials. As a result, the college was asked to wait until the name of the college popped up in the autonomous colleges list of the UGC portal. However, the college proceeds further with the act of creating awareness among the students about the Academic Bank of Credits. The college believes that their students will avail the digilocker facility very soon.
3. Skill development:	Learning of conventional subjects and acquiring adequate subject knowledge is not sufficient to face the outer world in the era of global connectivity. Honing of basic and special skills is more vital for the teaching and learning community for getting students placed in multinational companies. By incorporating three Soft Skill courses in every Under Graduate Curriculum of four credits each, the college envisages the creation of multiple talents within every student.. Apart from the regular Soft Skill courses, students are regularly trained by external Soft Skill Training Agencies under the external tie-ups. Recently the Tamil Nadu State Government has launched a pilot scheme entitled "Naan Mudhalvan" exclusively to hone the soft skills of college students. During every semester, the student must undergo a discipline-specific soft skill course, exclusively designed for under-graduate students depending upon the local and global needs. The parent University takes care of the training for Resource Persons (College Teachers) who in turn, impart the training to their wards. The courses include English Language Communication by Cambridge, Microsoft Office fundamentals by Microsoft, Future ready employable skills, Mutual fund, Sales force certified Associate,

	Medical coding and Project based Experimental Learning(Algorithms/Data Analytics and Visualisation/Front end development/Software testing). After the training, students were assessed with internal and external assessments.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Right from the pre-independence period, the college strongly believes in the Indian knowledge system due to its rich cultural heritage spanning 142 years of educational service to the needy poor students from socially and financially backward areas. As the regional language, Tamil has a rich culture, tradition and social relevance and hence under graduate programmes in History, Economics, Tourism and Travel management, Mathematics, Physics, Chemistry, Botany and Zoology are offered through Tamil medium also. Books for study and reference for Tamil Medium students are available in plenty in the Department and General Libraries.The students of Tamil medium courses are given a stipend of Rs.900 each for all the six semesters. The college is proud to have the Gnanpith award Recipient Mr.Akilan, a Tamil Scholar and a writer, as one of its illustrious alumni. The national language Hindi is also taught at the college as a Part-I alternative. The college has a separate Hindi Department. Four Hindi language courses are offered under the Part-I scheme during the first four semesters of the UG programme. A handful of students are opting to undertake the Hindi course and have reasonable basic knowledge of Hindi. The importance of value of our culture and heritage has been imparted to the students to make aware of our rich cultural heritage.
5. Focus on Outcome based education (OBE):	Our curriculum has been basically designed in line with learning outcome-based curriculum framework of the University Grants Commission. Every programme is offered with programme objectives, programme specific objectives and the expected programme outcomes. Also, every course in a programme is designed with the course objective and course outcomes. Syllabus Articulation matrix and PO-CO mapping have been drawn for all the courses included in the entire curriculum.
6. Distance education/online education:	Our college does not offer any distance education programme on its own. However, Learner Support Centers for Bharathidasan University Center for Distance Education and Tamil Nadu Open University

	are functioning in our college. Weekend contact classes are conducted as per the schedule prepared by the Parent Universities. Several students and working employees are benefitted with the help of these learning support centers.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes
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?	Yes
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 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.	Students who attain age of 18 are motivated to enrol in the electoral list. First time voters are given hands on training with an Electronic Voting Machine inside the campus.
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.	Pledge administrated on 25th January of every year to create awareness among the students.
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.	College provide the forms to the eligible voters and motivate them to enrol in the enrolling camps arranged by the district administration. students are motivated to enrol using the online voting enrollment portal / facility and many students are opting it.

Extended Profile

1 Students

1.1

Number of students on rolls year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4069	3727	3635	3467	3270
File Description		Document		
Provide Links for any other relevant document		[View Document]		
Institutional data in the prescribed format (data		[View Document]		

1.2

Number of final year outgoing students year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1224	1276	1200	1159	1096
File Description		Document		
Provide Links for any other relevant document		[View Document]		
Institutional data in the prescribed format (data		[View Document]		

2 Teachers

2.1

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

2021-22	2020-21	2019-20	2018-19	2017-18
153	157	152	157	157
File Description		Document		
Provide Links for any other relevant document		[View Document]		
Institutional data in the prescribed format		[View Document]		
Certified list of full time teachers		[View Document]		

2.2

Total number of full time teachers worked/working in the institution (without repeat count) during last five years:

Response: 194

File Description	Document
Provide Links for any other relevant document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3 Institution

3.1

Total expenditure excluding salary year wise during the last five years   (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
37.26	31.49	36.34	36.98	55.74

File Description	Document
Provide Links for any other relevant document	[View Document](#)

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curriculum Design and Development

1.1.1

Curricula developed and implemented have relevance to the local, regional, national, and global developmental needs, which is reflected in the Programme outcomes (POs) and Course Outcomes(COs) of the Programmes offered by the institution

Response:

The 38 programmes offered by this institution includes 15 UG programmes, 11 PG programmes, and 12 M.Phil & Ph.D programmes. In line with the institution's vision and mission, the college launched the Choice Based Credit System (CBCS) in 2005 and Outcome Based Education (OBE) in 2018, both of which represent the graduation traits of the Learning Outcomes-based Curriculum Framework (LOCF).

All under-graduate and post-graduate programmes follow the Choice Based Credit System Curriculum. Curriculum is periodically modified based on feedback obtained from students, teachers, industry experts, alumni, and members of the Board of Studies. All stakeholders are asked for their opinions on the design of the curriculum. The Board of Studies meeting for the academic year 2018-2019 and 2021-2022 was held on 28 June 2018 and 11 August 2021, respectively. In the Academic Council meeting held on 6th October 2018 and 22nd November 2021, the recommendations of the respective Board of Studies were approved for its implementation.

Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs) are all derived under OBE with a focus on the local, regional, national, and global needs for development. The PSOs and COs are portrayed to transmit the spirit of the POs, which are attained in phased manner at the end of each course and fully at the end of each programme. The PSOs and COs of each programme are the derivatives of the POs of same programmes, which strongly advocate the transfer of knowledge. There are a plenty of courses, that stand out as strong candidates to enlighten the local, national, regional, and global connect, which include Introduction to Office Management, Gravitation, Properties of Matter and Sound, Principles of Management, Entrepreneurial Development, Cytology, Anatomy and Embryology, Cloud Computing, Advanced Network Security, E-Commerce and its Applications, British Literature, and General Studies for Competitive Examinations.

The five-part curriculum of the Under Graduate programmes with choice based credit system is comprehensive in nature. Part I: Languages - Tamil/ Hindi, Part II: English, Part III: Core, Core Electives and Allied, Part IV: Non-Major Electives, Skill-Based Elective, Environmental studies, Value Education, Gender Studies and Part V: Extension activities. Part V of the curriculum ensures holistic development by enrolling students in NSS/ NCC/YRC and also motivates student participation in Eco-club /

Entrepreneurial Development Cell / Consumer Club / Sports and Fitness Club. The Post graduate programmes have three components viz. Core, Elective and Extra Disciplinary. Post Graduate programmes contain mandatory Project course for the purpose of motivating the students to take up research as their career.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.1.2

The programmes offered by the institution focus on employability/ entrepreneurship/ skill development and their course syllabi are adequately revised to incorporate contemporary requirements

Response:

In the global scenario, the employability/entrepreneurship/skill development efforts have been shattered across the nations. Therefore, the employability/entrepreneurship/skill development ecosystem needs to be quickly reorganized, and it needs to be promoted to meet the needs of the industry. With the highly successful courses included in our curriculum, students' employability, entrepreneurship, and skill development can be improved.

Outcome of the Courses

The courses give students the knowledge which enables them to find a global workplace. The institution offers a variety of domain-specific skill training programmes that are aligned with international skill requirements and business norms. The students' dormant potential will be enhanced by these measures. Through these employability/entrepreneurship/skill development courses, the students will develop personal attributes including self-assurance, creativity, the ability to take initiative, as well as the willingness to take measured risks. They gain financial literacy, learn how to invest, and develop their careers. These skills aid individuals in choosing and defining their career path as employees or business owners. More than half of the courses in our action-oriented curriculum are composed of practical knowledge.

Benefit to the Society

The implementation of these courses builds a network of businesses that employ students. When one industry grows, so do the industries that are related to it. Similarly, entrepreneurship and development complements each other. A robust logistics network, a trained workforce, and financial investors are necessary for the country' future development. Therefore, business owners can provide employees the necessary push to improve their abilities and profitability. Through tax revenue, a country's national income increases as more people are employed. Additionally, the government can increase its investment in infrastructure and security, strengthening the economy of the

nation.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Percentage of new courses introduced out of the total number of courses across all programmes offered during the last five years

Response: 23.72

1.2.1.1 **Number of new courses introduced during the last five years:**

Response: 287

1.2.1.2 **Consolidated number of courses offered by the institution across all Programmes (without repeat count) during the last five years :**

Response: 1210

File Description	Document
Subsequent Academic Council meeting extracts endorsing the decision of BOS	[View Document](#)
Minutes of Board of Studies meeting clearly specifying the syllabus approval of new courses	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability and other value framework enshrined in Sustainable Development Goals and National Education Policy – 2020 into the Curriculum

Response:

Our college hopes that by making deliberate efforts to include cross-cutting themes related to professional ethics, gender, human values, the environment and sustainability in the curriculum, young people will be transformed into an enlightened society.

Professional Ethics

The Programme / Course Outcomes of the curriculum include reference to the development of socially and ethically acceptable behavior. Numerous courses on the curriculum expressly cover matters of professional ethics and ethical concerns in the related fields. A few of these are Mercantile Law, Labour Law, Corporate Accounting, Company Law and Secretarial Practices, Intellectual Property Rights, Human Rights, and History of Economic Thoughts.

Gender

All UG programs contain a mandatory course to stress the importance of gender equity entitled "Gender Studies" with one credit. In addition, an Internal Complaint Cell has been established in accordance with the Director of Collegiate Education's instructions to redress the sexual harassment complaints of lady staff members and girl students.. Women forum has been formed to create awareness on gender equity and promote the Anti Dowry policy among all their male counterparts. International Women's Day has been observed and celebrated by the women's forum on 8th March of every year.

Human Values

All UG programmes contain the Value Education course during the second semester in the curriculum. This course deals with the moral, spiritual, ethical, intellectual and other values of concern. ,A few other courses that incorporate human values into the curriculum are Indian Economy, Business Economics, Modern Banking Practices, Human Resource Management, Cytology, Genetics, and Evolution.

Environment and Sustainability

The college has given the top spot for environment and sustainability endeavors. The curriculum has courses with topics related to environment and sustainability. Every undergraduate student has to undertake a mandatory course entitled "Environment Studies" during the first semester. In addition to the mandatory course on environment certain departments offer courses on Ecology, Environment and Tourism, Biodiversity and Climate Change, Environment for Business, Environmental Biology, Environmental Economics, and Economics of Climate Change which have direct relevance to the environmental aspects.

Additionally, the N.S.S. unit at our college has taken a lead role in environmental protection through tree planting and other sustainable development initiatives, both on campus and in the adopted communities. The N.S.S. units have observed World Environment Day, as well as other international Days. Women's Cell, Consumer Club, Environment Club, Entrepreneurship and Development Club, Youth Red Cross Club are platforms to integrate cross-cutting issues.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

Number of certificate/value added courses/Diploma Programmes offered by the institutions and online courses of MOOCs, SWAYAM/e-PG Pathshala/ NPTEL and other recognized platforms (without repeat count) where the students of the institution have enrolled and successfully completed during the last five years.

Response: 16

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 (data template)	[View Document](#)
Evidence of course completion, like course completion certificate etc	[View Document](#)

1.3.3

Percentage of programmes that have components of field projects / research projects / internships during the last five years.

Response: 57.14

1.3.3.1 **Total Number of programmes that have components of field projects / research projects / internships (without repeat count) during the last five years**

Response: 20

1.3.3.2 **Total Number of programmes offered (without repeat count) during the last five years**

Response: 35

File Description	Document
Sample Evaluated project report/field work report submitted by the students	[View Document](#)
Program and course contents having element of field projects / research projects / internships as approved by BOS	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

1.4 Feedback System

1.4.1

Structured feedback for curriculum and its transaction is regularly obtained from stakeholders like Students, Teachers, Employers, Alumni, Academic peers etc., and Feedback processes of the institution may be classified as follows:

Response: B. Feedback collected, analysed, action has been taken and communicated to the relevant bodies

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](#)
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: 95.44

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
1732	1425	1439	1443	1393

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1818	1518	1531	1487	1433

File Description	Document
Provide the relevant information in institutional website as part of public disclosure	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document relating to sanction of intake as approved by competent authority	[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: 100

2.1.2.1 Number of actual students admitted from the reserved categories in the first year of the programme year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1225	874	874	912	911

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
1225	874	874	912	911

File Description	Document
Provide the relevant information in institutional website as part of public disclosure	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of the letter issued by the 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 Catering to Student Diversity

2.2.1

The institution assesses the learning levels of the students and organises special Programmes to cater to differential learning needs of the student

Response:

Students enrolled with different academic, socio-economic backgrounds, skills and abilities are assessed

at different stages. The students are assessed for their learning levels through written tests, assignments, seminars, projects, and other experiential learning methods. The newly enrolled students are given a common Orientation Programme which helps them to understand the system of continuous evaluation.

To identify the slow and advanced learners, college uses the conventional methods which include conduct of preliminary level tests at classrooms, interactive sessions, testing the responding level to the questions asked, very short tests on basic and important concepts immediately after the delivery of the lecuture. At the end of the semester examination the the respective tutors will identify students with poor learning ability and will prescribe the corrective measures.

Special Programmes for Slow Learners

Mentors, or otherwise tutors play a significant role, especially while managing the slow learners. Beginning with the fundamentals they help in building up the student's confidence level in a step-by-step manner. For those who requires a friendly approach, a peer from the advanced learner group or a senior is deputed to assist them by teaching the concepts in the understandable terms. Some departments have study circles formed among students to help in peer and cooperative learning. Mentors also offer help to the students to complete the unsuccessful courses. Simplified study materials, tutorials PPTs/ audio and video lessons etc. supplement the remedial activities. The process continues as long as the students pass out of the course successfully. As the students hail from varied backgrounds and went their previous courses under different media of instruction, they receive help to identify appropriate soft skill courses like Communication skills, interpersonal relations, leadership and computer proficiency to have a multifaceted careers in the future.

Special programs for advanced learners

Advanced Learners are motivated by the mentor as well as other faculty members to do online courses in SWAYAM, NPTEL, and other reputed websites. They are also encouraged to take part in E-quiz competitions to self determine his position in academia . Further, they are encouraged to participate in webinars, seminars, conferences and intercollegiate competitions. Access to adequate library resources help these students to expand their knowledge base, induce research aptitude and face competitive examinations. As a special case the computer science students are motivated to take-up coding training programmes and cognitive courses offered by software giants like IBM and Google.

File Description	Document
Upload Any additional information	View Document
Provide link for additional information	View Document

2.2.2

Student – Full time teacher ratio (Data for the latest completed academic year)

Response: 26.59

File Description	Document
List showing the number of students in each of the programs for the latest completed academic year across all semesters	[View Document](#)
Certified list of full time teachers along with the departmental affiliation in the latest completed academic year.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

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 experience and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The Departments in the college follows the student centric pedagogical providing ample opportunity and autonomy for students to pursue their interests. To make learning comfortable student-centric, a blend of the traditional chalk-and-talk with ICT enabled teaching-learning and activity-based learning methods were adopted. The effort is to make learning more participative, interactive and engaging for the students. The faculty design the courses in such a way that their role is more of a learning facilitator and guide. Theory classes are supported by practical examples, illustrations and interactions

Experiential Learning

Hands-on experiences such as practical activities/ laboratory sessions, field trips and field surveys, field work, and workshops, give students the taste of experiential learning. All programmes are designed to provide opportunity to work on a project and Internship, thus enabling them to learn by doing. There are also well-equipped laboratory facilities where laboratory sessions and demonstrations are carried out. The project-based learning provides the students get hands-on experience in their chosen field of study. In programmes like Commerce and Business Administration, case studies, role plays, group discussions, quizzes and simulations are extensively used.

Participative Learning

The classroom environment is one that encourages interaction from the students and aids them to actively participate in the process. Activities like seminars, group discussions, quizzes, debates, workshops, mini projects help the students to work together in groups. Peer learning and collaborative learning is encouraged, which helps in team building, improved communication, and cooperation. Regular competitions such as quiz, poster presentations are held between inter and intra Department as well as at the University level to encourage student participation and interaction

Problem Solving Methodologies

Departments allow students to actively engage and organize events thereby enhancing their leadership skills, ability to make decisions and problem-solving skills. Real time assignments and case studies, mind mapping and brain storming sessions on specific topics were discussed in the classroom which enhances their problem-solving skills related to societal issues. Project works are often taken up for problems that need innovative solutions. Discussion forums like debates, talks, Participation in the Hackathon, seminars arranged as part of association activities provide a platform for students to explore various avenues to solve a problem.

File Description	Document
Upload any additional information	[View Document](#)
Provide Link for Additional Information	[View Document](#)

2.3.2

The institution adopts effective Mentor-Mentee Schemes to address academics and student-psychological issues

Response:

Mentor and mentee system is one of the prominent student centric learning systems which have been practiced in the our college.This system is strictly followed in the Institution and for a very long time as it helps to break up the virtual constraints between the students and the department as most of the students are first graduates of their family and from remote areas with diverse socio-economic backgrounds. Mentors take parently care to make the students to accustom with, the environment of the institute which is entirely new to them.

 In general, this system is a boon to improve the performance of the students. All the full-time teachers are nominated as mentors. The Main objectives of the system are **(i)** To establish a close rapport between the department and the students (ii) To guide students on academic and other related issues (iii)To build up the confidence of the students (iv)Provide assistance and guidance about their future and career (v) Monitor the progress of the students and (vi) To guide the students regarding various learning resources available in the surrounding. Mentor-mentee assignments are made during the department staff meeting and the mentees are informed through circulars. The mentors will have an orientation class to brief about the facilities and opportunities available in the college.

Mentees are advised to meet the mentors for any grievance to be addressed. In turn, the mentor will inform the grievance to the head of the department for action. Any certificate needed by the mentee for availing any facility has to be forwarded through the mentor as the mentor always keeps the track record of the mentees. Mentors of the institution are asked to make voluntary interaction with their mentees and assess their academical and psychological requierments to guide them accordingly.

Role of mentor is not only to teach students but also make them to stay comfortable

and understand and inspire them to learn. Provision of facilities to the students to enrich their knowledge, level of confidence, and for other prosperous endeavours will be taken care of by the mentors. . Altogether, the Institute takes utmost care to provide social, educational, and hassle free environment to the students to take up their education in the right direction.

Mentors analyse and act upon mentees on the factors like social, educational, economical, mental, physical conditions of every mentee with the intention to get their mentees a good and sustained progress. The over all funcitoning of the system is subjected to audit during the academic audit.

File Description	Document
Upload any additional information	View Document
List of Active mentors	View Document
Provide Link for Additional Information	View Document

2.3.3

Preparation and adherence of Academic Calendar and Teaching plans by the institution

Describe the Preparation and adherence to Academic Calendar and Teaching plans by the institution.

Response:

The academic and the administrative establishments of our college alway have a schedule to work upon. Many inputs have been considered by the college council for enabling the preparation of the academic calendar and the teaching plan. To be pricise, The Principal, Heads of various departments and the Calendar Committee members contribute towards the scheduling of the calendar and academic planner. The college council monitors the progression of academic calendar during the normal academic year. Any inevitable change in the schedule will be effected only upon the unanimous resolution of the College council.

Preparation of the Academic Calendar

An academic calendar committee (ACC) is constituted to coordinate the efforts in bringing out the calendar at the start of every year. The academic calendar provides the schedule of Working days, College events, Continuous Internals Test, Semester exam and Holidays. Exam evaluation schedules for continuous internal assessment and end semester examinations are published well in advance to the students by the controller of examinations. The drafted academic calendar will be circulated to all the departments for any possible incorporations of events plan and activities by the respective Head of the Departments.

The Teaching Plan

The planning of the timetables is carried out by the timetable committee comprising three faculty members supported by the department representatives from each department. A master timetable is prepared to accommodate theory and practical courses. The master timetable has beeen prepared following the day order for a maximum of six days in a week. with five periods of one hour duration per day. Thus we have 15 weeks of 6 day work for a semester of 90 working days as per the UGC norms.

Every department prepares its department timetable for the courses it offers without any deviation from the master timetable. Likewise, Part I and Part II common timetables have been drawn by the respective Language departments and they will be circulated to the students through their head of the departments. Engagement of classes takes place as per the master and department timetables. Based on these timetables, faculty members are issued their individual timetables which details out their weekly schedule. The entire process of the timetables is completed well before the commencement of every semester providing clarity to faculty members and students over the course of the year.

Faculty members prepare their teaching plans based on their individual timetables. Proper scrutiny with all the members involved are made in sketching out the final teaching plans for each subject. Number of contact hours for each course will be calculated depending upon the credits allotted. The classes are conducted as per the lesson plan.

The Adherence to the Academic Calendar and the Teaching Plan

The principal approves the academic calendar, master time table and the department time tables prepared every year and he(she) monitors the effective implementation with the help of the heads of the departments.

File Description	Document
Upload any additional information	[View Document](#)
Provide Link for Additional Information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Average percentage of full time teachers appointed against the number of sanctioned posts year wise during the last five years

Response: 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
154	160	156	167	160

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts).	[View Document](#)
Provide the relevant information in institutional website as part of public disclosure	[View Document](#)
Institutional data in the prescribed format (data template merged with 2.4.3 and 2.4.4)	[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 Ph.D./D.Sc. / D.Litt./ L.L.D during the last five years

Response: 59.28

2.4.2.1 **Number of full time teachers with *Ph.D./D.Sc. / D.Litt./ L.L.D* during the last five years**

Response: 115

File Description	Document
List of faculty having Ph.D./D.Sc. / D.Litt./ L.L.D along with particulars of the degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institutional data in the prescribed format (data template merged with 3.2.3 and 3.4.2)	[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](#)

2.4.3

Average teaching experience of full time teachers (Data to be provided only for the latest completed academic year, in number of years)

Response: 11.23

2.4.3.1 **Total teaching experience of full-time teachers as of latest completed academic year**

Response: 1718

File Description	Document
Institutional data in the prescribed format (data template merged with 2.4.1 and 2.4.4)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.4.4

Percentage of full time teachers working in the institution throughout during the last five years

Response: 78.98

2.4.4.1 **Number of full time teachers worked in the institution throughout during the last five years:**

Response: 124

File Description	Document
Institutional data in the prescribed format (data template merged with 2.4.1 and 2.4.3)	[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

Average number of days from the date of last semester-end/ year- end examination till the last date of declaration of results during the last five years

Response: 13.8

2.5.1.1 *Number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
13	20	13	6	17

File Description	Document
Result Sheet with date of publication	[View Document](#)
Policy document on Declaration of results (if any)	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Exam timetable released by the Controller of Examination	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.5.2

Percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years

Response: 0.78

2.5.2.1 **Number of complaints/grievances about evaluation year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
66	1	0	40	34

2.5.2.2 **Number of students appeared in the examination conducted by the institution year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
4069	3721	3635	3466	3270

File Description	Document
List of students who have applied for re-valuation/re-totaling program wise certified by the Controller of Examinations year-wise for the assessment period.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.5.3

IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA)/Formative Assessment have brought in considerable improvement in Examination Management System (EMS) of the Institution

Describe the examination reforms with reference to the following within a minimum of 500 words

- **Examination procedures**
- **Processes integrating IT**
- **Continuous internal assessment system**

Response:

Our college is committed to implementing the best systems available in providing quality education to the students. The integration of ICT into the examination system is an on-going process involving updation, innovation and revision. College implemented improved version of Examination Management system.ie Autonomous Management System. The examination system is robust and resourceful to tackle the challenges of an efficient Continuous Internal Assessment process. Highlights of the Examination System

- Online Registration and fee payment for exams
- Preparation and updating of digital Question Banks
- The availability of data base of question paper setters assures their easy identification and access
- The guidelines for the faculty/invigilators/Students are sent through E-mail
- Exam Timetable is sent as e-mail communication to all the departments
- For the online examinations the google forms are created and the links are shared by the respective course instructors at the time of the examination to the students through whatsapp message and the same is monitored by the course instructor through the google meet.
- Project Viva-voce through Google-meet for UG/PG students.
- Dummy number generation and shuffling of answer papers by bar code system ensures confidentiality.
- CIA and ESE marks are entered through Autonomous Management System and the results are published on the college website.
- Calculation and allocation of marks/grading is automated through the Exam Management System Digital transcripts of mark lists are made available online
- IT based security features like encryption and random numbers are easily incorporated in the mark sheets.
- Transcripts are quickly provided on request for the students going abroad for higher IT integration and automation process has enabled the publication of results within three weeks from the last date of examination.
- Data access, data editing and report generation are under the direct control of the Controller of Examinations

Impact of the Reforms

- Digitalization has improved the efficiency of the examination system.
- The use of paper has been minimized by digital record entry and maintenance.
- Accuracy in calculating credit scores, totalling of marks and arriving at grades has significantly improved.
- The reduction of time taken to publish results is achieved.
- Instant access to published results on the college web site is possible.
- The introduction of online examination system has expanded the scope of evaluation and assessment with randomized questions, instant and objective evaluation.

File Description	Document
Upload any additional information	[View Document](#)
Provide links as Additional Information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

The institution has stated learning outcomes (programme and course outcome)/graduate attributes which are integrated into the assessment process and widely publicized through the website and other documents and the attainment of the same are evaluated by the institution

Response:

To keep pace with the changes suggested by the regulatory bodies in the teaching learning process and to equip the students with competencies and orientations required for success in the fast-changing educational scenario, the college decided to adopt the Outcome Based Education for all programmes. Special programmes for faculty were organized by IQAC to train the teachers in restructuring the syllabus by shaping, modifying and improving the outcomes of programmes offered. Objectives all the programmes were drawn up keeping in mind the vision and mission of the college and the need to implement programmes and conditions that maximize learning for all students and to focus on subject proficiency, professional growth, management skills and the need to contribute to national development.

The next step was the framing of Programme Outcomes and Programme Specific Outcomes. In a synergistic exercise, various departments came together to frame the Programme Outcomes for Humanities, Sciences and Commerce respectively keeping in mind the need to adopt best practices and set national benchmarks.

With the adoption of Outcome Based Education, the syllabi were modified through the Board of Studies and approval obtained from the Academic Council of the College, with the need to develop critical thinking, effective communication, social interaction effective citizenship, ethics, sensitivity to the environment, sustainability and self-directed and lifelong learning

The Programme and course outcomes are displayed on the college website and are communicated to the students by the course teacher at the beginning of the semester and also during orientation

programmes. They have also been displayed on the department notice boards and in other prominent locations so that the students can familiarise themselves with the terms and concepts that are mentioned in the outcomes.

The IQAC regularly monitors the attainment level for every course. In case, the attainment level of any course is below the threshold level, additional measures such as remedial classes, tutorial classes etc. are conducted. The evaluation of attainment is primarily made on the basis of the performances of the students in summative and formative assessments. The summative assessment is made through the semester examination of the affiliating university, and counts for 80% of the assessment. The other 20% of weightage for internal assessment is used not only for the formative assessment of the student, but also for assessment of the course outcome. Learning outcomes of the students are regularly monitored by the departments and appropriate remedial measures are taken for desired course outcomes.

File Description	Document
Upload POs and COs for all courses (exemplars from Glossary)	[View Document](#)
Upload any additional information	[View Document](#)
Provide links as Additional Information	[View Document](#)

2.6.2

Pass percentage of students (excluding backlog students) (Data for the latest completed academic year)

Response: 93.79

2.6.2.1 **Total number of final year students who passed the examination conducted by Institution during the latest completed academic year:**

Response: 1148

File Description	Document
Institutional data in the prescribed format (data template)	[View Document](#)
Certified report from the COE indicating the pass percentage of students of the final year (final semester) eligible for the degree program-wise / year wise	[View Document](#)
Annual report of Controller of Examinations (COE) highlighting the pass percentage of final year students	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.56

Criterion 3 - Research, Innovations and Extension

3.1 Promotion of Research and Facilities

3.1.1

The institution's research facilities are frequently updated and there are well defined policy for promotion of research which is uploaded on the institutional website and implemented

Response:

The college have a well-defined following policy for doing research at elevated levels.

- Implementation of research centric teaching and learning.
- Realization of the vision and mission of the college by identifying thrust research areas of academic, practical and socially relevance thus contributing to Social responsibilities and National development.
- Promoting the research culture among Faculty Members and students as basic long term research provides the foundation for future development of the Institution.
- Take research findings to society.
- Motivate the staff to utilize the skills towards enhancement of knowledge
- Encourage our faculty members to publish research articles in high quality journals and to present the research articles in standard International Conferences in India and abroad.
- Motivate the faculty members and students to get research grants from National and International Funding Agencies to carry out research.
- Encourage the faculty members, by presenting Senior Researcher Award, Junior Researcher Award, and Woman Researcher Award every academic year.
- Encourage all the Departments to organize National / International Level Conferences / Workshops and to publish the peer reviewed conference papers in quality International Journals.

File Description	Document
Upload any additional information	[View Document](#)

3.1.2

The institution provides seed money to its teachers for research

Response: 2.9

3.1.2.1 **Amount of seed money provided by institution to its teachers for research year wise during last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
2.898	0	0	0	0

File Description	Document
Sanction letters of seed money to the teachers is mandatory	[View Document](#)
List of faculty who have been provided with seed money for research along with the title of the project, duration and amount year-wise	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Audited Income-Expenditure statement highlighting the expenditure towards seed money endorsed by the Finance Officer	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

3.1.3

Percentage of teachers receiving national/ international fellowship/financial support by various agencies for advanced studies/ research during the last five years

Response: 0

3.1.3.1 **Number of teachers who received national⁄international fellowship /financial support by various agencies, for advanced studies / research; year-wise during the last five years**

File Description	Document
List of teachers who have received the awards along with nature of award, the awarding agency etc.	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
E-copies of the award letters of the teachers	[View Document](#)

3.2 Resource Mobilization for Research

3.2.1

Total Grants research funding received by the institution and its faculties through Government and non-government sources such as industry, corporate houses, international bodies for research project, endowment research chairs during the last five years (INR in Lakhs)

Response: 11.65

File Description	Document
List of Extramural funding received for research, Endowment Research Chairs received during the last five years along with the nature of award, the awarding agency and the amount	[View Document](#)
Institutional data in the prescribed format (data template is merged with 3.2.2)	[View Document](#)
Copies of the letters of award for research, endowments, Chairs sponsored by non-government sources	[View Document](#)

3.2.2

Number of research projects per teacher funded by government, non-government , industry, corporate houses, international bodies during the last five years

Response: 0.02

3.2.2.1 **Number of research projects funded by government and non-government agencies during the last five years.**

Response: 4

File Description	Document
List of project titles with details of Principal Investigator, amount sanctioned and sanctioning agency etc	[View Document](#)
Institutional data in the prescribed format (data template merged with 3.2.1)	[View Document](#)
Copies of the grant award letters for research projects sponsored by government agencies	[View Document](#)

3.2.3

Percentage of teachers recognised as research guides as in the latest completed academic year

Response: 28.1

3.2.3.1 **Number of teachers recognised as research guides as in the latest completed academic year:**

Response: 43

File Description	Document
Upload copies of the letter of the university recognizing faculty as research guides	[View Document](#)
Institutional data in the prescribed format (data template merged with 2.4.2 and 3.4.2)	[View Document](#)

3.3 Innovation Ecosystem

3.3.1

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:

Twelve out of 15 Departments of our college are recognized as Research Centres of Bharathidasan University, Tiruchirapalli. They are
Department of Tamil, Department of English, Department of Mathematics, Department of Physics, Department of Chemistry, Department of Botany, Department of Computer Science, Department ofPhysical Education, Department of History, Department of Economics,Department of Commerce, and Department of Business Administration
They act as platforms to perform innovations, creation of new matters, transfer of knowledge among the intellects and promotion of new methodologies. Language Departments extracts the richness of culture, heritage and tradition from the great literary works of sangam literature. Research and exploration on the adventures and treasures of English literature have suggested several innovative methods to develop reading, writing and understanding skills. The Department of commerce focusses on new avenues of entrepreneurship while the Department of history projects community orientation.The science disciplines, which include Mathematics, Physics, Chemistry and Biology departments, are active sources of incubation centres. Materials Science research has brought out new materials synthesis which have potential applications in the field of sensors. Other physical properties of the synthesized materials have been analyzed comprehensively. Hybridization techniques developed by the Botany department yield new plant varieties adds to the level of innovation the college is proposed to promote. Green synthesis of materials is another innovation, promoted by the plant researchers, which has therapeutic relevance and application. Contribution from the researchers of Department of Computer Science in the Data Structure analysis and Data storage techniques is also a mark of innovation.

All the innovations and novel findings are encouraged to get published in reputed journals. The post graduate students are alloted projects such that they are motivated to reproduce the findings. They get inspired by the innovations and thus they get research aptitude.

File Description	Document
Upload any additional information	[View Document](#)

3.4 Research Publications and Awards

3.4.1

The Institution ensures implementation of its stated Code of Ethics for research.

The institution has a stated Code of Ethics for research and the implementation of which is ensured through the following:

1. **Inclusion of research ethics in the research methodology course work**
2. **Presence of institutional Ethics committee (Animal, Chemical, Bio-ethics etc.)**
3. **Plagiarism check through software**
4. **Research Advisory Committee**

Response: C. Any 2 of the above

File Description	Document
Institutional data in the prescribed format (data template)	[View Document](#)
Copy of the syllabus of the research methodology course work to indicate if research ethics is included	[View Document](#)
Constitution of the ethics committee and its proceedings as approved by the appropriate body	[View Document](#)
Constitution of research advisory committee and its proceedings as approved by the appropriate body.	[View Document](#)
Bills of purchase of licensed plagiarism check software in the name of the HEI	[View Document](#)

3.4.2

Number of candidates registered for Ph.D per teacher during the last five years

Response: 1.79

3.4.2.1 **Number of candidates registered for Ph.D during the last 5 years:**

Response: 77

File Description	Document
Ph.D. registration letters/Joining reports of candidates.	[View Document](#)
Letter from the university indicating name of the Ph.D. student with title of the doctoral study and the name of the guide.	[View Document](#)
Institutional data in the prescribed format (data template merged with 2.4.2 and 3.2.3)	[View Document](#)

3.4.3

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

Response: 1.55

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

Response: 300

File Description	Document
Institutional data in the prescribed format (data template)	[View Document](#)
Link to the uploaded papers, the first page/full paper (with author and affiliation details) on the institutional website	[View Document](#)
Links to the paper published in journals listed in UGC CARE list	[View Document](#)

3.4.4

Number of books and chapters in edited volumes published per teacher during the last five years

Response: 0.29

3.4.4.1 **Total Number of books and chapters in edited volumes published during the last five years**

Response: 56

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format (data template)	[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](#)

3.4.5

Bibliometrics of the publications during the last five years based on average Citation index in Scopus/ Web of Science

Response: 5.94

File Description	Document
Bibliometrics of the publications during the last five years	[View Document](#)

3.4.6

Bibliometrics of the publications during the last five years based on Scopus/ Web of Science – h-index of the Institution

Response: 12

File Description	Document
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	[View Document](#)

3.5 Consultancy

3.5.1

Revenue generated from consultancy and corporate training during the last five years

Response: 0

3.5.1.1 Total Amount generated from consultancy and corporate training year wise during last five years (INR in lakhs)

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

File Description	Document
Letter from the corporate to whom training was imparted along with the fee paid.	[View Document](#)
Letter from the beneficiary of the consultancy along with details of the consultancy fee	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
CA certified copy of statement of accounts as attested by head of the institution	[View Document](#)
Audited statements of accounts indicating the revenue generated through corporate training/consultancy.	[View Document](#)

3.6 Extension Activities

3.6.1

Outcomes of extension activities in the neighbourhood community in terms of impact and sensitizing the students to social issues and holistic development, and awards received if any during the last five years (Showcase at least four case studies to the peer team)

Describe the impact of extension activities in sensitising students to social issues and holistic development with four case studies within a maximum of 500 words

Response:

Our college has undertaken various initiatives in the form of celebration of days related to Eminent Personalities. National Festivals, NSS, NCC and other such activities to provide for an inclusive environment and to foster the spirit of tolerance and harmony towards culture by bringing students and teachers with diverse social, economic and linguistic backgrounds on a single Platform.

1. The following Subjects Environmental Science, Gender Studies and Value Education have been made mandatory to all UG students across various disciplines for communal and socio-economic awarness..

2. The Institution makes every effort in fostering the spirit of inclusiveness among the students. Independence Day and Republic Day were celebrated in the college

3. NCC cadets and NSS students participated in the Republic Day Celebrations, with the relaxation of

COVID restrictions. An awareness programme on Corona Virus was organized in the college (to highlight the preventive measures), in which the NCC cadets and NSS volunteers participated.

4. A rally conducted comprising our students to create awareness on Alcohol abuse for social welfare.

5. NSS units of the college organized a training programme for youth to create a clean/green atmosphere in villages. Our NCC cadets regulated the traffic and volunteered service during the COVID period.

Our college provides an inclusive environment for every one with tolerance and harmony towards cultural, regional, communal, social economic and other diversities. Different sports and competitions are organized inside the college to promote harmony towards each other. NSS and NCC in our college organised various events to establish positive interaction among people of different racial and cultural backgrounds. The following subject's Environmental Science, Gender Studies and Value Education are educated to all UG students across various disciplines for socio-economic welfare.

1. Our college conducted two COVID vaccine camps separately to provide first and second dose to the staff and students.

2. A District level awareness camp conducted on PM Employment Generation Programme, organized by Khadi and Village Industries, Pudukkottai.

3. A Health Awareness Programme (Outreach Programme) was conducted by Department of Zoology. Pledge was taken towards Protection of Children and Youth, on part of ARAN Awareness Programme conducted by Pudukkottai District Administration.

4. Students of Department of History and NSS volunteers went to Thiruvappur Muthumariyamman Temple and helped the temple authorities in counting the Hundi collection.

File Description	Document
Upload any additional information	[View Document](#)

3.6.2

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

Response: 96

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

2021-22	2020-21	2019-20	2018-19	2017-18
33	10	17	11	25

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format (data template)	[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](#)

3.7 Collaboration

3.7.1

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: 2

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 (data template)	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for

1. **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
2. **ICT – enabled facilities such as smart class, LMS etc.**
3. **Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc.**

Response:

The College encompasses a well-maintained green campus; spread over 24 acres of land ensuring adequate availability and optimal utilization of physical infrastructure for teaching learning activities.

Class rooms: Sufficient number of well-furnished, well ventilated, spacious classrooms are available in the campus.The college used as an examination center for Government examinations and University Examinations etc.,

Technology Enabled learning facility: ICT Classrooms where the provision of LCD Projector and internet access are given. The optimal utilization is ensured through encouraging innovative teaching–learning practices.

Conference/ Seminar Hall: A Conference Hall with 200 seating, with audio/video facility, electronic podium and ceiling-mounted LCD projector.

Auditorium/ Multipurpose Hall: The College has 3 Auditoriums;

- **New Auditorium** with 400 seating with audio visual facilities, podium, sound-system are used to conduct college day, convocation and other functions.
- **Old Auditorium** with 200 seating and
- **Main building** Auditorium named **"Manimandapam"** with 300 seating.

Laboratories: All laboratories are well equipped with equipment's and facilities Laboratory for UG, PG, Allied and Research:

- Physics Laboratory - **2 Numbers**
- Computer Science Laboratory – **2 Numbers**
- Chemistry Laboratory - **2 Numbers**
- Zoology Laboratory – **2 Number**
- Botany Laboratory - **3 Numbers**
- CLP -**1 Number**
- Communicative English Laboratory –**1 Number**

- Computer laboratory for Tally - **1 Number**

Library: Partially computerized for the issue of books with barcode reader. Three scanners are used for digitized question banks. It has 67,525 text books and 1,337 reference books on 2021-22 covering all major fields of Arts and Science. The plinth area of the library is 2100 sq. ft. that includes study space.

Member of UGC N-LIST and through open-source online Databases, there are 6,000 online journals, 2,00,000 e-books on N-LIST databases available.

Botanical Gardens: A well maintained herbal garden by the Botany Department and has been awarded Best Green Campus. All the trees bear botanical names.

Sericulture, Aquaculture and Vermiculture: Zoology department has three projects with necessary infrastructure has been created in the year 2021. The harvesting capacity of the Aquaculture Pond has a of one tonne fish per year, Sericulture 20 kg per year and Vermiculture one tonne vermicomposting per season.

Butterfly Gardens: The butterfly garden is maintained by the Commerce Department.

Museum: It has a collection of rare historical materials covering the entire 150 year history.

Sports: Sport is an integral part of the curriculum. In the college is well equipped with various facilities in sports and games for indoor and outdoor also. The college has facilities as Chess, Carom, Table Tennis Volley ball court and well equipped gymnasia room, Indoor games room and beautiful stadium very near to our college. Gym enables students and staff to keep fit.

Cultural Activities: Many annual events like cultural programmes, Literary and Debating events and Club activities are organized in the Auditorium & in seminar halls and Students expose their talents in parts.

Other facilities: Well equipped IQA Cell functions with internet facilities, Placement Cell, NCC, NCC Air Wing, NSS 5 units one for women, YRC, RRC, Women Empowerment Wing, Anti-ragging committee, Disciplinary Committee, Eco club, Canteen, CCTV camera covering limited area etc., are available.

File Description	Document
Upload any additional information	[View Document](#)
Provide the link for additional information	[View Document](#)

4.1.2

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

Response: 10.35

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
3.04	5.89	00	3.56	7.98

File Description	Document
Institutional data in the prescribed format (data template is merged with 4.2.2 and 4.4.1)	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA 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:

4.2.1.1 Library is automated Integrated Library Management System (ILMS)

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Autolib Software Systems	Fully	21.01	2021

4.2.1.2 The institution has subscription for the following e-resources

2017 - 2018

Library Service type	Existing		Newly Added		Total	
	Number of Books	Amount (Lakhs)	Number of Books	Amount (Lakhs)	Number of Books	Amount (Lakhs)
Text Books	62778	3129190	923	169220	63701	3298410
Reference Books	1092	154636	44	44684	1136	199320
E-Resources	-	-	-	-	-	-

2018 - 2019

Library Service type	Existing		Newly Added		Total	
	Number of Books	Amount (Lakhs)	Number of Books	Amount (Lakhs)	Number of Books	Amount (Lakhs)
Text Books	63701	3298410	1150	250594	64851	3549004
Reference Books	1136	199320	67	32305	1203	231625
E-Resources	--	---	--	--	--	--

2019 - 2020

Library Service type	Existing		Newly Added		Total	
	Number of Books	Amount (Lakhs)	Number of Books	Amount (Lakhs)	Number of Books	Amount (Lakhs)
Text Books	64851	3549004	1104	33057	65955	3582061
Reference Books	1203	231625	57	277747	1260	509372
E-Resources	--	---	NLIST	5900	NLIST	5900

2020- 2021

Library Service type	Existing		Newly Added		Total	
	Number of Books	Amount (Lakhs)	Number of Books	Amount (Lakhs)	Number of Books	Amount (Lakhs)
Text Books	65955	3582061	747	55626	66702	3637687
Reference Books	1260	509372	38	29127	1298	538499
E-Resources	NLIST	5900	--	--	NLIST	5900

2021- 2022

Library Service type	Existing		Newly Added		Total	
	Number of Books	Amount (Lakhs)	Number of Books	Amount (Lakhs)	Number of Books	Amount (Lakhs)
Text Books	66702	3637687	823	239171	67525	3876858
Reference Books	1298	538499	39	22586	1337	561085
E-Resources	NLIST	5900	--	--	NLIST	5900

4.2.1.3 - Number per day usage of library by teachers and students – 2017-2022 Method of computing per day usage of library

Average usage of the library by the college = Total No .of teachers & students in each day for all working days / Total No. of working days

Number of Physical Users accessing library

Average usage of the library by the college (UG, PG & Faculty in central library)

Year	No. Of Users	Working Days	Average Usage of Library
2017-2018	**13983**	**180**	**77.68**
2018-2019	**15464**	**180**	**85.91**
2019-2020	**13381**	**180**	**74.34**
2020-2021	**5209 (Covid)**	**90**	**57.88**
2021-2022	**10744**	**180**	**59.69**

File Description	Document
Upload any additional information	[View Document](#)
Provide the link for additional information	[View Document](#)

4.2.2

Percentage of expenditure for purchase of books/ e-books and subscription to journals/e-journals year wise during the last five years

Response: 5.84

4.2.2.1 **Expenditure for purchase of books / e-books and subscription to journals/e-journals year wise during last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
2.62	0.85	3.11	2.83	2.14

File Description	Document
Institutional data in the prescribed format (data template merged with 4.1.2 and 4.4.1)	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA and counter signed by the competent authority (relevant expenditure claimed for purchase of books/ e-books and subscription to journals/e-journals should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[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:

The College has broadband connections to provide the internet facility. The computer and internet connectivity are available at various locations to staff and students to update the teaching/ learning resources. All the departments have internet facility with LCD projectors to meet the curriculum requirements of the students. IT facility is provided to the computer science students through Computer Science laboratory. First year non-computer science students of this college are undergoing a value added course on Computer Literacy and a certificate by the Director of Collegiate Education issued for the successful completion of the course.

English Language Lab is equipped with 4 computers with software related to teaching of 4 language skills i.e., LSRW. It also has a public address system with LCD projecter used by the students of the department of English and their staff.

Each department has a computer system with internet facility either by wired or wirefree connectivity for academic purposes. Sufficient numbers of computers are available in the library, IQAC, office and Principal's chamber for effective administration. Fully automated and air-condition block of Controller of examinations section with CCTV camera surveillance is available. Examination software, Transfer Certificate Software and student Admission software are being used. Online mark entry system for CIA and EOS examinations is introduced from the academic year 2018-2019. Online examinations are conducted for extra disciplinary courses. Most of the official works are being done with the help of ICT facilities. 12 movable LCD projectors and 2 smart classrooms and 01digitally equipped conference hall make to role of information technology on academia.

To have fast internet service, 4 Fibernet Broadband internet connections with 100 Mbps each have been established in the campus. Blended mode of education is followed post pandemic and students were provided with free SIM cards abd 2GB data per month to attend online classes by the State Government.

File Description	Document
Upload any additional information	[View Document](#)
Provide the link for additional information	[View Document](#)

4.3.2

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

Response: 19.19

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

Response: 212

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](#)

4.3.3

Institution has dedicated audio visual centre, mixing equipment, editing facility, media studio, lecture capturing system(LCS) and related hardware and software for e-content development

Response:

Faculty has been actively involved in the creation of individual video lectures for the benefit of the student community and the same have been uploaded in social media likeYoutube,Facebook and Whatsapp of their own interest.Now the institution understands that sttingup of Audio, Visual centre to facilitates the preparation of E-Lecture within the campus.It will be established in the coming year.

Also, the college web site does contain a e-content sub web, where, lecture notes and other types of study materials are uploaded periodically by the staff and the same is being used by the student community. Each department faculty individually prepared study material and distribute them through various online

modes which enables the students to utilize the facilities to the maximum possible extent.

File Description	Document
Upload any additional information	[View Document](#)
Provide the link for additional information	[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

Response: 21.74

4.4.1.1 *Expenditure incurred on maintenance of physical facilities and academic support facilities of DDE and total expenditure excluding salary, year - wise, over the last five years (INR in lakhs)*

2021-22	2020-21	2019-20	2018-19	2017-18
6.82	5.71	8.46	15.21	6.81

File Description	Document
Institutional data in the prescribed format (data template merged with 4.1.2 and 4.2.2)	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA and counter signed by the competent authority (relevant expenditure claimed for maintenance of physical facilities and academic support facilities should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.4.2

There are established systems and procedures for maintaining and utilizing physical and academic support facilities – laboratory, library, sports complex, computers, classrooms etc.

Describe policy details of systems and procedures for maintaining and utilizing physical, academic

and support facilities within a maximum of 500 words

Response:

Our College has a well-defined policy and system drafted by the College council in place for maintenance and utilization of all its physical and academic facilities . For utilizing and maintaining facilities (academic, physical and support), Guidelines were framed.

Physical Facilities:

A council has been extremely constituted to maintain all the physical facilities. They are maintaining equipment including general lighting class room furnitures and all other needs. Support staff is responsible for doing water, plumbing, plant, sewage, and drainage maintenance. The botany department was given in-charge of maintaining the campus lawns. The campus infrastructure maintenance team keeps an eye on the condition and cleanliness of the canteen, verandah, staff lounge, classrooms, labs, furnishings, campus grounds, and sports facilities.

Academic Facility:

The teaching, learning, and research programmes benefit from a well-maintained infrastructure. The college has a well-established system in place for using and maintaining its IT infrastructure, which includes computers, smart classrooms, tools, and labs.

Computers:

The computers are maintained using funds granted from government, UGC's general development assistance and funds generated from Parent Teachers Association(PTA). Its use is restricted to the college teachers, staff and students for all academic and examination related works. For the proper maintenance of computers the college has an annual maintenance which is being coordinated by Assistant Programmer.

Classrooms:

Departments currently have the necessary number of classrooms. On working days, classroom resources are used to their fullest potential. The college is allowing the TNPSC and all other government exams, various Universities' Distance education classes and exams on holidays. Classrooms are swept daily. Classrooms are periodically whitewashed, and furniture is fixed and painted as needed. Classrooms are checked periodically by the heads and members of the building committee and wherever repair and restoration work is required for electrical equipment and furniture are carried out during the summer and winter breaks. Classrooms are allotted for the use of students and teachers as per the college routine and student enrolment.

Laboratory:

The College applies for equipment grant to UCG / RUSA following the guidelines laid down in this respect. As and when grants are sanctioned it is utilised by the college, inspected by the college

committee first and then designated bodies and finally the utilisation submit certificates by the college to UGC/ RUSA.

Library:

   Library books are weeded annually and damaged books are either salvaged by re-binding them and discarded if beyond repair and replaced with new copies if necessary. New books are added every year as per requirement and availability of grants from UGC, the state government and from Library fee collected from students at the time of admission. Books that are damaged or lost by borrowers have to be replaced at the borrowers own cost.

File Description	Document
Upload any additional information	[View Document](#)
Provide the link for additional information	[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: 86.46

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

2021-22	2020-21	2019-20	2018-19	2017-18
3632	2959	2911	3103	3103

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 (data template)	[View Document](#)

5.1.2

Efforts taken by the institution to provide career counselling including e-counselling and guidance for competitive examinations during the last five years

Response:

Career counselling helps individuals understand their interests and skills that in-turn help individuals choose the right career path. Career guidance and Placement Cell of our institution offers counselling to the students in many ways. Experts from industries and Alumni of our institution are offering and guiding our students regularly towards their career opportunities.

A variety of initiatives have been taken to enhance the employability of students.

The first year at under graduate level starts with Bridge Course which strives to strengthen the LSRW skills of the learners. This course is a brainchild of TANSCHE (Tamil Nadu State Council for Higher Education) which also supplied the course material. The Faculty of English taught the course which involved a variety of tasks using English at various levels.

An Objective Test also was conducted to assess the learning achieved by the students.

Similarly, Soft skills classes are conducted every year for the students. As part of their curriculum, undergraduate students have three papers in Soft skills. Apart from these, special soft skills classes sponsored by TANSCHE are conducted every year. TANSCHE, in collaboration with ICT, has supplied course material and has financed for buying gadgets and to pay honorarium. Every year 500 students of final year Under graduate students are benefitted by these classes.

Entrepreneurial Development Cell of our institution promotes entrepreneurial skill among the students.

Remedial Classes for BC, MBC and SC/ST students are conducted in the college. This is the initiative of Directorate of Collegiate Education, Government of Tamil Nadu. Students of the above classes have been identified and encouraged to attend the classes involving teaching of Science, Maths and Humanities. These remedial classes facilitate a greater understanding of their subjects.

File Description	Document
Upload any additional information	[View Document](#)

5.1.3

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, self-employment and entrepreneurial skills)**
4. **Awareness of trends in technology**

Response: B. Any 3 of the above

File Description	Document
Report with photographs on programmes conducted for awareness of trends in technology	View Document
Report with photographs on programmes/activities conducted to enhance soft skills, Language & communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Institutional data in the prescribed format (data template)	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: A. All 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 monitoring the activities and number of grievances	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: 12.88

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

2021-22	2020-21	2019-20	2018-19	2017-18
182	170	160	140	115

File Description	Document
Institutional data in the prescribed format (data template)	[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 out of the graduated students during the last five years

(eg: NET/SLET/ Civil Services/State government examinations etc.)

Response: 1.23

5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/Civil Services/State government examinations etc.) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
14	3	18	17	21

File Description	Document
List of students qualified year wise with details of examination and links to Qualifying Certificates of the students taking the examination	[View Document](#)
Institutional data in the prescribed format (data template)	[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 events during the last five years

Response: 34

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

2021-22	2020-21	2019-20	2018-19	2017-18
7	4	4	9	10

File Description	Document
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)

5.3.2

Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution.

Describe the Student Council activity and students' role in academic & administrative bodies within a maximum of 500 words

Response:

Students are the real backbone of any educational Institution. Our college encourages the participation of student representatives in various academic bodies and committees which enable them in acquiring better academic environment and empowers them in gaining leadership qualities and execution skills. The student council members generate commitment, involvement and oneness of spirit among student community, acquiring interpersonal, planning and organizational skills, assuming responsibilities and infusing trait of accountability in their personality.

The representatives are duly elected on the basis of their academic performance. Thus, the selected leader is trained to possess all the qualities of a leader in addition to his/her excellence in the studies.

In order to develop women empowerment, the first year Under Graduate and first year Post Graduate women students are elected as representatives.

The student Council office bearers are selected on rotational basis. Every year, by rotation, one of the Secretaries of the Department Association is selected as the secretary of the student council and he will

be holding the post for that year.

Students are involved in Anti-ragging and Anti-sexual harassment cell, Women's Forum, Anti-Dowry Association, etc. for representing their grievances and to gain an overall social awareness.

The IQAC has two students as   its student representatives. Similarly, all the statutory committees have proper student representatives. This inculcates the leadership qualities among the students in addition to the acquired subject knowledge.

Students are involved in various academic, cultural, sports events and Co-curricular activities. The college   has National Service Scheme, National Cadet Corps, Youth Red Cross, Consumer Club, Rotaract Club, various department association clubs, Placement Cell, Entrepreneurship Development Cell, etc which promote human values, societal responsibility, leadership qualities, organizational skills, decision making powers and awareness about various social issues.

Students are motivated to take part in organizing various department activities and programmes to hone up their event management skills. Department Association Secretaries organize the Department activities and Sports Secretaries co-ordinate student participation in sports events. Thus, the   college   has   an active student council which promotes a healthy interaction among the stakeholders. Thanks to their representation in   various academic, administrative bodies and committees of the college, they have had impressively contributed to the all-round development of the Institution.

File Description	Document
Upload any additional information	[View Document](#)

5.3.3

The institution conducts / organizes following activities:

 1. **Sports competitions/events**
 2. **Cultural competitions/events**
 3. **Technical fest/Academic fest**
 4. **Any other events through Active clubs and forums**

Response: D. Any one of the above

File Description	Document
Report on Sports, Cultural competitions/events, Technical/academic fests, Any other events through active clubs and forums along with photographs appropriately dated and captioned (whichever is applicable)	[View Document](#)
List of students participated in different events year wise signed by the head of the Institution	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Copy of circular/brochure indicating such kind of activities.	[View Document](#)

5.4 Alumni Engagement

5.4.1

Total Amount of alumni contribution during the last five years (INR in lakhs) to the institution through registered Alumni association:

Response: 14.04

5.4.1.1 **Total Amount of alumni contribution during the last five years (INR in lakhs) to the institution year wise through registered Alumni association:**

2021-22	2020-21	2019-20	2018-19	2017-18
5.2065	2.709	3.255	1.604	1.269

File Description	Document
List of alumnus/alumni with the amount contributed year-wise	[View Document](#)
Annual audited statements of accounts of the HEI highlighting the Alumni contribution duly certified by the Chartered Accountant/Finance Officer	[View Document](#)

5.4.2

Alumni contributes and engages significantly to the development of institution through academic and other support system

Describe the alumni contributions and engagements within a maximum of 500 words

Response:

Our college was founded by the erstwhile Maharaja of the Princely State of Pudukkottai, way back in 1880 and it has been rendering a high quality higher educational service to the rural poor students of Pudukkottai District for more than 142 years. The college has a strong connect with alumni through Alumni Association and helps the institution not just financially, but in terms of various academic activities. Our college has an officially registered Alumni Association under TamilNadu Society's Act 1975. As per the regulations, the office bearers are selected for its better performance and growth. In our college, Alumni Association has been established to contribute willingly for the welfare of the *Alma mater* and to promote the higher studies of younger generation. The outgoing students voluntarily join the association by paying the subscription.

The list of illustrious alumni is endless. Some of the notable alumni are: Dr.Muthulakshmi Reddy, the first lady Doctor of South India, followed by Theerar Sathiyamurthy, a well-known freedom fighter, Jnanpith award winner Thriu.Akilan, Indo-Anglian writer K.Nagarajan, Film Actors ShriGeminiGanesan and Thiru.AVM Rajan, IAS officers like Thiru.Murari and Thriu.Sahayam. The sitting judge of Madras High Court, Shri.R.Sureshkumar is also an illustrious Alumnus of this college. Former Central Minister and Honorable Law Minister of TamilNadu Shri.S.Ragupathy and Honorable Environmental Minister of TamilNadu Shri.V.Meiyanathan are renowned alumni of this Institution. The new auditorium of the college has been built from the Member of Parliament constituency fund of Shri.S.Ragupathy.

During 2019-20, B.Com. 1983-86 and 1984-87 batch alumni provide furnitures to their department. During 2020-2021, the Alumni Association contributed Rs.3,00,000/- (Three lakhs) for repairing three hundred sets of steel desks and benches. During 2021-22, Shri.Rajan R.Natarajan (eminent scientist, industrialist and politician from the U.S.A.,) an alumni of Department of Botany of the college has recently contributed Rs.2,00,000/- two lakhs to provide additional facilities to the Mini Conference Hall of the college. In the same year, Rs.54,000 (fifty four thousand) was spent by the Association over repairing and maintenance of the furniture.

During 2021-22, all the Departments of the college organized Alumni Meetings with an overwhelming response. A handful of software professionals, professors in universities, Auditors, teachers, scientists, politicians and other professionals are the members of the Alumni Association, helping in their capacities to the welfare of the college.

The alumni are invited as members during the Board of Studies and Academic Audit of various departments. They offer suggestions to upgrade the curriculum. The suggestions of the alumni are given utmost importance for enhancing the quality of curriculum. The alumni are invited on special occasions, such as Annual Day and various Departmental functions. Departments organize Alumni meet that helps the current students to interact with the Alumni.

The Alumni Association has a separate bank account and accounts are maintained by the alumni treasurer and audited by the Chartered Accountant every year. Both Executive and General Body Meetings have been conducted regularly. It has been planned to initiate the chapters of the Alumni Association in various Indian cities and countries.

File Description	Document
Upload any 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:

To provide quality teaching to the rural students, who are educationally backward and **from** economically weaker sections of the society and thereby mould them as participants in the nation-building process.

Mission

- To proclaim the knowledge and skills through Higher Education.

- To make the students socially responsible.

- To evolve the students to meet global challenges.

- To enhance the employability among the student community.

- To achieve communal harmony.

The institution operates under a democratic and participatory governance model, with all stakeholders actively involved in its administration in order to provide value-based and advanced education that benefits society significantly. The Governing Body delegated authority to the Principal, who then shared it with the college's various levels of functionaries. Department **Heads**, conveners of various committees, and section in-charges all play important roles in developing and implementing institutional policies. The Institute strikes a balance between regulatory compliance and keeping a strong pulse on improving the college's performance.

The college also strives to provide quality education to the rural youth, those who are more or less localized, especially girl students. Besides this, in our endeavor to make the students self-reliant and independent, they are given the freedom and guidance to explore their own opportunities and to tackle the challenges of day to day life; to breed in themselves, the strength and spirit to grow with the world around them. To develop their all-round personality which includes academic, athletic, aesthetic, environmental and ethical values to the fullest extent remains our fundamental objective.

6.2 Strategy Development and Deployment

6.2.1

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

Response:

The Director, Department of Collegiate Education, Government of Tamil Nadu is the supreme authority who manages planning, administration and funding of all the Government Colleges in the State. The main objective of the DCE is to make quality education affordable and accessible to all sections of students. The college functions as per the directions given by the DCE either directly or through Regional Joint Director of Collegiate Education, Tiruchirappalli. To achieve global standards in knowledge transfer and creation of skilled human resource, many innovative initiatives have been taken by the DCE.

The office of the RJD, Tiruchirappalli. It also guides and supervises the college ensuring the quality and plans. The Principal is the Head of the organizational set up and the college council and responsible for planning the administration of the college. The council discusses the policies and issues pertaining to academics and other administrative exercises and evolves action plans and solutions which will be executed with the authority of the Principal.

The college council comprises Heads of all departments as member secretaries. Besides the college council, there are Internal Quality Assurance Cell, Sports Committee, Library Committee, NSS Committee, UGC and Research Committee, Eco Club, Discipline Committee, Grievance Redressal Cell, Anti- Dowry Cell, Anti-Ragging and Sexual Harassment Prevention Cell and Placement Cell. The Principal holds periodical meetings with these committees for discussing their annual plans and the schedule of implementation. The committees submit their action plans and their requirements to the Principal which are then discussed in the college council for finalizing and sanctioning with the appoinment of staff members the teaching staff members registered are appointed by Teachers Recruitment Board of Government of Tamilnadu and Non-Teaching by TNPSC. The service rules and code of conduct are framed by the State Government of Tamilnadu.

File Description	Document
Upload any additional information	[View Document](#)
Provide the link for additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations. e-governance is implemented covering the following areas of operations:

1. **Administration including complaint management**

2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examinations**

Response: C. Any 2 of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[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 college look after the welfare measures for teaching and non-teaching staff members on a humanitarian basis.

The measures for teaching members include

- General Provident Fund
- Encashment of Earned leave
- Casual, Religious, Medical and Maternity Leave as per Government Norms
- Medical Insurance
- Group Insurance
- Festival advance
- Car loan from State Government
- House loan from State Government
- Gratuity Scheme of Pensions and Compensatory Pension Scheme
- On Duty for attending Refresher Course, Orientation Course and short term course.

Non-Teaching:

- General Provident Fund
- Training for Promotion
- Causual, Religious, Medical and Maternity Leave
- Medical Insurance
- Gratuity Scheme of Pensions and Compensatory Pension Scheme

    The teachers are appointed in the feeder posts as Assistant Professors. But, as per the UGC norms, they can move to next position, namely Senior Scale Assistant Professor after satisfying the prescribed

conditions for the career advancement. The career advancement scheme is executed in the following manner. The staff member who satisfies the criteria for certain career advancement has to submit a Self Appraisal Report on his/her performance during the period concerned for career advancement. The college sets up a screening committee consists of Principal, Head of the Department and two External Subject Experts in the rank not below an Associate Professor, as per the UGC norms and guidelines, to scrutinize and recommend the staff member for the career advancement to the Director of Collegiate Education. Subsequently, the staff member gets career advancement. From Assistant Professor Selection Grade to Associate Professor, the screening committee will be substituted with a Selection Committee.of same composition. Recently 32 Assistant Professors got career advancement as Associate Professors. Associate Professors get promoted as Principal to B Grade Government Colleges by the virtue of seniority and assessment through Annual Confidential Report.

File Description	Document
Upload any additional information	[View Document](#)
Provide the 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: 0

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
0	0	0	0	0

File Description	Document
Policy document on providing financial support to teachers	[View Document](#)
Institutional data in the prescribed format (data template)	[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/workshops and towards membership fee for professional bodies	[View Document](#)

6.3.3

Percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDPs)/ Management Development Programmes (MDPs) during the last five years

Response: 22.68

6.3.3.1 **Total number of teachers who have undergone online/ face-to-face Faculty Development Programmes (FDP)/** *Management Development Programs (MDP)* **during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
51	37	27	44	17

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institutional strategies for mobilisation of funds other than salary and fees and the optimal utilisation of resources

Describe the resource mobilisation policy and procedures of the Institution within a maximum of 500 words

Response:

Since it is a State Government Institution, the main source of funds is special fees(no tution fees is levied) paid by the student under different heads and Grant in aid from the State Government as per non plan budgetary allocations. Funds received from the State government are spent on payment of salary of teaching, non-teaching and administrative staff of the institution. Each and every amount of fund received from State government is at par with budget allocation. The budget of the Institution is prepared keeping in mind, **the** developmental activities of the institution; accordingly provisions are made in the Budget, which is ultimately approved by State government, and then fund is sanctioned, which is deployed on different Heads of Expenditure in accordance with approval of various statutory committees constituted by the **Institution,** time to time for efficient use of funds/grants received from government. The Institution follows cent percent transparency in use of funds. Fund generated from **the above sources** are principally used for maintenance and development of the Institution and students.

Optimum utilization of funds is ensured through:-

• Adequate resources are alloted for effective teaching-learning **practices.** The budget is used to cover day-to-day operational and administrative expenses, as well as maintenance. Enhancement of library facilities is required to supplement learning **practices,** and the necessary funds are used each year. The main goal of resource mobilization and optimal resource utilization is to put our institution **on par** with quality teaching and unique student growth.

The institution has three main channels for the mobilization of funds: **Parent-Teacher** Association, Alumni and the constituency grant of the Member of the Legislative Assembly and Member of **Parliament.** These funds have been optimally used for the welfare of the student community and for running all student support services effectively.

The Government of Tamil Nadu and University Grants Commission are funding the college for regular payments of salaries and administrative expenses. MPs and MLAs are also approached by the college authorities to obtain funds from the Local Area Development Scheme to promote the amenities of the college such as buildings, classrooms, labs etc.

File Description	Document
Upload any additional information	[View Document](#)

6.4.2

Funds / Grants received from government bodies, non-government bodies, and philanthropists during the last five years (not covered in Criterion III and V)

Response: 0

6.4.2.1 **Total Grants received from government/non-government bodies, philanthropists year wise during last five years** *(not covered in Criterion III and V)* **(INR in Lakhs)**

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

File Description	Document
Institutional data in the prescribed format (data template)	[View Document](#)
Copy of the sanction letters received from government/ non government bodies and philanthropists	[View Document](#)
Annual audited statements of accounts highlighting the grants received	[View Document](#)

6.4.3

Institution regularly conducts internal and external financial audits regularly

Enumerate the various internal and external financial audits carried out during the last five years with the mechanism for settling audit objections within a maximum of 500 words

Response:

All the financial transactions are made through IFHRMS portal. The college has most of the bank accounts in State Bank of India. Every amount received by way of fees is remitted to the Government through the authentic accounts maintained by the college. Each and every amount is spent after justifying the actual expenditure through the in-charge of various committees. The need based expenditures alone are carried out by adopting the Govt. procedures laid down from time to time.

The internal audit and stock verifiction are done by the members appointed by the Principal and the external audit is done by Auditor General, Chennai and the Director, Directorate of Collegiate Education, Chennai. The accounts of the College are being audited by the Accountant General (A & E), Chennai. The Audit Wing, of the Director of Collegiate Education, Chennai-6, inspects the accounts of this college at intervals as a measure of Internal Audit, **every year.**

File Description	Document
Upload any additional information	[View Document](#)
Provide the link for additional information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC)/ Internal Quality Assurance System (IQAS) has contributed significantly for institutionalizing the quality assurance strategies and processes, by constantly reviewing the teaching-learning process, structures & methodologies of operations and learning outcomes, at periodic intervals

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes visible in terms of –

- **Incremental improvements made for the preceding five years with regard to quality (in case of first cycle)**
- **Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives (second and subsequent cycles)**

Describe two practices institutionalized as a result of IQAC initiatives within a maximum of 500 words

Response:

The Internal Quality Assurance Cell (IQAC) was established in the College at **the advice** of the National Assessment and Accreditation Council (NAAC) as a quality maintenance measure following accreditation. The IQAC's primary responsibility is to create a system for conscious, consistent, and catalytic improvement in the Institutions' overall performance. The IQAC will make a significant and meaningful contribution to the Institution's post-accreditation phase. During the post-accreditation period, the IQAC will direct all of the Institution's efforts and measures toward promoting academic excellence.

The objectives of the IQAC are:

- To ensure continuous improvement in the Institution's overall operations.
- To assure Education stakeholders, namely parents, teachers, staff, employers, funding agencies, and society in general, of its own quality and probity.
- To develop a quality system for deliberate, consistent, and planned action to improve the institution's academic and administrative performance. • To promote measures for driving institutional functioning toward quality enhancement and institutionalization of best practices.
- Benefits IQAC will facilitate / contribute:
- To ensure a heightened level of clarity and focus in institutional functioning towards quality enhancement and internalization of the quality culture
- To promote measures for the Institution's **operations** aimed at improving quality by establishing

a quality culture and institutionalising best practices.
- To serve as a dynamic system for changing the institution's quality.

Functions :

• Creation and application of quality benchmarks/parameters for the Institution's various academic and administrative activities.

• Arrange for feedback responses from students, parents, and other stakeholders on the institution's quality-related processes.

• Dissemination of information on higher education's various quality parameters.

-Preparation of the Annual Quality Assurance Report (AQAR) based on the quality parameters for submission to NAAC.

Strategies of IQAC

1. Ensuring that academic, administrative, and financial tasks are completed on time, efficiently, and in a progressive manner.

2. **Maintaining** Academic and research programmes' relevance and quality.

3.Optimization and integration of modern teaching and learning methods

The IQAC plays a vital role in improving the quality of education through teaching-learning process and research work. The IQAC of the college motivates the faculty members and students to participate actively in the field of research. As a green initiative, the IQAC stresses the replacement of ordinary tube **lights by** LED lights in the Campus and in class rooms. The IQAC motivates the students in right direction towards scientific research. Faculty members are constantly motivated to participate and present research papers/articles in National/International seminars, workshops **and to** publish research papers. Students are also motivated to participate in seminars, workshops, cultural activities, sports and games.

The Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

6.5.2

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Describe any two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC within a maximum of 500 words each.

Response:

- Obtaining feedback on Teachers and Curriculum
- Revising curriculum once in every three years according to industrial and social needs
- Motivating Staff to adopt Technological Teaching
- Motivating departments to organize **Seminars, Conferences** etc.

METHODOLOGIES:

- Result analysis of **Semester Examinations**
- Feedback from Students, Parents and **Alumni**
- Inclusion of Alumni in BOS
- Maintenance of Students Profile and Attendance

OUTCOMES:

- Enhances Pass percentage, course completion ratio
- Enhances students' **skills and ability** to meet Global Challenges

Yes. Improvement in teaching-learning process, operations, learning outcome done through the feedback forms received from the Teachers, Students, Stakeholders, Alumni and industrial persons.

File Description	Document
Upload any additional information	[View Document](#)
Provide the link for additional information	[View Document](#)

6.5.3

Institution has adopted the following for Quality assurance*:*

1. **Academic and Administrative Audit (AAA) and follow up action taken**
2. **Conferences, Seminars, Workshops on quality conducted**
3. **Collaborative quality initiatives with other institution(s)**
4. **Orientation programme on quality issues for teachers and students**
5. **Participation in NIRF and other recognized ranking like Shanghai Ranking, QS Ranking**

Times Ranking etc

6. Any other quality audit recognized by state, national or international agencies

Response: E. Any 1 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](#)

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:

College's initiatives to admit Girl students: This college was originally started as a Men college and the first women, who was a notable alumni and first female Doctor of South India Dr. Muthulakshmi Reddy, got admitted with a special as well as conditional permission from the King of Pudukkottai Presidency as per the historical records available from external sources. Now the college has been made as a coeducational institution by admitting girl students in most of the programmes except a few because of availability of exclusive Government College for Women very near to ours. The strength of girl students has been on the rise over the years.

Safety and Security: Female students are sensitized to feel on par with their male counterparts. The curriculum contains a compulsory course on gender studies. The institution has considerable number of women faculty members, and they take care of the safety and welfare activities of female students. The college provides maximum facilities to female students. The institution has an conducive environment which is safe and secure as far as the women students' education is concerned.

Counselling: The women's cell provides counselling to individual students whenever necessity arises. Also they are given awareness on the mensural hygiene and other associated aspects. Since many female students are first-generation learners / single girl child of the family, guidance on pursuing higher education, career guidance -cum-counselling and training to face competitive examinations are provided by the menors of the respective classes.

Common Room: There is an exclusive common room for female students to relax and take rest during the leisure time. The ladies rest room is well aerated and furnished with essential accessories. Toilets for female staff and students are maintained properly. Two incinerators are available to dispose off the used sanitary napkins.

Anti-Ragging & Anti Sexual Harassment awareness: The college periodically conducts awareness programmes on Anti Ragging and Anti Sexual Harassment with the help of Police Department. Police officers of Deputy Superintendent of Police rank are invited as Chief Guest and Resource Persons. They create awareness on the Acts and Laws which safegaurds them by providing legal protection from atrocities against Women and Children. There is a complaint box placed in the campus for female students to get their grievances redressed.

Anti-Dowry Cell: Through the Anti-Dowry Cell, the institution conducts Anti Dowry Awareness programmes to educate and enlighten students on the evils of dowry.

Scholarship: Very recently the State Government has started a flagship scheme of providing Rs. 1000/- per month for the girl students who had their schooling in a Government School under the name **"Moovalur Ramamirtham Ammaiyar Higher Education Assurance Scheme".**

File Description	Document
Upload any additional information	[View Document](#)

7.1.2

The Institution has facilities for alternate sources of energy and energy conservation measures
1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment
6. Wind mill or any other clean green energy

Response: B. Any 3 of the above

File Description	Document
Permission document for connecting to the grid from the Government/ Electricity authority	[View Document](#)
Geo-tagged photographs of the facilities.	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)

7.1.3

Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **e-Waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

Solid Waste Management: The campus is regularly cleaned by a team of housekeepers. They collect the waste and dump in the dustbins placed in each block. They are collected later by the municipality to dump in the main municipality garbage storage. The college does not generally produce hazardous

wastes. The quality of chemicals used in the laboratories for academic purposes is maintained at the prescribed levels to not harm in general and drained through the drain pipes. Being a college with female students, Women's Cell of the college has provided facilities to dispose off the used sanitary napkins regularly. The girls are also given proper instructions to maintain the Menstrual Hygiene and their environment in general. Two large collection boxes are available on the campus to collect plastic waste. Also, degradable and non-degradable wastes are collected in the collection boxes put in every department. A vermicompost production unit is functioning on the campus to utilize the degradable solid waste.

Liquid Waste Management: The liquid wastes are drained through pipes which are connected to the closed sumps/tanks from which the liquid ultimately reaches to the Municipal underground drainage system.

Biomedical Waste Management: The bio-waste like dissected prawns, fishes, cockroaches, frogs are chopped into small pieces, sundried and curshed into small bits and subjected to partial decomposition for a period of 20 days and mixed with other nutrients like dried leaves and cowdung which are used as source of nutrients for the event of vermicomposting.

E-Waste management: The institution has initiated e-waste management by collecting dysfunctional and irreparable electrical and electronic items and handing them over to Government-authorized agencies for safe disposal.

Hazardous chemicals and radioactive waste management: The institution normally does not handle with hazardous chemicals and radio active elements.

File Description	Document	
Relevant documents like agreements/MoUs with Government and other approved agencies	[View Document](#)	
Geo-tagged photographs of the facilities	[View Document](#)	

7.1.4

Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: B. Any 3 of the above

File Description	Document
Green audit reports on water conservation by recognised bodies	[View Document](#)
Geo-tagged photographs of the facilities	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)

7.1.5

Green campus initiatives include

Describe the Green campus initiative of the institution including Restricted entry of automobiles, Use of Bicycles/ Battery powered vehicles , Pedestrian Friendly pathways , Ban on use of Plastic, landscaping with trees and plants etc in 500 words

Response:

About 100 students commute to college by bicycle. Most staff members use two-wheelers to commute to college, and the rest use public transport or four-wheelers.

The institution strives to maintain a plastic-free campus. Two large collection boxes are available exclusively on campus to collect plastic waste. Every year, the plantation of trees is undertaken, followed by taking care of the plant until it flourishes inside the campus. As a part of the green campus initiative, the major part of the campus is laid with a grass landscape with water sprinklers, a butterfly park, two fountains and a couple of ponds. The trees are labelled with their botanical names. Stone benches are placed throughout the campus for the students and visitors. Both the staff and students maintain the greenery of the college. The roads inside the campus are free of vehicles since all the vehicles used by staff and students are parked near the entrance in the respective parking lot. The whole campus is pedestrian-friendly with pavements. The greenary of the campus is improved by having gardens maintained by staff members and students of certain departments.

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](#)

7.1.6

Quality audits on environment and energy are regularly undertaken by the institution

The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environmental audit**
2. **Energy audit**
3. **Clean and green campus recognitions/awards**
4. **Beyond the campus environmental promotion and sustainability activities**

Response: B. Any 3 of the above

File Description	Document
Report on environmental promotion and sustainability 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](#)

7.1.7

The Institution has Differently-abled (Divyangjan) friendly, barrier free environment

Write description covering the various components of barrier free environment in your institution in maximum of 500 words

- **Built environment with Ramps/lifts for easy access to classrooms**
- **Divyangjan friendly washrooms**
- **Signage including tactile path, lights, display boards and signposts**
- **Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
- **Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response:

   The institution has built ramps in every building for easy access to differently abled to reach classrooms. Disabled-friendly washrooms are installed wherever possible. The newly built building has a tactile path for the benefit of the differently abled students. Visually challenged students are exempted from paying examination fees. The students with disabilities are provided with scribes to write their examinations. The office of the Controller of the Examinations gives the remuneration for the scribes as

an initiative to encourage and motivate students who volunteer as a scribe writer.

File Description	Document
Upload any additional information	[View Document](#)

7.1.8

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and such other diversities (within 500 words).

Response:

Our Institution has undertaken various initiatives to celebrate the days of birth anniversaries of eminent leaders, National Festivals, N.S.S., N.C.C. foundation days The college also. promote activities to provide an inclusive environment and to foster the spirit of tolerance and harmony towards culture by bringing students and teachers with diverse social, economic and linguistic backgrounds on a single Platform. The Subjects 'Environment Science', 'Gender Studies' and 'Value Education' are mandatorily taught to all U.G. students. The Institution makes every effort to foster the spirit of inclusiveness among the students. In addition to Independence Day and the Republic Day celebrations, the following programmes were conducted in the college during the last five years: International Day against Drug Abuse and Illicit Trafficking; H.I.V. Awareness Programme; Hands on training with Electronic Voting Machines; World Consumer Rights Day; G.S.T. Awareness Programme; Mensuual Hygiene Awareness Programme; Contagious Diseases Awareness Programme; Corona Virus And Infectious Disease Awareness Programme; Health Awareness Programme Environmental Awareness; Water Resource Management; Agricul Tural Chemistry; Disaster Management Programme; Swachh Bharat; Health Education Programme and COVID Vaccine camp. Also, students attended a District level awareness camp on the Prime Minister Employment Generation Programme, organized by Khadi and Village Industries, Pudukkottai. A Health Awareness Programme was conducted by the Dept. of Zoology. A pledge was taken towards the Protection of Children and Youth on the part of the ARAN Awareness Programme conducted by the Pudukkottai District Administration. Students of the Dept. of History and N.S.S. volunteers went to Thiruvappur Muthumariyamman Temple to help the authorities count the Hundi collection.

File Description	Document	
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)	

7.1.9

Sensitization of students and employees of the Institution to the constitutional obligations: values,

rights, duties and responsibilities of citizens

Describe the various activities in the Institution for inculcating values for being responsible citizens as reflected in the Constitution of India within 500 words.

Response:

The Institution maintains the tradition of celebrating days of National and International importance. The college celebrated Independence Day and Republic Day to impart patriotism and nationhood among the younger generation. Pledges and oaths have been administered to the students on National Voters day, Anti-terrorism day, and other others days of national importance. The college takes steps to stress among the students about the constitutional obligations of a citizen and impart the values and power of democracy. The staff member of both teaching and nonteaching fraternity have been appointed as Presiding or Polling Officers during General Elections and the staff members are whole heartedly contribution to the democratic process. Also, International Women's Day was celebrated to highlight the great progress made by women in our country across various fields. Women achievers were invited as guests to deliver inspiring speeches. In addition, the following programmes were conducted in the college dufring the last five years: COVID awareness programmes (with themes like 'May I help you'), Social Justice Day, Gandhi Jayanti, Human Rights Day, Bharathiar Day, Kamarajar Day, Voters Awareness Day and Ambedkar Jayanti, N.C.C. and N.S.S. Days, World Earth Day, International Yoga Day, Vigilance Awareness Week, World Ocean Day, Anti-Tobacco Day, Muthulaxmi Reddy Day, Geneva Convention Day, Indian Journalists Day, Consumer Awareness Programme and Constitution Day.

File Description	Document
Details of activities that inculcate values necessary to nurture students to become responsible citizens	[View Document](#)

7.1.10

The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

1. **The institutional Code of Conduct principles are displayed on the website**
2. **There is a committee to monitor adherence to the institutional Code of Conduct principles**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: D. Any 1 of the above

File Description	Document
Report on the student attributes facilitated by the Institution	[View Document](#)
Policy document on code of ethics.	[View Document](#)
Handbooks, manuals and brochures on human values and professional ethics	[View Document](#)
Document showing the Code of Conduct for students, teachers, governing body and administration as approved by the competent authority.	[View Document](#)
Constitution and proceedings of the monitoring committee.	[View Document](#)
Circulars and geo-tagged photographs with date and caption of the activities organized under this metric for teachers, students, administrators and other staff	[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:

1. Grooming the Academically Talented as Student-Leaders:

Objectives of the Practice:

1. To recognize students' role in the college union
2. To mould academically talented students into leaders

Context: Over the years, student representatives were chosen by conventional elections.

1. It was realized that introducing the new practice of selecting Academic toppers as student representatives helped a lot to curb the groupism between the students.
2. By initiating this new system, it is proved that the unhealthy and immoral election-related practices experienced in the past were rooted out.

Practice:

The academic toppers of various classes are selected as student representatives of the academic year. While all the student-representatives remain the members of the college student union, a final year P.G. student is selected as Student-Chairman and a final year U.G. student is selected as Student-Secretary by Department-rotation.

Girl student-toppers of I year UG and PG class representation are reserved for girl students. This practice may be taken as one of the best practices followed in this college.

Evidence of Success:

1. This best selection practice has motivated the students to have a healthy academic competition and thus it creates a intellectual leadership.

Problems encountered and resources required:

Academic toppers or otherwies Students' leaders got diversions from their academic preparations due to the additional burden of taking care about the welfare of peers.

2. Alumni Association – Custodian of College's Interests:

Objectives of the Practice:

1. To involve the Alumni Association, by and large, to improve the college infrastructure and other developmental activities

Context: The Alumni Association can boost the college's stature in many ways. Keeping this in mind, the Association initiated programmes by providing the following assistance to the improvement of college infrastructure.

Practice:

1. Repairing the broken class room furnitures to the tune of 3 lakhs and 54 thousands

2. Making the Seminar Hall ICT facilities Enabled and participant friendly at a cost of 2 lakhs

3. Setting up of an Computer lab for the Commerce Department by the Commerce Alumni

4. Installation of Solar Power Plant on the roof top of Office of Controller of Examinations at a cost of Rs. 5 Lakhs.

Future Activities Proposed:

1. The Alumni – sponsored, R.O. system to supply potable water is to be installed in the college shortly.
2. It hasbeen planned to provide Stationery material for the I UG students to write their examinations.
3. It has been planned to introduce Merit scholarship/ awards to the Academic Toppers in the coming years.

Evidence of Success:

Appreciation from the college council, governing body, Executive and General bodies of the Association and from the beneficiaries..

Problems encountered and resources required:

1. Shortage of life members and need of more financial help for enlarged Alumni activities.

Alumni   contribution   Link : https://www.hhrc.ac.in/pdf/Alumni_Contribution.pdf

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:

Vision of the Institution:

The College has based its motto on the Vedic dictum "Thamasoma Jyotirgmaya" (Irulil Irunthu Oliyai Nokki") which means "From Darkness to Light" The goal reflects the objectives of higher education with emphasis on the regional demands. The institution has the pride of delivering quality higher education for socially and economically weaker students for 142 years.Most of the students getting education are first graduates. If this college was not existing in the past, Gross enrolment ratio of the locality might be very low. This is the only college in Tamil Nadu which was under the control of a KIng, Maharaja Thondaiman of Pudukkottai Presidency even after the independence and it was handed over to the Madras Presidency of Independent India only in 1948. With this distinction the college strives hard in quenching the higher educational aspirations of many graduates. Quality initiatives like introduction of new courses and programmes to impart and cement subject knowledge among the students on various fields have been conceived and the college has worked to its full potential to attain the goal of providing quality education to the people of Tamil Nadu, in general, and Pudukkottai District, in particular. Two of the present cabinet ministers of Tamil Nadu Government are our prestigious alumni. Thiru. S. Regupathy who is the alumnus of Mathematics department of this college, has contributed a sum of 25 lakhs from his Member of Parliament constituency fund to build an Auditorium

in the campus. The first women Doctor of South India Dr. Muthulakshmi Reddy had her Education here even when the College admits only Men students upon special permission from the King. Likewise, this institution has many historical events and memories in the 142 years of existence and service. Collaborations with the small scale or large scale industries are looked upon to promote self employment among the youngsters. The college also strives to provide quality education to the rural youth, those who are more or less localized, especially to the girl students. To impart the patriotism and nationhood the college has a Mahatma Gandhi Statue with a ever flying National flag at a height of 50 feet behind the statue. To develop the all-round personality of the student which includes academic, athletic, aesthetic, environmental and ethical values to the fullest extent remains our fundamental objective. The teachers as well as NSS, YRC and Eco Club give appropriate focus on the thrust areas with full determination and commitment towards realizing these goals. A Museum which reveals the rich tradition and culture of the Pudukkottai is another inititative in the direction of disseminating the heritage values.

File Description	Document
Appropriate webpage in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

In the past five years or so, a number of initiatives have been taken to place the instituion in the right orbit of development. The inclusiveness in the holistic development has given due weightage from all quarters so as to excel towards the realization of the vision. Research has been pursued with real intention and development of research infrastructure is taking place at the right pace. Capacity intake has been improved over the years and as a result about 5000 students are quenching their higher educational thirst under the roof. Infrastructure has been well illustrated with the presence of heritage main building. The main building is being renovated under the heritage building renovation scheme of state government. The environment and the associated greenary in the campus provide an appealing atmosphere for academic endeavours. A vibrant alumni association helps the college administration towards the over all development of the college. A new library building with all the modern facilities is under construction at a cost of 6 crores and will attract more number of visitors in the near future. Thus the college is exceling in all areas and continuing its educational and social service with appreciable vigour and commitment.

Concluding Remarks :

Upon critical review and self assessment, the institution is of the opinion that it has acquired a place in the rapidly developing higher educational institutions list as far as the quality initiatives are concerned. Curriculum has been periodically redesigned to favour the holistic development and to face current challenge. Policies of all vital components have been quite often revisitied. Improvement of infrastructure, learning resource, day to day activities and overall welfare of each stakeholder is accomplished with quality and commitment. Students are given adequate confidence and facilities to achieve their career aspirations. Scholarships and other financial assitsances provided by the institution make them comfortable and free from financial burderns to undertake their higher education. The atmosphere of the college has been made conducive for learning and personality development. Student centric teaching learning and evaluation system in place motivates the students to reach great heights. Fully computerised examination system provides them a sophisticated and convenient ecosystem to test their learning skills and knowledge acquirement. Research is another area for which the institution has designed a lucid policy to maintain the standard of research and development. The instituion has conducted several extension activities and out reach programmes to involve itself in the social awareness and welfare activities, community services and leadership initiatives. Regarding the infrastructure facilities, the college has well furnished classrooms and ICT facilities in some of them. Well equipped laboratories help the students to get experiential learning. Another aspect which needs a right mention is the sports facilities available in the campus. Spacious playground with dedicated facilities including gallery, playcourts and pavilion. Faculty members are highly experienced in conventional and modern methods of teaching and learning. They are completely taken care of by the institution in all terms and they get due respect from all quarters making them feel happy and in turn they render their noble service for the welfare of the students of the instituion, by and large. The staff members enrich their knowledge by attending Refresher Courses and Faculty Development Programmes. Interestingly, several staff members have been the resource persons for Faculty Development Programmes conducted elsewhere.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
2.4.1	**Average percentage of full time teachers appointed against the number of sanctioned posts year wise during the last five years** 2.4.1.1. **Number of sanctioned posts year wise during the last five years** Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>170</td><td>170</td><td>170</td><td>168</td><td>161</td></tr></table> Answer After DVV Verification : <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>154</td><td>160</td><td>156</td><td>167</td><td>160</td></tr></table> Remark : Input edited excluding temporary teachers, librarian and physical education teachers
2.4.2	**Percentage of full time teachers with Ph.D./D.Sc. / D.Litt./ L.L.D during the last five years** 2.4.2.1. **Number of full time teachers with *Ph.D./D.Sc. / D.Litt./ L.L.D* during the last five years** Answer before DVV Verification : 138 Answer after DVV Verification: 115 Remark : Input edited Excluding librarian and faculties having less than 1 year experience in the respective academic year.
2.4.3	**Average teaching experience of full time teachers (Data to be provided only for the latest completed academic year, in number of years)** 2.4.3.1. **Total teaching experience of full-time teachers as of latest completed academic year** Answer before DVV Verification : 2530 Answer after DVV Verification: 1718 Remark : Input edited Excluding librarian and faculties having less than 1 year experience in the latest completed academic year.
2.4.4	**Percentage of full time teachers working in the institution throughout during the last five years** 2.4.4.1. **Number of full time teachers worked in the institution throughout during the last five years:** Answer before DVV Verification : 129 Answer after DVV Verification: 124

	Remark : Input edited Excluding librarian

3.4.1	**The Institution ensures implementation of its stated Code of Ethics for research.**
	
	The institution has a stated Code of Ethics for research and the implementation of which is ensured through the following:
	
	    1. Inclusion of research ethics in the research methodology course work
	    2. Presence of institutional Ethics committee (Animal, Chemical, Bio-ethics etc.)
	    3. Plagiarism check through software
	    4. Research Advisory Committee
	
	    Answer before DVV Verification : B. Any 3 of the above
	    Answer After DVV Verification: C. Any 2 of the above
	   Remark : Input edited as per supporting documents

3.4.3	**Number of research papers published per teacher in the Journals as notified on UGC CARE list during the last five years**
	
	    3.4.3.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years
	    Answer before DVV Verification : 396
	    Answer after DVV Verification: 300
	
	    Remark : Input edited considering Research papers published in the Journals notified on UGC CARE list

3.4.4	**Number of books and chapters in edited volumes published per teacher during the last five years**
	
	    3.4.4.1. Total Number of books and chapters in edited volumes published during the last five years
	    Answer before DVV Verification : 62
	    Answer after DVV Verification: 56
	
	    Remark : Input edited considering books and chapters in edited volumes published with ISBN no

3.6.2	**Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community year wise during the last five years**
	
	    3.6.2.1. Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community year wise during the last five years.
	    Answer before DVV Verification:
	
	<table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>38</td><td>14</td><td>19</td><td>13</td><td>32</td></tr></table>

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
33	10	17	11	25

Remark : Input edited excluding days celebration

4.1.2	**Percentage of expenditure excluding salary, for infrastructure development and augmentation year wise 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
17.67	13.210	15.65	16.250	38.4

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
3.04	5.89	00	3.56	7.98

Remark : Input edited considering only Expenditure for infrastructure development and augmentation

4.4.1	**Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years** 4.4.1.1. *Expenditure incurred on maintenance of physical facilities and academic support facilities of DDE and total expenditure excluding salary, year - wise, over the last five years (INR in lakhs)* Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
19.59	18.28	20.69	20.74	17.34

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
6.82	5.71	8.46	15.21	6.81

Remark : Input edited as per supporting documents

5.1.3	**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, self-employment and entrepreneurial skills)**
4. **Awareness of trends in technology**

Answer before DVV Verification : A. All of the above

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

Remark : Input edited as per supporting documents

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 progressed to higher education during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
216	192	193	155	146

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
182	170	160	140	115

Remark : Input edited considering students whose appointment / offer letter and proofs for progressed to higher education

5.3.3	**The institution conducts / organizes following activities:**

1. **Sports competitions/events**
2. **Cultural competitions/events**
3. **Technical fest/Academic fest**
4. **Any other events through Active clubs and forums**

Answer before DVV Verification : B. Any three of the above

Answer After DVV Verification: D. Any one of the above

Remark : Input edited as per supporting documents

6.2.2	**Institution implements e-governance in its operations. e-governance is implemented covering the following areas of operations:**

1. **Administration including complaint management**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examinations**

Answer before DVV Verification : A. All of the above
Answer After DVV Verification: C. Any 2 of the above
Remark : Input edited as per supporting documents

6.3.3	**Percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDPs)/ Management Development Programmes (MDPs) during the last five years** 6.3.3.1. **Total number of teachers who have undergone online/ face-to-face Faculty Development Programmes (FDP)/** *Management Development Programs (MDP)* **during the last five years** Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
127	106	51	48	19

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
51	37	27	44	17

Remark : Input edited as same teachers undergoing multiple online/ face-to-face Faculty Development Programmes (FDPs)/ Management Development Programmes (MDPs) in a year to be counted as one

6.5.3	**Institution has adopted the following for Quality assurance***:* 1. **Academic and Administrative Audit (AAA) and follow up action taken** 2. **Conferences, Seminars, Workshops on quality conducted** 3. **Collaborative quality initiatives with other institution(s)** 4. **Orientation programme on quality issues for teachers and students** 5. **Participation in NIRF and other recognized ranking like Shanghai Ranking, QS Ranking Times Ranking etc** 6. **Any other quality audit recognized by state, national or international agencies** Answer before DVV Verification : A. Any 5 or more of the above Answer After DVV Verification: E. Any 1 of the above Remark : Input edited as per supporting documents

7.1.10	**The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.** 1. **The institutional Code of Conduct principles are displayed on the website** 2. **There is a committee to monitor adherence to the institutional Code of Conduct principles** 3. **Institution organizes professional ethics programmes for students, teachers,**

administrators and other staff
4. **Annual awareness programmes on Code of Conduct are organized**

Answer before DVV Verification : C. Any 2 of the above
Answer After DVV Verification: D. Any 1 of the above
Remark : Input edited as per supporting documents

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of full time teachers year wise during the last five years** Answer before DVV Verification: | 2021-22 | 2020-21 | 2019-20 | 2018-19 | 2017-18 | | 155 | 161 | 157 | 168 | 161 | Answer After DVV Verification: | 2021-22 | 2020-21 | 2019-20 | 2018-19 | 2017-18 | | 153 | 157 | 152 | 157 | 157 |
1.2	**Total number of full time teachers worked/working in the institution (without repeat count) during last five years:** Answer before DVV Verification : 195 Answer after DVV Verification : 194