YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	ANNAI VELANKANNI COLLEGE
• Name of the Head of the institution	Dr.J.JOHNSON
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04651299533
• Mobile no	9443412218
• Registered e-mail	annaivelankannioffice@gmail.com
• Alternate e-mail	avcprincipal2018@gmail.com
• Address	THOLAYAVATTAM
• City/Town	KANYAKUMARI
• State/UT	TAMILNADU
• Pin Code	629157
2.Institutional status	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Self-financing

• Name of the Affiliating University	**MANONMANIAM SUNDARANAR UNIVERSITY,TIRUNELVELI**
• Name of the IQAC Coordinator	**Dr.T.VIJAYAKUMAR**
• Phone No.	**9442213759**
• Alternate phone No.	**04651299533**
• Mobile	**9444509544**
• IQAC e-mail address	**iqac.avct@gmail.com**
• Alternate Email address	**commerce.vk@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.annaicollege.edu.in/webpage/img/AQAR22_23.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.annaicollege.edu.in/webpage/img/handbook_2023_2024.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**A**	**3.13**	**2023**	**10/03/2023**	**09/03/2028**

6.Date of Establishment of IQAC	**09/05/2014**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	**2**

• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No

• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	

11.Significant contributions made by IQAC during the current year (maximum five bullets)

1. Concentrate on outcome-based education. 2. Participated NIRF and AISHE in 2022. 3. Students were encouraged to join NPTELCourses. 4. Greater focus on the process of teaching, learning, and evaluation. 5. Academic and administrative audits conducted during the year.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
1. To organise seminars and workshops for creating an Research Culture among the students.	IQAC has initiated a Department of Physics and Chemistry conducted one-day International conference on "Advances and applications in multidisciplinary Research" on February 17, 2024.The Department of Tamil organized a National seminar on "Research Methodology" on March 26, 2024. The Department of Mathematics organized a National seminar on "Recent trends in FuzzyGraphs" on March 28, 2024. The DEPARTMENT OF BUSINESS ADMINISTRATION Seminar on"Impact of technology on administration" on March 27, 2024 and a state level seminar on Understanding the Core of Self-Determination on April 10,2024.
2. To motivate the students to participate in seminars and conferences.	With the support of IQAC, 23 students from our college participated in the national and international-level seminars and conferences .
3. To conduct Environmental/Energy/Green Audit	The Internal Quality Assurance Cell (IQCA) has conducted environment, energy and green audit in the College Campus.
4. To observe various days to promote an inclusive environment and social responsibility among Students	Our college has observed national and international days to promote an inclusive environment and social responsibility.
5. To participate in NIRF.	Submitted NIRF 2023-2024 on 08.01.2025
6. To participate in AISHE	Submitted AISHE 2022 - 2023 on 21.05.2025
7. To organizing programs in	The Internal Quality Assurance

entrepreneurship to assist students in starting their own businesses.	Cell (IQAC) collaborated with the Department of Business Administration to organize a one-day workshop, focusing on Entrepreneurship Skill Development and exploring Entrepreneurship Opportunities in the Capital Market
8. To carry out a program for women's empowerment	The Internal Quality Assurance Cell (IQCA) has launched a women's empowerment initiative, focusing on critical issues such as violence against women, health, and hygiene. This program also commemorates the National Girl Child Day and features a debate on achieving balanced participation of women and men in politics and public decision-making.
9. Enhancing Outreach and Extension Programs	In collaboration with the IQAC, the Department of English embarked on a community outreach initiative by adopting the village of Sivalogam, aiming to enhance spoken English skills among its residents. Additionally, the National Service Scheme (NSS) unit organized a Swachh Bharat camp, promoting cleanliness and hygiene in the area.

13.Whether the AQAR was placed before statutory body?   No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2023-2024	21/01/2025

15.Multidisciplinary / interdisciplinary

As part of curriculum, the college offers following interdisciplinary courses to the students. They are given below. Business Mathematics for B.B. A. Animal Psychology and Evolution for U.G. Chemistry and Physics Bio-Chemistry for U.G. Bio Technology   Bio-Physics for U.G. Bio Technology Discrete Mathematics for U.G. Computer Science Business Economics for U.G. Commerce Computer Application in Business for U.G. Commerce Green Chemistry for U.G. Chemistry   Polymer Chemistry for U.G. Chemistry Computational Chemistry for P.G. Chemistry .Mathematical Physics for P.G. Physics

16.Academic bank of credits (ABC):

All the students have completed the Academic Bank of Credits(ABC)

17.Skill development:

The skill development programmes organised by the College .i. Communication skill development programme on 30.10.2023 ii. Time management programme on 09.02.2024 . iii. Emotional intellegence Programme on 07.03.2024

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Under Part I Tamil, Students of all programmes have the opportunity to learn Tamil Language and Culture. o Under Part I, the college provides provision for the students to choose the language of their choice . o College provides B.A., M.A., M.Phil., and Ph.D programmes in Tamil. o College provides opportunity to the students to learn Hindi by conducting certificate courses in Hindi.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Each and every course faculty defines Course Outcomes for the courses he/she handles. 1. Each and every Department defines Programme Outcomes for the programmes for which the Department is responsible. 2. Course Outcomes and the Programme Outcomes are posted in the College Website for the knowledge of the stakeholders. 3.College has a process to measure the attainment of Course Outcomes and Programme Outcomes at the end of the Courses

20.Distance education/online education:

The College became a Distance Education Centre of Manonmaniam Sundaranar University during 2016-17. The has necessary infrastructure to run online education; having a wi-fi enabled campus; all Departments are net connected;, the college successfully carried out teaching and learning through online platforms.

Extended Profile

1.Programme

1.1	**624**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File](#)

2.Student

2.1	**300**
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2	**4**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	[View File](#)

2.3	**224**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**70**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File](#)

3.2	**0**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1	**59**
Total number of Classrooms and Seminar halls	
4.2	**26919647**
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	**148**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Annai Velankanni College is an affiliated college and follows the curricular aspects of the courses offered by the parent university. For effective curriculum delivery academic calendar and timetable are prepared. The entire curriculum is delivered effectively and a assessment record is maintained. The faculty updates their knowledge through Research and FDPs. They also act as members of various bodies of the University like BOS. Bridge courses are organized for the new comers to provide an adequate foundation. Innovative learning like- internships, projects, and field trips are organized and carried out. ICT in classrooms, like PPT, smart boards and audio-visual support are all used for innovative and engaging learning experiences.

A Mentor- Mentee programme is carried on to motivate the students in all aspects and a complete record is maintained.There is also a comprehensive Wi-Fi network and multimedia library, which is a supporting activity for student learning activities. We also subscribe to E-journals and INFLIBNET. The institution also organizes various Co-curricular activities beyond the classroom environment.

The progress of the students is maintained through regular evaluation, assignments, presentations and semester end exams. PTA is conducted every semester and Feedbacks from stakeholders are taken to further enhance the teaching-learning process.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

As the college is an affiliated College of M.S University it strictly adheres to the academic calendar published by the University for the Conduct of examination and other matters. An academic calendar of the college is prepared at the beginning of each year and it is followed for conducting internal exam and model exam to evaluate the students. The following steps are carried out for Continuous Internal Evaluation-

- Timely completion of the syllabus as well as revision and internal evaluation are carried out in compliance with the schedule listed in the academic calendar.
- Schedule and syllabus for internal examinations is communicated to the students well in advance.
- Internal Assessment marks are announced and the answer scripts are distributed in the class. In absentia a retest is conducted for the students.
- The average of the best two internal assessments with respect to each student is considered and the same is uploaded in the university portal.
- PTA meetings are conducted and the marks scored in the internal assessment marks as well as the attendance of students are discussed.

Many members participate in the central evaluation process to ensure timely declaration of results of university examination

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<u>View File</u>
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

31

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	<u>View File</u>

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	[View File](#)

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

As per the vision and mission of the institution, it incorporates these cross-cutting issues into the curriculum framed by the parent university. The institution offers an erray of courses such as Managerial Communication, General English, Digital Marketing, Organizational Behaviour, Approaches And Methods In English Language Teaching, Export and Import Procedures and Documentation, Management Information System, Service Marketing, English And Communication, Personality Development, Fundamentals Of Internet And Emerging Technologies, Fundamentals Of Business Studies, Basics Of Event Management, Digital Image Processing, Plant &Animal Biotechnology, Green Chemistry, Ecology, Office Automation, Scripting Language, Ornamental Fish Farming And Management, Mushroom Cultivation, Problem Solving Techniques, Herbel Medicine, Effective Communication In English, Environmental Biotechnology, Gender Studies, Life

Writtings, Global Literature, Public Speaking Skills, Skill Enhancement, Content Writing, Employability Skill, Business Etiquette And Corporate Grooming all relates to the cross cutting isuues. The departments even organize webinars and workshops for students. Other than this the Women cell organizes various programmes that orients and empowers the girl students as well as the women faculty to recognize their true potential and help them to attain their own stand in the competing world.

Many orientation programmes, guest lectures, seminars, awareness programmes, and other welfare activities are also carried out

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	**No File Uploaded**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

327

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

154

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://docs.google.com/forms/d/e/1FAIpQLSdMLIDcVAvjV3C9yX19jTcE8GiQLW5ARyG825kNBrlpJlTSEg/viewform
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://docs.google.com/forms/d/e/1FAIpQLSdMLIDcVAvjV3C9yX19jTcE8GiQLW5ARyG825kNBrlpJlTSEg/viewform

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

300

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

273

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

1. Bridge course tests are administered to undergraduate students, while postgraduate students take an entrance test to evaluate their knowledge.

2. Classroom engagement is assessed through class tests, oral sessions, assignments, and the first continuous internal assessment.

Programme for Advanced Learners:

1. High-achieving students are encouraged to participate in seminars and quizzes to further develop their skills.

2. These students are guided in conducting small-scale experiments and projects, fostering innovation and critical thinking.

Programme for Slow Learners:

1. Peer tutoring is provided by advanced learners to support slow

learners in their academic journey.

2. Remedial coaching and supplementary instruction are offered to slow learners to help them catch up.

3. Additional resources, including condensed study materials, review sessions for past exams, and weekend tests, are made available to support their learning.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
300	**70**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Experiential Learning Initiatives

The institution offers a range of experiential learning opportunities, including:

- Industrial visits and field trips to provide hands-on experience

- Court visits and study tours to enhance practical understanding

- Project-based learning for final-year students, fostering real-world application

Department-Specific Initiatives

The Zoology department has conducted:

- Bird surveys to promote conservation and research

- Plant embryo collection for hands-on learning

Participative Learning Methods

To encourage active learning, the institution employs:

- Group discussions and debates to develop critical thinking

- Projects, mini-projects, and group projects to foster collaboration

- Quiz clubs, classroom quizzes, seminars, and assignments to reinforce learning

Student Engagement Platforms

Literary and subject-specific clubs, including:

- English Literary Club

- Tamil Literary Club

- Chem Club

- Biogenic Club

Organize regular events and activities for students.

Skill Development Initiatives

The institution offers:

- Conferences and workshops for skill enhancement

- Student development programs for holistic growth

- Orientation programs for new students

- Exhibitions to showcase student work

Problem-Solving Methodologies

To develop critical thinking and problem-solving skills:

- Students engage in constructive discussions with subject teachers

- Collaborative problem-solving approaches are encouraged

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teacher's ICT Initiatives

To enhance teaching and learning, teachers:

1. Create dynamic lesson plans using PowerPoint presentations.

2. Supplement instruction with subject-specific video content.

3. Facilitate collaboration and resource sharing through WhatsApp groups.

4. Develop and share educational content on the department's YouTube Channel

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File](#)

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

69

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

70

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

45

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

914

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Transparency

To ensure transparency, students can review answer sheets for all courses in the classroom. Students confirm their marks by signing the mark-lists. Consolidated mark lists are displayed and submitted to the Principal. Students can approach teachers directly to address any discrepancies.

Robustness

The Continuous Internal Evaluation (CIE) process includes various assessment methods:

- Open Book Tests

- Home Tests

- Oral Tests

- Non-graded Tests

- Multiple Choice Tests

- Matching Tests

- True or False Tests

These assessments are conducted periodically to evaluate student performance comprehensively. The diverse assessment methods ensure that students are evaluated holistically, promoting a fair and accurate evaluation process.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Examination Grievance Cell

The institution has established an Examination Grievance Cell to address internal examination-related concerns. This cell comprises three teaching staff members and student representatives from each of the eleven departments.

Grievance Redressal Process

Students can directly approach the Examination Grievance Cell to report any internal examination-related grievances. The cell promptly addresses these concerns, ensuring a fair and transparent resolution process.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme Outcomes

The institution ensures that Programme Outcomes (POs) are clearly communicated to students and faculty. The POs, as prescribed by the university, are Shared with students on the first day of the programme, Displayed in department staff rooms and classrooms and Published on the institution's website

Course Outcomes

To ensure clarity and relevance, Course Outcomes (COs) are rigorously reviewed and refined through Departmental Board of Studies meetings before each semester, Faculty presentations and discussions on COs, Iterative refinement of COs, prioritizing student needs, Finalized COs are communicated to students on the first day of the semester by teaching faculty.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Evaluation of Programme and Course Outcomes

To ensure effective evaluation, the institution Conducts training programs for teaching staff on writing and evaluating Programme Outcomes (POs) and Course Outcomes (COs)

Departments establish three POs for each program offered

Course Teachers Draft five COs for each course

Student Performance Evaluation Maps internal test and university examination results to COs and POs for each student

This comprehensive approach ensures alignment of teaching, learning, and assessment with program and course goals.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

224

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.annaicollege.edu.in/criteria_two/_STUDENTS_SATISFACTORY_SURVEY_2023-2024(.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

Nil

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

27

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Our institution fosters a vibrant ecosystem for innovation, knowledge creation, and transfer. To achieve this, we recruit and develop talented human resources, promote knowledge creation and dissemination, and establish cutting-edge infrastructure. A key initiative is our registered Institution Innovation Cell (IIC), which promotes innovation and entrepreneurship activities. The IIC team comprises coordinators for start-ups, IPR, innovation, NIRF, social media, internships, and ARIIA, along with student members. Our institution also has an Incubation Centre with a net-connected coordinator's office. Collaborative activities by the IIC, Incubation Centre, Entrepreneurship Development Cell, and select departments feature idea competitions, IPR programs, and

entrepreneurial development programs. Furthermore, we employ dynamic, highly qualified faculty to mentor students and encourage faculty participation in skill enhancement programs under government schemes. Our Research Cell fosters a research culture among faculty and students, creating a thriving ecosystem for innovation, entrepreneurship, and research.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

5

File Description	Documents
Report of the event	[View File](#)
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

8

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	[View File](#)

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

30

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

5

File Description	Documents
Any additional information	[View File](#)
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Our college encourages student participation in various extension activities, aiming to sensitize them to social issues while contributing to community development and fostering community engagement. Through its NSS units, the college undertakes initiatives such as camps, Swachh Bharath Missions, awareness programs, blood donation drives, and environmental conservation efforts. Student volunteers regularly visit neighboring localities, conducting activities that benefit the community.Notably, the NSS units adopted nearby villages and organized pond cleaning initiatives, removing waste materials and enabling the public to utilize the ponds for bathing and other purposes. The NSS also conducts Clean India Programs, including Swachh Bharath Missions, which feature awareness rallies, campus and village cleanups, and

cleaning of public spaces like beaches, bus stands, and streets.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

1

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	[View File](#)
e-copy of the award letters	[View File](#)

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

7

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	[View File](#)

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

745

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<u>View File</u>

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	<u>View File</u>

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college is situated on a sprawling campus of 162,643.16 sq.mts, with a built-up area of 18,765.21 sq.mts. Since its inception, the institution has prioritized providing state-of-the-art infrastructure to support academic excellence. The college boasts 60 well-furnished classrooms, including 10 smart classrooms for undergraduate programs and 5 smart classrooms for postgraduate programs. Laboratories are elaborately equipped to provide practical training for students at undergraduate, postgraduate, and research levels, with 5 undergraduate laboratories, 4 postgraduate laboratories, 3 research laboratories, and 7 research centers with separate research rooms and libraries.The library is a treasure trove of knowledge, with a vast collection of books, journals, and newspapers. It is substantially computerized, with the icampus barcode system and OPAC system for cataloging. The library provides free Wi-Fi facility, INFLIPNET, and N-LIST for online access, as well as broadband internet connectivity. The campus is fully Wi-Fi-enabled, with seven access points providing seamless connectivity. The institution's focus on providing world-class infrastructure has created a conducive learning environment that supports academic excellence and research

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college boasts a spacious multipurpose hall, spanning 723.55 sq.mts, with a seating capacity of approximately 900 students. This vibrant venue hosts various cultural activities throughout the year. The hall is complemented by convenient amenities, including green rooms and toilets. Additionally, the college features a mini hall that serves as a yoga center, accommodating around 300 students.

The institution takes pride in its expansive playground, meticulously maintained to facilitate a range of sports and activities. The sports field offers ample space for both indoor and outdoor games, including basketball, volleyball, kabaddi, kho-kho, badminton, ball badminton, football, and handball. Furthermore, the college provides facilities for indoor games, such as table tennis, chess, carom, fencing, and boxing.

The college's sports infrastructure also includes a comprehensive gymnastics facility, featuring equipment for floor exercises, horizontal bars, parallel bars, Roman rings, and pommel horses. Additionally, the institution boasts a 200-meter track (spanning 7700 sq.mts) for running events, accompanied by a long jump pit and designated sectors for throwing events.

To ensure the well-being and safety of athletes, the college provides adequate first aid facilities, including a stock room and dressing room for players. In the event of an injury, first aid services are readily available to provide immediate care and support

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

19

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

883645

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library operates with a fully automated system, utilizing ICAMPUS version 2.1. To facilitate effortless access to its collections, the library features an Online Public Access Catalogue (OPAC) system. Additionally, the library offers complimentary WiFi connectivity, enabling students and staff to conveniently access digital resources and stay connected

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**C. Any 2 of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

98213

File Description	Documents
Any additional information	View File
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

16

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institute maintains a competitive edge in teaching and research, supported by cutting-edge IT infrastructure. This includes a robust data network, Wi-Fi-enabled campus, learning management system, online services, and email facilities. Students have 24/7 access to IT services, ensuring seamless learning.

Our campus network relies on reliable internet infrastructure from BSNL and Asianet, providing secure Wi-Fi access to all users. To stay abreast of rapid technological advancements, the institute regularly updates its IT infrastructure. Budget allocations are made annually to enhance existing setups, replace outdated equipment, and meet future requirements.

The institute's commitment to IT excellence enables efficient online services, remote access, and digital resources, fostering a dynamic learning environment

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

142

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

14869877

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Laboratory Maintenance and Utilization

The college ensures prompt repair of laboratory equipment, documenting each repair in a maintenance register. Separate stock registers are maintained in each laboratory, and lab assistants, under faculty supervision, make equipment available for student use.

Library Maintenance and Utilization

The library conducts yearly stock verification and monthly clearing of books and racks to preserve them. Readers can access books using a library ticket, and newly arrived books are displayed inside the library.

Sports Complex Maintenance and Utilization

Damaged sports equipment is replaced under the Physical Director's supervision. A stock register is maintained to track equipment usage.

Computer Maintenance and Utilization

Periodic maintenance is conducted on computers, and logbooks and stock registers are maintained in computer labs to track usage.

Classroom Maintenance

Class tutors and subject teachers ensure the cleanliness and maintenance of classrooms, providing a conducive learning environment.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

121

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

121

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

185

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	**E. None of the above**

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

21

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

57

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

1

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

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

5

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college promotes student leadership and participation through various committees and councils. The Students' Council is elected at the beginning of each academic year, and its representatives come together to elect the Secretary of the Students' Council. The council meets monthly to plan and organize important events such as College Day, Fine Arts Day, Sports Day, and more.

At the department level, Heads of Departments convene meetings with class representatives to organize cultural and extension programs. Each department also has its own Department Association, led by a Secretary elected from among the final-year undergraduate or postgraduate students.

To ensure student welfare and support, the college has established a Student Welfare Committee, comprising the Students' Council Secretary and two student representatives from each department. Additionally, a Students' Redressal Cell has been formed, which includes two student representatives.

The college also has various co-curricular committees, including a Magazine Committee, Prayer and Announcements, Eco Club and Green Management, Youth Red Cross, Fine Arts Club, Tamil Literary Association, English Literary Association, Exhibition Cell, Sports Club, Women's Cell, and Placement and Career Guidance. These committees provide students with opportunities to engage in diverse activities and develop their skills and interests.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

92

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	<u>View File</u>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<u>View File</u>

5.4 - Alumni Engagement

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

The Alumni Association is a registered body under the Tamil Nadu Societies Regulation Act, 1975. The association's Annual General Body meeting takes place on December 26th every year. The Executive Committee meets quarterly to discuss and plan activities.

The Alumni Association plays a vital role in providing career guidance to students. Alumni members offer mentoring services, sharing their success stories to inspire and guide students in their career and life choices.

The association also recognizes and felicitates alumni for their contributions and support. Illustrious alumni are honored for their

role in initiating student welfare programs.

To ensure the association's continued growth and relevance, an Alumni Association Forum is held after the annual meeting. This platform allows alumni to discuss issues, provide feedback, and contribute to the development of the college. Based on this feedback, an action taken report is prepared to address shortcomings, fostering a more inclusive and proactive alumni community.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The college's vision and mission are to empower youth to become leaders in society. To achieve this, the institution provides training for competitive examinations, promotes social service, and fosters entrepreneurship among students. This approach aims to facilitate employment opportunities and contribute to overall societal development.

The college's governance structure is hierarchical, with the Governing Body delegating authority to the Secretary Correspondent and Principal. This authority is then distributed among various functionaries within the institution.

To ensure the delivery of high-quality educational experiences, the college has established several decision-making bodies. These include the Internal Quality Assurance Cell (IQAC), Staff Council, Staff Meeting, Department Meeting, Class Committee, Admission Committee, Planning and Monitoring Committee, Youth Welfare Committee, Student's Council, Placement Committee, Fine Arts Committee, Women's Cell, NSS/YRC/RRC, Eco Club, Grievance Cell, and ICT Academy.

These bodies work collectively to provide students with supportive services, leading to successful degree completion, career development, and basic skills proficiency. Faculty members are also encouraged to enhance their knowledge through participation in seminars, conferences, workshops, faculty development programs, and refresher courses.

The college prioritizes providing a secure and conducive learning environment, with a green and clean campus equipped with CCTV surveillance. This ensures a user-friendly atmosphere, facilitating students' academic growth and overall development.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The college adopts a decentralized approach, dividing its focus into three key areas: academics, administration, and curricular activities. This decentralized and participatory management style is evident in all college activities, facilitated by various vibrant organizing committees. These committees include the Internal Quality Assurance Cell (IQAC), Staff Council, Student Council, Placement Cell, Fine Arts Club, Admission Committee, Research Committee, Women's Cell, Exam Cell, Counseling Cell, NSS, NCC, YRC, and RRC.

All major stakeholders, including the Administrative Board, Management, Principal, Vice Principal, teaching and non-teaching staff, parents, students, and alumni, collaborate democratically in college governance. The Principal plays an active role in shaping the quality policy and developing action plans.

Decentralization aims to establish a clear hierarchical structure, provide opportunities for teachers and students to contribute meaningfully enrich decision-making processes, foster democratic professionalism, and ensure efficient event management. The Staff Council, followed by Staff Meetings and the Student Council, collectively decide on the organization of college celebrations.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution's strategic plan is effectively implemented, aligning with its vision and mission statements. The college's perspective plan aims to achieve permanent affiliation as a full-fledged arts and science college. To accomplish this, the institution has taken various actions based on the suggestions of the NAAC peer team.

Notable achievements include the approval of seven research centers by the university, recognition of 28 staff members as research supervisors, and the attainment of 12(B) status under the UGC Act of 1956. The college has also implemented innovative initiatives, such as 18 smart classes, a fully automated library (i-campus), and e-governance in administrative and academic processes.

The institution has established partnerships with 14 institutions and industries through MOUs. Additionally, the campus is equipped with CCTV surveillance, an indoor stadium, a 200-meter athletic track, and facilities for various sports. The infrastructure is periodically maintained, and the college has installed a solar panel system. Adequate transportation is provided through college buses.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college is governed by a 16-member College Administrative Board, which oversees the institution's operations. The management formulates policies to ensure efficient and smooth functioning. Through participative management, the management engages with staff through the Staff Council and regular meetings, soliciting valuable suggestions for college development, implementing new policies, and recognizing staff achievements.

The Principal supported by the Staff Council, Monitors College activities. The Vice-Principal oversees public relations, announcements, and committees addressing sexual harassment and anti-ragging. Office Superintendents maintain university-required files and registers. Department Heads, aided by staff, manage classrooms, subjects, discipline, and skill development.

To facilitate holistic development, the institution has established various committees, including Admission, Planning and Monitoring, Research, Discipline, Youth and Student Welfare, Students' Council, Placement, Counseling Cell, Women's Cell, and Exam Cell. These committees work synergistically to drive the college's multifaceted growth.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://annaicollege.edu.in/iqac/ORGANOGRAM.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Our institution prioritizes the welfare of its teaching and non-teaching staff through various measures. These include:

Christmas gifts for all faculty members

Gratuity upon retirement

10 days of medical leave per annum

90 days of maternity leave with half pay

Recognition and rewards for Ph.D. holders, including public acknowledgement and traditional honors

Two increments upon completion of Ph.D.

Annual increments and periodic pay scale revisions

Voluntary Retirement Scheme at 55 years of age

Raised retirement age to 60 years

Grants for paper presentations and publications in conferences and

workshops

Awards for faculty completing 25 years of service

Annual staff tours

EPF scheme

Management participation in staff functions

Recognition of staff with perfect attendance

Timely salary crediting on the first day of each month

Group insurance coverage through National Insurance Company.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

7

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The performance evaluation of teaching staff is a comprehensive process, assessing them as individuals and professionals. This mandatory evaluation considers various aspects, including:

Professional contributions to academics

Participation in short-term training courses

Invigilation duties

Involvement in college administrative bodies, such as academic councils and committees

Teaching faculties submit a performance appraisal report, which is then reviewed by the Head of Department (HOD). The HOD evaluates the faculty's attitudinal, behavioral, and professional aspects, providing appreciation and encouragement to high-performing staff.

For non-teaching staff, performance appraisal focuses on technical contributions, such as:

Subject knowledge and awareness

Quality and productivity

Diligence and innovation

Willingness to learn

Additionally, their behavioral aspects are assessed, including:

Group behavior and acceptability

Punctuality and overall work ethic

The management recognizes and rewards non-teaching staff for their sincere efforts, fostering a culture of appreciation and motivation.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college undergoes regular financial audits, both external and internal, to ensure transparency and accountability.

External audits are conducted annually by the chartered accounting firm M/s Arockiasamy & Charles. The audit reports are submitted to the Administrative Board and the Income Tax Department.

Internal audits, on the other hand, are conducted by a two-member team authorized by the Administrative Board. These audits take place every two months, and the reports are presented during the monthly meetings of the Annai Velankanni College Administrative Board.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution ensures the effective and efficient utilization of financial resources to support infrastructure development and the teaching-learning process. As a self-financed private institution, tuition fees are the primary source of income. Additional funding sources include research grants from government and non-government agencies, consultancy projects, and alumni contributions.

The institution has a well-defined mechanism to monitor the effective utilization of available financial resources. This includes maintaining transparency through bills and vouchers, conducting financial audits by chartered accountants annually, and verifying compliance.

To mobilize funds, the institution employs various strategies, such as Tuition fees, Job-oriented training programs, Transport facilities, Voluntary contributions, donations, and endowment, Sale of vermi and agro productsTo ensure optimal resource utilization, funds are collected through the office and deposited into joint bank accounts. All transactions are conducted through the bank, and spending is streamlined through relevant boards, departments, and committees. Monthly auditing and annual external auditing ensure transparency and accountability

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Two significant initiatives undertaken by the institution are:

1. Enhancing ICT-Supported Teaching: The institution encourages teaching staff to leverage ICT in classrooms, expanding the library's resources, and developing a multifaceted knowledge platform. Memorandums of Understanding with research institutes facilitate a revitalized, relevant, and comprehensive education. The Internal Quality Assurance Cell (IQAC) plays an active role in benchmarking, while IT infrastructure has been systematically upgraded.

2. Institutional Innovation Cell and Incubation Centre: The institution boasts a registered Innovation Cell, comprising various coordinators (start-up, IPR, innovation, NIRF, social media, internship, external expert, and ARIIA) and five student members. An Incubation Centre with a net-connected coordinator's office supports innovation. During the 2022-23 academic year, the Innovation Cell,

Incubation Centre, and select departments collaborated on various activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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 and recorded the incremental improvement in various activities

The Internal Quality Assurance Cell (IQAC) plays a pivotal role in ensuring the quality of curriculum delivery and academic processes. Key initiatives include:

1. Curriculum Planning and Delivery: IQAC collects and assesses semester-wise curriculum plans from staff members, fine-tuning them to ensure effective integration of modern and ICT technologies.

2. Result Analysis: IQAC oversees semester-wise result analysis across all departments, with annual audits documented in the Academic Audit report.

3. Staff Performance Evaluation: IQAC collects self-appraisal forms from staff, analyzing contributions and recognizing high achievers. Staff with lower contributions receive personalized guidance and motivation.

4. Program Initiatives: IQAC coordinates various programs through cells and departments, promoting holistic development.

5. Accreditation and Rankings: IQAC members facilitate NAAC accreditation, AQAR data collection, NIRF validation, and other quality assurance processes, driving the college's progress and development.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://www.annaicollege.edu.in/nirf/Annai_Velankanni_College20240228-_(4).pdf
Upload e-copies of the accreditations and certifications	[View File](#)
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college prioritizes women's safety and empowerment through various initiatives:

Safety Measures

1. Anti-Sexual Harassment Committee: Addresses sensitive issues and complaints, taking necessary measures to prevent recurrence.

2. CCTV Surveillance: Entire campus is monitored.

3. Separate Staircase: Grill-protected staircase for girls ensures safety.

4. Campus Supervision: Staff monitor campus during morning and lunch breaks.

Empowerment Programs

1. Women's Cell: Organizes workshops on violence against women, empowerment, health, and hygiene.

2. Departmental Awareness: Sessions on gender equity, bias, and Internatiponal Girl Child Day.

3. Counseling Services: Formal and informal counseling for girls.

Amenities

1. Separate Common Room: For girls, providing a comfortable space.

2. Vending Machine: Convenient access to essentials.

3. Incinerator and Sanitary Facilities: Maintaining hygiene in girls' restrooms.

4. Sick Room: Dedicated space for girls' health needs.

These initiatives demonstrate the college's commitment to creating a safe, supportive, and empowering environment for women.

File Description	Documents
Annual gender sensitization action plan	https://annaicollege.edu.in/criteria_seven/annual_and_action_final.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://annaicollege.edu.in/criteria_seven/facilities_for_girls.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy	**B. Any 3 of the above**

conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	[View File](#)

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college prioritizes environmental sustainability through effective waste management practices:

Solid Waste Management

1. Degradable waste (wood, paper) is converted into fertilizer through composting.

2. Non-degradable waste (glass, plastic) is collected by the municipality.

3. Food waste is utilized by a local pig farm.

Liquid Waste Management

1. Sewage water is reused for irrigation through a partial waste recycling system.

Chemical Waste Management

1. Laboratory chemical waste undergoes leaching and purification processes.

E-Waste Management

1. The E-Waste Management Committee disposes of non-functional laboratory equipment, computers, and other electronic devices through authorized scraps.

Waste Recycling System

1. Organic waste from gardens and canteens is processed into vermicompost for campus plants.

Hazardous Chemicals and Radioactive Waste Management

1. As an Arts and Science College, the institution does not generate hazardous chemical or radioactive waste.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus — **A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: — **B. Any 3 of the above**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

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 other diversities (within 200 words).

The college fosters a sense of brotherhood and inclusiveness by celebrating national, cultural, and religious festivals. Key initiatives include:

Religious Festivals

- Christmas and Deepavali celebrations promote communal harmony among students.

- Inaugural day events feature readings from holy books of all religions, encouraging unity and respect.

Cultural Festivals

- Harvest festivals like Pongal and Onam are celebrated to highlight the importance of unity through cultural diversity.

Inclusiveness

- Christmas programs encourage participation from students of all religions, promoting inclusivity and mutual respect.

These initiatives create a welcoming environment, fostering a sense of belonging among students from diverse backgrounds.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<u>View File</u>
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

- **Sensitization of students and employees to the constitutional obligations**

  - **A quote from the Constitution of India is recited everyday along with the morning prayer.**
  - **Flag Day Donations collected and donated to Assistant Director, Ex-Service Men Welfare, Kottar, Nagercoil.**
  - **Tamil Thai Vazhthu at the beginng of the classes every day in the morning.**
  - **National Anthem at the end of the classes every day in the evening.**
  - **Awareness programme on aadhar link with voter's id.**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://annaicollege.edu.in/criteria_seve n/
Any other relevant information	https://annaicollege.edu.in/criteria_seve n/

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

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

- **Celebration of Independence Day (August 15th) and Republic day(January 26th) at Annai Velankanni College**
- **Teachers' Day (September 5th) and Annai Velankanni Feast Day(September 8th),We celebrates these two functions together**
- **Departments and Committees celebrate Commemorative Days and Weeks connected with their respective Departments and Committees**

  - **Pi Day**
  - **World Literacy day**
  - **Dictionary Day**
  - **World Ozone Day**
  - **World Peace Day**
  - **World Environment Day**
  - **National Chemistry week**
  - **National Girl child day**
  - **Martyrs day**
  - **World disabled day**
  - **Women's day**
  - **International Literacy day**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

1. Making use of ICT resources. It has been demonstrated that using ICT in the classroom boosts student motivation, causing them to become more interested and involved.ICT makes it possible to employ creative teaching strategies, fostering a more active partnership between educators and learners. ICT integration in the classroom increases student interest in learning, fosters greater student-to-student engagement and collaboration, fosters creativity, improves topic learning, and fosters ICT literacy. By offering training and infrastructure, our school is working to create a student-teacher community that is ICT literate.

2. Social responsibility within institutions. Addressing social, economic, and ecological challenges that affect human well-being is a component of social responsibility. Every person has a responsibility to actively contribute to the welfare and advancement of humanity. Since humans are the planet's rulers and responsible citizens, it is their duty to maintain the environment in a way that allows all living things to coexist peacefully. Therefore, educational institutions are crucial in helping students understand their duties. Through NSS/YRC/RRC, our university gives students plenty of possibilities and pays close attention to this.

File Description	Documents
Best practices in the Institutional website	https://www.annaicollege.edu.in/criteria_seven/BEST_PRACTICES.pdf
Any other relevant information	https://www.annaicollege.edu.in/criteria_seven/SOCIAL_RESPONSIBILITY.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

In exchange for 50% of the sports scholarship, the college partially adopts the qualified athletes who have competed at the district level.Sports facility presented to the sports players are as follows: an athletic track , an indoor stadium ,Table tennis, Kabbadi, Kho-Kho, Fencing, andBoxing, a swimming pool, three kho-kho gr, and courts for Volley Ball, Kabbadi, Basket Ball, Long jump, High jump, Foot Ball, Cricket and Ball Badminton. Our college has secured runner up for men and secured third place for women. In addition to this, two boys and two girls of our institution were selected to represent in the Manonmaniam Sundaranar University Kho-Kho . In athletics, the college got Gold Medal in Polevault team, Gold Medal in Javelin throw event and got bronze in 400 mts Hurdles in the Manonmaniam Sundaranar Inter Collegiate Athletic Meet. The college has secured a runner up by women kho-kho team and secured third place by women kho-kho team in a Distict level open meet. The college has attained first place in All India Sylumbum competition.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1.To conduct awareness programs for SC/ST/OBC students about welfare schemes of the government. 2.To conduct certificate programs for students 3. To conduct FDP for administrative staff 4.To conduct FDP for faculty. 5.To conduct gender equity/sensitivity programs, eco-friendly/environmental awareness programs, code of conduct awareness programs, programs that inculcate an inclusive environment, and awareness programs on the Indian Constitution and commemorative days of national and international importance. 6.To strengthen the mentoring system 7.To train the students for competitive examinations 8.Renovating the bond