



# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

**GOVERNMENT ARTS COLLEGE (AUTONOMOUS)**

KARUPPUR ROAD, KUMBAKONAM - 612 002.

612002

[www.gacakum.ac.in](http://www.gacakum.ac.in)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**July 2022**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

This institution named Government Arts College (Autonomous) was established in the year 1854. It is playing a leading role in the upliftment of higher education for students with rural backgrounds for more than 167 years. Our institution is located on the banks of river Cauvery and is popularly known as Cambridge of South India. Distinguished people of the institution are Tamizh-Thatha Dr. U.V. Swaminatha Iyer, Silver tongue Srinivasa Sastry and wizard the mathematician, his Geniusness S. Ramanujan. Being situated in a salubrious area on Cauvery river banks, the college provides a lush environment for learners to pursue their higher education. Our college was then affiliated to the Madras University till 1982 and later on to Bharathidasan University. The college is recognized under the sections 2(f) and 12(b) of University Grants Commission. In appreciation of its concern and innovative practices being adopted in a rural ambience, it was granted with autonomous status in 1987 by UGC. The National Assessment and Accreditation Council assessed and accredited our institution with '2 star' status in the first cycle (2001) and with 'A' grade in the second cycle (2016). Ours is the most accomplished institution for higher learning with 20 UG programmes, 15 PG programmes and 12 Research programmes (of both M. Phil & Ph.D)

### *Core Values*

*Free thinking, sane expression, virtuous action, freedom from discrimination, building confidence, strong-will to endure, courage to speak the truth and live in truth, and authentic perfect human fellowship.*

### Vision

- To apply well gained Knowledge for service to Mankind through imparting the best education
- To cultivate learners to foster virtues that favor evolution of successive holistic generations.
- To create a “Cambridge of South India (Kumbakonam college) Hub” (CSIH) owing to the location famed for the sacrosanct National Mela, MAHAMAHAM that attracts millions of diverse people from all over the country once in twelve years.
- To engender a consistent Student-Social Action developing their professional skills in the public square; whether it be National or Global growth, or social enterprise or the environment or community volunteering.
- To be a part of dynamic growing national network of academism with native incline proper to the Cauvery River Delta endowed with rural agricultural potential and commitment to work for higher goals.

- **To create, in the near future, a Srinivasa Ramanujan chair of mathematics and sciences, a Srinivasa Sastri chair of oriental Studies and a U.Ve.Swaminatha Iyer Chair of Humanities in honor of the triple luminaries of this Institution who by their geniusness stood for Occident-Orient merger of great thought and great action.**

## **Mission**

- **Pursuit of learning to be subordinated to the benign interests of society contributing much at the optimum level of excellence.**
- **Triggering the inquisitive spirit of the learners who grow with talents.**
- **Offering a range of academic innovations in all core groups to choose from.**
- **Depth of provision in curricula.**
- **Teaching-Scholarship-Research-co-valency-Strong Intersections envisaged.**
- **Maximum student access from the sub-rural delta villages that gird Kumbakonam.**
- **Developing a College-University profile ambient in proportion to the 167 year-heritage of the institution.**
- **Offering Inter-Disciplinary stimulus to teaching and learning through syllabus and research.**
- **Promoting college membership that outlives the duration of students' course to raise Academic, Occupational curriculum and Reserves.**
- **Staff recognized for contribution to career development within the scope of Collegiate Educational Service Rules in Tamil Nadu.**
- **Conservative hierarchical faculty-enrichment drive.**
- **Ample opportunities for participation in sports, music, drama, folk-arts and cultural carnivals.**
- **Create socially committed young fraternity through National Service Scheme(NSS) and Social Service League(SSL) like service oriented clubs.**

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

- **Good Infrastructural facilities**
- **Highly qualified, motivated and committed Faculty members.**
- **Supportive and cordial faculty management perused by the State Government of Tamil Nadu.**
- **Strong support and acceptance from amongst the neighbourhood, alumni and parent teachers association.**
- **Excellent environment for promotion of good academia and a conducive ambiance for quality research.**
- **Reader friendly library with a very good collection of books and Journals.**
- **Automation of activities of the O/o Controller of examinations and of College office establishment.**
- **Eco-Friendly, Plastic-free, Tobacco-free Green campus.**

### **Institutional Weakness**

- **Locational disadvantages to attract other State / Foreign country students.**
- **Our students are mostly first graduation learners.**
- **Very limited scope for Academia- Industry interaction.**
- **Lack of consultancy services.**
- **Difficulty in commuting to certain students as they hail from remote villages.**
- **Maintenance of basic amenities is not in our control as it has been done by state - PWD.**

### **Institutional Opportunity**

- **Experiential, Experimental and / or participatory learning are being practiced.**
- **Sound policies prevail for research, innovation and development.**
- **Research and academia interaction is in prevalence.**
- **Exposure through seminars, workshops and conferences.**
- **Support and guidance from Mentors (Tutors).**
- **Participation in socially relevant extension activities.**
- **Slow learners are taken care of by remedial coaching.**
- **Dual medium of instruction including native-mother tongue (TAMIL) in pedagogy and practice.**
- **Shift II (Evening) courses available for working people to pursue higher education.**
- **Free education with scholarship given to almost all students.**

### **Institutional Challenge**

- **Difficulty in getting good internship opportunities to students.**
- **To build strong alumni network across the world.**
- **Attract prospective employers to the campus.**
- **To mobilise funds for allocation for addressing additional academic activities.**
- **Mobilising first-graduation students to pursue higher education.**
- **To curtail public trespassers.**
- **To get the freedom to maintain campus facilities on our own rather than depending on Public Works Department.**

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

The college uses the autonomous status in right spirit by fostering new approaches in designing the curriculum by taking into account socio-economic, science and technological advancements.

The Academic council which is headed by the Principal includes Nominees from our affiliating University, Professional experts, an Industrialist and an Auditor along with the Controller of Examinations and the heads of all the departments, approves all the activities related to curriculum design, development, updation and implementation. The curriculum enrichment policies are adopted as per the guidelines of UGC, Tamilnadu State Council for Higher Education (TANSICHE) and Bharathidasan University. The curriculum of every academic programme offered in the college is drafted and recommended by board of studies exclusively constituted for the programme with Subject experts, University nominee, an Alumnus of the department and all of its faculty members. One of the subject experts should be from any other University other than our affiliating university viz. Bharathidasan university. Minutes are recorded and approved by Academic Council of the college. Due weightage is given to the opinions of various stake holders of higher education.

- The college has 59 programmes (20 UG, 15 PG, and 12 M.Phil & 12 Ph.D.)
- 752 academic curricular courses have been offered span over all programmes.
- Courses are offered with focus on Skill development, Entrepreneurship and Employability
- The syllabus is recently revised in March 2020 during the assessment period subsequent to its earlier revision made during the year 2017.
- 2 new programmes B.Sc. Statistics & B.Sc. Computer Science have been introduced in 2017-2018 and 2018-2019 respectively.
- CBCS pattern is adopted from the academic year 2006-2007 and onwards.
- The curriculum ensures holistic development by making Students enrol in NSS / NCC / YRC / RRC / SSL and other similar clubs.
- A well-structured feedback system is followed by having contributions made from all the stake holders.

### Teaching-learning and Evaluation

Teaching, Learning and Evaluation system in prevalence is best elucidated with the following attributal features:

- The Institution is having a well-structured admission system monitored by a separate committee constituted as per the guidelines of the State Government.
- The College strictly follows the reservation policies of the Government of Tamilnadu.
- The teacher student ratio is 1:25.
- The institution admits differently abled (divyagyan) students by reservation and also we provide physical facilities, scribes to write the examination.
- Each and every department has a departmental association to bring out hidden potential of their

wards by way of organizing events like Quizzes, Technical sessions, Class seminars, Group Discussion et cetera.

- The college has a mentor-mentee system which helps not only in the informal transmission of knowledge between the students and the teaching fraternity but also in career counselling.
- Focus of our institution also provides ICT enabled student-centric method of teaching and learning process.
- The college has a well-planned academic calendar which is provided to all the students and teachers to make them all know the annual activities of the Institution in advance.
- Student Induction Programmes / Bridge courses are conducted for all the I UG & I PG students, every academic year.
- Staff members offer academic and personal counselling to the students to decide upon appropriate strategies for slow and advanced learners.
- The college is being manned with 173 teachers out of which 111 teachers are in regular stream and 62 teachers are temporary. Among the full-time teachers, 121 are Ph.D holders.
- Average teaching experience of full time teachers is 10 Years – 4 Months.
- Average pass percentage during the assessment period UG: 83 % PG:87.7 %
- All the course outcomes are evaluated directly and indirectly on the basis of parameters defined by the college and necessary activities are taken to make the students derive best advantages of the course-outcome based education.

### Research, Innovations and Extension

College level research committee is constituted and is viable in coordinating all the research related activities. Twelve of the seventeen departments are recognized with M.Phil & Ph.D programmes. Recently a separate course is introduced on Publication ethics for all the Ph.D research scholars. Highlights of activities on research include the following:

- 55 faculty members are research guides for Ph.D / M.Phil
- Number of Doctrates awarded during the assessment period is 104
- Number of presently pursuing Ph.D Scholars is 78
- 486 articles are published during the assessment period in Scopus, Web of Science, UGC care listed journals
- UGC / TANSCHÉ sponsored research projects - 4
- The college has generated 8.69 lakhs through corporate grants from ONGC for upgradation of Laboratory facility in Physics department
- There were 4- MOUs with educational institutions / industry
- The college is moving in the path of innovation such as digitising of general library, conduct of synopsis / Ph.D viva through online mode
- The college is reaching out for the rural people with adoption of six villages through NSS. Special camping programs are organised in the adopted villages every year
- More than hundred extension activities have been conducted by various extension clubs such as NSS, NCC, YRC, RRC, SSL, Eco-Club, ExNora etc.
- Tree plantation, blood donation, village adoption, Tobacco & Plastic free campus programs were conducted.
- Sports activities are monitored by Physical Director assisted by the Physical Training Instructor.

## **Infrastructure and Learning Resources**

Elucidated here are the salient features as to how the Infrastructure and learning resources are provisioned in the institution:

- The college is spread over 22.05 acres of land area
- The college has several buildings having 124 Classrooms, 34 laboratories and 6 Seminar Halls. All the laboratories are well equipped
- The Institution has a General Library with good and rare collection of books. Beyond this, every department has its own library.
- The college has a separate auditorium with a housing capacity of 500
- A separate Computer Lab with 40 computers is available for Computer Literacy Program which is compulsory for all UG programmes except Computer oriented disciplines
- There are two separate hostels one for men and the other for woman available inside the campus
- Free Government hostels are available which are located very near to the campus
- Most of the departments have RO facility for drinking water
- Electric supply is provided through an exclusive and separate transformer to our college
- Three Generators are available to manage power shutdowns
- College has its own sports ground and a gymnasium for promoting the physical fitness of staff & students
- General Library and O/o COE are functioning in separately encompassed premise blocks
- College has a pond on its own span over 2 acres and Zoology department uses it for their own research purposes
- Ours is a very old institution with a heritage block built more than 100 years ago
- Government has allotted 14.82 crores for renovation and restoration of the heritage block with repair works
- All the academic and administration blocks are connected with internet facilities
- College has its own health centre
- Five new blocks have been recently built during the assessment period with total of 31 classrooms and 6 labs and 8 staff resident rooms
- MGR Centenary buildings, RUSA building, Computer Science block, Local MLA block and SSS building (Self Support Scheme) are the new ones

## **Student Support and Progression**

As student-learners are considered to be the fulcrum of an educational institution, more facilities have been provided to them by means of:

- The college focuses on providing good academic ambience.
- Almost all the students are provided with scholarship from Tamilnadu government.
- All those students who study their UG degree in Tamil medium get medium fund in addition to scholarship.

- Various Endowments prizes are disbursed to meritorious students belonging to different communities every year.
- Placement Cell of the college is guiding students in fetching employment opportunities.
- Leadership Motivation program by name Rotary Youth Leadership Award (RYLA) is conducted on yearly basis by Rotary Clubs for all the final year UG Students.
- Fine arts club is constituted to look after the participation and fine tuning of the fine arts skills of the students.
- College conducts Sports, Convocation, Fine Arts and Annual day every year.
- Alumni of the college play a leading role in beautifying campus, conducting convocation day and representation in the board of studies.
- College has effective Grievance cell for students facilitating them to represent their grievances through complaint box, Tutorial-Ward system, respective Head of department, various college committees and to Principal.
- Grievances are routed through proper channel.

### **Governance, Leadership and Management**

**Governance of the college is practised to emulate vision and mission of the institution. More to say about the Governance, Leadership and Management are:**

- The college has statutory and non-statutory committees to ensure proper management of academic, financial and general administration.
- Clean hierarchy is followed in policy evolution and decision making and is flowing through Governing body, Finance committee, Academic council, Board of Studies, College council, IQAC Cell, Heads of all departments, finally to faculty and students. Representatives of affiliated Universities, Industry and Society also associate with this.
- Teachers play a vital role in the effective management of the college affairs which includes planning, growth and development, academic process, research activities, carrier progression, student progression and collaboration works.
- Various college committees and IQAC monitor the academic progress.
- Government frames rules, procedure and schemes related to recruitments, promotion, admission, service, research and educational trips and all these have been put into practice.
- Students participate in decision making through feedback mechanism.
- The college strategizes to mobilise resources from Government, Alumni and other sources such as MLA / MP constituency development funds.
- It has succeeded in getting five new blocks during the assessment period.
- Well-being of Teaching and Non-Teaching fraternity is taken care through various measures such as group insurance, medical check-up, interest free festival advances, loans through employee's thrift society etc.
- TANSCHHE helps the institution in upgrading intellectual capabilities through minor research projects, funds to conduct seminars / conferences and support money for PG students and research projects.
- Student-Admission process had been done through online mode for the past two academic years, since 2020
- IQAC acts as a catalyst by developing plans and strategies to improve the quality. It builds a



**strong rapport with all the stake holders through feedback mechanism. It takes all the administrative initiatives for sustaining and upgrading of all available facilities.**

### **Institutional Values and Best Practices**

**Our college strategizes every action towards an inclusive development encompassing all spheres:**

- **We provide a safe and conducive environment for the students and staff members.**
- **The college ensures for gender equity in the campus in all ways through curricular, co-curricular and sensitisation programmes.**
- **Green campus initiatives with the maintenance of clean and green landscaped environment.**
- **Rain water harvesting and waste management setup is available.**
- **National days of importance are observed and celebrated with great fervour and enthusiasm to kindle the spirit of national integration.**
- **Independence and Republic days are celebrated with NCC parade, cultural programs by NSS volunteers with the hoisting of National Flag by the Principal.**
- **Annual administrative audit is done by College Education Directorate (DCE).**
- **Mentor-Mentee system followed in the institution is one of the key aspects of student support and best practice in higher education.**
- **Free education is offered to all admitted students of the Institution.**
- **College has its illustrious Alumni: Mathematical-wizard Genius Srinivasa Ramanujan, Silver tongued orator Srinivasa Sastry. Also the luminary Grandsire of Tamil U.V. Swaminatha Iyer has associated himself with this instituion in having worked here as a teacher**
- **It is located in the banks of River Cauvery and is proudly pronounced as “Cambridge of South India”.**
- **Green, Energy and environment audits are initiated in spite of constraints such as maintenance of campus by PWD.**
- **SOP for COVID-19 are strictly followed and our college students participated in various awareness programmes on COVID-19 prevention.**
- **Special Vaccination programmes on COVID-19 were organised in the campus.**

## 2. PROFILE

### 2.1 BASIC INFORMATION

| Name and Address of the College |  |
|---------------------------------|--|
| Name                            | GOVERNMENT ARTS COLLEGE<br>(AUTONOMOUS)                  |
| Address                         | KARUPPUR ROAD, KUMBAKONAM - 612 002.                     |
| City                            | KUMBAKONAM   |
| State                           | Tamil Nadu   |
| Pin                             | 612002   |
| Website                         | <a href="http://www.gacakum.ac.in">www.gacakum.ac.in</a> |

| Contacts for Communication |                      |                            |            |                  |                              |
|----------------------------|----------------------|----------------------------|------------|------------------|------------------------------|
| Designation                | Name                 | Telephone with<br>STD Code | Mobile     | Fax              | Email                        |
| Principal                  | K.DURAIAR<br>ASAN    | 0435-2442149               | 7904051822 | 0435-244297<br>7 | gacakumbakonam<br>@gmail.com |
| IQAC / CIQA<br>coordinator | R.S.SUNDA<br>RARAJAN | 0435-2443811               | 9843256826 | -                | principal@gacaku<br>m.ac.in  |

| Status of the Institution |            |
|---------------------------|------------|
| Institution Status        | Government |

| Type of Institution |                |
|---------------------|----------------|
| By Gender           | Co-education   |
| By Shift            | Day<br>Evening |

| Recognized Minority institution            |    |
|--|----|
| If it is a recognized minority institution | No |

| Establishment Details                                      |            |
|--|------------|
| Date of Establishment, Prior to the Grant of<br>'Autonomy' | 19-10-1854 |

|  |  |                                       |                           |  |
|--|--|---------------------------------------|---------------------------|--|
| Date of grant of 'Autonomy' to the College by UGC  |  | 16-09-1987                            |                           |  |
| <b>University to which the college is affiliated</b>   |  |                                       |                           |  |
| <b>State</b>   | <b>University name</b>   | <b>Document</b>                       |                           |  |
| Tamil Nadu   | Bharathidasan University   | <a href="#">View Document</a>         |                           |  |
| <b>Details of UGC recognition</b>  |  |                                       |                           |  |
| <b>Under Section</b>   | <b>Date</b>  | <b>View Document</b>                  |                           |  |
| 2f of UGC  | 28-02-2022   | <a href="#">View Document</a>         |                           |  |
| 12B of UGC   | 28-02-2022   | <a href="#">View Document</a>         |                           |  |
| <b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b> |  |                                       |                           |  |
| <b>Statutory Regulatory Authority</b>  | <b>Recognition/Approval details Institution/Department programme</b> | <b>Day,Month and year(dd-mm-yyyy)</b> | <b>Validity in months</b> | <b>Remarks</b>   |
| AICTE  | <a href="#">View Document</a>  | 25-06-2021                            | 12                        | MCA is being run for the past twenty five years with the initial approval of AICTE got during Sep of Nineteen Hunderd and Ninety Eight and since then AICTE grants Extension of Approval EoA to MCA on yearly basis due to EoA application made every year |

| <b>Recognitions</b>   |    |
|---|----|
| 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 |

| <b>Location and Area of Campus</b> |   |                  |                             |                                 |
|------------------------------------|---|------------------|-----------------------------|---------------------------------|
| <b>Campus Type</b>                 | <b>Address</b>                          | <b>Location*</b> | <b>Campus Area in Acres</b> | <b>Built up Area in sq.mts.</b> |
| Main campus area                   | KARUPPUR ROAD,<br>KUMBAKONAM - 612 002. | Semi-urban       | 22.05                       | 45000                           |

## 2.2 ACADEMIC INFORMATION

| <b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b> |                                 |                           |                            |                              |                            |                                |
|---|---------------------------------|---------------------------|----------------------------|------------------------------|----------------------------|--------------------------------|
| <b>Programme Level</b>  | <b>Name of Programme/Course</b> | <b>Duration in Months</b> | <b>Entry Qualification</b> | <b>Medium of Instruction</b> | <b>Sanctioned Strength</b> | <b>No.of Students Admitted</b> |
| UG  | BCA,Computer Application        | 36                        | HSC                        | English                      | 48                         | 47                             |
| UG  | BA,Tamil                        | 36                        | HSC                        | Tamil                        | 63                         | 63                             |
| UG  | BA,Tamil                        | 36                        | HSC                        | Tamil                        | 63                         | 63                             |
| UG  | BA,English                      | 36                        | HSC                        | English                      | 63                         | 63                             |
| UG  | BA,English                      | 36                        | HSC                        | English                      | 63                         | 62                             |
| UG  | BA,Economics                    | 36                        | HSC                        | English,Tamil                | 126                        | 124                            |
| UG  | BA,History                      | 36                        | HSC                        | Tamil                        | 63                         | 63                             |
| UG  | BA,Indian Culture And Tourism   | 36                        | HSC                        | English                      | 63                         | 62                             |
| UG  | BSc,Mathematics                 | 36                        | HSC                        | English,Tamil                | 72                         | 72                             |
| UG  | BSc,Mathematics                 | 36                        | HSC                        | English                      | 48                         | 44                             |
| UG  | BSc,Physics                     | 36                        | HSC                        | English,Tamil                | 72                         | 71                             |
| UG  | BSc,Chemistry                   | 36                        | HSC                        | English,Tamil                | 72                         | 68                             |
| UG  | BSc,Botany                      | 36                        | HSC                        | English                      | 36                         | 36                             |
| UG  | BSc,Zoology                     | 36                        | HSC                        | English,Tamil                | 72                         | 72                             |
| UG  | BSc,Geography                   | 36                        | HSC                        | English,Tamil                | 72                         | 72                             |
| UG  | BSc,Statistics                  | 36                        | HSC                        | English                      | 48                         | 38                             |
| UG  | BSc,Computer Science            | 36                        | HSC                        | English                      | 48                         | 44                             |
| UG  | BCom,Com                        | 36                        | HSC                        | English                      | 63                         | 61                             |

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|    |                                     |    |  |         |     |     |
|----|-------------------------------------|----|--|---------|-----|-----|
|    | merce                               |    |  |         |     |     |
| UG | BCom,Com<br>merce                   | 36 | HSC  | English | 126 | 122 |
| UG | BBA,Busine<br>ss Administr<br>ation | 36 | HSC  | English | 72  | 70  |
| PG | MCA,Comp<br>uter<br>Application     | 24 | Any<br>Computer<br>graduating<br>degree or<br>Any Science<br>degree with<br>Maths or<br>Statistics as<br>one subject | English | 30  | 28  |
| PG | MA,Tamil                            | 24 | Any Degree<br>in Arts or<br>Science<br>stream  | Tamil   | 35  | 35  |
| PG | MA,English                          | 24 | Any Degree<br>in Arts or<br>Science<br>stream  | English | 35  | 35  |
| PG | MA,Econom<br>ics                    | 24 | BA<br>Economics  | English | 30  | 30  |
| PG | MA,History                          | 24 | BA History   | English | 30  | 27  |
| PG | MA,Indian<br>Culture And<br>Tourism | 24 | Any Degree<br>in Arts or<br>Science<br>stream  | English | 30  | 30  |
| PG | MSc,Mathe<br>matics                 | 24 | B.Sc<br>Mathematics  | English | 35  | 35  |
| PG | MSc,Mathe<br>matics                 | 24 | B.Sc<br>Mathematics  | English | 35  | 35  |
| PG | MSc,Physics                         | 24 | B.Sc Physics   | English | 25  | 25  |
| PG | MSc,Chemis<br>try                   | 24 | B.Sc<br>Chemistry  | English | 25  | 25  |
| PG | MSc,Zoolog<br>y                     | 24 | B.Sc in any<br>of the animal   | English | 25  | 25  |

|                 |   |    |   |         |    |    |
|-----------------|---|----|---|---------|----|----|
|                 |   |    | sciences  |         |    |    |
| PG              | MSc,Biochemistry                        | 24 | B.Sc in any of the plant sciences                           | English | 25 | 24 |
| PG              | MSc,Geography                           | 24 | Any Degree in Arts or Science stream                        | English | 25 | 22 |
| PG              | MSc,Computer Science                    | 24 | Any Computer graduating degree                              | English | 30 | 30 |
| PG              | MCom,Commerce                           | 24 | BCom  | English | 30 | 30 |
| Doctoral (Ph.D) | PhD or DPhil,Tamil                      | 36 | Post Graduating degree in Tamil                             | Tamil   | 6  | 4  |
| Doctoral (Ph.D) | PhD or DPhil,English                    | 36 | Post Graduating degree in English                           | English | 6  | 3  |
| Doctoral (Ph.D) | PhD or DPhil,Economics                  | 36 | Post Graduating degree in Economics                         | English | 6  | 2  |
| Doctoral (Ph.D) | PhD or DPhil,History                    | 36 | Post Graduating degree in History                           | English | 6  | 1  |
| Doctoral (Ph.D) | PhD or DPhil,Indian Culture And Tourism | 36 | Post Graduating degree in Philosophy or Religion or Culture | English | 6  | 1  |
| Doctoral (Ph.D) | PhD or DPhil,Mathematics                | 36 | Post Graduating degree in Mathematics                       | English | 6  | 3  |
| Doctoral        | PhD or                                  | 36 | Post  | English | 9  | 7  |

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|                       |                            |    |  |         |    |    |
|-----------------------|----------------------------|----|--|---------|----|----|
| (Ph.D)                | DPhil,Physics              |    | Graduating degree in Physics                         |         |    |    |
| Doctoral (Ph.D)       | PhD or DPhil, Chemistry    | 36 | Post Graduating degree in Chemistry                  | English | 1  | 0  |
| Doctoral (Ph.D)       | PhD or DPhil, Zoology      | 36 | Post Graduating degree in any of the animal sciences | English | 6  | 1  |
| Doctoral (Ph.D)       | PhD or DPhil, Biochemistry | 36 | Post Graduating degree in any of the plant sciences  | English | 6  | 0  |
| Doctoral (Ph.D)       | PhD or DPhil, Geography    | 36 | Post Graduating degree in any of the Earth sciences  | English | 6  | 1  |
| Doctoral (Ph.D)       | PhD or DPhil, Commerce     | 36 | Post Graduating degree in Commerce                   | English | 6  | 0  |
| Pre Doctoral (M.Phil) | MPhil, Tamil               | 12 | Post Graduating degree in Tamil                      | Tamil   | 10 | 10 |
| Pre Doctoral (M.Phil) | MPhil, English             | 12 | Post Graduating degree in English                    | English | 6  | 3  |
| Pre Doctoral (M.Phil) | MPhil, Economics           | 12 | Post Graduating degree in English                    | English | 12 | 4  |
| Pre Doctoral          | MPhil, History             | 12 | Post   | English | 8  | 3  |



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|                       |                                  |    |  |         |    |   |
|-----------------------|----------------------------------|----|--|---------|----|---|
| (M.Phil)              | y                                |    | Graduating degree in English                         |         |    |   |
| Pre Doctoral (M.Phil) | MPhil,Indian Culture And Tourism | 12 | Post Graduating degree in English                    | English | 6  | 4 |
| Pre Doctoral (M.Phil) | MPhil,Mathematics                | 12 | Post Graduating degree in Mathematics                | English | 10 | 5 |
| Pre Doctoral (M.Phil) | MPhil,Physics                    | 12 | Post Graduating degree in Physics                    | English | 12 | 4 |
| Pre Doctoral (M.Phil) | MPhil,Chemistry                  | 12 | Post Graduating degree in Chemistry                  | English | 4  | 0 |
| Pre Doctoral (M.Phil) | MPhil,Zoology                    | 12 | Post Graduating degree in any of the animal sciences | English | 4  | 1 |
| Pre Doctoral (M.Phil) | MPhil,Biochemistry               | 12 | Post Graduating degree in any of the Life sciences   | English | 5  | 0 |
| Pre Doctoral (M.Phil) | MPhil,Geography                  | 12 | Post Graduating degree in of the Earth Sciences      | English | 12 | 0 |
| Pre Doctoral (M.Phil) | MPhil,Commerce                   | 12 | Post Graduating degree in Commerce                   | English | 5  | 0 |

**Position Details of Faculty & Staff in the College**

| <b>Teaching Faculty</b>   |                  |        |        |       |                            |        |        |       |                            |        |        |       |
|---|------------------|--------|--------|-------|----------------------------|--------|--------|-------|----------------------------|--------|--------|-------|
|   | <b>Professor</b> |        |        |       | <b>Associate Professor</b> |        |        |       | <b>Assistant Professor</b> |        |        |       |
|   | Male             | Female | Others | Total | Male                       | Female | Others | Total | Male                       | Female | Others | Total |
| Sanctioned by the UGC /University State Government              | 0                |        |        |       | 15                         |        |        |       | 177                        |        |        |       |
| Recruited   | 0                | 0      | 0      | 0     | 12                         | 3      | 0      | 15    | 119                        | 39     | 0      | 158   |
| Yet to Recruit  | 0                |        |        |       | 0                          |        |        |       | 19                         |        |        |       |
| Sanctioned by the Management/Society or Other Authorized Bodies | 0                |        |        |       | 0                          |        |        |       | 0                          |        |        |       |
| Recruited   | 0                | 0      | 0      | 0     | 0                          | 0      | 0      | 0     | 0                          | 0      | 0      | 0     |
| Yet to Recruit  | 0                |        |        |       | 0                          |        |        |       | 0                          |        |        |       |

| <b>Non-Teaching Staff</b>                                       |             |               |               |              |
|---|-------------|---------------|---------------|--------------|
|   | <b>Male</b> | <b>Female</b> | <b>Others</b> | <b>Total</b> |
| Sanctioned by the UGC /University State Government              |             |               |               | 72           |
| Recruited   | 29          | 21            | 0             | 50           |
| Yet to Recruit  |             |               |               | 22           |
| Sanctioned by the Management/Society or Other Authorized Bodies |             |               |               | 0            |
| Recruited   | 0           | 0             | 0             | 0            |
| Yet to Recruit  |             |               |               | 0            |

| <b>Technical Staff</b>  |             |               |               |              |
|---|-------------|---------------|---------------|--------------|
|   | <b>Male</b> | <b>Female</b> | <b>Others</b> | <b>Total</b> |
| Sanctioned by the UGC /University State Government              |             |               |               | 0            |
| Recruited   | 0           | 0             | 0             | 0            |
| Yet to Recruit  |             |               |               | 0            |
| Sanctioned by the Management/Society or Other Authorized Bodies |             |               |               | 0            |
| Recruited   | 0           | 0             | 0             | 0            |
| Yet to Recruit  |             |               |               | 0            |

**Qualification Details of the Teaching Staff**

| <b>Permanent Teachers</b>    |                  |        |        |                            |        |        |                            |        |        |              |
|------------------------------|------------------|--------|--------|----------------------------|--------|--------|----------------------------|--------|--------|--------------|
| <b>Highest Qualification</b> | <b>Professor</b> |        |        | <b>Associate Professor</b> |        |        | <b>Assistant Professor</b> |        |        | <b>Total</b> |
|                              | Male             | Female | Others | Male                       | Female | Others | Male                       | Female | Others |              |
| D.sc/D.Litt/LLD/DM/MCH       | 0                | 0      | 0      | 0                          | 0      | 0      | 0                          | 0      | 0      | 0            |
| Ph.D.                        | 0                | 0      | 0      | 11                         | 3      | 0      | 71                         | 6      | 0      | 91           |
| M.Phil.                      | 0                | 0      | 0      | 1                          | 0      | 0      | 13                         | 6      | 0      | 20           |
| PG                           | 0                | 0      | 0      | 0                          | 0      | 0      | 0                          | 0      | 0      | 0            |
| UG                           | 0                | 0      | 0      | 0                          | 0      | 0      | 0                          | 0      | 0      | 0            |

| <b>Temporary Teachers</b>    |                  |        |        |                            |        |        |                            |        |        |              |
|------------------------------|------------------|--------|--------|----------------------------|--------|--------|----------------------------|--------|--------|--------------|
| <b>Highest Qualification</b> | <b>Professor</b> |        |        | <b>Associate Professor</b> |        |        | <b>Assistant Professor</b> |        |        | <b>Total</b> |
|                              | Male             | Female | Others | Male                       | Female | Others | Male                       | Female | Others |              |
| D.sc/D.Litt/LLD/DM/MCH       | 0                | 0      | 0      | 0                          | 0      | 0      | 0                          | 0      | 0      | 0            |
| Ph.D.                        | 0                | 0      | 0      | 0                          | 0      | 0      | 13                         | 17     | 0      | 30           |
| M.Phil.                      | 0                | 0      | 0      | 0                          | 0      | 0      | 21                         | 10     | 0      | 31           |
| PG                           | 0                | 0      | 0      | 0                          | 0      | 0      | 1                          | 0      | 0      | 1            |
| UG                           | 0                | 0      | 0      | 0                          | 0      | 0      | 0                          | 0      | 0      | 0            |

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

| <b>Details of Visting/Guest Faculties</b>                         |             |   |               |   |              |
|---|-------------|---|---------------|---|--------------|
| <b>Number of Visiting/Guest Faculty engaged with the college?</b> | <b>Male</b> |   | <b>Female</b> |   | <b>Total</b> |
|   |             |   |               |   |              |
|   | 0           | 0 | 0             | 0 | 0            |

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

Self Study Report of GOVERNMENT ARTS COLLEGE (AUTONOMOUS)

| Programme                |        | From the State<br>Where College<br>is Located | From Other<br>States of India | NRI Students | Foreign<br>Students | Total |
|--------------------------|--------|---|-------------------------------|--------------|---------------------|-------|
| UG                       | Male   | 2367  | 0                             | 0            | 0                   | 2367  |
|                          | Female | 1333  | 0                             | 0            | 0                   | 1333  |
|                          | Others | 0   | 0                             | 0            | 0                   | 0     |
| PG                       | Male   | 281   | 0                             | 0            | 0                   | 281   |
|                          | Female | 563   | 0                             | 0            | 0                   | 563   |
|                          | 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     |
| Pre Doctoral<br>(M.Phil) | Male   | 0   | 0                             | 0            | 0                   | 0     |
|                          | Female | 0   | 0                             | 0            | 0                   | 0     |
|                          | Others | 0   | 0                             | 0            | 0                   | 0     |

| <b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b> |        |               |               |               |               |
|--|--------|---------------|---------------|---------------|---------------|
| <b>Category</b>  |        | <b>Year 1</b> | <b>Year 2</b> | <b>Year 3</b> | <b>Year 4</b> |
| SC   | Male   | 187           | 191           | 191           | 173           |
|  | Female | 102           | 97            | 101           | 96            |
|  | Others | 0             | 0             | 0             | 0             |
| ST   | Male   | 1             | 8             | 4             | 1             |
|  | Female | 1             | 3             | 2             | 1             |
|  | Others | 0             | 0             | 0             | 0             |
| OBC  | Male   | 425           | 421           | 417           | 401           |
|  | Female | 342           | 367           | 368           | 314           |
|  | Others | 0             | 0             | 0             | 0             |
| General  | Male   | 220           | 275           | 185           | 127           |
|  | Female | 255           | 214           | 301           | 316           |
|  | Others | 0             | 0             | 0             | 0             |
| Others   | Male   | 0             | 0             | 0             | 0             |
|  | Female | 0             | 0             | 0             | 0             |
|  | Others | 0             | 0             | 0             | 0             |
| Total  |        | 1533          | 1576          | 1569          | 1429          |

## 2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

| Department Name            | Upload Report                 |
|----------------------------|-------------------------------|
| Biochemistry               | <a href="#">View Document</a> |
| Botany                     | <a href="#">View Document</a> |
| Business Administration    | <a href="#">View Document</a> |
| Chemistry                  | <a href="#">View Document</a> |
| Commerce                   | <a href="#">View Document</a> |
| Computer Application       | <a href="#">View Document</a> |
| Computer Science           | <a href="#">View Document</a> |
| Economics                  | <a href="#">View Document</a> |
| English                    | <a href="#">View Document</a> |
| Geography                  | <a href="#">View Document</a> |
| History                    | <a href="#">View Document</a> |
| Indian Culture And Tourism | <a href="#">View Document</a> |
| Mathematics                | <a href="#">View Document</a> |
| Physics                    | <a href="#">View Document</a> |
| Statistics                 | <a href="#">View Document</a> |
| Tamil                      | <a href="#">View Document</a> |
| Zoology                    | <a href="#">View Document</a> |

### Institutional preparedness for NEP

|   |  |
|---|--|
| 1. Multidisciplinary/interdisciplinary: | Ours being a Government Institution, we would adopt policies framed by the Tamilnadu Government and the Affiliating Parental University viz. Bharathidasan University, as and when they are made available. Also being an Autonomous institution, we can implement novel methods which can cater to the needs of the students coming from rural background. Also there is only a little scope for inducting Multidisciplinary / Interdisciplinary courses in curricular streams as our state government is not considering these courses for Government-Oriented Positions and Appointments. |
| 2. Academic bank of credits (ABC):      | The Academic Bank of Credits (ABC) platform has been developed by the National e-Governance  |

|   |  |
|---|--|
|   | <p>Division (NeGD) of the Ministry of Electronics and Information Technology (MeitY) under the DigiLocker framework, with the facility and functionality of opening academic accounts by the students and on-boarding of higher educational institutions. ABC is a virtual storehouse that contains information on credits earned by individual students throughout their academic venture. Academic Bank of Credits will digitally store the academic credits earned by students from higher education institutions registered with ABC, for awarding degrees / diplomas / certificates considering credits earned by students. ABC will ensure the opening, closure and validation of the Academic Bank of Accounts, verification, accumulation, and transfer or redemption for students. ABC facilitates students to choose their own learning path to attain a degree / diploma / certificate working on the principle of multiple entry-multiple exits at anytime, anywhere and at any level of learning.</p> |
| <p>3. Skill development:</p>  | <p>Our College fosters Skill based courses in all the departments as part of the Curricular framework itself from the time 2017. Also there is a drive being initiated and run by the Tamilnadu Government in the name of "Soft Skill Development Mission" under which all Final Year Students of UG Programmes are subjected to a drill of consistent practice on Soft Skills which would help them in their career. To Promote Computer Literacy Skills in all learning minds, our state government is conducting Computer Literacy Programme(CLP) for all First Year UG Students except of computer major disciplines from the time 2000. This scheme is in vogue only in the Government Arts and Colleges of Tamilnadu.</p>  |
| <p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p> | <p>Proper integration measures are taken by our side to inculcate Knowledge promotion-and-transfer in learning minds by means of imparting acumen in Indian Knowledge System, practicing pedagogy through Local Language and emphasising Local Cultural standards. Also Local Language(TAMIL) is adopted as Medium of Instruction almost in all courses and streams run by our institution. We took ONLINE way of inculcating knowledge during COVID pandemic times and even now we follow Blended mode of imparting education through direct and online modes.</p>  |



|   |   |
|---|---|
| <p>5. Focus on Outcome based education (OBE):</p> | <p>OBE is the ultimate Criterion being set in the Curricular Framework adopted by our Affiliating university from the time 2017 and our college has also adopted the same schematic for our inculcation and practice. Choice Based Credit System is being followed by us from the time of 2006, in all the programmes, in all the courses and students get their Grades based on their earned Credits alone.</p>  |
| <p>6. Distance education/online education:</p>    | <p>We took ONLINE way of inculcating knowledge during COVID pandemic times and even now we follow Blended mode of imparting education by face-to-face (direct) and online methods. As to imparting Distance Education, Our college happens to be the nodal centre for conducting Distance Education Programmes / Courses for THREE universitites viz. Bharathidasan, Madras and Tamil Nadu Open Universities.</p> |

## Extended Profile

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### 1 Program

#### 1.1

##### Number of programs offered year-wise for last five years

| 2020-21                                 | 2019-20 | 2018-19                       | 2017-18 | 2016-17 |
|---|---------|-------------------------------|---------|---------|
| 32                                      | 32      | 32                            | 31      | 30      |
| File Description                        |         | Document                      |         |         |
| Institutional data in prescribed format |         | <a href="#">View Document</a> |         |         |

#### 1.2

##### Number of departments offering academic programmes

**Response: 17**

### 2 Students

#### 2.1

##### Number of students year-wise during last five years

| 2020-21                                 | 2019-20 | 2018-19                       | 2017-18 | 2016-17 |
|---|---------|-------------------------------|---------|---------|
| 4312                                    | 4203    | 3917                          | 3493    | 3133    |
| File Description                        |         | Document                      |         |         |
| Institutional data in prescribed format |         | <a href="#">View Document</a> |         |         |

#### 2.2

##### Number of outgoing / final year students year-wise during last five years

| 2020-21                                 | 2019-20 | 2018-19                       | 2017-18 | 2016-17 |
|---|---------|-------------------------------|---------|---------|
| 1497                                    | 1430    | 1291                          | 1145    | 1067    |
| File Description                        |         | Document                      |         |         |
| Institutional data in prescribed format |         | <a href="#">View Document</a> |         |         |

**2.3****Number of students appeared in the examination conducted by the Institution, year-wise during the last five years**

| 2020-21                                 | 2019-20 | 2018-19                       | 2017-18 | 2016-17 |
|---|---------|-------------------------------|---------|---------|
| 4452                                    | 4558    | 4105                          | 3716    | 3359    |
| File Description                        |         | Document                      |         |         |
| Institutional data in prescribed format |         | <a href="#">View Document</a> |         |         |

**2.4****Number of revaluation applications year-wise during last five years**

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 0       | 25      | 30      | 22      | 23      |

**3 Teachers****3.1****Number of courses in all programs year-wise during last five years**

| 2020-21                                 | 2019-20 | 2018-19                       | 2017-18 | 2016-17 |
|---|---------|-------------------------------|---------|---------|
| 752                                     | 752     | 752                           | 722     | 694     |
| File Description                        |         | Document                      |         |         |
| Institutional data in prescribed format |         | <a href="#">View Document</a> |         |         |

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

| 2020-21                                 | 2019-20 | 2018-19                       | 2017-18 | 2016-17 |
|---|---------|-------------------------------|---------|---------|
| 174                                     | 180     | 181                           | 182     | 183     |
| File Description                        |         | Document                      |         |         |
| Institutional data in prescribed format |         | <a href="#">View Document</a> |         |         |

**3.3**

**Number of sanctioned posts year-wise during last five years**

| 2020-21                                 | 2019-20 | 2018-19                       | 2017-18 | 2016-17 |
|---|---------|-------------------------------|---------|---------|
| 192                                     | 195     | 195                           | 190     | 185     |
| File Description                        |         | Document                      |         |         |
| Institutional data in prescribed format |         | <a href="#">View Document</a> |         |         |

**4 Institution****4.1****Number of eligible applications received for admissions to all the programs year-wise during last five years**

| 2020-21                                 | 2019-20 | 2018-19                       | 2017-18 | 2016-17 |
|---|---------|-------------------------------|---------|---------|
| 17116                                   | 10296   | 9296                          | 8964    | 9238    |
| File Description                        |         | Document                      |         |         |
| Institutional data in prescribed format |         | <a href="#">View Document</a> |         |         |

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

| 2020-21                                 | 2019-20 | 2018-19                       | 2017-18 | 2016-17 |
|---|---------|-------------------------------|---------|---------|
| 1090                                    | 1090    | 1093                          | 1054    | 1027    |
| File Description                        |         | Document                      |         |         |
| Institutional data in prescribed format |         | <a href="#">View Document</a> |         |         |

**4.3****Total number of classrooms and seminar halls****Response: 130****4.4****Total number of computers in the campus for academic purpose****Response: 139**

**4.5****Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 34.086  | 507.59  | 215.81  | 128.78  | 153.97  |

## 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, national, regional and global developmental needs which is reflected in Programme outcomes (POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs) of the Programmes offered by the Institution.**

**Response:**

**Government Arts College, Kumbakonam is an autonomous educational institution which designs its own curriculum and implements the structure with relevance to the local, regional, national and global developmental needs which are displayed in Programme outcomes, Programme specific outcomes, and course outcomes of various programmes offered by the Institution.**

**The institution has been offering 20 undergraduate and 15 postgraduate programmes by which it provides a number of courses catering to the needs of the nation and its growth in global and national levels as reflected in the Programme Outcomes(POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs). Based on the feedback drawn from all stakeholders, the IQAC draw guidelines for framing the syllabi. The Board of studies along with the guidelines of IQAC prepares plans and implements the curriculum. Meticulous measures are taken to identify the gaps in teaching and learning, the design and introduction of new courses, the arrangements for academia industry have been provided. Events like seminars, conferences and workshops are conducted by many departments' forums and service organizations effectively. The curriculum is mainly focused on imparting skill development, ethics, human values which makes the students well cultured at the undergraduate level. It also provides due importance to society, ensures for social rights and human values.**

**The institution prepares the academic calendar every year and dispenses for onward implementation in all aspects and walks. It is circulated to the students and faculty members in order to plan various events and schedules, imparting and promoting to the skill domains of students' fraternity beyond inculcating values and ethics towards promoting excellent humane. Beyond these, the schedule enlists the code of conduct, details of staff members with their qualifications, term schedule and major commemorative festivities and days of national and international importance. The college follows the schedule laid out in the calendar strictly and organizes all events.**

**The calendar committee in consultation with IQAC prepares the effective time-table that enables students participate in all academic co-curricular and extra-curricular activities. The optimum delivery of knowledge within the stipulated duration is ensured by all means includes teaching plans and utilization of ICT facility.**

**The delivery of the curriculum is further achieved by eminent faculty members. A few days are allotted for the students to prepare projects and field visits while the timetable allots time to gain hands on practical experience of what they learn inside the classroom. The examination cell of the college is responsible for the smooth conduct of the examinations. Many intermittent formative assessments are planned. Remedial classes help the slow learners to improve their academic**

performance.

| File Description                | Document                      |
|---------------------------------|-------------------------------|
| Any additional information      | <a href="#">View Document</a> |
| Link for Additional Information | <a href="#">View Document</a> |

### 1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years.

Response: 100

#### 1.1.2.1 Number of all Programmes offered by the institution during the last five years.

Response: 32

#### 1.1.2.2 How many Programmes were revised out of total number of Programmes offered during the last five years

Response: 32

| File Description  | Document                      |
|---|-------------------------------|
| Minutes of relevant Academic Council/BOS meeting                    | <a href="#">View Document</a> |
| Details of program syllabus revision in last 5 years(Data Template) | <a href="#">View Document</a> |
| Any additional information  | <a href="#">View Document</a> |
| Link for Additional Information                                     | <a href="#">View Document</a> |

### 1.1.3 Average percentage of courses having focus on employability/ entrepreneurship/ skill development offered by the institution during the last five years

Response: 100

#### 1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years..

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 752     | 752     | 752     | 722     | 694     |

| File Description   | Document                      |
|--|-------------------------------|
| Programme / Curriculum/ Syllabus of the courses  | <a href="#">View Document</a> |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | <a href="#">View Document</a> |
| Average percentage of courses having focus on employability/ entrepreneurship(Data Template) | <a href="#">View Document</a> |
| Any additional information   | <a href="#">View Document</a> |
| Link for Additional Information  | <a href="#">View Document</a> |

## 1.2 Academic Flexibility

| <p><b>1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years.</b></p> <p><b>Response: 3.87</b></p>                                     |                               |
|--|-------------------------------|
| <p>1.2.1.1 How many new courses are introduced within the last five years</p> <p>Response: 142</p>   |                               |
| <p>1.2.1.2 <b>Number of courses offered by the institution across all programmes during the last five years.</b></p> <p>Response: 3672</p>   |                               |
| File Description   | Document                      |
| Minutes of relevant Academic Council/BOS meetings  | <a href="#">View Document</a> |
| Institutional data in prescribed format  | <a href="#">View Document</a> |
| Any additional information   | <a href="#">View Document</a> |
| Link for Additional Information  | <a href="#">View Document</a> |
| <p><b>1.2.2 Percentage of Programmes in which Choice Based Credit System (CBCS) / elective course system has been implemented (Data for the latest completed academic year).</b></p> <p><b>Response: 100</b></p> |                               |
| <p>1.2.2.1 <b>Number of Programmes in which CBCS / Elective course system implemented.</b></p> <p>Response: 32</p>   |                               |



| File Description                                  | Document                      |
|---|-------------------------------|
| Minutes of relevant Academic Council/BOS meetings | <a href="#">View Document</a> |
| Institutional data in prescribed format           | <a href="#">View Document</a> |
| Any additional information                        | <a href="#">View Document</a> |
| Link for Additional Information                   | <a href="#">View Document</a> |

### 1.3 Curriculum Enrichment

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

##### Response:

The college focuses on inculcating values of life such as teamwork, compassion, integrity and positive thinking in line with the core values set by it. While our eco-friendly campus environment is reflective of our serious commitment towards the cause of environmental sustainability in our curriculum, the aspect of gender equity visible in the college talks about our belief in equality and justice. The transparency in evaluation, feedback system, open discussions and communication would say about the professional ethics that the college practices.

The College is offering courses that reflect the changing trends at the global level and the demands of national interest. Our competent faculty members engage many interdisciplinary courses framed with regard to fulfilling the curriculum enrichment. The courses such as Indian Constitution, Indian culture, Philosophy, Human Rights, Environmental studies, Public Health, Rural Development and Cooperative Management will develop the professional skills of students. The imparting of these courses is jointly carried out by the college faculty and guest faculty with the support of ICT.

The extension and outreach activities are carried out by the service organizations like NCC, NSS, YRC, RRC and SSL. Many cells like Women Cell, Sexual Harassment and Prevention Cell, Anti-Ragging Committee work towards promoting the idea of gender inclusivity. The Student Counseling Centre, the Placement Cell, the Health Club and other committees organize many events and activities for the students to make them understand the significance of ethics, human values, social consciousness and inclusivity towards development of their personality. In addition to this, the Nature Club of our college along with other units like NSS, with the motto of “Reduce, Reuse, Recycle”, creates awareness among the students about the ways of conserving the environment and encourages them to work towards the cause of reducing pollution. The following are some of the initiatives taken by the above-mentioned cells and committees:

- Swach Bharat initiatives,
- planting saplings,
- blood donation camps,
- NGO visits,
- village adoption,

- drug abuse rally,
- Pulse Polio Programmes,
- Yoga demonstrations,
- Voting rights awareness,
- Women's health and safety initiatives,
- Mental health
- Pre-placement training,
- COVID-19 awareness programmes.

Such sincere and arduous efforts made by these committees and cells contribute to the holistic development of our nation.

| File Description  | Document                      |
|---|-------------------------------|
| Upload the list and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum | <a href="#">View Document</a> |
| Link for Additional Information   | <a href="#">View Document</a> |

### 1.3.2 Number of value-added courses for imparting transferable and life skills offered during last five years.

**Response: 0**

#### 1.3.2.1 How many new value-added courses are added within the last five years

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 0       | 0       | 0       | 0       | 0       |

| File Description                            | Document                      |
|---|-------------------------------|
| List of value added courses (Data Template) | <a href="#">View Document</a> |

### 1.3.3 Average Percentage of students enrolled in the courses under 1.3.2 above.

**Response: 0**

#### 1.3.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

|         |         |         |         |         |
|---------|---------|---------|---------|---------|
| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
| 0       | 0       | 0       | 0       | 0       |

| File Description          | Document                      |
|---------------------------|-------------------------------|
| List of students enrolled | <a href="#">View Document</a> |

### 1.3.4 Percentage of students undertaking field projects/ internships / student projects (Data for the latest completed academic year)

**Response:** 10.71

#### 1.3.4.1 Number of students undertaking field projects / internships / student projects

Response: 462

| File Description  | Document                      |
|---|-------------------------------|
| List of programs and number of students undertaking field projects / internships / student projects (Data Template) | <a href="#">View Document</a> |
| Any additional information  | <a href="#">View Document</a> |
| Link for Additional Information   | <a href="#">View Document</a> |

## 1.4 Feedback System

### 1.4.1 Structured feedback for design and review of syllabus – semester-wise / year-wise is received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni

**Response:** A. All 4 of the above

| File Description  | Document                      |
|---|-------------------------------|
| Any additional information  | <a href="#">View Document</a> |
| Action taken report of the Institution on feedback report as minuted by the Governing Council, Syndicate, Board of Management | <a href="#">View Document</a> |
| URL for stakeholder feedback report   | <a href="#">View Document</a> |
| Link for Additional Information   | <a href="#">View Document</a> |

### 1.4.2 The feedback system of the Institution comprises of the following :

|  |                               |
|--|-------------------------------|
| <b>Response:</b> A. Feedback collected, analysed and action taken and report made available on website |                               |
| <b>File Description</b>  | <b>Document</b>               |
| Any additional information   | <a href="#">View Document</a> |
| URL for stakeholder feedback report  | <a href="#">View Document</a> |
| Link for Additional Information  | <a href="#">View Document</a> |

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 97.07

##### 2.1.1.1 Number of students admitted year-wise during last five years

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 1533    | 1576    | 1569    | 1429    | 1307    |

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

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 1550    | 1550    | 1550    | 1510    | 1470    |

#### File Description

#### Document

Institutional data in prescribed format (Data Template)

[View Document](#)

Any additional information

[View Document](#)

Link for Additional Information

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 95.45

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

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 1058    | 1087    | 1083    | 986     | 902     |

| File Description                        | Document                      |
|---|-------------------------------|
| Institutional data in prescribed format | <a href="#">View Document</a> |
| Any additional information              | <a href="#">View Document</a> |
| Link for Additional Information         | <a href="#">View Document</a> |

## 2.2 Catering to Student Diversity

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

#### Response:

Our Institution is well augmented by the autonomous system, and we believe in student centered approach. It has 17 academic departments through which 20 UG programmes, 15 PG programmes and 12 Research programmes of both M.Phil and Ph.D are being offered. The college follows CBCS pattern from 2006 onwards which provides academic flexibility for the students. Students Induction Program is regularly conducted during beginning of every year after the admission process is completed. The students are motivated towards the subject of their study and are exposed with all side applicable opportunities. The students also get knowledge orientation of various competitive examinations conducted by state central government agencies.

The students who get admitted to the college are from rural and semi-rural background, who normally hail from socially and economically challenged strata.

During the course of study the advanced and slow learners are identified through interactive sessions and around dispelling students' centred learning process. The students are exposed to a diversified set of teaching techniques chosen as per the level of exposure and knowledge level of learners. Both the streams as to fast and slow learners are handled accordingly. Special care is taken by the mentors of those who are first graduate-slow learners. The Mentor-Mentee system with the ratio of 1:25 provides a viable care on the slow learners as to impart remedial classes for their academic betterment. Weekend classes after college hours are conducted by the teachers for these students.

These students are always facilitated with features of getting clarification on doubts and also exposed with personal care for improving their learning ability.

Unit tests are conducted after the earmarked syllabus portions are completed through lecture sessions and due counselling is given for the slow learners, assessed based on their performance.

#### Advanced learners:

Learners of this category are being encouraged to attend seminars, conferences and workshops in other institutions and universities. They are also encouraged to participate in competitive examinations conducted by various state and central government agencies. Practices are also given to them to facilitate to attend TET/NET exams

**Slow learners:**

Enough motivation is being given to slow learners to make them ready for easy assimilation and to have transformative learning. They are also advised to take part in Department-Oriented activities and organizing Association-Oriented functions, motivated to take part in Quiz competitions, advised to refer more books of library. Remedial classes from State Govt. funds are also conducted for MBC, SC&ST students, which will help the slow learners to rise their attitude towards learning. Educational Tours and Industrial Visits are made part and parcel of the curriculum in specific departments namely Geography, Zoology, Botany to facilitate getting exposed to new environments to nurture their knowledge.

Besides these, all the departments have Association activities in which experts are called upon to give special lectures which will equip them with current trends.

| File Description                | Document                      |
|---------------------------------|-------------------------------|
| Any additional information      | <a href="#">View Document</a> |
| Link for Additional Information | <a href="#">View Document</a> |

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

**Response:** 25:1

| File Description                | Document                      |
|---------------------------------|-------------------------------|
| Any additional information      | <a href="#">View Document</a> |
| Link for Additional Information | <a href="#">View Document</a> |

**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**

**Response:**

Along with traditional teaching methods the college follows learner-centred teaching pedagogy. Also it incorporates methods and modes to achieve learning, co-operative learning, experimental learning, participative learning and use various problem solving methodologies for effective learning process.

**Experimental learning:**

This is incorporated with lab experiments, practical classes, field visits, educational trips and creative models.

Almost all departments have required practical sessions with lab experimental component and duly allocated with proportionate mark-slabs. In computer science, computer application, practical training is a viable component. Geography, Zoology, Indian culture and Tourism departments have field visits as part of the curriculum other departments are also being suggested with measures to make models and other experimental learning methods.

### **Participative learning:**

We engage participative learning through interactive questioning sessions arranged during weekends. The students are encouraged to ask questions in the classrooms and facilitated for due clarification made by the teachers. Group discussions are encouraged for students to share their views which are monitored by respective mentors.

Seniors, super seniors are encouraged to be part of imparting participative learning.

### **Problem solving approach:**

The college incorporates problem solving approach to mould critical thinking, reasoning ability and decision making. The processes of imparting soft skill programmes and conducting quiz programs ensure for augmenting and building students' acumen to appreciable level.

| File Description                | Document                      |
|---------------------------------|-------------------------------|
| Any additional information      | <a href="#">View Document</a> |
| Link for Additional Information | <a href="#">View Document</a> |

### **2.3.2 Teachers use ICT enabled tools including online resources for effective teaching and learning process.**

#### **Response:**

Teachers of our college make use of ICT tools to handle online classes to reinforce the knowledge and know-how feature of the students which includes the following under the name of E-Contents.

*E-Content Videos:*

*E-Content Presentations:*

*E-Learning materials:*



| File Description   | Document                      |
|--|-------------------------------|
| Any additional information   | <a href="#">View Document</a> |
| Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process | <a href="#">View Document</a> |
| Link for Additional Information  | <a href="#">View Document</a> |

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

**Response:** 25:1

#### 2.3.3.1 Number of mentors ?????????????? ???????

Response: 174

| File Description   | Document                      |
|--|-------------------------------|
| Upload year wise, number of students enrolled and full time teachers on roll | <a href="#">View Document</a> |
| Circulars pertaining to assigning mentors to mentees                         | <a href="#">View Document</a> |
| Any additional information   | <a href="#">View Document</a> |
| Link for additional information  | <a href="#">View Document</a> |

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

**Response:**

The college is having a proper plan in organizing the academic activities through academic plan for every academic year. Towards the end of every academic year, the academic calendar is planned and drafted in consultation with all the Heads of various departments with other key stake holders. Academic calendar after finalization is uploaded on the college website and the printed copies are distributed to all the faculty members and students. The prescribed number of working days as instructed by UGC and State Government is strictly followed.

Head of the department ensures that the teaching plan for every course is scrupulously followed. Academic calendar not only contains the semester working days but also various facts such as history of college, rules and regulations for students, CIA, semester, theory and practical examination, date of remitting examination fees etc. Even PG project viva dates are also indicated. Towards the end of every semester the Head of every department in consultation with the faculty members finalize the work load distribution of the department. In case of staff members requesting specific subject allotment, they are accommodated to the maximum possible extent.

A committee is available for framing general time table and a faculty member is allotted with the work of framing department timetable in consultation with his / her colleagues.

The work load and general timetable of the department (including all the courses handled by the department) are submitted to the principal. Thus all the academic activities of the college are planned well in advance and published in the college calendar and website. The common events are finalized by the Principal in consultations with the members of the College council. Sincere efforts are taken to ensure and follow the schedule mentioned in the academic calendar in true spirit.

| File Description   | Document                      |
|--|-------------------------------|
| Upload Academic Calendar and Teaching plans for five years | <a href="#">View Document</a> |
| Any additional information                                 | <a href="#">View Document</a> |
| Link for Additional Information                            | <a href="#">View Document</a> |

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 94.09

| File Description   | Document                      |
|--|-------------------------------|
| Year wise full time teachers and sanctioned posts for 5 years(Data Template) | <a href="#">View Document</a> |
| List of the faculty members authenticated by the Head of HEI                 | <a href="#">View Document</a> |
| Any additional information   | <a href="#">View Document</a> |
| Link for Additional Information  | <a href="#">View Document</a> |

### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 62.08

#### 2.4.2.1 Number of full time teachers with *Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D’Lit.* year wise during the last five years

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 121     | 119     | 110     | 107     | 101     |

| File Description  | Document                      |
|---|-------------------------------|
| Institutional data in prescribed format (Data Template) | <a href="#">View Document</a> |
| Any additional information                              | <a href="#">View Document</a> |
| Link for Additional Information                         | <a href="#">View Document</a> |

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

**Response:** 10.38

#### 2.4.3.1 Total experience of full-time teachers

Response: 1806

| File Description                        | Document                      |
|---|-------------------------------|
| Institutional data in prescribed format | <a href="#">View Document</a> |
| Any additional information              | <a href="#">View Document</a> |
| Link for Additional Information         | <a href="#">View Document</a> |

## 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 declaration of results year-wise during the last five years

**Response:** 20

#### 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

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 32      | 14      | 17      | 20      | 17      |

| File Description  | Document                      |
|---|-------------------------------|
| Institutional data in prescribed format (Data Template) | <a href="#">View Document</a> |
| Any additional information                              | <a href="#">View Document</a> |
| Link for Additional Information                         | <a href="#">View Document</a> |

**2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years****Response:** 0.51**2.5.2.1 Number of complaints/grievances about evaluation year wise during the last five years**

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 0       | 25      | 30      | 22      | 23      |

| <b>File Description</b>  | <b>Document</b>               |
|--|-------------------------------|
| Number of complaints and total number of students appeared year wise | <a href="#">View Document</a> |
| Any additional information   | <a href="#">View Document</a> |
| Link for Additional Information                                      | <a href="#">View Document</a> |

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

**Our examination and evaluation system is transparent and carries out equitable assessment Examination procedure:**

- 1. Each course has two components viz. Continuous Internal Assessment (CIA) with weightage of 25% and external evaluation with weightage of 75%.**
- 2. For practical courses CIA and external evaluation has 40% and 60% weightage respectively.**
- 3. Faculty members and students are provided with guidelines for evaluation and assessment patterns.**
- 4. Revised rules and regulations are placed in the academic council meeting and implemented after its approval.**
- 5. All theory question papers for semester examinations are set by external examiners only.**
- 6. Practical course is evaluated by a team of internal and external examiners where the internal examiner is the faculty member-incharge of practicals.**

**Evaluation process:**

- 1. Single valuation for both UG, PG and M.Phil by external examiners alone under the supervision of the Head of the department.**
- 2. After the completion of evaluation, results will be approved by the passing board committee**

which includes all the Heads of the departments, two external experts (one each for Arts and Science subjects) .

3. Revaluation and Retotaling is permitted for all the theory courses (UG, PG M, Phil).
4. Students receive marksheet for every semester. At the end of the program, a consolidated marksheet (cumulative marksheet) with all the final results of all the courses based on the weightage and credit system is also issued.
5. Instant supplementary examinations are held in every academic year for the students appearing in the final semesters of their respective programs [VI semester-UG, IV-semester for 2 year PG, VI semester for 3 year PG] which will enable the students to continue their higher studies without any break.

#### **Transparency and Accountability:**

The college ensures transparency in the evaluation process.

1. Declaration of results through the website, notice board and SMS to students by automation.
2. Attendance for every month is displayed on the notice board, students can view their CIA marks and its distribution.
3. Photocopies of answer sheets are made available on request after declaration of results for clarification.

#### **Examination through IT:**

1. Hall tickets are generated with the photograph along with details of regular and arrears papers if any to be appeared by the student.
2. Students can decide, when he / she wants to write the arrear paper.
3. Results are published exclusively in the college website for every semester.
4. Semester Marksheets are printed with color photograph of the students.

#### **Continuous Internal Assessment:**

##### **Components of CIA for UG**

- 5 marks for 2 hours CIA Test
- 10 marks for Model Exam preceding the End-Semester Exam
- 5 marks for writing Assignments
- 5 marks for scored Attendance percentile.

##### **Components of CIA for PG**

- 5 marks for 2 hours CIA Test
- 10 marks for Model Exam preceding the End-Semester Exam
- 5 marks for writing Assignments
- 5 marks for handling Seminars

**CIA has a minimum pass requirement**

**40% for UG - 10 out of 25 and**

**50% for PG - 13 out of 25.**

**Positive impact:**

1. Exam days are reduced, result declaration is quickened.
2. Outcome based assessment patterns are followed.
3. Professional competencies of students have improved

| File Description                | Document                      |
|---------------------------------|-------------------------------|
| Any additional information      | <a href="#">View Document</a> |
| Link for Additional Information | <a href="#">View Document</a> |

## 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.**

**Response:**

- Program outcomes, program specific outcome and course outcomes are incorporated in all the department syllabi and uploaded in the college website also.
- Outcome Based Education (OBE) is student centric, teaching and learning model through which the curriculum planning is done for attaining stated objectives and goals (outcome).
- Program outcomes are broad statements that incorporate the knowledge, skills and behavior that the students acquire through a wide range of courses.
- Program specific outcomes are statements that portray what a graduate of the specific program should be capable of performing.
- Course outcomes point out students capacity to express in terms of knowledge, skill and values of completing a course.

**Faculty members communicate these outcomes in the tutorial board meeting,**

**These three outcomes make the students to acquire deep knowledge and skill, good communication skills, creative thinking, moral and ethical values, ability to work in teams etc.**

| File Description                                     | Document                      |
|--|-------------------------------|
| Upload COs for all courses (exemplars from Glossary) | <a href="#">View Document</a> |
| Any additional information                           | <a href="#">View Document</a> |
| Link for Additional Information                      | <a href="#">View Document</a> |

### 2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

#### Response:

#### Program outcome and program specific outcome of assessment:

#### *Direct and indirect methods:*

Direct methods represent the marks and the credits obtained by the students in the semester examinations.

Assignments, Quiz and objective type tests are the assessment tools designed to assess students knowledge and analytical abilities.

Group discussion / seminar helps to improve communicative abilities.

Indirect methods include survey i.e feedback from all the stake holders to reflect on students learning.

Feedback suggestions are incorporated and necessary changes are made in the curriculum which result in the attainment of program specific outcome, program outcome and course outcome within two years for PG and within three years for UG programmes.

| File Description                | Document                      |
|---------------------------------|-------------------------------|
| Any additional information      | <a href="#">View Document</a> |
| Link for Additional Information | <a href="#">View Document</a> |

### 2.6.3 Pass Percentage of students(Data for the latest completed academic year)

Response: 97.52

#### 2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 1497

#### 2.6.3.2 Total number of final year students who appeared for the examination conducted by the

|   |                               |
|---|-------------------------------|
| <b>Institution.</b>   |                               |
| Response: 1535  |                               |
| <b>File Description</b>   | <b>Document</b>               |
| Upload List of Programmes and number of students passed and appeared in the final year examination(Data Template) | <a href="#">View Document</a> |
| Any additional information  | <a href="#">View Document</a> |
| Link for the annual report  | <a href="#">View Document</a> |
| Link for additional information   | <a href="#">View Document</a> |

## 2.7 Student Satisfaction Survey

|   |                               |
|---|-------------------------------|
| <b>2.7.1 Online student satisfaction survey regarding teaching learning process</b> |                               |
| Response: 3.34  |                               |
| <b>File Description</b>   | <b>Document</b>               |
| Upload database of all currently enrolled students                                  | <a href="#">View Document</a> |



## 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 is a well defined policy for promotion of research which is uploaded on the institutional website and implemented**

**Response:**

**A research committee is formed whose objectives are**

- **Create and promote research motives among the faculty and research scholars.**
- **Motivate the faculty members to undertake research work with financial assistance such as seed money, incentives et cetera.**
- **Establish research labs for various disciplined programs.**
- **Ensure publications in quality journals, indexed in Scopus and Web of Science.**
- **Develop mechanisms to undertake consultancy and extension services.**
- **Implement code of ethics to check malpractices and plagiarism in research.**
- **Encourage the faculty members to apply for research projects from central and state governments.**
- **Organize workshops, sensitization programs, training programs to promote research culture in the campus.**

**College research committee (CRC):**

**CRC is composed of Principal who acts as chairman(Ex-officio) of the committee along with senior faculty members of the college from science and arts disciplines.All of them should have been approved as Research Supervisors.**

**Department research committee (DRC):**

**Besides CRC, every research partment has its own Departmental Research Committee to peruse research applications for admission and approval. Head of the Department is the convener for DRC if he / she is a recognized research supervisor. Otherwise the immediate eligible faculty would be the convenor. Faculty members of the department who are recognized as research supervisors would also be the part of the DRC.**

**Among 93 regular faculty members with Ph.D, 55 of them are recognized research supervisors.**

| File Description  | Document                      |
|---|-------------------------------|
| Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption | <a href="#">View Document</a> |
| Any additional information  | <a href="#">View Document</a> |
| URL of Policy document on promotion of research uploaded on website   | <a href="#">View Document</a> |

### 3.1.2 The institution provides seed money to its teachers for research (average per year, INR in Lakhs)

**Response:** 0.3

#### 3.1.2.1 The amount of seed money provided by institution to its faculty year-wise during the last five years (INR in lakhs).

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 0.5     | 0       | 0.75    | 0       | 0.25    |

| File Description   | Document                      |
|--|-------------------------------|
| Minutes of the relevant bodies of the Institution              | <a href="#">View Document</a> |
| List of teachers receiving grant and details of grant received | <a href="#">View Document</a> |

### 3.1.3 Percentage of teachers awarded national / international fellowship for advanced studies/research during the last five years

**Response:** 0

#### 3.1.3.1 The number of teachers awarded national / international fellowship for advanced studies / research year wise during last five years

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 0       | 0       | 0       | 0       | 0       |

| File Description  | Document                      |
|---|-------------------------------|
| List of teachers and their international fellowship details | <a href="#">View Document</a> |

### 3.2 Resource Mobilization for Research

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

Response: 26.91

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

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 6.67860 | 6.66656 | 3.96164 | 4.58382 | 5.02244 |

| File Description   | Document                      |
|--|-------------------------------|
| List of project and grant details  | <a href="#">View Document</a> |
| e-copies of the grant award letters for research projects sponsored by government and non-government | <a href="#">View Document</a> |
| Any additional information   | <a href="#">View Document</a> |

#### 3.2.2 Percentage of teachers having research projects during the last five years

Response: 1.11

##### 3.2.2.1 Number of teachers having research projects during the last five years

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 3       | 2       | 5       | 0       | 0       |

| File Description                           | Document                      |
|--|-------------------------------|
| Names of teachers having research projects | <a href="#">View Document</a> |
| Any additional information                 | <a href="#">View Document</a> |

**3.2.3 Percentage of teachers recognised as research guides****Response:** 31.61**3.2.3.1 Number of teachers recognized as research guides**

Response: 55

| <b>File Description</b>  | <b>Document</b>               |
|--|-------------------------------|
| Upload copies of the letter of the university recognizing faculty as research guides | <a href="#">View Document</a> |
| Any additional information   | <a href="#">View Document</a> |
| Link for additional information  | <a href="#">View Document</a> |

**3.2.4 Average percentage of departments having Research projects funded by government and non-government agencies during the last five years****Response:** 11.76**3.2.4.1 Number of departments having Research projects funded by government and non-government agencies during the last five years**

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 3       | 2       | 5       | 0       | 0       |

**3.2.4.2 Number of departments offering academic programmes**

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 17      | 17      | 17      | 17      | 16      |

| <b>File Description</b>                       | <b>Document</b>               |
|---|-------------------------------|
| Supporting document from Funding Agency       | <a href="#">View Document</a> |
| List of research projects and funding details | <a href="#">View Document</a> |
| Paste link to funding agency website          | <a href="#">View Document</a> |

**3.3 Innovation Ecosystem**

**3.3.1 Institution has created an eco system for innovations, creation and transfer of knowledge supported by dedicated centers for research, entrepreneurship, community orientation, Incubation etc.**

**Response:**

**Our Institution is playing a major role in motivating research activities among the students of rural background. Doing characterization studies for PG and M.Phil projects expose them to advanced research centers. The atmosphere is made conducive for knowledge acquisition, creativity among students and faculty members. As a result, the institution has witnessed a lot of productivity in terms of research, extension activities and knowledge dissemination.**

**After first accreditation, the institution took great efforts to expand research activity as a result of which 12 out of 14 Post Graduate Departments are recognized Research Centers of the University. The quality of improvement was obvious and it was well appreciated by the Peer Team of second accreditation cycle. During this cycle also, we have good quality outputs in the form of doctorates awarded, papers published in Scopus /Indexed in Web of Science.**

**Two research papers of our college faculty have been published as chapters in two different books of international standard.**

**Lab to land technology:**

**Post graduate and Research Department of Zoology has established a vermi compost production unit and practice aquaculture in the college pond.**

**As our college campus has a vast area, rain water harvesting system is available in various places. This ensures water utilization for preserving trees and plants available in the campus (initiative to maintain green campus).**

| <b>File Description</b>               | <b>Document</b>               |
|---------------------------------------|-------------------------------|
| Upload any additional information     | <a href="#">View Document</a> |
| Paste link for additional information | <a href="#">View Document</a> |

**3.3.2 Number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development during the last five years.**

**Response: 0**

**3.3.2.1 Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development year-wise during the last five years.**

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 0       | 0       | 0       | 0       | 0       |

| File Description                               | Document                      |
|--|-------------------------------|
| Report of the event                            | <a href="#">View Document</a> |
| List of workshops/seminars during last 5 years | <a href="#">View Document</a> |

### 3.4 Research Publications and Awards

| <p><b>3.4.1 The Institution ensures implementation of its stated Code of Ethics for research through the following: 1. Inclusion of research ethics in the research methodology course work 2. Presence of Ethics committee 3. Plagiarism check through software 4. Research Advisory Committee</b></p> <p><b>Response:</b> A. All of the above</p> |                               |
|---|-------------------------------|
| File Description  | Document                      |
| Any additional information  | <a href="#">View Document</a> |
| Link for additional information   | <a href="#">View Document</a> |

| <p><b>3.4.2 Number of Ph.D's registered per teacher (as per the data given w.r.t recognized Ph.D guides/supervisors provided at 3.2.3 metric) during the last five years</b></p> <p><b>Response:</b> 1.64</p> |                               |
|---|-------------------------------|
| <p>3.4.2.1 How many Ph.Ds are registered within last 5 years</p> <p>Response: 90</p>  |                               |
| <p>3.4.2.2 Number of teachers recognized as guides during the last five years</p> <p>Response: 55</p>   |                               |
| File Description  | Document                      |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc  | <a href="#">View Document</a> |
| URL to the research page on HEI web site  | <a href="#">View Document</a> |

|  |  |
|--|--|
| <p><b>3.4.3 Number of research papers per teachers in the Journals notified on UGC website during the last five years</b></p> <p><b>Response:</b> 2.76</p> |  |
| <p>3.4.3.1 Number of research papers in the Journals notified on UGC website during the last five years</p>  |  |

|         |         |         |         |         |
|---------|---------|---------|---------|---------|
| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
| 131     | 95      | 129     | 80      | 62      |

| File Description   | Document                      |
|--|-------------------------------|
| List of research papers by title, author, department, name and year of publication | <a href="#">View Document</a> |
| Any additional information   | <a href="#">View Document</a> |

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

Response: 0.43

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

|         |         |         |         |         |
|---------|---------|---------|---------|---------|
| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
| 21      | 12      | 10      | 19      | 15      |

| File Description  | Document                      |
|---|-------------------------------|
| List books and chapters in edited volumes / books published | <a href="#">View Document</a> |
| Any additional information                                  | <a href="#">View Document</a> |

### 3.4.5 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed

Response: 2.44

| File Description   | Document                      |
|--|-------------------------------|
| Bibliometrics of the publications during the last five years | <a href="#">View Document</a> |
| Any additional information                                   | <a href="#">View Document</a> |

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

**Response: 8**

| <b>File Description</b>   | <b>Document</b>               |
|---|-------------------------------|
| Bibliometrics of publications based on Scopus/<br>Web of Science - h-index of the Institution | <a href="#">View Document</a> |
| Any additional information  | <a href="#">View Document</a> |

### 3.5 Consultancy

**3.5.1 Revenue generated from consultancy and corporate training during the last five years (INR in Lakhs).**

**Response: 0**

**3.5.1.1 Total amount generated from consultancy and corporate training year-wise during the last five years (INR in lakhs).**

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 0       | 0       | 0       | 0       | 0       |

| <b>File Description</b>                           | <b>Document</b>               |
|---|-------------------------------|
| List of consultants and revenue generated by them | <a href="#">View Document</a> |

**3.5.2 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs).**

**Response: 0**

**3.5.2.1 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs)**

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 0       | 0       | 0       | 0       | 0       |

| <b>File Description</b>  | <b>Document</b>               |
|--|-------------------------------|
| List of facilities and staff available for undertaking consultancy | <a href="#">View Document</a> |



### 3.6 Extension Activities

**3.6.1 Extension activities are carried out in the neighbourhood community, sensitising students to social issues, for their holistic development, and impact thereof during the last five years**

**Response:**

**International Women's Day by NSS, National Science Day by Physics department and National Mathematics Day by department of Mathematics are the important days celebrated every year.**

**The volunteers of YRS & RRC were involved in organizing programmes such as Swach Bharath Abhiyan, AIDS awareness and need of toilets, blood donation camp, Covid-19 awareness etc. The NCC cadets of our institution celebrate Independence and Republic days by organizing parades and also involve themselves in road safety programs organized by collectorate / police department.**

**The college has 6 units of NSS (4 for boys and 2 for girls) with a total number of 600 volunteers organize a residential camp for 7 days in near by villages which they adopt for a period of 3 years. During these 3 years students regularly visit their villages and monitor the socio-economic conditions, health and sanitary issues etc. This type of interaction provides the students a rare chance to move closely with the fellow village people.**

| File Description                      | Document                      |
|---------------------------------------|-------------------------------|
| Upload Any additional information     | <a href="#">View Document</a> |
| Paste link for additional information | <a href="#">View Document</a> |

**3.6.2 Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government recognised bodies during last five years**

**Response: 11**

**3.6.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 6       | 4       | 1       | 0       | 0       |

| File Description   | Document                      |
|--|-------------------------------|
| Number of awards for extension activities in last 5 year | <a href="#">View Document</a> |
| e-copy of the award letters                              | <a href="#">View Document</a> |

### 3.6.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

**Response:** 85

#### 3.6.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 3       | 30      | 18      | 26      | 8       |

| File Description   | Document                      |
|--|-------------------------------|
| Reports of the event organized   | <a href="#">View Document</a> |
| Number of extension and outreach Programmes conducted with industry, community etc for the last five years | <a href="#">View Document</a> |
| Any additional information   | <a href="#">View Document</a> |

### 3.6.4 Average percentage of students participating in extension activities listed at 3.6.3 above during the last five years

**Response:** 73.85

#### 3.6.4.1 Total number of students participating in extension activities listed at 3.6.3 above year-wise during the last five years.

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 666     | 5750    | 3332    | 3640    | 869     |

| File Description  | Document                      |
|---|-------------------------------|
| Reports of the event  | <a href="#">View Document</a> |
| Average percentage of students participating in extension activities with Govt or NGO etc | <a href="#">View Document</a> |
| Any additional information  | <a href="#">View Document</a> |

### 3.7 Collaboration

#### 3.7.1 Number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

**Response:** 0

##### 3.7.1.1 Total number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 0       | 0       | 0       | 0       | 0       |

| File Description   | Document                      |
|--|-------------------------------|
| Number of Collaborative activities for research, faculty etc | <a href="#">View Document</a> |

#### 3.7.2 Number of functional MoUs with institutions of national, international importance, other institutions, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)

**Response:** 4

##### 3.7.2.1 Number of functional MoUs with institutions of national, international importance, other Institutions, industries, corporate houses etc. year wise during last five years

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 1       | 2       | 0       | 0       | 1       |

| <b>File Description</b>   | <b>Document</b>               |
|---|-------------------------------|
| e-copies of the MoUs with institution/ industry/ corporate house  | <a href="#">View Document</a> |
| Details of functional MoUs with institutions of national, international importance, other Institutions etc during the last five years | <a href="#">View Document</a> |

## Criterion 4 - 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.**

**Response:**

**During the present assessment period, our college has been added with five new blocks of buildings.**

- **First one is the MGR Centenary birthday celebrations' block with 11 classrooms and two laboratories.**
- **Second one is the RUSA block with seven classrooms and one seminar hall which was built for 1.4 crores out of 2 crores allotted under RUSA scheme to our college.**
- **Third one is the computer science department block which was constructed from the Local Area Development fund of Rajya-Sabha Member of Parliament Hon'ble Shri T.K.Rengarajan, the tune of allotment is 50 lakhs.**
- **The laboratory of computer Science department was constructed from the funds sanctioned over the Chief Minister's announcement under the special rule of the house, the 110.**
- **Fourth one is the comprehensive block meant for two departments v.i.z., BBA & History which was built from the Local Area Development funds of Kumbakonam sitting MLA Hon'ble Shri Dr.K. Anbalagan, who released 1.05 crores for the construction of seven class rooms in the block.**
- **Final one is the new block of building built from the Self Support Scheme (SSS), for which the college released 50 lakhs from the corpus funds of the Office of the Controller of Examinations of the college and in turn to this self allotment, the Thanjavur District Collectorate has allotted One crore on the 1:2 proportion, and hence, the SSS building with 7 class rooms and one seminar hall could come in.**
- **There is an auditorium named Anna Kalai Arangam capable of holding a seating capacity of 500. Saying about the Good Old tradition and fervent flavour of heritage existence, an ancient building with a bell tower is located within the framework of the college which is more than 167 years old and is still portraying all about the annals of the history of the college. But this monumental structure is still lingering in all even in its dilapidated condition and for renovating this heritage structure alone to its traditional tone, the Tamilnadu government sanctioned a huge sum of Rs. 14.82 crores which would certainly make it preserved with ancient tenor and form.**

**The college library is well established with its good ventilation, automation and availability of internet facilities for referencing and reading. A separate block has been built for the office of Controller of Examinations and this structure also portrays about the grandeur in existence. This premise is equipped with air conditioned facilities.**

**The campus has been provided with 20 internet connections with 100 Mbps speed for the benefit of students and staff members.**

| File Description                      | Document                      |
|---------------------------------------|-------------------------------|
| Upload Any additional information     | <a href="#">View Document</a> |
| Paste link for additional information | <a href="#">View Document</a> |

**4.1.2 The institution has adequate facilities for cultural activities, yoga, games and sports (indoor & outdoor); (gymnasium, yoga centre, auditorium, etc.,)**

**Response:**

The department of Physical Education of the college conducts competitions for gents' foke and women students separately and strategizes of distributing prizes on the day of celebration of Sports Day. A separate shield is given to the department which gets Overall Championship comprises all sports and game activities.

College has an outdoor stadium with two helipads for VIP landing. A gymnasium is available for the students. Fine arts association takes care of fine tuning the students' talents in musical events and other cultural events and send them to various competitions outside the campus. Special attention is given for the students to perform our traditional arts (Nattupura Kalaigal) such as Karakattam, Mayilattam, Poikkal Kuthirai etc. Our college has an auditorium with seating capacity of 500 well equipped with good audio facility which would enable us conducting and organizing programs promoting yoga practices and special functions.

| File Description                      | Document                      |
|---------------------------------------|-------------------------------|
| Upload any additional information     | <a href="#">View Document</a> |
| Geotagged pictures                    | <a href="#">View Document</a> |
| Paste link for additional information | <a href="#">View Document</a> |

**4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

**Response:** 8.46

**4.1.3.1 Number of classrooms and seminar halls with ICT facilities**

Response: 11

| File Description                        | Document                      |
|---|-------------------------------|
| Upload any additional information       | <a href="#">View Document</a> |
| Institutional data in prescribed format | <a href="#">View Document</a> |
| Paste link for additional information   | <a href="#">View Document</a> |

**4.1.4 Average percentage of expenditure for infrastructure augmentation excluding salary during the last five years (INR in Lakhs)****Response:** 70.88**4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 12.73   | 484.02  | 183.25  | 93.97   | 98.25   |

| File Description  | Document                      |
|---|-------------------------------|
| Upload Details of Expenditure , excluding salary during the last five years | <a href="#">View Document</a> |
| Upload audited utilization statements                                       | <a href="#">View Document</a> |
| Upload any additional information   | <a href="#">View Document</a> |
| Link for any additional information   | <a href="#">View Document</a> |

**4.2 Library as a Learning Resource****4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

The library extends a collective support for imparting teaching, organised learning and promoting research and extension activities of the college. It is well equipped with sufficient number of text books, reference volumes, novels, journals, newspapers, magazines, periodicals and e-resources required for the students and staff of various science and arts programmes. ILMS software “KOHA” is being installed in our college library for organizing integrated library management services. The software takes care of all activities ranging from data entry to performing day to day transactions. Our library also subscribes to UGC Nlist. INFLIBNET is made available in the library so that resources can be shared among the faculty, other fraternity and research scholars. The reading room and reference section are well furnished with all facilities and provides a conducive environment for reading. A gate register is maintained for students and staff members. They are required to note the time of entry and exit with their signature.

| File Description                      | Document                      |
|---------------------------------------|-------------------------------|
| Upload any additional information     | <a href="#">View Document</a> |
| Paste Link for additional information | <a href="#">View Document</a> |

**4.2.2 Institution has access to the following: 1. e-journals 2. e-ShodhSindhu 3. Shodhganga Membership 4. e-books 5. Databases 6. Remote access to e-resources**

**Response:** A. Any 4 or more of the above

| File Description   | Document                      |
|--|-------------------------------|
| Upload any additional information  | <a href="#">View Document</a> |
| Institutional data in prescribed format  | <a href="#">View Document</a> |
| Details of subscriptions like e-journals, e-books , e-ShodhSindhu, Shodhganga Membership etc | <a href="#">View Document</a> |

**4.2.3 Average annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

**Response:** 4.07

**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 1.356   | 3.572   | 2.559   | 9.809   | 3.059   |

| File Description   | Document                      |
|--|-------------------------------|
| Details of annual expenditure for purchase of and subscription to journals/e-journals during the last five years | <a href="#">View Document</a> |
| Audited statements of accounts   | <a href="#">View Document</a> |
| Any additional information   | <a href="#">View Document</a> |

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

**Response:** 0.96



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

Response: 43

| <b>File Description</b>                           | <b>Document</b>               |
|---|-------------------------------|
| Details of library usage by teachers and students | <a href="#">View Document</a> |
| Any additional information                        | <a href="#">View Document</a> |

**4.3 IT Infrastructure****4.3.1 Institution has an IT policy covering wi-fi, cyber security, etc., and allocated budget for updating its IT facilities****Response:**

Information technology is the most essential component in all platforms telling about the overall growth of institution and for this purpose an exhaustive IT infrastructure catering to the needs of stakeholders has been developed.

Our college introduced MCA in the year 1998 with the approval of the AICTE. This is the only course being run by the college which is approved by AICTE. Students are admitted to MCA through the single window counselling process conducted annually by the government of Tamilnadu.

Also the college retains its fulcrum status and happens to be the hub of offering Computer education in UG and PG streams with BCA degree in Computers applications (CA) B.Sc and M.Sc in Computer science (CS). College has a total number of 139 personal computers meant for academic usage. Three computer laboratories one for CA, one for CS and the third one for imparting computer literacy to Non Computer science major students under the name computer literacy programme (CLP) are available. Each and every department has been provided with a computer and printer for catering to the needs of computational activities of the department.

Internet facility is also being provided to all blocks and buildings. 11 departments have been organized with smart class room facility. All-in-One projector is available in almost all departments for conducting viva voce, seminars and other major conference activities which were purchased from RUSA fund-grants. The library has been automated with KOHA, the integrated library management software. The COE wing of the college has been equipped with a full automation facility and is carrying out its process and is viable in automation since 2003.

| <b>File Description</b>               | <b>Document</b>               |
|---------------------------------------|-------------------------------|
| Upload any additional information     | <a href="#">View Document</a> |
| Paste link for additional information | <a href="#">View Document</a> |

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

**Response:** 31:1

|                          |                               |
|--------------------------|-------------------------------|
| <b>File Description</b>  | <b>Document</b>               |
| Student - computer ratio | <a href="#">View Document</a> |

#### 4.3.3 Bandwidth of internet connection in the Institution.

**Response:** 750 MBPS

|  |                               |
|--|-------------------------------|
| <b>File Description</b>  | <b>Document</b>               |
| Details of available bandwidth of internet connection in the Institution | <a href="#">View Document</a> |

#### 4.3.4 Institution has the following Facilities for e-content development

1. Media centre
2. Audio visual centre
3. Lecture Capturing System(LCS)
4. Mixing equipments and softwares for editing

**Response:** C. 2 of the above

|   |                               |
|---|-------------------------------|
| <b>File Description</b>                 | <b>Document</b>               |
| Institutional data in prescribed format | <a href="#">View Document</a> |
| Link for Additional information         | <a href="#">View Document</a> |

## 4.4 Maintenance of Campus Infrastructure

#### 4.4.1 Average percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years

**Response:** 22.17

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

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 20.0    | 20.00   | 30.00   | 25.00   | 23.00   |

| File Description   | Document                      |
|--|-------------------------------|
| Details about assigned budget and expenditure on physical facilities and academic facilities | <a href="#">View Document</a> |
| Audited statements of accounts   | <a href="#">View Document</a> |

#### **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.**

##### **Response:**

The college was established 167 years ago and had been systematic in maintaining the campus. As ours is a government institution, building maintenance is done by the state PWD.

Laboratory maintenance is made from the funds being sanctioned by the state government every year. Science department heads will distribute the amount so allotted based on varying needs of maintenance.

Library book purchase fund is also allotted by state government annually. Librarian takes care of the distribution of amount to various departments and library.

Sports equipments are maintained by a team of physical director and physical training instructor. Computers are maintained from the computers stationery funds collected from the students during the time of admission.

For building maintenance, grants are released by the state government every year and the work is monitored collectively by the principal, building committee members and heads of the departments in which maintenance work is carried out. Recently special maintenance grant worth about 4.18 crores was sanctioned during 2019-2020 and all the buildings are renovated with painting works and roads are also laid for connecting all departments.

The college has a separate transformer for electric power supply to be made to it and all buildings are connected to it through underground (UG) cable wiring. Three power generators are available for supplying current during power cuts due to maintenance service. UPSes are available for power feeding the functional computers.

Rain water harvesting system network is available and the college has a pond on its own in which zoology students practice aquaculture. Adequate dustbin facilities are available in the entire campus. Campus cleaning is done by NSS volunteers periodically.

| File Description                      | Document                      |
|---------------------------------------|-------------------------------|
| Upload any additional information     | <a href="#">View Document</a> |
| Paste link for additional information | <a href="#">View Document</a> |



## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 90.53

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 3759    | 3514    | 3439    | 3299    | 3121    |

| File Description   | Document                      |
|--|-------------------------------|
| upload self attested letter with the list of students sanctioned scholarships  | <a href="#">View Document</a> |
| Institutional data in prescribed format  | <a href="#">View Document</a> |
| Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years | <a href="#">View Document</a> |

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution and non-government agencies during the last five years

Response: 9.49

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 397     | 214     | 397     | 395     | 367     |

| File Description   | Document                      |
|--|-------------------------------|
| Upload any additional information  | <a href="#">View Document</a> |
| Number of students benefited by scholarships and freships besides government schemes in last 5 years | <a href="#">View Document</a> |
| Institutional data in prescribed format  | <a href="#">View Document</a> |

**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) 4. Awareness of trends in technology**

**Response:** B. 3 of the above

| File Description  | Document                      |
|---|-------------------------------|
| Details of capability enhancement and development schemes | <a href="#">View Document</a> |
| Any additional information                                | <a href="#">View Document</a> |
| Link to Institutional website                             | <a href="#">View Document</a> |

**5.1.4 Average percentage of students benefited by career counseling and guidance for competitive examinations as offered by the Institution during the last five years.**

**Response:** 6.79

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

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 264     | 262     | 210     | 272     | 264     |

| File Description  | Document                      |
|---|-------------------------------|
| Number of students benefited by guidance for competitive examinations and career counselling during the last five years | <a href="#">View Document</a> |
| Any additional information  | <a href="#">View Document</a> |

**5.1.5 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:** C. 2 of the above

| File Description   | Document                      |
|--|-------------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | <a href="#">View Document</a> |
| Details of student grievances including sexual harassment and ragging cases  | <a href="#">View Document</a> |

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 0.46

#### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 10      | 5       | 11      | 4       | 1       |

| File Description  | Document                      |
|---|-------------------------------|
| Self attested list of students placed                   | <a href="#">View Document</a> |
| Details of student placement during the last five years | <a href="#">View Document</a> |

### 5.2.2 Percentage of student progression to higher education (previous graduating batch).

**Response:** 15.76

#### 5.2.2.1 Number of outgoing student progressing to higher education.

**Response:** 236

| File Description                                   | Document                      |
|--|-------------------------------|
| Upload supporting data for student/alumni          | <a href="#">View Document</a> |
| Details of student progression to higher education | <a href="#">View Document</a> |

**5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)**

**Response:** 0

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

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 0       | 0       | 0       | 0       | 0       |

**5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: IIT/JAM/ NET / SLET/ GATE/ GMAT/CAT,GRE/ TOEFL/ Civil Services/ State government examinations) year-wise during last five years**

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 246     | 382     | 442     | 466     | 442     |

| <b>File Description</b>   | <b>Document</b>               |
|---|-------------------------------|
| Upload supporting data for student/alumni   | <a href="#">View Document</a> |
| Number of students qualifying in state/ national/ international level examinations during the last five years | <a href="#">View Document</a> |

### 5.3 Student Participation and Activities

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

**Response:** 64

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



|         |         |         |         |         |
|---------|---------|---------|---------|---------|
| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
| 05      | 20      | 18      | 11      | 10      |

| File Description   | Document                      |
|--|-------------------------------|
| Number of awards/medals for outstanding performance in sports/ cultural activities at inter-university / state / national / international level during the last five years | <a href="#">View Document</a> |

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

#### Response:

#### Student Council activity and students role in academic & administrative bodies:-

- Students have active representation in academic and administrative bodies and committees of the Institute.
- The Students Council involved itself with all enthusiasm in organizing the events, starting with the preparation of the list of events to be conducted, preparation of forms for enrollment, arranging and maintaining the ground for the events, assembling and ordering the participants, deciding on the medals and cups to be presented, preparing the agenda for the Sports Day, and all the other external publicity activities for the Sports day.
- The college magazine committee is the part of student council and it provides a platform for students to express themselves in forms of writing research articles, comments on current topics and encourage freedom of expression.
- The students' council shall take active interest in general welfare of the student residing in the hostel. The council ensures smooth discharge of students' activities everyday and this is made possible through the facilities that are part of the hostel and of the institution.
- During the pandemic, when the classes were conducted online, the Students' Council took to its own responsibility of organizing the sessions, communicating the information from teachers to the students and vice versa, ensuring the attendance of students and smooth conduct of examinations.
- They carried out their role in organizing and participating in various literary events conducted online. To keep the spirits of the students up, all the departments conducted invited talks, seminars and short guest lectures on relevant topics. The Students' Council took active participation in all these activities by persuading the students to attend them and gain knowledge even during the challenging times.
- Finally to summarize, the participation of the Students' Council was exemplary and extraordinary. The College is proud of such students who understand the inevitable role of them, the necessity of promoting in them the extracurricular and co-curricular activities which helped them in bringing out their hidden talents. Also such sort of activities enabled them in exhibiting their leadership qualities.

| File Description                      | Document                      |
|---------------------------------------|-------------------------------|
| Upload any additional information     | <a href="#">View Document</a> |
| Paste link for Additional Information | <a href="#">View Document</a> |

### 5.3.3 Average number of sports and cultural events / competitions organised by the institution per year

**Response:** 17

#### 5.3.3.1 Number of sports and cultural events / competitions organised by the institution year - wise during the last five years.

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 17      | 17      | 17      | 17      | 17      |

| File Description   | Document                      |
|--|-------------------------------|
| Report of the event  | <a href="#">View Document</a> |
| Number of sports and cultural events / competitions organised per year | <a href="#">View Document</a> |

## 5.4 Alumni Engagement

### 5.4.1 The Alumni Association / Chapters (registered and functional) contributes significantly to the development of the institution through financial and other support services.

**Response:**

#### Contribution of alumni association to the institution

##### 2016-2017

Kumbakonam Government Arts College Alumni Association was established on the 18th of November 2016 and registered on the 28th of November 2016 (Registration No:43/2016) at the Office of the Registrar under Registration of Societies Act, 1975. This new association has been formed due to the non-functioning of various unregistered alumni associations formed at various points of time. At the initial period, the association included 29 life members. During 2016-2017, the Alumni Association helped the college administration in conducting the annual Convocation Function. It has provided files and distributed sweets to the attendees.

##### 2017-2018

Efforts have been made to increase the number of life membership of this association. During 2017-2018, the Alumni Association helped the college administration in conducting the annual Convocation Function. It has provided files and distributed sweets to the attendees.

### 2018-2019

Elections were conducted to elect the new team of office bearers. 28 new life members have been added thereby making the total number of life members increased to 57. During 2018-2019, an R.O. machine worth of Rs.20, 000/- has been installed at the Victoria Jubilee Hostel to help the fellow students consume clean drinking water. Also during this year, the association involved in conducting the annual Convocation Function. It has provided files and distributed sweets to the attendees.

### 2019-2020

During 2019-2020, the association has renovated the college fountain located in the circumference of the Main buildings at a cost of Rupees One Lakh and Fifty Thousand. The same fountain is also being periodically maintained by the association. Beyond these, the association has planned for laying further augments of camouflaging and beautifying the campus.

### 2020-2021

The association has got its own website. Nine new life members were added during this period and the total number of life members increased to 66. The body has helped the administration by installing essential services as to laying new Flex Notice Boards throughout the college on Covid-19 Protocols to be followed by the staff and students fraternity. It has maintained the adopted fountain of the college. Owing to periodic covid-19 lockdowns and restrictions, the association could not organize Book-Fairs, memorial lectures etc.

| File Description           | Document                      |
|----------------------------|-------------------------------|
| Any additional information | <a href="#">View Document</a> |

#### 5.4.2 Alumni financial contribution during the last five years (in INR).

**Response:** E. <2 Lakhs

| File Description                | Document                      |
|---------------------------------|-------------------------------|
| Any additional information      | <a href="#">View Document</a> |
| Link for additional information | <a href="#">View Document</a> |

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

**6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution**

**Response:**

**The vision:**

- **To foster the holistic practice by which the institution can thrive up all along with the foundation laid by the government for practice and promote knowledge, justice and global standards in a holistic way to the stakeholders**

**The Mission:**

- **To achieve the Vision, the college has been practicing earnestly its holistic measures to inculcate a standard and culture by which learners from all fronts receive the best**
- **To impart right kind of knowledge among rural students through a proper curricular framework and to disseminate a practice to derive help of computers wherever possible and to give pertinent practical components in higher education**
- **To impart social and constitutional justice among all including rural background students by various academic and non-academic activities**
- **To impart holistic knowledge among all students through proper curriculum design and development which is in line with the best form for kindling the intrinsic qualities of promoting employability, entrepreneurship, skill development, morale and ethical values and language efficiency**

**Governance of the institution:**

- **The effective governance is exercised through various statutory committees constituted by Principal with senior faculty of the institution such as College committee, Governing body, Research committee, Building committee, Finance committee et cetera.**
- **The Governing Body is the chief committee of all, which is constituted as per the regulations of UGC & TANSCHIE in which, UGC Nominee, University Nominee, a physician, the principal of the institution, senior faculty of the institution and the Co-ordinator of UGC are being the members of committee for the effective administration.**
- **Further to achieve effective leadership of the administration, the principal is the head of academia and administrative head of the institution. Principal acts as the chairman of the academic council. He serves to bring out the best performance of the college. He conducts periodical meeting with the Heads of Departments, Controller of Examinations, and other committee members to plan the academic, administrative activities and examinations.**

| File Description                | Document                      |
|---------------------------------|-------------------------------|
| Any additional information      | <a href="#">View Document</a> |
| Link for additional information | <a href="#">View Document</a> |

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

#### Response:

- The college exercises a decentralized and participative management style in decision making for the effective and smooth functioning of the institution. Especially in curriculum restructuring i.e framing and revising syllabi, admission process, budget allocation to departments and in organizing purchase of equipments and apparatus, computers and all accessories are the few aspects of decentralized decision making. Besides, the principal and senior faculty staff of the institution are taking part in various committees constituted in high room and scope guarantee for the participative management in the college
- Curriculum design and development for the UG, PG and M.Phil. Programmes were carried out by involving all the stakeholders of the institution with University Nominee and Subject experts from other reputed institutions
- Feedback is collected from Students, Teachers, alumni, parents and employers with regard to guaranteeing employability, promoting entrepreneurship and skill development
- Workshop, Seminars and conferences are conducted often catering to demands and complying to overall thrust on regional, National and International needs
- Suggestion and recommendation of curriculum and syllabi by the Board of Studies is presented in the Academic Council
- The final draft of curriculum and syllabi are placed before the Governing Body for its approval after which the syllabus comes into effect
- The programme outcome (PO), programme specific outcome (PSO), Course outcome (CO) are promulgated to the students intact
- Chief among various committees of the institution is IQAC which has been assuring Quality in all avenues and portals. It has been playing a significant role to conduct Board of studies meeting to all the programmes, collecting feedback through class mentors, conducting student's satisfactory survey for academia being imparted, maintaining quality of Teaching-Learning-Evaluation and organizing meeting of Research-committees to produce quality research and in the overall governing of the institution

| File Description  | Document                      |
|---|-------------------------------|
| Any additional information                                      | <a href="#">View Document</a> |
| Link for strategic plan and deployment documents on the website | <a href="#">View Document</a> |
| Link for additional information                                 | <a href="#">View Document</a> |

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

**Response:**

- The college has a Research committee which provides orientation to the research guides to produce quality research to attain regional, national and international needs. As of now, it has 55 research supervisors to all the disciplines, and research resources were available in huge amount. Uninterrupted Internet facilities, department library, computer equipments research laboratories for Researchers academic
- The college is being funded by UGC under the scheme of Autonomous College Grant and sanctioned an amount of RS.16 Lakhs to our college during 2020-2021. The scheme is intended to augment the teaching and research faculties, building facilities, through purchasing of equipment, computers, software, books, computational facilities and maintenance of equipment. Now the funds are totally utilized by the college in such augmentation
- The college set up has a central library which is the repository of knowledge for rural background of students which was established during the colonial period that functions all the week days from morning to evening having a lot of printed books, e- books, e- journals, NLIST, facilities and partial automation of library activities were made available
- The college has produced more than 100 Research scholars so far which tells about the robustness of the institution, which is comparable to mini varsity next to Bharathidasan University. Faculty members of all academic departments and Research scholars of various pedagogy have published articles in UGC CARE LIST I and II, Scopus, web of science and UGC referred journals. Besides these, conferences, workshops and seminars are to be conducted to nurture the knowledge on recent scientific topics.
- The infrastructure of the college reflects its commitment towards the welfare of the student's community. Besides, classrooms, seminar hall, laboratories central library and Department library. It has an auditorium meant for conducting seminars, workshop and conferences with acoustic facilities. The college also has made washrooms for staff and students in the building itself. The infrastructure and facilities of few colleges will be a long-standing resource for the students and staff and the larger community of the students every year to come. The facilities embodied in the college have enriched the experience of students, research scholars and faculty escalate in research and academic excellence

| File Description  | Document                      |
|---|-------------------------------|
| Any additional information                                      | <a href="#">View Document</a> |
| Link for Strategic Plan and deployment documents on the website | <a href="#">View Document</a> |
| Link for additional information                                 | <a href="#">View Document</a> |

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

**Response:**

**Government Arts College (Autonomous). Kumbakonam is a well-established academic and research institution and putting its rapid strides in all arena since its inception in 1854 and its governance focuses on the Vision and Mission of the institution. To maintain viability of the conferred autonomy status and to holistically foister research and academic promotion, the principal along with college council has constituted various committees as per the autonomous UGC and TANSCHÉ guidelines.**

- **Governing Body was established as per UGC autonomous guidelines.**
- **Academic council has been organized every academic year as per UGC autonomous guidelines.**
- **Board of studies meeting is conducted for all the UG and PG programmes, as per the guidelines of affiliated University, TANSCHÉ and UGC guidelines.**
- **Finance committee is established as per the autonomous guidelines.**
- **Internal Quality Assurance Committee was constituted in 2006 and since then, the college has been maintaining assurance of Quality at all level and it promotes academic, administrative and Research excellence and has been striving for the welfare of all the stake holders of the institution.**
- **Various committees were established for effective administration of the college:**

**Students Grievance Redressal committee, Examination Reforms committee, Admission committee, Library committee, Anti – raging committee, Sexual harassment committee, College calendar and magazine committee, Research committee, PWD committee, Infrastructure committee, Computer literacy programme committee, Sports committee, Fine arts committee, Discipline committee, Hostel committee, News communication committee, Scholarship committee, Income tax committee, Prevention of cybercrime committee, Acoustic committee, Canteen committee, Students counseling committee, Students Endowment committee, Website committee, NSS counseling committee, RUSA committee as per guidelines of UGC, SWAYAM committee, NIRF committee as per guidelines of UGC, AISHE committee as per guidelines of UGC, Self Study Report (SSR) preparation committee**

- **Statutory committee**

**Governing body acts as a statutory committee as per the guidelines issued UGC/MHRD. The other statutory committees are academic council, AISHE, and college council function to**

ensure to practice academic, administrative and research principles. These committees are regularly holding consultation with principal of the institution to implement strategic polices, administration setup, rules and procedures. The minutes of statutory and Non-statutory meetings minutes are available in the institutional website.

- **Policy of Recruitment**

The college , being a Government institution that strictly adheres to the procedures, rules and regulations of UGC, MHRD, and state Government Teachers Recruitment Board for the recruitment for teaching staff. It has been strictly followed the roaster system as per the rules and regulations of Tamilnadu Government for both teaching and non-teaching staff.

- **Promotion policy:**

Faculty promotion is purely based on UGC guidelines; where as nonteaching promotions are inclined with the policy of state government.

- **Grievance Redressal Mechanism:**

Any complaint received from the students with regard to harassment, ragging etc., is sent to the students Grievance Redressed committee for further enquiry and redressed. In certain cases, depending on the situation, the college has formed a committee to make enquiries and redressal made on complaints. The committee consists of the principal, a senior most faculty and two more staff members. One faculty and two among them would be a woman faculty member. Whenever the committee is enquiring the students, the matter is converged to their parents through class-in-charge / mentor.

| <b>File Description</b>                       | <b>Document</b>               |
|---|-------------------------------|
| Any additional information                    | <a href="#">View Document</a> |
| Link to Organogram of the Institution webpage | <a href="#">View Document</a> |
| Link for additional information               | <a href="#">View Document</a> |

### **6.2.3 Implementation of e-governance in areas of operation**

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

**Response:** A. All of the above



| File Description                        | Document                      |
|---|-------------------------------|
| Screen shots of user interfaces         | <a href="#">View Document</a> |
| Institutional data in prescribed format | <a href="#">View Document</a> |
| Link for additional information         | <a href="#">View Document</a> |

### 6.3 Faculty Empowerment Strategies

#### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff and avenues for career development/ progression

##### Response:

- The overall development of an institution is inclined towards its individual. Each individual is the stake holder of the institution. The sustainable growth of the institution is totally dependent upon the stakeholders' response and their contribution to the institution. Therefore various welfare measures for teaching and non-teaching staff are provided to ensure their career development.
- Faculty member are motivated to participate in faculty development programme (FDP) which is conducted by UGC / MHRD of state and central universities.
- Faculty members are encouraged to attend orientation program, Refresher course and short-term courses being conducted at State / Central universities across India.
- Faculty staff on other official duty is granted with on-duty normally for facilitating them to attend work so destined to them including National / International / State level workshops seminar conferences etc.
- Loan facility is provided for teaching and non-teaching staff through co-operative society.
- Festival advance is also provided for teaching and non teaching staff adhering to State Government Norms.
- Festival bonus is also provided for non teaching Grade C and D level employees by the State Government every year.
- As per the state and central Government norms, Star Health Insurance card is provided to all the teaching and non – teaching staff members towards Health Insurance initiative.
- Non -teaching members are motivated to attend the training programme, organized by the state Government.
- Promotion to the non-Teaching members are given as per the norms of TNPSC.
- Lab assistants are given training in safety and Securing measures to be followed in laboratories

| File Description                | Document                      |
|---------------------------------|-------------------------------|
| Any additional information      | <a href="#">View Document</a> |
| Link for additional information | <a href="#">View Document</a> |

**6.3.2 Average 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**

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 0       | 0       | 0       | 0       | 0       |

**File Description****Document**

Institutional data in prescribed format

[View Document](#)**6.3.3 Average number of professional development / administrative training Programmes organized by the institution for teaching and non-teaching staff during the last five years.****Response:** 2.4**6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 3       | 4       | 3       | 2       | 0       |

**File Description****Document**

Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Link for additional information

[View Document](#)**6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).****Response:** 18.25**6.3.4.1 Total number of teachers attending professional development Programmes, viz., Orientation**

**Programme, Refresher Course, Short Term Course, Faculty Development Programmes year wise during last five years**

|         |         |         |         |         |
|---------|---------|---------|---------|---------|
| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
| 57      | 33      | 43      | 9       | 21      |

| File Description  | Document                      |
|---|-------------------------------|
| Reports of the Human Resource Development Centres (UGC ASC or other relevant centers) | <a href="#">View Document</a> |
| IQAC report summary   | <a href="#">View Document</a> |
| Institutional data in prescribed format   | <a href="#">View Document</a> |
| Link for additional information   | <a href="#">View Document</a> |

**6.4 Financial Management and Resource Mobilization****6.4.1 Institution conducts internal and external financial audits regularly****Response:**

- The college's financial accounts are audited regularly by the office of the directorate of collegiate education on annual basis. An effective internal audit is also in place towards auditing activities of the office of the controller of examination in periodical manner towards improving its institutional practices and of college by way of its constituted committee namely the finance committee comprising of principal, senior faculty members and Bursar. The following items are audited regularly.
- Autonomous grant received from UGC
- Scholarships received from State/ Central government

| File Description                | Document                      |
|---------------------------------|-------------------------------|
| Any additional information      | <a href="#">View Document</a> |
| Link for additional information | <a href="#">View Document</a> |

**6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropists during the last five years (not covered in Criterion III and V) (INR in Lakhs)****Response: 0****6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year-wise**

during the last five years (INR in Lakhs)

|         |         |         |         |         |
|---------|---------|---------|---------|---------|
| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
| 0       | 0       | 0       | 0       | 0       |

| File Description                        | Document                      |
|---|-------------------------------|
| Institutional data in prescribed format | <a href="#">View Document</a> |

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

**Response:**

- Our college being a Government college the salary component of the teaching and non-teaching staff employed in the institution are received from exchequer the state Government and are in line with the UGC norms. For the teaching and non-teaching staff working in a non-Regular stream, the salary is paid by the government for teaching under the scheme of Guest Lecturers and for non-teaching, the salary is provided from parent-teachers Association fund. The fees collected from the students are utilized as per the norms fixed by the Government and affiliating University from time to time.
- Autonomous grants are provided by UGC for equipping library, laboratories, faculty development, extension activities, conduct of seminars and workshops et cetera.
- The finance committee of the college prepares a Proposal / Budget for every academic year well in advance in consultation with each department and sends it to the UGC. Thus the funds received from the UGC under autonomous grant are spent as per the budget submitted and the guidance of UGC for autonomous colleges. Then at the end of every academic year, utilization certificate (UC) for the grants received is submitted to the UGC. Funds are received for organizing workshops/seminars/conferences under the specific heads and utilization certificates (UC) are submitted.
- Further, the college provides a substantial amount of money every year for developing infrastructure, and the enhancing ICT enabled Teaching and Learning facilities.
- Scholarships are granted by the government for the students belonging to the OBC, SC and ST Categories. Earlier, the funds were received from the welfare department and cheques were issued for students. In the recent years, the scholarship amounts are directly credited for the student's individual saving Bank Account. Endowment cash award is granted to the meritorious students. Proper records have been maintained by the college office for all these apportioned fund quarters.

| File Description                | Document                      |
|---------------------------------|-------------------------------|
| Any additional information      | <a href="#">View Document</a> |
| Link for additional information | <a href="#">View Document</a> |

## 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 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)**

**Response:**

**Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and was totally instrumental in terms of Incremental Improvements made in the preceding five years. It was quite a fact that IQAC stood as an integral part in the quality initiatives being portrayed to be the Incremental improvements made in the preceding years to the immediate preceding five years with regard to maintenance and sustenance of quality and post accreditation quality initiatives (as of first cycle of NAAC accreditation)**

- **There is significant contribution by IQAC in terms of improving quality of services being rendered in the arena of academia and research activities since its inception in 2006. The primary objective of the cell is to develop consistent action towards academia and research thereby IQAC organizes a chain of events.**
- **The IQAC audits all academic, administrative and research activities regularly. It prepares necessary guidelines to ensure and enhance quality sustainability and improvement. The following actions and events were scheduled and implemented successfully by IQAC.**

### **1.Feedback mechanisms.**

**The stake holders of institutional pattern of higher education are students, parents, teachers, employers. The conventional methods of teaching and learning will not be sufficient. The expectation and the demands of global needs are ever changing, facing with such needs are quite a difficult task. So, that the higher education provides the need to constantly collect feedback regarding the outcomes and charges required to be incorporated.**

- **Students are like the heart of the institution to contribute to the sustained development of an institution. The IQAC collects student's feedback through the respective tutor-in-charge every year and its action taken report has been promulgated on the college website. Teachers submit their feedback through their respective Head. Parents' feedback is collected and their suggestions and recommendations are also taken into the account for onward implication. During the alumni association meeting, the feedback collected from them to escalate about the curriculum designing, regional, national, and global needs, entrepreneurship and employability are also considered onward for likely implementation and change over. Also while the college is conducting on campus and off campus interviews, the IQAC collects feedback from the employers about the institutions curriculum designing, the needs and requirements. Thus the feedback from all the stakeholders are collected, scrutinized and necessary action taken report is promulgated through our college website periodically.**

**Outcome**

- Curriculum has been designed based on the requirements of employee, entrepreneurship for various programs.
- Enhancing alumni interaction, parents teachers interaction to find the need
- Facilities have been improved such as building, examination system, partial automation, of library, updating e-books, e-sources, and digital library.

## 2. Student's satisfaction survey (SSS):

- It is next to student's feedback system, students satisfaction survey (SSS) is a tool to upgrade the quality in higher education. The survey has been conducted in the very recent past, as per the norms of UGC. The questionnaires have been framed from teaching-learning and evaluation process. The IQAC team collects the survey from the students and their responses are scrutinized and necessary actions have been taken. The questionnaires are sent to the students through Google Forms and Google classroom mode by respective mentor-in-charge.

### Outcome:

- Examination results published through college website.
- Updating Books in the central and department library.
- E books and e-references have been updated.

| File Description                | Document                      |
|---------------------------------|-------------------------------|
| Any additional information      | <a href="#">View Document</a> |
| Link for additional information | <a href="#">View Document</a> |

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

### Response:

**The college has been institutional in receiving reviews on quality being imparted and responses in implementing post-accreditation quality measures with regard to teaching learning process and reforms are enforced through IQAC wherever to be considered viable for implementation.**

## 1. Teaching Learning Process;

- The college has the autonomy status since 1987 from which, a full time controller of examination is appointed by the Directorate of Collegiate Education and his tenure in office is for three years. Every semester consists of 90 working days during which there are two CIA tests have been conducted and the marks secured by students in CIA are consolidated along

with other components for internal marks of 25. Semester Examinations conducted after successful completion of working days so earmarked. Based on the percentage of marks obtained by the students, the results were analyzed to judge their performance in attaining each course outcome. All deviations were closely striated by the IQAC which came up with an action plan improve the efficiency of the teaching – learning process. To strengthen the teaching learning process, IQAC had made two recommendations. The first one is ICT enabled classrooms. There are a Minimum number of classes are having ICT enabled classrooms which provides 60% improvements in performance in memory based tests and 40% saving in required learning time. Due to this methodology of teaching, there is a drastic change from the conventional text book content based chalk-and-talk method teaching. Another important aspect is the imparting of methodology teaching is holding discussion based on case study method. This interactive form of organizing communication helps teachers to identify the short comes and also paves way for on-the-spot remedial action.

## **2. Annual Academic Audit :**

- As per the regulations of NAAC, IQAC has introduced the Annual Academic Audit. The prime purpose and objective of the Annual Academic Audit is to assess the functioning of the departments and enhancing the standards with regard to curriculum, teaching learning, research and student support. Means so practiced are due to external academic audits being conducted to evaluate the performance of the departments. The external academic audit team consists of subject experts from other institutions and during such audit, team visits the departments, it assesses the performance on the following.

### **Criterion-wise response:**

- Curriculum Design & Development-Standard of curriculum, New Programmers / Courses introduced, credit courses offered and feedback collected, analyzed and securitized.
- Teaching, Learning & Evaluation- Innovative methods of Teaching (Using ICT Tools), Remedial Classes, Faculty profile, evaluation methods and pass percentage.
- Research, Consultancy & Extension-Minor Research Projects, paper presentation, publication, memorandum of understanding (MOU) and community development programs.
- Student Support the progression-seminars, workshops, conference, career counseling & through placement cell & student participation in inter collegiate programs.
- Best practices of the department, strength, weakness, objectives and future plan of the department.
- At the end of External Academic Audit, it provides a general feedback about the department with the respective Head of the Department. Further, all the Departments have prepared a consolidated report for enhancing the quality aspects.
- The report and action taken by the Department is presented in the IQAC meeting.
- Suggestions and recommendations were incorporated to strengthen to quality standards.

| <b>File Description</b>         | <b>Document</b>               |
|---------------------------------|-------------------------------|
| Any additional information      | <a href="#">View Document</a> |
| Link for additional information | <a href="#">View Document</a> |

### 6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.Any other quality audit recognized by state, national or international agencies (ISO Certification)**

**Response:** 3 of the above

| <b>File Description</b>                                  | <b>Document</b>               |
|--|-------------------------------|
| Upload e-copies of the accreditations and certifications | <a href="#">View Document</a> |
| Institutional data in prescribed format                  | <a href="#">View Document</a> |
| Any additional information                               | <a href="#">View Document</a> |
| Paste web link of Annual reports of Institution          | <a href="#">View Document</a> |
| Link for additional information                          | <a href="#">View Document</a> |



## Criterion 7 - 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 last five years.**

**Response:**

The institution had been consistent in promoting and providing equal opportunities in all platforms, in all aspects for both men and women in a holistic way and hence everyone aspires to fetch a position in our college either to serve academically or to pursue higher education. The ambient environment prevailing in our college is consistent in such a way that people of either gender feel so convenient to get accommodated within the institution. It is by our virtue that our institution provides equal opportunities to people of both gender and is quite evident from that, we earned a high goodwill and reputation. Below mentioned are the highlights which describe our commitment on providence of gender equity, sensitization in activities and facilities to women on campus:

- Gender Studies, the course was introduced during 2016 as a compulsory course for all third-year UG students in their final semester.
- The College which was exclusively started for Men in those times, later it was converted to be Co-Educational in 2000 with 30% reservation for women in Graduate programs with no upper bound to women reservation in Post-graduate disciplines.
- NSS unit of our college celebrates international women's day every year. We also strategize steps toward promoting all-side confidence in all women by having organized women empowerment programs
- Specific Facilities provided to girl students include women harassment cell, Anti-ragging committee, Women waiting hall and rest rooms
- CCTV surveillance is provided for the entire campus
- Meticulous measures are taken in all aspects to ensure the safety and security of women
- Separate Counselling Cell was made available by constitution in every faculty for both gender and respective teachers' guide them in all services

| File Description   | Document                      |
|--|-------------------------------|
| Specific facilities provided for women in terms of: a.Safety and security b.Counselling c.Common Rooms d. Day care center for young children e. Any other relevant information | <a href="#">View Document</a> |
| Annual gender sensitization action plan  | <a href="#">View Document</a> |

**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

**Response:** B. 3 of the above

| File Description               | Document                      |
|--------------------------------|-------------------------------|
| Geotagged Photographs          | <a href="#">View Document</a> |
| Any other relevant information | <a href="#">View Document</a> |

**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:**

**Degradable and Non-degradable waste management are done separately in our institution in our own unique way.**

- Degradable Garbage corpuses are managed both by the institution on daily basis and by our Town Municipality as well on weekly basis as ours is a Government Institution.
- Ours is a plastic Free Campus.
- Sanitary Napkin burning arrangement (Incinerator) is made available at the women restroom.
- Napkin vending machine is also made available for those who demand such utility.
- Excrements and Eliminations as to Liquid waste have been handled accordingly by proper infra-structure installed in place, PWD department is fostering to such needs and requirements
- There is only limited scope of handling materials, tools and equipments of bio-medical, hazardous chemical nature and if these have been used they are disposed accordingly by respective departments
- Rain Water Harvesting system is viable and had been in place in almost all parts of our premises.

- The college has a water body (pond) for breeding fish-culture and is also a reservoir for harvesting rain water and is also serving a sink for bio-based water recycling system.

| File Description                        | Document                      |
|---|-------------------------------|
| Geotagged photographs of the facilities | <a href="#">View Document</a> |
| Any other relevant information          | <a href="#">View Document</a> |

#### 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. 3 of the above

| File Description                                 | Document                      |
|--|-------------------------------|
| Geotagged photographs / videos of the facilities | <a href="#">View Document</a> |
| Any other relevant information                   | <a href="#">View Document</a> |
| Link for any additional information              | <a href="#">View Document</a> |

#### 7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

**Response:** A. Any 4 or All of the above

| File Description   | Document                      |
|--|-------------------------------|
| Various policy documents / decisions circulated for implementation | <a href="#">View Document</a> |
| Geotagged photos / videos of the facilities                        | <a href="#">View Document</a> |
| Any other relevant documents                                       | <a href="#">View Document</a> |

#### 7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any

**awards received for such green campus initiatives:**

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

**Response:** A. Any 4 or all of the above

| <b>File Description</b>   | <b>Document</b>               |
|---|-------------------------------|
| Reports on environment and energy audits submitted by the auditing agency | <a href="#">View Document</a> |
| Certification by the auditing agency                                      | <a href="#">View Document</a> |
| Certificates of the awards received                                       | <a href="#">View Document</a> |
| Any other relevant information  | <a href="#">View Document</a> |

**7.1.7 The Institution has disabled-friendly, barrier free environment**

- 1.Built environment with ramps/lifts for easy access to classrooms.**
- 2.Divyangjan friendly washrooms**
- 3.Signage including tactile path, lights, display boards and signposts**
- 4.Assistive technology and facilities for 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**

**Response:** A. Any 4 or all of the above

| <b>File Description</b>                          | <b>Document</b>               |
|--|-------------------------------|
| Geotagged photographs / videos of the facilities | <a href="#">View Document</a> |
| Any other relevant information                   | <a href="#">View Document</a> |

**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 500 words).**

**Response:**

As ours college had its inception during 1854, we are proud enough to say that it is a good old institution having over 168 years of heritage and being the institution of government of Tamilnadu, it had been always a unique one with all side flavors which includes its commitment to quench requirements of people and all strata and standards. The college provides opportunities to student

fraternity to fetch seats only by their academic merit / performance subject to the availability in communal reservation system. It is its primaface that all stake holders of our institution maintain harmony in all possible areas / arena, may it be cultural, regional, and linguistic. It also addresses for empowering people of all dimensions – communal, social, and economical, geographical and what not here been added. Computer Literacy is being taught to all except Computer oriented major students at under-graduate level. We encourage academic learners and rank holders to avail endowment prizes and earning rank certification. Scholarships are given to almost all students to the tune more than 90 % of students. Our Institutional efforts / initiatives in providing an inclusive environment are elucidated as highlights as given below:

- The institution is playing a stellar role in promoting Higher Education in Rural Areas surrounding it.
- Language Lab is available in the Department of English for enhancing the communicative skills of the Students.
- Soft Skill development is made to be practiced by Graduate Students.
- Computer Literacy Program is compulsory for all first UG Students except students of computer oriented disciplines and Government issues certificate to those Students.
- Scholarship aid and Endowment cash prizes are given to the Students of all Socio and Economically backward communities.

| File Description               | Document                      |
|--------------------------------|-------------------------------|
| Any other relevant information | <a href="#">View Document</a> |

**7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

**Response:**

The institution had been consistent in promoting and providing equal opportunities in all platforms, in all aspects for people of all strata – may it be men and women, people of all arena hailing from diversified means – across communal, social, and economical, geographical demarcates. It promotes anything in a holistic way and hence everyone aspires to fetch a position in our college either to serve academically or to pursue higher education. There is ambient environment prevail with our college for ever in such a way people of either gender feel so convenient to be accommodated with the institution. It is perennial that our institution provides equal opportunities to all gender always and ours have high commitment to the providence of measures always which will tell upon our earning of goodwill and reputation. Some of the highlights which describe equity, sensitization as being codified in our nation’s constitution are enlisted here below:

- The College which was exclusively started for Men in then times, later it was converted to be a Co-Educational college in 2000, with 30% reservation for women in Graduate disciplines and with no upper bound to women reservation in Post-graduate disciplines.
- We strategize steps toward promoting all-side confidence in the minds of the women by having organized women empowerment programs
- Meticulous measures are taken in all aspects to ensure the safety and security of women-foke

- Separate Counselling Cell was made available in every department by constitution for both gender people by the respective gender class of teachers
- Our institution has in its curriculum courses to reinforce constitutional rights, promote values in people, confer to commit to be valuable citizens to realize their duties and responsibilities, preserve their heritage and culture of the nation, uphold harmony in the minds to establish, maintain righteousness to promote social welfare, civil rights, constitutional obligations
- Mentor-Mentee systems is in place to disseminate information as to code of conduct, dress code, social responsibilities and values
- Extension activities rendered through NSS, NCC, YRC, RRC, SSL inculcate and promote more of social development (Traffic Rules, Cleanliness, Health and Hygiene, Blood Donation, Medical Awareness, and so on)

| File Description   | Document                      |
|--|-------------------------------|
| • Details of activities that inculcate values; necessary to render students in to responsible citizens | <a href="#">View Document</a> |

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

**Response:** B. 3 of the above

| File Description   | Document                      |
|--|-------------------------------|
| 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 | <a href="#">View Document</a> |
| Code of ethics policy document   | <a href="#">View Document</a> |
| Any other relevant information   | <a href="#">View Document</a> |

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

- National Science Day and National Mathematics Day are being celebrated by the departments of Physics and Mathematics respectively every Year.

- International Women's Day and World Youth Day are celebrated by NSS volunteers every year.
- Independence and Republic are celebrated with an NCC parade and flag hoisting by the Principal.
- Department of Indian Culture celebrates World Tourism day and Department of Botany celebrates World Environmental Day.
- Consumer Awareness day is observed by the Department of Economics.
- The commemoration of the birth anniversary of the Silver tongue Srinivasa Sastri is observed by the Department of English. World Blood Donor Day is observed by YRC.
- Teachers' Day is celebrated on the institutional campus by the students.

| File Description                            | Document                      |
|---|-------------------------------|
| Geotagged photographs of some of the events | <a href="#">View Document</a> |
| Any other relevant information              | <a href="#">View Document</a> |

## 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:**

**Preamble:**

The College has adopted a number of best practices. In order to inculcate moral values and spirit of national integration among the students, ceremonies like “Independence Day”, “Republic Day”, “Pongal”, and “Teachers’ Day” etc. are enthusiastically celebrated in the college premises. The College also promotes research culture by encouraging teachers and students to participate in various seminars and conferences. The College has also attracted community participation in the process of physical infrastructure strengthening.

### **BEST PRACTICE - 1**

**Title of the Practice - *Automation of College Administration***

**Objectives of the Practice**

As one of the premier institutes of higher education in the locality, the college has to deal with about four thousand students every year. More than Two hundred and thirty staff of both teaching and non-teaching nature work in this institution.

**The Context**

It involves a good number of non-teaching staff to provide services like admission, examination,

scholarship, staff payment and issuing of books etc.. to various stakeholders. A good deal of labor is also required for the maintenance of the record of all sorts of data regarding Students' Profile, Results, College Fees, Grants, and Accounts etc. Expertise in ICT is also required to maintain a salubrious relationship with the affiliating University, the State Government and the UGC. But a good number of office Staff were not accustomed to computers and advanced technology.

### **The Practice**

- Under the above-mentioned context, the College Management and IQAC took initiatives for the automation of college office and library. Some of the practices maintained for this purpose include:
- Necessary Software with regular updates for maintaining records of the office
- To accustom the Office Staff and Library Staff with computers and new technology, the College has arranged for the training of Non-Teaching Staff. A good number of Office Staff and Library Staff have been imparted Basic Computer training and Computer Hardware/Software training.
- For the training of these staff, the College has the provision for financial grants from its miscellaneous fund.
- All the staff have been trained in the IT arena for proper operations and management
- Training is also being imparted for the operation of the Xerox machine and Reprography.
- Computerization has been introduced in fields like Fees Collection, Pay Roll, Accounts, Examinations, Admission, Scholarship and Book Search in Library, Maintenance of Correspondence and Records etc.
- The College has also installed a good number of new computers with Wi-Fi and Broadband facilities in the office and library.

### **Evidence of Success**

The process of automation of college office has created huge enthusiasm among the stakeholders as well as the Non-Teaching Staff. Stakeholders like students; employees etc. are receiving quick and flawless services. Complex processes like Admission, Staff Payment, Examination and Scholarship are now being efficiently and effectively done. The Non-Teaching Staff are now equipped with necessary knowledge, skill and confidence. Thus the automation process has been ensured quality attainment and sustenance by College administration.

### **Problems Encountered and Resources Required**

- The main challenges faced during the automation process were that the office staff had to be completely trained to shift from manual to automation. Some of the staff who were on the verge of retirement found it difficult to learn at first but subsequently adopted themselves successfully.
- The Principal organized a meeting in which he motivated and inspired the staff. The IQAC arranged required training for the supporting staff. Professionals were invited to accustom the staff with the operations of the newly installed software.
- Financial and infrastructural resources available in the college were utilized.

### **BEST PRACTICE - 2**

**Title of the Practice - *Automation of College General Library and Catalogue-Digitization & using ICT in Teaching-Learning process***



**Objectives of the Practice**

The College library also deals with more than twenty five thousand books and a good number of journals. Issue of books to students and staff is always a task of concern which requires more of manipulations, and if this task is automated, we would end up with all ease in access. Also using ICT in teaching-learning process benefits learners as a whole.

**The Context**

Expertise in ICT is also required to maintain a salubrious relationship with the affiliating University, the State Government and the UGC. But a good number of office Staff was not accustomed to computers and advanced technology. There is also the dearth of sufficient non-teaching staff in the college library.

**The Practice**

Library Staff have been imparted Basic Computer training and Computer Hardware/Software training.

**Evidence of Success**

Library users are now able to search their books using computerized catalogue. They can search their books through computers and avail of Photocopying facilities in the library. The Library is now offering users scope to access e- books and e-journals through INFLIBNET. The Non-Teaching Staff are now equipped with necessary knowledge, skill and confidence. Thus the automation process has been ensured quality attainment and sustenance by College administration.

**Problems Encountered and Resources Required**

Training systems and trainers were required to impart the required practice in all concerned. Software and hardware were also required to be put in place for such practices to be installed.

| <b>File Description</b>                      | <b>Document</b>               |
|--|-------------------------------|
| Best practices in the Institutional web site | <a href="#">View Document</a> |
| Any other relevant information               | <a href="#">View Document</a> |

**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:**

**The Portrayal of performance of the Institution in the order of priority and thrust is as being given here:**

- Our college, known as Cambridge of South India, has a heritage building which is 167 years old. It is located on the banks of River Cauvery. The ancient monumental structure though stood as a rock of Gibraltar over the test of times, recently this structure is dilapidated in the recent times and our college management took earnest steps to have the entire structure renovated to its old tenor and tone. We had a sanction of over 14 crores from our state government in the recent past and the work of renovated has started two years back. Ancient flavor and structural form has been completely upheld in the process of renovation. And it is slowly gaining momentum towards attaining the stage of completion. This act on the part of the college has really draw out fame and fortune to the reputation of the institution in the way of preserving the structure to its “heritage flavor”
- Fish pond is at the entrance of the college for about 2 acres and is used for aquaculture
- Observing important national and international days of commemoration like women’s day and yoga day and celebrating other events
- Observing national science day and mathematics day every year.

| File Description                             | Document                      |
|--|-------------------------------|
| Any other relevant information               | <a href="#">View Document</a> |
| Appropriate web in the Institutional website | <a href="#">View Document</a> |

## 5. CONCLUSION

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### **Additional Information :**

Ours is a very old institution, having more than 167 years of heritage. Our report expects rather an affirmative acceptance of what best institution is heading towards than what in the past as a trail, it has been apparently lacking. As a seasoned, senior, sesquicentennial institution the academic body of this college guided by norms of a welfare government toils for all imposed austerities, offering alternatives a bigger hand in redesigning and re-determining the curricular and the circum-curricular extensions of the same to clamor without unease or reserve for a valid, encouraging reaccreditation the college might well deserves as hoped. A word of thanks is due to the accrediting body for having helped this institution over decades for the balanced diagnostics offered to benefit from.

### **Concluding Remarks :**

We submit meticulously prepared summary / report here as the Self Study Report which enbounds all salient features of our college as being elucidated here.

College follows Tamilnadu Government's norms of reservation to give justice to minorities, women, differently abled and reserved category. Teaching and Learning process is monitored by academic calendar, teaching plan and its proper evaluation by concerned HOD which implies systematic implementation of curriculum and finally evaluated by syllabus completion report submitted by each faculty. IQAC makes sure that inclusion of role-plays, simulation and classroom discussions are conducted along with traditional teaching. Teaching aid like ICT is also used to make teaching more effective. For psycho-social support of students, the college has students counseling cell which takes care of students. Library resources are used keenly to enhance teaching learning process. Multi facilitated library provides some unique resources to the students like OPAC (online Public Access Catalogue), SDI (Selective dissemination of information), CAS (Current Awareness Service), Readers Club. Faculties are retained by providing healthy working environment, incentives, appraisals and new responsibilities. College adopts different strategies in planning and management of its human resources and also promotes faculties for M.Phil. and Ph.D. degrees. The college ensures that the stake holders of the college especially students and faculties are made aware of the evaluation processes. The major evaluation reforms of the university are adopted by the college and we have also initiated different reforms of our own. The learning outcome is ensured by different evaluation processes. The formative and summative evaluation approaches are adapted to measure students' achievement. Examined answer scripts are shown to the students and they are offered suggestions about possible ways of improvement. Teachers interact with them about their performance in examinations. Through their respective mentors, students can communicate their objections, if any, with reference to evaluation.

## 6.ANNEXURE

### 1.Metrics Level Deviations

| Metric ID | Sub Questions and Answers before and after DVV Verification   |         |         |         |         |         |   |   |   |   |   |         |         |         |         |         |   |   |   |   |   |
|-----------|---|---------|---------|---------|---------|---------|---|---|---|---|---|---------|---------|---------|---------|---------|---|---|---|---|---|
| 1.1.2     | <p><b>Percentage of Programmes where syllabus revision was carried out during the last five years.</b></p> <p>1.1.2.1. <b>Number of all Programmes offered by the institution during the last five years.</b><br/>           Answer before DVV Verification : 59<br/>           Answer after DVV Verification: 32</p> <p>1.1.2.2. <b>How many Programmes were revised out of total number of Programmes offered during the last five years</b><br/>           Answer before DVV Verification : 35<br/>           Answer after DVV Verification: 32</p> <p>Remark : DVV has made the changes as per 1.1</p>  |         |         |         |         |         |   |   |   |   |   |         |         |         |         |         |   |   |   |   |   |
| 1.2.2     | <p><b>Percentage of Programmes in which Choice Based Credit System (CBCS) / elective course system has been implemented (Data for the latest completed academic year).</b></p> <p>1.2.2.1. <b>Number of Programmes in which CBCS / Elective course system implemented.</b><br/>           Answer before DVV Verification : 59<br/>           Answer after DVV Verification: 32</p> <p>Remark : DVV has made the changes as per shared report by HEI.</p>  |         |         |         |         |         |   |   |   |   |   |         |         |         |         |         |   |   |   |   |   |
| 3.3.2     | <p><b>Number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR),entrepreneurship, skill development during the last five years.</b></p> <p>3.3.2.1. <b>Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR),entrepreneurship, skill development year-wise during the last five years.</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>4</td> <td>3</td> <td>2</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : DVV have given the 0 as per HEI clarification.</p> | 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 | 3 | 4 | 3 | 2 | 0 | 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 | 0 | 0 | 0 | 0 | 0 |
| 2020-21   | 2019-20   | 2018-19 | 2017-18 | 2016-17 |         |         |   |   |   |   |   |         |         |         |         |         |   |   |   |   |   |
| 3         | 4   | 3       | 2       | 0       |         |         |   |   |   |   |   |         |         |         |         |         |   |   |   |   |   |
| 2020-21   | 2019-20   | 2018-19 | 2017-18 | 2016-17 |         |         |   |   |   |   |   |         |         |         |         |         |   |   |   |   |   |
| 0         | 0   | 0       | 0       | 0       |         |         |   |   |   |   |   |         |         |         |         |         |   |   |   |   |   |
| 3.6.2     | <p><b>Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government recognised bodies during last five years</b></p> <p>3.6.2.1. <b>Total number of awards and recognition received for extension activities from</b></p>   |         |         |         |         |         |   |   |   |   |   |         |         |         |         |         |   |   |   |   |   |

**Government/ Government recognised bodies year-wise during the last five years.**

Answer before DVV Verification:

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 11      | 7       | 1       | 1       | 2       |

Answer After DVV Verification :

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 6       | 4       | 1       | 0       | 0       |

Remark : DVV has considered NCC certificate of Republic Day Parade and e-copies for extension activities only.

4.1.4 **Average percentage of expenditure for infrastructure augmentation excluding salary during the last five years (INR in Lakhs)**

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

Answer before DVV Verification:

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 12.73   | 484.02  | 183.25  | 93.97   | 127.91  |

Answer After DVV Verification :

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 12.73   | 484.02  | 183.25  | 93.97   | 98.25   |

Remark : DVV has made the changes as per 4.1

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

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

Answer before DVV Verification : 217

Answer after DVV Verification: 43

Remark : DVV has made the changes as per average of teacher and students using library per day on (dates)

4.4.1 **Average 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 excluding salary component year wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

|         |         |         |         |         |
|---------|---------|---------|---------|---------|
| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
| 20      | 20      | 30      | 25      | 23      |

Answer After DVV Verification :

|         |         |         |         |         |
|---------|---------|---------|---------|---------|
| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
| 20.0    | 20.00   | 30.00   | 25.00   | 23.00   |

Remark : DVV has converted the value into lakhs.

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

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

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: C. 2 of the above

Remark : DVV has select C. 2 of the above as per shared report by HEI.

**5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)**

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

Answer before DVV Verification:

|         |         |         |         |         |
|---------|---------|---------|---------|---------|
| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
| 5       | 10      | 12      | 10      | 1       |

Answer After DVV Verification :

|         |         |         |         |         |
|---------|---------|---------|---------|---------|
| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
| 0       | 0       | 0       | 0       | 0       |

**5.2.3.2. Number of students appearing in state/ national/ international level examinations (eg: IIT/JAM/ NET / SLET/ GATE/ GMAT/CAT,GRE/ TOEFL/ Civil Services/ State government examinations) year-wise during last five years**

Answer before DVV Verification:

|         |         |         |         |         |
|---------|---------|---------|---------|---------|
| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
| 246     | 382     | 442     | 466     | 442     |

Answer After DVV Verification :

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 246     | 382     | 442     | 466     | 442     |

Remark : DVV has given 0 as per HEI clarification.

## 2.Extended Profile Deviations

| ID      | Extended Questions   |         |         |         |         |         |      |      |      |      |      |         |         |         |         |         |      |      |      |      |      |
|---------|--|---------|---------|---------|---------|---------|------|------|------|------|------|---------|---------|---------|---------|---------|------|------|------|------|------|
| 1.1     | <p><b>Number of programs offered year-wise for last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>59</td> <td>59</td> <td>59</td> <td>58</td> <td>57</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>32</td> <td>32</td> <td>32</td> <td>31</td> <td>30</td> </tr> </tbody> </table>  | 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 | 59   | 59   | 59   | 58   | 57   | 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 | 32   | 32   | 32   | 31   | 30   |
| 2020-21 | 2019-20  | 2018-19 | 2017-18 | 2016-17 |         |         |      |      |      |      |      |         |         |         |         |         |      |      |      |      |      |
| 59      | 59   | 59      | 58      | 57      |         |         |      |      |      |      |      |         |         |         |         |         |      |      |      |      |      |
| 2020-21 | 2019-20  | 2018-19 | 2017-18 | 2016-17 |         |         |      |      |      |      |      |         |         |         |         |         |      |      |      |      |      |
| 32      | 32   | 32      | 31      | 30      |         |         |      |      |      |      |      |         |         |         |         |         |      |      |      |      |      |
| 2.2     | <p><b>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1069</td> <td>1069</td> <td>1069</td> <td>1040</td> <td>1013</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1090</td> <td>1090</td> <td>1093</td> <td>1054</td> <td>1027</td> </tr> </tbody> </table> | 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 | 1069 | 1069 | 1069 | 1040 | 1013 | 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 | 1090 | 1090 | 1093 | 1054 | 1027 |
| 2020-21 | 2019-20  | 2018-19 | 2017-18 | 2016-17 |         |         |      |      |      |      |      |         |         |         |         |         |      |      |      |      |      |
| 1069    | 1069   | 1069    | 1040    | 1013    |         |         |      |      |      |      |      |         |         |         |         |         |      |      |      |      |      |
| 2020-21 | 2019-20  | 2018-19 | 2017-18 | 2016-17 |         |         |      |      |      |      |      |         |         |         |         |         |      |      |      |      |      |
| 1090    | 1090   | 1093    | 1054    | 1027    |         |         |      |      |      |      |      |         |         |         |         |         |      |      |      |      |      |