



# **SELF STUDY REPORT**

**FOR**

**2<sup>nd</sup> CYCLE OF ACCREDITATION**

**IDHAYA COLLEGE FOR WOMEN**

**AROCKIA NAGAR SARUGANI**

**630411**

**[www.idhayasarugani.in](http://www.idhayasarugani.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**April 2021**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Idhaya College for women is established and run by the Sisters of Immaculate Heart of Mary Congregation, Pondicherry. Keeping in mind the vision of our Founder Father Louis Savenien Dupuis, the College commits itself to uplift the womenfolk economically, socially, intellectually and spiritually.

Our college was started on 05.08.1996 as a Women's College in the Revenue District of Sivaganga. It is approved by the Government of Tamil Nadu (G.O No: 511) and affiliated to Madurai Kamaraj University from 1996 to 2002 and to Alagappa University from 2003 to till date. We have created a heritage for 25 years in quality higher education for women, in the village of Sarugani, a rural area situated in the North Eastern region of Tamil Nadu. The motto of our College is *Aspire to Achieve*.

Our institution was accredited with 'B' grade by NAAC in 2014 and recognized under section 2(f) and 12(B) of the UGC Act 1956, in the year 2018.

Our college offers 12 UG Programme, 6 PG programme, 3 Diploma Courses and 1 PhD Course. Apart from the regular courses, Add on courses are also offered. Keeping in view of the recent trends and needs, we have been introduced B.Sc., Chemistry, B.Sc., Fashion Technology and Costume Designing, M.Sc., Physics, Diploma in Beautician, Diploma in Fashion Technology and PhD in Commerce with Computer Applications.

Students from different levels are enrolled, and courses are offered to the marginalized sections of young women and first generation learners. It has strength of 1095 students in the self-financing stream. The teaching faculty strength of 59 has contributed a successful academic atmosphere. 27 non-teaching staff are the backbone of our institution.

Though it is a Minority Institution, the members of other religions are also admitted, irrespective of caste and creed. The students, staff, parents, management and the local people are associated to form Idhaya College as a family and strive to get growth, prosperity, betterment and thereby build a just society.

### **Vision**

- Empowering rural young women for their liberation.
- Upholding the dignity of women.
- Uplifting rural young women economically, socially, intellectually and spiritually.
- Inculcating scientific temperament and creative thinking.
- Moulding young women to be the responsible citizens of the society.
- Making our college as a centre for academic excellence.

### **Mission**

- To inculcate academic excellence among students through holistic education.
- To impart futuristic education for instilling high standards of moral, social and spiritual values among

students.

- To foster scientific and rational temperament and creative thinking among students.
- To serve women of undeveloped and underdeveloped regions of Sivagangai District.
- To help the students academically, socially and economically.
- To train young women to be the future leaders with social responsibilities and justice.

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

### **Institutional Strength**

Expertise learning abilities and special consideration of knowledge, the institution has its strengths, weaknesses, opportunities and challenges which are periodically brought under assessment for retrieval and change.

#### **Strengths**

- Integrity and academic repute as one of the best women's Colleges in our region
- Geography that enables to serve and empower the marginalized
- Management is flexible and open for change
- Firm and growing infrastructure facilities
- Committed and efficient workforce at all periods
- Good academic results
- Resourceful community engagement and Outreach activities
- Strong and sound mentoring and counselling system
- MoU-s with various institutions
- Scholarships and concessions for the meritorious and sports students

#### **Institutional Weakness**

- Lack of diverse faculty and students from other regions
- Less research and consultancy services among faculty
- Less financial resources and back up from funding agencies
- Functioning under a restricted socio-cultural milieu
- Lack of performance in civil service and competitive exams

#### **Institutional Opportunity**

- Availability of avenues to extend services and empower the marginalized
- Laying good foundation for further higher education and values
- Bringing the first generation learners to the main stream of education
- Focusing upon skill development programme with the employability need in mind
- Having open access to intellectual resources like e sources and rare books
- Strengthening e-content resources as a part of virtual learning in the curriculum

## **Institutional Challenge**

- Difficulty in meeting the cultural challenge of ‘just a degree’ for a girl child
- Challenging to convince parents to allow their wards to move out for participation
- Catering the students with average and below average learning abilities
- Meeting students’ emotional needs along with academic tutoring
- Hard to meet the global standards
- Getting placements for students in a restricted environment
- Augmenting funds for various requirements
- Early marriage and drop out studies

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Idhaya College for Women is affiliated to Alagappa University, Karaikudi and follows the curriculum prescribed by the University. The College ensures effective curriculum delivery through a well-planned and documented process. During the assessment period (2015 – 2020) the College introduced 6 Academic Programmes (2 UG, 1 PG, 2 Diploma and 1 P.hD., Programme). Now we have 12 Under Graduate Programmes, 6 Post Graduate Programmes, 3 Diploma Courses and 1 Ph.D., Programme.

Alagappa University introduced the Choice Based Credit System in 2008. Once in three years the curriculum is revised by the University. In the process of curriculum designing and revision by the University, few faculty members of Idhaya College actively participated in the Board of Studies.

As we are affiliated to Alagappa University, Karaikudi, it is essential to strictly adhere to the Curriculum and the Examinations pattern framed by the University. The curriculum is displayed on the website of the University. The College ensures that Curriculum is well executed, keeping in mind the **Programme Outcomes and Course Outcomes**.

In spite of being affiliated to the University, the College prepares the **Academic Calendar** every year. It contains important dates and reminders in the academic process, co-curricular and extra-curricular activities. **The Academic Council / College Council, organizes meetings** to plan and implement the efficient delivery of the Curriculum.

### **Teaching-learning and Evaluation**

The College takes every possible measure to understand the needs and requirements of the students before the commencement of the programme. An orientation program is organized in each department in which students are familiarized with the course, curriculum and mode of internal assessment as well as facilities available in the College.

ICW organizes bridge course for the freshers for their new programme of studies in terms of skills and knowledge enhancement. Mentoring system is being followed with a ratio of 1:20. Mentor and Mentee meet once in a month and discuss the personal and academic issues.

For slow learners, Remedial classes are conducted after class hours, every day, being the 6th hour, for all the subjects, based on the performance of the students in their Mid, Model and University Examination. The advanced learners are identified and extra coaching is provided to them to achieve University Ranks. University toppers are honoured with gold and cash prizes by the management.

In our College, LCD projectors are used for teaching and learning purpose, such as video lectures, online video lessons and power point presentations. This technology helps the students and staff to update their knowledge of the latest teaching and learning methods.

Continuous Internal Evaluation is done as prescribed by the University. Presently under the Choice Based Credit System (CBCS), internal assessment is for 25 marks and University Examination for 75 marks.

The IQAC has developed indicators and fixed benchmarks to measure the quality of processes and outcomes. The academic performance of the students are analysed by Z and T tests.

### **Research, Innovations and Extension**

ICW is encouraging research, innovation and extension with the impartial of faculty and students. Innovation is an educational practice which improves students' learning and productivity. Academics are being encouraged to provide students with guidance to the ever-increasing internet accessibility range of relevant material. Laboratory Experiments remain important to demonstrate theoretical concepts.

In curriculum, innovation includes increasing use of problem and project-based group learning and Multimedia teaching. These are incorporated in the day-to-day teaching learning process that enhances the students understanding of the subject. Industrial visits and Add on courses are encouraged to give hands-on-experiments to the students.

National, International conferences and workshops are organized to provide knowledge to the students. Various service units have rendered their relentless services by rallies, blood donation camp, awareness programmes, special service programmes and eco- environment.

### **Infrastructure and Learning Resources**

The College has adequate facilities for teaching and learning such as spacious classrooms, well equipped laboratories and updated technological facilities. The College has 200 acres of land. Out of that total area, 14.707 acres are accommodated with buildings, comprising 48 spacious classrooms, 5 laboratories, library, staff rooms, rest rooms, conference hall, seminar halls, common room, reading room and security room. The College has excellent classrooms to conduct regular classes in two different blocks, namely Main Block and Management Block. The College is located in green environment with aesthetic edifices.

Library, the gate way to knowledge, has ample collection of books around 16,161, 324 rare books and 24 periodicals, journals and magazines to enrich the knowledge of the user community. After the first cycle of NAAC, a great technological transformation took place by incorporating Automation Software MODERN LIB into the library. 3 Surveillance cameras have been fixed for security purpose. Library is fully automated since 2014, using Integrated Library Management System (ILMS).

To strengthen the physical, mental and spiritual enrichment, we have a Counseling Centre, Health Centre, Student service facility Centre, CCTVs, Hostel within the campus, purified drinking water, and guest house for visiting faculty/guests, Chapel for promoting pleasant and peaceful atmosphere.

### **Student Support and Progression**

Idhaya College for Women promotes different schemes to take care of students' physical, financial and academic issues. It creates an empowering situation, trains them for progression and employment and improves leadership potential.

During the assessment period 419 students were benefited by the institution's free-ship apart from 677 Governmental scholarship beneficiaries. Services and schemes such as Mentoring, Soft Skill Development, Personal Counselling, Yoga and Meditation are operational for students. Mentoring system is institutionalized. Mentor looks into academic, financial and social aspects of the mentee and is recorded.

The College Council is established to improve the leadership qualities of our students. They support the College campus to observe discipline and maintain a safe and secured environment.

For the past five years, 68% of the passed out students have progressed to higher education and 20% are recruited through campus placement.

The College is strengthened with strong Alumnae support. Our alumnae are placed in reputed institutions. The association helps in grooming the students in academic and non-academic activities and thereby increasing our institutional strength.

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

Idhaya College for Women is governed by the Congregation of the Franciscan Sisters of the Immaculate Heart of Mary (FIHM), was founded in Pondicherry, South India, on 16th October 1844 by Rev. Fr. Louis Savenien Dupuis, Missions Etrangères de Paris. The Academic Council is the pivotal administrative body, which decides policy matters, expansion of facility, starting of new programmes and recruitment of staff. It achieves by setting values and participative decision-making process, which is very important not solely to attain the vision and mission of the College but also contributing to build the organizational traditions.

The College runs according to the vision of liberating rural young women economically, socially, intellectually and spiritually. Our mission keeps focus on inculcating academic excellence among students through holistic education and trains the young women to be the future leaders with social responsibilities.

The administrative structure consists of the Secretary and Principal, Vice-Principal, IQAC coordinator, HODs, faculty members, librarian, and the head of the hostel, stakeholders, students' council, supportive staff and maintenance staff.

ICW is making yearly plans and it caters to follow actions. In the recent past, the Institution had achieved the following;

- The College has been recognized under 2(f) and 12 (B) of UGC Act 1956.

- Parents Teachers Association and Alumnae Association have been registered.
- Endowment, Scholarship and Free- ship were initiated.

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

Apart from the academic excellence, there are various values which are inculcated through many activities. These activities offer our students, the chance to grow with values and to improve their vital life skills. The following activities are more transparently conducted in the College: Common assembly, first Friday Holy Mass, club activities, commemoration of National leaders, Independence Day, Republic day, various National Days and social integration festivals like Diwali, Pongal, Christmas and Ramzan. To impart values, common assembly is conducted with monthly and weekly thoughts like life-precious gift, opportunity, creativity, relationship, unity etc. The students not only learn human values but they also represent cultural values.

Social service units like NSS, YRC and RRC organize programmes such as tree plantation, ground cleaning and blood donation camp. From this, students learn leadership qualities. The Student Council consisting of ministers for various disciplines serve the College and plan programmes related to their interests. This council provides a platform for students, to discuss about their issues and thereby they provide a support and successful campus environment. And they especially learn how to cope with others, how to show humanity for the needy people, how to show love to each other and how to grow morally as human persons.

## 2. PROFILE

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### 2.1 BASIC INFORMATION

<b>Name and Address of the College</b>	
Name	IDHAYA COLLEGE FOR WOMEN
Address	Arockia Nagar Sarugani
City	Sarugani
State	Tamil Nadu
Pin	630411
Website	<a href="http://www.idhayasarugani.in">www.idhayasarugani.in</a>

<b>Contacts for Communication</b>					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Sr.c.jothimari	04561-276272	8526286433	-	idhayawomenscollege@gmail.com
IQAC / CIQA coordinator	R.vijayalakshmi	04561-290536	9486483621	-	idhayaiqac1@gmail.com

<b>Status of the Institution</b>	
Institution Status	Self Financing

<b>Type of Institution</b>	
By Gender	For Women
By Shift	Regular



<b>Recognized Minority institution</b>	
If it is a recognized minority institution	Yes <a href="#">Minority Institution.pdf</a>
If Yes, Specify minority status	
Religious	Christian Religious Minority
Linguistic	
Any Other	

<b>Establishment Details</b>				
Date of establishment of the college	05-08-1996			
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
Tamil Nadu	Alagappa 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	09-04-2018	<a href="#">View Document</a>		
12B of UGC	09-04-2018	<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>
No contents				

<b>Details of autonomy</b>	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

<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	Arockia Nagar Sarugani	Rural	14.707	4793.93

## 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	BA,Pg Department Of English	36	Higher Secondary	Tamil	60	17
UG	BA,Department Of English	36	Higher Secondary	English	60	22
UG	BBA,Department Of Business Administration	36	Higher Secondary	English	60	10
UG	BCom,Department Of Commerce	36	Higher Secondary	English	60	51
UG	BCom,Department Of Commerce With Computer Applications	36	Higher Secondary	English	60	59

UG	BSc,Department Of Biochemistry	36	Higher Secondary	English	40	20
UG	BSc,Department Of Chemistry	36	Higher Secondary	English	40	22
UG	BSc,Department Of Computer Science	36	Higher Secondary	English	80	50
UG	BCA,Department Of Computer Applications	36	Higher Secondary	English	40	32
UG	BSc,Department Of Mathematics	36	Higher Secondary	English	40	10
UG	BSc,Department Of Physics	36	Higher Secondary	English	40	9
UG	BSc,Department Of Fashion Technology	36	Higher Secondary	English	30	9
PG	MA,Pg Department Of English	24	Under Graduate	English	20	7
PG	MSc,Pg Department Of Biochemistry	24	Under Graduate	English	20	6
PG	MSc,Pg Department Of Computer Science	24	Under Graduate	English	20	2
PG	MSc,Pg Department Of Mathematics	24	Under Graduate	English	20	10

PG	MSc,Pg Department Of Physics	24	Under Graduate	English	25	5
PG	MCom,Pg Department Of Commerce With Ca	24	Under Graduate	English	20	14
PG Diploma recognised by statutory authority including university	PG Diploma,Pg Diploma Fashion Technology	12	Higher Secondary	English	50	0
PG Diploma recognised by statutory authority including university	PG Diploma,Pg Diploma Beautician	12	Higher Secondary	English	50	0
PG Diploma recognised by statutory authority including university	PGDCA,Pg Diploma Pgca	12	Under Graduate	English	10	0
Doctoral (Ph.D)	PhD or DPhi I,Doctoral	24	Post Graduate M.Phil and Qualified in Entrance Exam	English	8	1

### 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				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				58			
Recruited	0	0	0	0	0	0	0	0	0	58	0	58
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				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				25
Recruited	12	13	0	25
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.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	14	0	14
M.Phil.	0	0	0	0	0	0	0	43	0	43
PG	0	0	0	0	0	0	0	1	0	1

<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.	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

<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.	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

<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**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Doctoral (Ph.D)	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	87	0	0	1	88
	Others	0	0	0	0	0
UG	Male	0	0	0	0	0
	Female	1006	1	0	0	1007
	Others	0	0	0	0	0



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

<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	0	0	0	0
	Female	52	60	54	63
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	356	367	408	377
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	8	3	0	1
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
<b>Total</b>		<b>416</b>	<b>430</b>	<b>462</b>	<b>441</b>

# Extended Profile

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## 1 Program

### 1.1

**Number of courses offered by the Institution across all programs during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
635	630	636	635	584
File Description		Document		
Institutional data prescribed format		<a href="#">View Document</a>		

### 1.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
22	22	21	21	17

## 2 Students

### 2.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
1162	1202	1297	1254	1258
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

### 2.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
416	430	462	441	540

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

## 2.3

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

2019-20	2018-19	2017-18	2016-17	2015-16
397	411	476	373	408

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

## 3 Teachers

### 3.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
59	61	63	63	60

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

### 3.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
59	61	63	63	60

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

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 51**

**4.2**

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

2019-20	2018-19	2017-18	2016-17	2015-16
128.44	160.08	161.05	156.10	260.15

**4.3**

**Number of Computers**

**Response: 156**

NAAC

## 4. Quality Indicator Framework(QIF)

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### Criterion 1 - Curricular Aspects

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#### 1.1 Curricular Planning and Implementation

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

###### Response:

Idhaya College for Women, was established in 1996 and affiliated to Alagappa University, Karaikudi. The College has a rich heritage for 25 years in Sarugani village, which is situated in a backward and rural community. The College had a humble beginning with 5 Under Graduate Programmes and now in the year 2021, it offers 12 Under Graduate Programmes, 6 Post Graduate Programmes, 3 Diploma Courses and 1 Ph D Programme. During the assessment period (2015 – 2020), the College introduced 6 Academic Programmes (2 UG, 1 PG, 2 Diploma and 1 Ph D Programme).

Alagappa University introduced the Choice Based Credit System in 2008. Once in three years, the curriculum is revised by the University. In the process of curriculum designing and revision by the University, few faculty members of Idhaya College actively participate in the Board of Studies.

As the institution is affiliated to Alagappa University, Karaikudi, it adheres the Curriculum and the Examinations pattern framed by the University. The curriculum is displayed on the website of the University. The College ensures that Curriculum is well executed, keeping in mind the **Programme Outcomes and Course Outcomes**.

In spite of being affiliated to the University, the College prepares the **Academic Calendar (Handbook)** every year. It contains important dates and reminders in the academic process, co-curricular and extra-curricular activities. **The Academic Council (College Council) organizes meetings** to plan and implement the efficient delivery of the Curriculum.

It is mandatory for the faculty to prepare **Teaching Plans**, every academic session which is approved by the Principal. The teachers identify and help the slow learners through **Remedial Coaching** and periodic tests. The advanced learners are introduced to the higher modes of teaching. The College has a well-planned Mentoring System for academic-related issues.

Staff uses PPTs, video lectures, models and charts for delivering the subject knowledge. In addition, to ensure student-centric learning and **experiential learning, students are involved in seminars, group discussions, projects, assignments and class tests**.

Extra-Curricular Activities help the students to get benefit beside the classroom. The outreach programmes help the students to be the part and parcel of social activities conducted in the adopted villages through various service units.

The **Library** helps the students with e-books, INFLIBNET, e-journals, directories, OPAC and Book Bank services. Latest books are ordered periodically. The College also provides students and faculty with 60 Mbps internet access and campus Wi-Fi services for efficient teaching and learning.

The **Examinations** are conducted by the College as per University rules. The internal evaluation is done by the faculty. The examination records and result analysis are maintained systematically.

IQAC conducts meetings with the Department Heads periodically to review the completion of the syllabus. To further enhance the instructional operations, the IQAC performs an **Academic Audit** by an external peer team.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

### 1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

#### Response:

Idhaya College for Women adheres strictly the Academic Calendar (Hand Book) for conducting the **Continuous Internal Evaluation System**.

The activities in the academic calendar include:

- Semester Commencement
- Working Days
- Holidays
- Examination Days
- Educational Tour
- FDP/Seminar/Conference/Workshop
- Parents Teachers Meeting
- National / International Days
- Extension / Associations Activities

The academic calendar includes the dates of commencement and schedules for Examinations. It specifies the dates of Mid Semester and Model Examinations. The time tables are prepared and implemented accordingly.

The teachers prepare teaching plans to enhance the teaching process. The schedule of external examination is fixed by the University and the same is displayed on notice board. Students are intimated if there is any change in the dates beforehand. The Mid Semester and Model Examinations are conducted every year before the University Examinations. Regular tests and assessment of exam answer scripts is done by the staff.

The Principal reviews the implementation and progress of curricular and extra-curricular activities on regular basis. Further, extra lectures are scheduled to complete the syllabus before the University examinations.

The College Examination Cell, headed by the Coordinator of Examinations and the supporting staff, coordinate the examination related activities. These activities are in accordance with the norms of University. Any information either received or required to be sent to the University is dealt by the Examination Cell.

- The Principal is the Chief Superintendent of University Examinations.
- The College Examination Cell executes all the requirements of the University.
- The Examination Cell prepares circulars for students regarding Exam Fees Collection, Late Fee Collection and payment of fine etc.
- The Examination Cell takes necessary steps for distribution of Answer sheets to the teachers concerned after the completion of the internal exam and preparation of the award list. A copy of the details is sent to the university periodically.
- For the smooth conduct of Examinations, the Examination Cell prepares the Time table, Invigilation duties and seating plan for the students.
- The Examination Cell mobilizes proper circulation of staff during the Exams and assigns them duties to prevent any mishaps. All the records are systematically maintained.
- Grievances are also addressed and action is taken to solve issues.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

**1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years**

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

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

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

## 1.2 Academic Flexibility

**1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented****Response:** 81.82**1.2.1.1 Number of Programmes in which CBCS / Elective course system implemented.**

Response: 18

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>

**1.2.2 Number of Add on /Certificate programs offered during the last five years****Response:** 25**1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.**

2019-20	2018-19	2017-18	2016-17	2015-16
8	6	4	4	3

File Description	Document
List of Add on /Certificate programs	<a href="#">View Document</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>

**1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years****Response:** 90.02**1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1055	1059	1188	1135	1121



<b>File Description</b>	<b>Document</b>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>
Any 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:**

Idhaya College for Women, affiliated to Alagappa University integrates crosscutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics to solve current issues both nationally and globally.

The College caters to the need of the hour, that is, it raises the consciousness among the student community to face challenges with a bold and upright spirit. The students are aware of the current issues and could debate actively on international issues such as terrorism, unemployment, economic problems, human rights and raging.

#### **Gender**

The College actively contributes in educating the students to be sensitized and aware of gender-based issues. They are trained through many awareness programmes and activities, which are periodically conducted on the campus.

To familiarize students with the diverse social trends, social inclusion and gender stratification, some departments offer courses to students in both streams on feminist views, Women's apparel and Women's studies. The Biochemistry department also supports classes on Dietary Biochemistry and Molecular Genetics.

International Women's Day is celebrated with all pomp to make each student be proud and happy of being a woman. The students also attend programmes on gender sensitivity, female hygiene and legal counselling.

#### **Environment and Sustainability**

As per the University norms, the College offers courses on Environmental Studies, Energy and Environmental Physics, which prove to be a boon to the students to understand the environment and also prevent human health from deterioration.

To develop knowledge on manufacturing, processing and preserving foods and processing of raw products into foods, few departments have offered courses like Plant Biochemistry, Food Technology and Agriculture Chemistry.

The College conducts the regular awareness programmes to expose the environmental conservation through the service oriented programme NSS. The College has facilities for rain water harvesting, pollution control techniques and tree plantation. The College Conducts green audit, energy audit and environment audits to sustain the environment. It's a proud moment to make mention that the Staff and students have to use the College bus daily, which results in lesser air pollution.

### **Professional Ethics**

To update the students' knowledge about the recent trends in Business Environment, the College offers Industrial law, Business Research Methodology, Business Report Writing, Business English, Business law, Banking law, Commercial law and Cyber security.

Courses such as Human Resource Management, Enterprise Resource Planning and Auditing are offered to enhance the managerial skills of students. Research methodology is taught to enable the students to undertake business research.

### **Human Values**

Value-education classes help the students to develop their abilities, attitudes and other forms of behaviour that helps in interacting with society with a positive outlook. As per the University norms, the College offers Value Education which is compulsory for all the second-year degree students.

To enhance the job opportunities, the students study Courses like Effective Employability Skills and Communicative English as Non-Major Elective courses.

Courses on Women's Studies and Human Physiology help to strengthen and educate the students perspective of life in a woman.

<b>File Description</b>	<b>Document</b>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>

### **1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years**

**Response:** 21.77

#### **1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
141	140	138	132	128

<b>File Description</b>	<b>Document</b>
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

<b>1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</b>	
<b>Response:</b> 71.86	
<b>1.3.3.1 Number of students undertaking project work/field work / internships</b>	
Response: 835	
<b>File Description</b>	<b>Document</b>
List of programmes and number of students undertaking project work/field work/ /internships	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.4 Feedback System

<b>1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni</b>	
<b>Response:</b> A. All of the above	
<b>File Description</b>	<b>Document</b>
Any additional information (Upload)	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

<b>1.4.2 Feedback process of the Institution may be classified as follows: Options:</b>
<ol style="list-style-type: none"> <li>1.Feedback collected, analysed and action taken and feedback available on website</li> <li>2.Feedback collected, analysed and action has been taken</li> <li>3.Feedback collected and analysed</li> <li>4.Feedback collected</li> <li>5. Feedback not collected</li> </ol>

**Response:** A. Feedback collected, analysed and action taken and feedback available on website

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

NAAC

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

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

**Response:** 54.89

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

2019-20	2018-19	2017-18	2016-17	2015-16
416	430	462	441	540

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

2019-20	2018-19	2017-18	2016-17	2015-16
859	855	855	855	770

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 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:** 99.39

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

2019-20	2018-19	2017-18	2016-17	2015-16
408	427	462	440	539

File Description	Document
Average percentage of seats filled against seats reserved	<a href="#">View Document</a>
Any 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:

The prime objective of every educational institution is to attain success and to recognize the student's respective learning levels.

The College is located in a rural area to uplift rural young women economically, socially, intellectually and spiritually and to serve women of the undeveloped remote and backward regions in surroundings.

The College admits students from diverse economic backgrounds and students from various background such as rural Tamil medium, rural English medium, urban English medium and urban Tamil medium. Most of the student's hail from Tamil medium and rural area. The College considers student's desires, requirements and takes every possible action.

It is important to classify **Slow learners and Advanced learners** at the entry stage taking into account, the varying needs of the students for that our college takes following steps:

#### 1. Identification of Advanced and Slow learners:

To identify advanced and slow learners, we conduct **orientation programme**. through this event, students are introduced with teaching –learning, evaluation program, College discipline, various academic and other activities along with development and achievements of the College.

As early as possible, we identify **slow and advanced learners** amongst the students through classroom discussion, Entry Level Test, Question and answer method by considering their subject knowledge. The academic performance of the students helps in identifying the slow and advanced learners.

#### 2. Bridge Course:

A **bridge course** for newly admitted **Students** is conducted every year before the commencement of the **first semester classes to improve the students learning levels**. Since the students are coming from vernacular medium, it is essential to fill the gap between their school and Collegiate education. So the College Conducts **Bridge Course for all the first year Students** for 15 days(75 hours). Through this, the students are learning LSRW (Listening, Speaking, Reading and Writing) skills.

#### 3. Remedial coaching class for slow learners:

Special care is taken for the **slow learners**, to enhance their performance the College conducts remedial coaching. Extra coaching is provided to them in respective subjects. Some faculty members guide the students personally. More attention is given towards slow learners for their academic improvement. It has been a successful outcome and the targeted group of slow learners showed improvements in the academic activities and University Examination. The major objective of this program is to make them competent and

self-confident to face the Exams and reduces the drop out ratio.

#### 4. Advanced learners

Advanced learners are provided several opportunities to develop their knowledge and skills. These students are motivated to read advanced reference books. They are given special guidance to perform better. The students are deputed to attend the State and National level seminars/ conferences/ workshops and paper presentation conducted in their special areas. So they get exposure in their concerned subject. Through this practice the advanced learners are achieving more University ranks and bring laurels to the College. Best students are recognized with certificates to encourage and motivate them. University rank holders are honoured with Gold ring, Gold Coin and Cash award on the Graduation day.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 20:1

File Description	Document
Any 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:**

Learning at the College has always been Student centric. The College ensures the use of student centric methodology such as Experiential, Participative learning and Problem solving methodologies in teaching learning process. These methods are implemented to make sure that the students are dynamic participants than passive listeners in the teaching learning process.

#### **Experiential learning:**

The teaching faculty of the College promotes Experiential learning methods. The faculty members foster learning environment by engaging in rich experiential content of teaching through experience, demonstration and conducting quiz on theory subjects. The theories learned in the classroom are extended through Industrial visit and through practicum in their respective laboratories. Experiential learning is encouraged through Extension activities. Final year students undertake a study tour which gives practical understanding about group behaviour in a social setting. The learning method through ICT encourages creativity and innovation among the students. The student seminars are mandatory in all programmes offered by the University. Students are continuously encouraged to organize activities at department level.

This helps the students to improve their knowledge, presentation skills and personality development.

### **Participative learning:**

**Idhaya College** uses participative learning method to encourage students to actively involve them in learning process. The College methods for participative learnings are:

- Group discussions
- Class seminars and Assignments
- Projects
- Quiz
- Industrial visit
- Seminars/conferences
- Paper/poster presentation

Through Group Discussion/Quiz, the College Students get a chance to gain substantial experience, showcase their skills, analyze and evaluate outcomes and uncover personal aptitude.

**Idhaya College Students** visit companies and get insight into the internal working environment of company. It also sensitizes students to overcome the practical challenges that organization face in the business world. Industrial realities are opened to the students through this industrial visits.

As a part of academic development, associations of all the departments organizes state or national level seminar/conference once in a year based on the topics of core subjects, recent technologies and research areas. Faculties of the departments encourage the students to attend seminars and present papers organized by other institutions. Participation in seminars, workshops, competitions within the campus and outside provide rich participative learning for students.

Assignments and Class seminar components of Continuous Internal Evaluation assist participative learning by the students.

### **Problem solving methodologies:**

Problem solving is a student centered strategy which require student to become active participants in the learning process. It is a teaching strategy that employs the scientific method in searching for information.

In order to develop and enrich the creativity, decision – making ability, critical thinking, reasoning power of students, problem solving method is applied in departments like Mathematics, Physics and Chemistry successfully;

- Brain storming
- Case studies
- Data mining
- Logical Reasoning
- Mind mapping

Project work is mandatory by the University for all the Science and some of the Arts program. To improve critical thinking and creativity, students are provided and asked to do **Project work**. In the College project



work and report writing ensure the required project based learning and problem solving skills among the students.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

#### Response:

Teachers using ICT for effective teaching with Learning Management Systems(LMS), E-learning resources etc.

Teaching occupies a honorable position in the society. ICT is one of the major factors for producing the rapid changes in the teaching learning process. It can change the nature of education and role of students and teacher in teaching learning process. Laptops, LCD projector, Desktop and Memory Stick cards are becoming the common media for teaching and learning. So, we use Information and Communication Technology with efficacy in teacher education as it is the pertinent responsibility of the teachers to create a bright future for students.

#### ICT in Idhaya:

In the College, LCD projectors are used for teaching and learning purpose. Through that, video lectures are taught, online video lessons, prepared lectures and power point presentation are enabled. This helps teachers to interact with students. Especially during 2019 – 2020, ICT usage plays a remarkable place. Students are asked to create Google class rooms and through classes were taken, materials, question papers are sent. They are asked to submit their answer scripts through the same channel. Staff members also corrected the answer scripts and marks are sent through the Google class room. Our College conducted webinars and workshops in online. Students got practiced much during the pandemic period. Students are asked to take seminar through PPT by using projector. Sufficient number of books, Journals, e-journals and e-books are available in the library. The research journals are available online. Seminar hall is equipped with multimedia facilities using ICT tools. Invited talks are conducted in seminar hall using ICT facilities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<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 )

<b>Response: 20:1</b>	
2.3.3.1 Number of mentors	
Response: 57	
<b>File Description</b>	<b>Document</b>
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

<b>2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years</b>	
<b>Response: 100</b>	
<b>File Description</b>	<b>Document</b>
Year wise full time teachers and sanctioned posts for 5years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>

<b>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)</b>				
<b>Response: 9.56</b>				
<b>2.4.2.1 Number of full time teachers with <i>Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.</i> year wise during the last five years</b>				
2019-20	2018-19	2017-18	2016-17	2015-16
11	7	4	4	3

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

<b>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)</b>	
<b>Response:</b> 5.93	
<b>2.4.3.1 Total experience of full-time teachers</b>	
Response: 350	
File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

<b>2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode</b>
<b>Response:</b>
There is an Assessment committee at the College that was set up in June 2014. As Exam Coordinator <b>Mrs.SP.Sigappi</b> was appointed, and <b>Mrs.SP.Visalakshi</b> was appointed as Assistant Coordinator. The team is made up of six members,
<b>Mrs. M. Sonia</b> (Department of Tamil)
<b>Mrs. S. Sobitha</b> (Department of Commerce)
<b>Ms. S. Usharani</b> (Department of Biochemistry)
<b>Mrs. K. Seethalakshmi</b> (Department of BCA)
<b>Ms. J. Vency</b> (Department of Computer Science)
<b>Ms. N. Sathya Bama</b> (Department of Mathematics)
From 2017 onwards the structure of examination committee has been changed. For each semester, the

examination is conducted by the **Exam coordinator along with one department**. The student's internal appraisal scheme is very clear and transparent. As per the academic calendar, Internal and Model Examinations are administered.

- All internal assessment related decisions are taken by the Principal in consultation with Examination coordinator and Heads of each department.
- The Dates and other Modalities pertaining to Examinations are discussed with Principal, Examination Coordinator and Heads of each department.
- Internal assessment related information is intimated to students through Notice board.
- The Roster for the invigilation duty for Internal and University Examinations are decided by the Examination coordinator in consultation with the Principal.
- After every internal test, the valued answer scripts are returned to the students. The concerned faculty gives a detailed feedback by highlighting the mistakes made by them and guides them on improving the future performances.
- In the Assignment component of the CIE, every student is given a topic on which she is expected to prepare essay on the subject topic. The completed assignments are submitted to the course teacher for evaluation.
- In the Seminar component of CIE, every student is given a topic to take class on a given topic.
- Records of marks obtained by students in Internal Examinations are properly maintained in Department Mark Register.
- The institution has a robust, steady and effective system of communicating the marks to the parents/guardians of students through internal marks form duly signed by the Principal and Head of the department, also containing remarks of the class in-charge staff.
- Parents/ guardians get an opportunity to discuss with the faculty members in Parent Teacher meetings. So that they may clear the doubts, gain a better understanding of internal assessment evaluative mechanism and their ward's performance.
- Trust in faculty and College administration, typically shared by Parents in Parent Teacher sessions, has been repeatedly found over the years, bears witness to the strength and efficiency of the institution's teaching learning process.

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

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

**Response:**

#### **Grievance Mechanism for Internal Evaluation**

In the mid semester and model semester Examinations, the College conducts student assessments as per the prescribed schedule in the academic calendar. Question papers based on a syllabus are prepared by the respective subject faculty members, and then verified by the head of the departments concerned. The

question papers are submitted to the exam committee from all the departments.

For self-assessment, the assessed exam papers are shown to the learners. The student is free to take up the matter with the responsible course instructor and have it settled in the event of any examination problems. Internal marks are determined on the basis of the Mid-Semester and Model Semester review marks, assignment marks and seminar marks. Any complaints relating to Internal Assessment marks and mistakes related to attendance are dealt by Head of the department.

### **Grievance Mechanism for External Evaluation**

Any grievances, to the University question paper, are reported by students to the concerned faculty member who, in turn, informs the Head of the department. The Head of the department informs the Principal in writing. The Principal discusses the issues with the faculty member and, based on the genuineness of the grievance, forwards it to the Controller of Examinations, Alagappa University.

Once the University Examination results are declared, the credit details of each subject are available in the student's login. To redress the grievances related to valuation procedure, the University informs student to apply for the revaluation or scrutiny process through the University portal. A special fee is collected for the same by the University. Students need to apply to the University for correction in marks and for revaluation. The examination committee and the administrative office of the College guide the students about the revaluation process which is also found on the Alagappa University website.

If the students have any discrepancy in their hall ticket/semester results with respect to Name, Photo and any other exam related errors or omissions, it is addressed to the concerned HOD. The HOD submits the details to the Exam coordinator and it is brought to the notice of the University through official communication from the Principal.

Special Supplementary Examinations are conducted by the University for those Students who have failed in one or two courses. The details regarding the supplementary examination are available in University portal.

<b>File Description</b>	<b>Document</b>
Any 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:**

Programme Outcomes and Course Outcomes for all Programmes are clearly stated, displayed on the website and communicated to teachers and students.

Programme Outcome represent the knowledge, skills and attitudes the students should have at the end of a

course completion of their respective programme.

Course Outcome gives the resultant knowledge and skills the student acquires at the end of each course.

Programme Specific Outcomes are statements that define outcomes of a programme which make students realize the fact that the knowledge and techniques learnt in this course has direct implication for the betterment of society and its sustainability.

The learning outcomes of the programmes and courses have been specifically defined by each Department. The following mechanism is used by the institution to convey the learning result to the teachers and learners.

- Hard copy of the syllabus and learning outcomes are available in the departments for ready reference.
- Curriculum and learning outcomes of programs and courses are uploaded in the College website for reference.
- POs and PSOs are available in the Institution's website.
- POs and PSOs are displayed in classrooms.
- POs and PSOs are communicated to Alumnae during the Alumnae Meeting.
- During the class POs and PSOs are reviewed among the students.
- During faculty meeting POs and PSOs are reviewed among the staff members.
- COs are communicated to the students during the introduction class itself.
- During the discussion of the course, the outcomes of the course are also focused.
- During the commencement of each unit and after the completion of the unit, the course outcomes are reviewed.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View Document</a>
Past 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:

The department faculty members are well known and aware of the course outcome and programme outcome. The same is disseminated to the students by the following mechanism.

#### The POs,PSOs and COs attainment is evaluated in the following way:

In the College the levels of attainment of Programme Outcomes (POs), Programme specific Outcomes (PSOs) and Course Outcomes (COs) are determined by both direct and indirect methods.

#### DIRECT METHOD:

The academic performance of the students are analysed by Statistical indicator,Z value and Tvalue for UG and PG students.The Examination Marks of the Entry and Exit levels are compared using Z test and T test. A significant difference is considered as the benchmark.

Direct methods display the Student’s knowledge and skills from their performance in the

- Class Test
- Assignment
- Internal Assessment Tests
- Seminars
- Practical and Project.

These Methods provide a sampling of what students know and/or can do and provide strong evidence of student learning.

- Experiential learning in the form of organizing events like workshops/seminars is also used to evaluate students, Institutional and leadership skills which are a component of POs attainment.

Every year the College students achieve University Ranks,both in UG & PG programmes which is considered as a bench mark for attainment of the learning outcomes.

**INDIRECT METHOD:**

Feedback from outgoing students,Alumnae and Parents to evaluate the programme outcomes.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>

**2.6.3 Average pass percentage of Students during last five years**

**Response:** 90.14

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

2019-20	2018-19	2017-18	2016-17	2015-16
397	360	412	335	354

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



2019-20	2018-19	2017-18	2016-17	2015-16
397	411	476	373	408

<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>
Upload any 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>	
<b>Response: 3.95</b>	
<b>File Description</b>	<b>Document</b>
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>



## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

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

**Response:** 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

**File Description**

**Document**

List of endowments / projects with details of grants

[View Document](#)

**3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)**

**Response:** 5.08

**3.1.2.1 Number of teachers recognized as research guides**

**Response:** 3

**File Description**

**Document**

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

**3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years**

**Response:** 0

**3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

### 3.1.3.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
12	12	12	12	12

File Description	Document
List of research projects and funding details	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

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

#### Response:

ICW is proud to transfer expertise knowledge in all fields and build an innovative learning environment. It prioritizes teaching methods with inventions and wide variety of the best practice that allow skillful knowledge transfer.

#### E-resources:

- Institution provides e-resources with Internet connectivity through E-Library and network linked computers. References are reserved for Power Point presentations, Staff ICT resources using materials, e-Content, Language Lab, Materials, Textbooks, Journals, and Lectures.

#### Research Committee

- Research Committee inculcates the research culture in the minds of our rural young youth. Two of our Physics Department students applied for a project proposal on “Solar Cell” to TNSCST, Chennai.
- Department of Mathematics applied a project proposal to National Board of Higher Mathematics, Mumbai to get financial assistance.
- Under the guidance of our faculty four students from Biochemistry Department submitted a project proposal about “Human Breast Cancer.

#### National Commission for Women (NCW)

- To recognize the legal status of women, a Competitive Exam is conducted in collaboration with NCW.

#### ADD on Programme through EDC:

The institution offers Add on programme like **Spoken English, Tailoring, Designing, DTP, Tally, Driving, DMLT and Beautician**. These Add on courses are conducted with the support and assistance of EDC. The objectives of Add on are:

- To help the students in developing and transferring skills from learning to application.
- To develop the communicative skills, **Spoken English** classes are being conducted for first year under graduate students.
- To take initiatives for applying the learned theoretical knowledge into the practical life by offering **Tailoring** Course.
- To develop creative ideas and career options, an advanced specialization course in **Designing** is offered.
- course is offered as an initiative for creation and transfer of knowledge.
- **DTP, Tally & Hardware** courses are offered to get knowledge and practically apply it in their future career.
- **Jewel Making** is offered to explore creativity and augment their knowledge in the most innovative and resourceful manner.
- (Diploma in Medical Laboratory Technology) is offered to inculcate basic knowledge of anatomy, physiology and forensic medicine.

#### Other initiatives:

- Computer Science and BCA students prepared **Mobile App and Real Time Projects** including **Alumnae Feedback Management System, PTA, Online Parent Feedback and Online Library Feedback**.
- **Science Exhibition and Arts & Fashion Fiesta** is conducted to display their working models, concepts and inventions.
- Students have visited nearby **Government Schools** and taught basic **Grammar, Mathematics, and Tamil Ilakkanam**.
- EDC has organized programmes like making paper bags and candles. Many awareness programmes are conducted to our students and people of our adopted villages. Training is provided on Tailoring, preparing home made products like Phynoline, Ink, Washing Powder, Soap Powder, Vessel Cleaning Powder and Jewel making.
- **Mushroom Cultivation, Vermin Manure and Herbal Garden** serves as a potential hub for hale and healthy environment.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

Response: 96

#### 3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual

### Property Rights (IPR) and entrepreneurship year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
32	26	19	10	9

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>

### 3.3 Research Publications and Awards

#### 3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 1

##### 3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years

Response: 3

##### 3.3.1.2 Number of teachers recognized as guides during the last five years

Response: 3

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>
Any additional information	<a href="#">View Document</a>
URL to the research page on HEI website	<a href="#">View Document</a>

#### 3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 0.36

##### 3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
15	6	0	1	0

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>

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

**Response:** 1.52

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

2019-20	2018-19	2017-18	2016-17	2015-16
24	12	33	17	7

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

## 3.4 Extension Activities

### 3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

**Response:**

ICW believes in the holistic development of the students. So, it organizes a number of extension activities to promote **Institute – neighborhood community** to sensitize the students towards community needs and to bring communal transformation in the surrounding rural communities.

Our Institution has adopted five nearby villages namely – **Nagamathi, Gopalapuram, Vellikatti, Poradapu and Sokkanathapuram**. We are rendering effortless service to the community. This creates a platform to establish a link between College and the neighbour local communities.

The College sensitizes the faculty and students on social responsibility by involving them in contributing good citizenship, high moral values, community service and holistic development through **NSS/RRC/YRC/AICUF/WOMEN CELL/ROTARACT and EDC**.

National Service Scheme orients and encourages students on social issues and offers opportunities to

conduct and coordinate various activities related to the College programs and extension activities. It organizes seven days camp in nearby villages. Several activities were carried out such as Rally on Removal of Prosopis Juliflora, Rally on Dengue Awareness, Rally on National Voters Day, Road Safety Awareness, Rally on International Suicide Prevention Day, Pulse Polio Camp, Blood Donation Camp, Kitchen Garden, Special Schemes such as Swachh Bharat, VISAKA – Digital Economy and Cashless Transactions and Special Swachhta Campaign.

Various Clubs like **YRC, RRC, AICUF, WOMEN CELL, ROTARACT, EDC & Departments** of the College is conscious about its responsibilities for shaping students into responsible citizens of the country. Students are made aware of social issues through various programs like Tree Plantation, Medical Camp, Village Visit, Awareness Program on Evergreen Environment, Thyroid Awareness, Legal Awareness, Preparation of Paper Bags, Sanitary Awareness, Health Issue Awareness, Removal of Plastic Products, Safe Blood Transfusion, Group Testing, and Social Service Program like, Service at Old age Home, Orphanage, & Women Self Employment Program.

The NSS & all other Club of the College celebrates the World Important Days like, International Day of Older Persons, World Disability Day, World Water Day, International Day of Yoga, International Youth Day, National Nutrition Week Celebration, Independence Day Celebration, Republic Day Celebration, & Youth Awakening Day.

These Extension and Outreach activities are always **been the strength** of our College. Also emphasizes the institution's core value of service to the community. It inculcates **academic, professional, and social skills** among our students to face challenges in the society. These activities mould the students as builders of tomorrow's society and help them to build a better nation. It makes the students to realize the human value, value of life and understand their responsibilities as good citizens.

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

### 3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

**Response: 6**

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

2019-20	2018-19	2017-18	2016-17	2015-16
2	1	1	1	1

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>

**3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years ( including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)**

**Response:** 126

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

2019-20	2018-19	2017-18	2016-17	2015-16
26	28	21	28	23

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>

**3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years**

**Response:** 79.66

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

2019-20	2018-19	2017-18	2016-17	2015-16
894	1088	997	995	939



File Description	Document
Report 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>

### 3.5 Collaboration

#### 3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

**Response:** 254

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

2019-20	2018-19	2017-18	2016-17	2015-16
5	145	26	78	0

File Description	Document
e-copies of related Document	<a href="#">View Document</a>
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	<a href="#">View Document</a>

#### 3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

**Response:** 25

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

2019-20	2018-19	2017-18	2016-17	2015-16
10	3	5	3	4



<b>File Description</b>	<b>Document</b>
e-Copies of the MoUs with institution/ industry/corporate houses	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

NAAC

## Criterion 4 - Infrastructure and Learning Resources

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### 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:**

The College has adequate facilities for teaching and learning with physical facilities like spacious classrooms, well equipped laboratories and updated technological facilities.

**INFRASTRUCTURE:**

- Idhaya College provides excellent facilities for teaching, learning support on campus.
- Over the years, the College has systematically and continuously augmented its infrastructure.
- The Institution has state-of-the-art infrastructural facilities.
- Total area of land 200 acres.
- College building is accommodated with 14.707 acres.
- 4.8801 acres of playground.
- The College has two separate buildings, Main Block and Management Block.

**CLASS ROOMS & SEMINAR HALLS:**

- 48 Spacious classrooms.
- 3 Seminar halls are equipped with computers, LCD projectors and audio system to facilitate the organization of meetings, seminars, workshops and conferences.
- 17 LCD Projectors and 1 LED TV are available.
- Separate rooms for Reading, NSS and Sports activities.

**LABORATORIES:**

- Language Laboratory with 21 computers and 21 headphones to strengthen the abilities of the students in Listening, Speaking, Reading and in Writing skills (LSRW).
- Computer Lab with 112 computers and 1 Color printer with scanner are available.
- Advanced Research Instruments including Centrifuge, Chromatography, Spectroscopy, UV-chamber, Electrophoresis, Blotting techniques, Incubator, Calorimeter, Autoclave, Defreeze, Muffle Furnace Temp 1150c size -6"×6"×12", Rating 4KM, Magnetic Stirrer with hot plate, Digital laboratory hot plate are available in Biochemistry and Physics Laboratory.
- Textile Testing Lab with Digital Bursting Strength, Fabric Drape Meter, Fabric Tensile Strength Tester, Coarse Length Tester, Automatic Warp Real Premier, Fabric Drape Meter Template, Water Bath, Crock Meter, Binocular Microscope, Crease Recovery Tester, Thickness Gauge, Single Yarn Twist Tester, Quadrant Balance, Fabric Stiffness Tester and Sewing Machine are available.

**COMPUTING EQUIPMENTS:**

- A computer with ADM 8310 eight core processor, 22 Computers with Core i3 processor, 136 Computers with Dual Core processor are available. Free internet service is provided to staff and

students.

- 60 Mbps INFONET and 3 controlled Wi-Fi access points and optical fiber connected network for campus-wide internet access are provided.
- 2 Generators with total capacity of 40 KVA power and Solar Panel with 10 KWH for alternative energy supply and LED lamps on our campus to conserve electricity.
- ERP software is available.

#### **LIBRARY:**

- Library is fully automated with three Surveillance cameras and they are fixed for security purpose.
- A collection of 16,161 books, 324 rare books and 5 different newspapers, 32 subscribed periodicals and digital section are available for accessing

E-resources such as N-LIST, National Digital Library (NDL), uses barcode and OPAC, allowed with Wi-Fi and DVD collections and reprography are available for photocopiers.

- To monitor the entry and exit of users, Digital gate register is used.

#### **ECO FRIENDLY ENVIRONMENT:**

- To equip the campus as ecofriendly, the herbal garden is set up.
- The College trains the students in vermicomposting and mushroom cultivation.
- To augment the level of ground water, and Rain Water Harvesting system is installed.

#### **OTHER ADEQUATE FACILITIES:**

- We have a counselling room and Hospital.
- CCTVs for security.
- Campus hostel and filtered drinking water.
- Guest house for visiting faculty/guests, chapel to foster composite community.
  
- There are ample rest rooms, canteen facilities, and bus sheds.
- Biometric system for faculty attendance.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>

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

##### **Response:**

Idhaya College for Women has adequate facilities for sports, games (indoor, outdoor), yoga and cultural activities.

## SPORTS & GAMES:

- The College strives to increase our Brain IQ, thinking capacities, concentration, self-confidence, and communication skill and discipline.
- The college has 4.8801 acres of playground and has the following facilities.

**TABLE: 4.1.2. (A). SPORTS OUTDOOR GAMES**

S.NO	OUTDOOR GAMES
1	Track -200m
2	Kho – Kho -32 X16m
3	Kabaddi -12X10mts(Women)
4	Volley Ball -18X9 mts
5	Ball Badminton -24X12mts
6	Basket Ball -28X15mts
7	Long Jump -10mts to 30 mts
8	Triple Jump -25mts
9	Shot put -15 to 30mts
10	Discuss Throw - 100 mts
11	Javelin - 40 mts

**TABLE: 4.1.2. (B). SPORTS INDOOR GAMES**

S.NO	INDOOR GAMES
1	Carom - 74cm X 7.60 cm
2	Chess - 74cm X 7.60 cm
3	Shuttle Cock Court Area - 13.40 X 6.10 mts
4	Table Tennis - 2.74m X 1.525m

## PRIVILEGES FOR SPORTS STUDENTS:

- Sports and games at University level, the College has excelled. 39 athletics are University players.
- Outstanding Sports Students are given waiver on tuition fee and mess fee every year according to their performance. For example Rs. 1,13,000/- is provided during the year 2016 - 2017.
- Special permission is granted to attend training sessions and participate in tournaments.
- The sports club has a president and secretary.
- The services of sports alumnae are utilized for training the College teams in games and sports.

## MEDITATION AND YOGA:

- Manavalakalai Yoga is part of curriculum under part IV for all second year undergraduate.
- Every year International Yoga Day is celebrated in the College on 21st June.

## TRADITIONAL GAMES:

- Dhayam, Pallanguzhi are available.

## FINE ARTS AND CULTURAL ACTIVITIES:

- The College has 4 spacious halls - Closed Auditorium, Multipurpose Hall, Seminar Hall and One Open Auditorium, with supporting Audio-Visual aids and lighting facilities.
- A separate room is provided for the storage of fine arts properties.
- Professional trainers are arranged by the Management for training the students in cultural activities.
- The College cultural committee conducts cultural programme for all celebrations and Inbameela - Inter Departmental Competitions to encourage students to exhibit their talents and excel in Fine Arts.
- A Staff committee is formed to organize and conduct programmes and competitions.
  
- The students are encouraged to participate in various intercollegiate cultural competitions at the Regional and State level.
- Choir team is existing in our college under staff in-charge and its performance is telecasted in Madha TV.
- The achievers are honoured during important gatherings.

File Description	Document
Upload any 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:** 33.33

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

Response: 17

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

**Response:** 17.73

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

2019-20	2018-19	2017-18	2016-17	2015-16
49.60	6.27	29.18	27.73	26.66

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	<a href="#">View Document</a>
Upload audited utilization statements	<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:

**Idhaya College Library is automated and uses the Integrated Library Management System (ILMS).**

#### The Salient features of the Library are:

- Library building is situated in the first floor of the College. The total area of the library is 3440 sq.m.
- The College Library is well equipped with 16,161 books.
- The Library is open from **8.30 a.m. to 5.00 p.m.** on all working days.
- It is **fully automated with MODERN LIB Software from 2014.**
- Name of the ILMS Software : **MODERN LIB**
- Nature of automation : **Full**
- Version : **2014**
- Year of automation : **2014**

#### Some of the major components of the software are:

- Gate Entry Monitoring system
- Acquisition Module.
- Circulation Management.
- Serial Control.
- OPAC (Online Public Access Catalogue).
- Library Usage statistics Module.

#### Digital Section:

- Separate Digital section is available with **10 computers** for accessing digital resources.
- Access to online resources such as **N-LIST** is available.
- **Free Wi-Fi** access is available in the library.

### **E-Library:**

- E-library feature is an integral part of the software. This feature is used to build the **digital library**.
- The E-library includes the **subscribed journals, open access full text journals, subscribed and open access e-books as well as Newspaper**.
- These e-resources are hyper linked to provide convenient access for students and staff .

### **WEB OPAC:**

- **Web OPAC** is the Online Public Access Catalogue which allows users avail the services of the library **using internet**.
- It helps the user to view the information regarding the book or journal or any CD/DVD/Project reports and also provides detailed status of the resources, whether it is available in the library or in circulation.

### **Reprography:**

- Reprography facility is available in the library. Library users can photocopy the materials subject to copyright restriction.

### **Book Bank:**

- The library operates a Book Bank scheme for students who are economically deprived.
- Under this scheme, text books and reference books are issued for a whole semester to students.

### **Question Bank:**

- University semester examination question paper for all subjects are collected and kept bound volume.
- Question Bank provides an opportunity to improve the evaluation, learning and answering skills among the students.
- Staff and student use this facility.

### **Department Libraries:**

- Department libraries are available in the following departments: Mathematics, Physics, English, Commerce with CA, Biochemistry, Computer Science and Tamil.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>

#### **4.2.2 The institution has subscription for the following e-resources**

- 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>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership, Remote access to library resources, Web interface etc (Data Template)	<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:** 2.23

##### 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)

2019-20	2018-19	2017-18	2016-17	2015-16
5.29	0.79	1.15	1.66	2.24

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the last five years (Data Template)	<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 last completed academic year

**Response:** 10.57

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

**Response:** 129



File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>

## 4.3 IT Infrastructure

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

#### Response:

The College updates IT facilities for academics research and administrative services.

#### Wi-Fi:

- During 2014-2019 BSNL (10 – 40) Mbps Leased Line was used.
- In 2019-2020 INFONET 60 Mbps was upgraded.

#### IT Facilities:

- A Computers with ADM 8310 eight core processor.
- 22 Computers with Core i3 processor.
- 136 Computers with Dual Core processor.
- 8 scanners, 1 Wi-Fi with color printer, 1 Color printer, 1 Dot matrix printer, 4 scanning printers, 2 Xerox equipments, 1 HP scanner and 11 air-conditioners, 5 UPS (5KV and 10 KV) and 2 uninterrupted power source generators are available.
- We use 21 systems, 21 headphones, projectors, Wi-Fi and software in the Language Lab to strengthen the abilities of the students in LSRW (Listening, Speaking, Reading and Writing skills.
- **3 controlled Wi-Fi access points** are available.
- **Free Wi-Fi access** is provided for staff and students.
- The library is automated with MODERN LIB software.
- The campus security is strengthened with surveillance cameras. 64 surveillance cameras were installed.
- Six class rooms and three seminar halls are equipped with ICT facilities.
- Eight portable projectors are available.
- ERP server was installed for effective student and staff information management. This allows students, parents and staff to access records of attendance, marks and other academic details of the individual.
- The College has IT facilities which are upgraded from time to time to facilitate both academic and administrative purposes. A technical team monitors and maintains the hardware, network, intranet related services and Wi-Fi on campus.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 7:1

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Student – computer ratio	<a href="#">View Document</a>

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

**Response:** A. 250 MBPS

File Description	Document
Upload any additional Information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

#### 4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

**Response:** 59.92

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

2019-20	2018-19	2017-18	2016-17	2015-16
100.12	84.77	106.42	100.48	99.48

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<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:**

Established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports room, computers, and classrooms. Idhaya College strives to meet the growing needs of the students with the support of the Planning Committee, making available adequate physical infrastructure and constantly upgrading facilities to provide, maintain and utilize physical, academic and support facilities.

#### **ESTABLISHED SYSTEMS AND PROCEDURES:**

- The Principal is empowered to deal with all problems relating to the purchase, repair, maintenance and disposal of campus facilities.
- The Principal discusses the infrastructural issues with the second line of leadership including the Vice Principal, HODs, PTA Members and student members of IQAC.
- Written complaints regarding infrastructure maintenance are dealt by the Principal.
- The Principal takes charge of the regular upkeep of the whole campus.

#### **MAINTENANCE OF PHYSICAL FACILITIES:**

- Classrooms maintenance, campus sweeping, gardening, plumbing, repairing and maintenance of electrical equipment and hall maintenance are carried out by the staff under her supervision.
- The maintenance of the entire campus throughout the year and major repair works are carried out during summer vacation.
- Technical requirements and other infrastructure facilities are maintained regularly.
- Fire extinguishers and First Aid Kits are maintained regularly and their refilling is done before the date of expiry.
- The Support Staff - Cleaning and maintenance of class rooms, seminar halls, laboratories, staffrooms, library, and corridors are done regularly on a daily basis.
- Cleanliness and maintenance of Wash rooms and the College campus are regularly cleaned and maintained.

#### **POWER SUPPLY:**

- A generator of 40 KVA power and Solar panels which generates 10 KWH power is installed to ensure uninterrupted power supply.
- The maintenance service is undertaken as and when required.

#### **SECURITY MEASURES:**

- The campus is widely covered through 64 CCTV surveillance cameras which are maintained by the system administrator of the College.
- In addition, security guards are present on campus to ensure the safety of students and staff.

#### **OUTSOURCED MAINTENANCE ACTIVITIES:**

- Maintenance of Air-conditioner, R.O plant and computers is done from time to time.
- Pest control measures are undertaken as and when required.
- Sanitary napkin disposal machine is serviced periodically.

## **GREEN AND HEALTHY ENVIRONMENT:**

- Biochemistry to maintain the flora in the campus.
- Seasonal and herbal plants are nurtured for green and healthy environment.

## **MAINTENANCE OF ACADEMIC FACILITIES:**

### **LABORATORY:**

- Stock taking of all the equipment, instruments, glass ware, specimens, computing devices etc. is done in all the departments annually and details are given to the College office for further action.
- For any kind of maintenance or repair the laboratory staff in-charge reports to the Head of the Department, and she forwards it to the Principal and the repair work is carried out by the concerned service person.
- The instruments and equipments are serviced by the suppliers from whom it is purchased, in case of any service required.
- The sensitive laboratory equipments are housed in an air-conditioned room.

### **LIBRARY:**

- All books in the library are arranged according to their classification.
- The Library support staff help in maintaining the books and the other infrastructure in the library.
- The annual stock taking and maintenance of the library books is carried out during the summer vacation.
- On request from each department, a list of required books are prepared and procured for the next academic year.
- The departmental library is taken care of by the staff in-charge of the library in each department and the support staff.

### **COMPUTERS:**

- System administrator and faculty member are in charge in every computer lab.
- One hardware technician takes care of the maintenance and service of the computers.
- Minor technical problems occurring in computers are handled by the concerned lab system administrator.
- Main server and accessories are installed with power backup.
- Working of LCD is checked on a regular basis by system administrator.
- Students are instructed to follow Standard Operating Procedures strictly during the use of systems to avoid system failure due to improper usage.

### **SPORTS:**

- The play ground is cleansed and all the courts are marked before the start of inter-departmental tournaments.
- Physical Education (Sports and Games) maintains **stock registers**, stock issue register and register for condemned equipments.

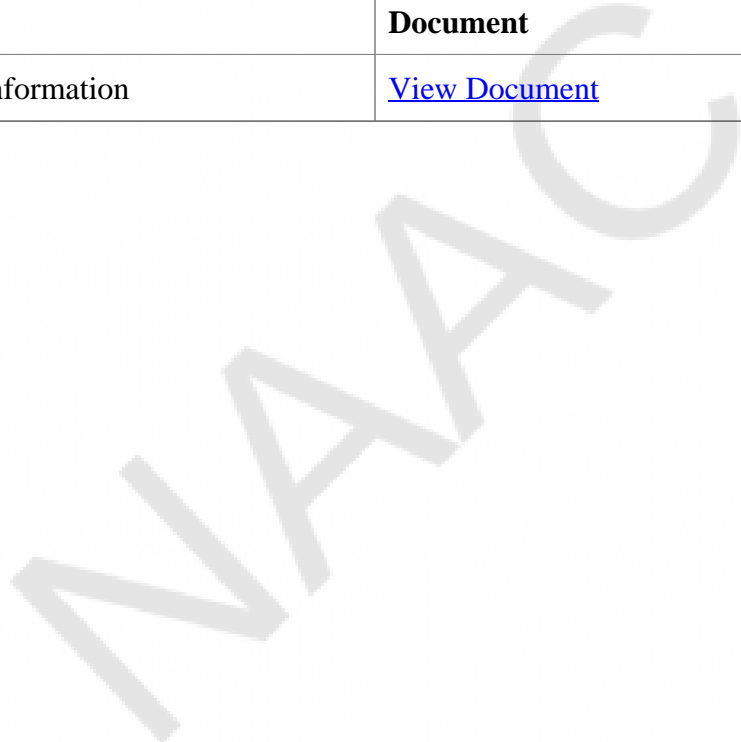
### **FINE ARTS:**

- The Fine Arts Room - to keep the properties used for fine arts and cultural activities.
- A stock register is maintained for these fine arts properties by the Cultural Co-ordinator.
- Damaged ones are repaired and the properties beyond repair are discarded and new properties are purchased.

**UPDATING OF WEBSITE:**

- The system administrator monitors the website and uploading the information on the college website on a regular basis.

File Description	Document
Upload any 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:** 9.87

##### 5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
128	97	113	136	135

#### File Description

#### Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

[View Document](#)

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

**Response:** 16.38

##### 5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
181	213	243	220	155

#### File Description

#### Document

Upload any additional information

[View Document](#)

Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)

[View Document](#)

**5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following**

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

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

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	<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 benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

**Response:** 69.54

**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**

2019-20	2018-19	2017-18	2016-17	2015-16
1284	711	700	695	864

File Description	Document
Number of students benefitted 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 has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

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

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

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
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:** 24.86

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

2019-20	2018-19	2017-18	2016-17	2015-16
130	190	112	20	67

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Details of student placement during the last five years (Data Template)	<a href="#">View Document</a>

### 5.2.2 Average percentage of students progressing to higher education during the last five years

**Response:** 77.13

#### 5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 317

<b>File Description</b>	<b>Document</b>
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education (Data Template)	<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**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

**File Description**

**Document**

Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)

[View Document](#)

**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:** 13

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

2019-20	2018-19	2017-18	2016-17	2015-16
4	5	2	2	0

<b>File Description</b>	<b>Document</b>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>

### **5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)**

#### **Response:**

The College Union office bearers consist of President, Vice-President, Ministers and Secretaries, Class representatives, Club secretaries and secretaries of each discipline. The College union members are selected among the nominated candidates by 1. Principal, 2.Vice-Principal, 3.HOD's 4.Staff Secretary and Treasurer, 5. Class Representatives and Secretaries of various clubs. The ministers and secretaries are elected for the clubs such as Communication, Finance, Discipline, Health and Hygienic, Sports, Cultural and Transport. The class representatives are elected by their respective class in charge at the beginning of the academic year. Same way the Department secretaries are elected by the respective Department Head and the staff. All these members together form the College union council. Every club will function under the guidance of a concerned staff in-charge.

#### **OBJECTIVE AND FUNCTIONS OF THE STUDENTS COUNCIL**

- To facilitate the students' overall growth (academic, technical and personal) by engaging them in various co-curricular and extracurricular activities.
- To foster an obliging community and to improve the leadership qualities of the students.
- To conduct different intra- and inter- collegiate activities/programmes.
- To support our College campus with discipline and safe environment.

#### **The Students Council Meet**

The Student Council consists of Secretaries of various Clubs and Class representatives under the chairmanship of the Principal. It is held twice a semester and the students have the opportunity to openly express their views, needs and requirements. The council dynamically helps in enabling a student-friendly campus through its active participation.

#### **Representatives in Academic and Administrative Bodies**

The Students have representation in Academic Council, IQAC and many committees. The feedback given by the students in academic and administrative aspects has been implemented in the upgradation of curriculum and teaching-learning process.

## Leadership Training

Roles and responsibilities as an IQAC initiative is an institutional practice to train student leaders for effective leadership and management. The student leaders work under the guidance of the Vice Principal and the President of student Affairs.

## Roles & Responsibilities of Student Council

The Student Council assist in **Maintaining campus discipline, organizing general assemblies, planning and execution of College Events and Celebrations.** (Fresher's Day, Fine Arts Festival, Annual Sports Day, Regional and national festivals, Inter-Departmental Competitions, Inter Collegiate Events, Seminars and Conferences)

## On campus and Beyond campus initiatives

### Student Initiatives and Creative's

The Student Council Members initiate creative ways to create awareness and address specific issues.

1. To create awareness on zero tolerance to ragging in the campus .
2. To motivate students to be Punctual.
3. To monitor the dress code of the students.
4. To create awareness on plastic free environment.
5. Food ministers creates an awareness on wastage of food and proper usage of dustbins.
6. Health minister will do the needful to the sick students.

The suggestions given by the Student Council are discussed with the administrative body and implemented successfully.

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 in which students of the Institution participated during last five years (organised by the institution/other institutions)

**Response:** 67.2

#### 5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
69	75	91	62	39

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	<a href="#">View Document</a>

## 5.4 Alumni Engagement

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

#### Response:

**The IMMAA (Immaculate Alumnae Association) has registered since 2017**

#### **IMMAA - Alumnae Association**

- IMMAA is a forum to provide and form relationship with former students and the institution.
- The IMMAA (Immaculate Alumnae Association) was established in 2013 and registered in 2017 under section 10 of the Tamil Nadu Societies Registration Act, 1975. Every year the meeting is conducted, and the executive members are elected by an open ballot. Membership subscription has been collected from the Alumnae members and utilized for the development purpose of the College. According to the bye-laws, accounts are maintained and audited by the auditor.
- Alumnae Association is renewed every year.
- One of the main purposes of Alumnae Association is to support a network of former graduates who will in turn help to raise the profile of the College.
- Moreover, it is a way to keep their connection with the College.
- Alumnae programs are open to all graduates and after a broader networking scope.
- IMMAA coordinator is responsible for execution of association and regularly updates the information related to their activities. The students once completed their degree, they join as a life member of our association. So, Idhaya has strong alumnae with 7,727 passed out students. They take part in the academic and non-academic activities and play a significant role in the institution's development.
- Alumnae who are professionals, entrepreneurs, invited as a resource person for the cultural programme, sports day, women's day, seminars and workshops. They interact with the students and share their experiences. They play an important role in grooming the students.

- Alumnae are engaged in curriculum enhancement, feedback and review mechanisms to initiate add on courses.
- Alumnae are inducted as coaches for College sports teams and help in the conduct of tournaments. Sports Achievers are absorbed by the alumni in their respective organizations.
- The Alumnae Association is an intense Source of enrichment of the student's network and authentically conveys the values and principles of the College.

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

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

**Response:** C. 3 Lakhs - 4 Lakhs

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link for any 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 and in tune with the vision and mission of the institution**

##### **Response:**

Idhaya College for Women focuses to offer holistic education to rural deprived women who strive to uphold their dignity in the society. Through the effective governance, the College prepares strategies and policies to improve the quality of higher education for women students. The governance of the College echoes the provisions exhibited through vision and mission and reflected through its objectives.

Aspire to Achieve is the cherished motto of the College. Its vision is to liberate rural young women in all dimensions. Ensuring high quality teaching and learning environment and empowering young women to be the future leaders with social, intellectual and ethical value is set forth as mission statements. ICW is governed by the College Administrative Board. The College Administrative Board delegates authority to Academic Council (College Council) to plan for the Academic activities and future actions at the College level. Academic Council consists of Provincial, Secretary, Principal, Superior, Vice Principal and all the Heads of the Departments. The Provincial, Secretary and the Principal are the Supreme authority of Academic Council.

Academic Council is the apex body that prepares policies and conducts the College's improvement practices by setting principles and participatory decision-making processes. These are necessary not just to accomplish the College's vision and purpose, but also to develop its traditions. Within the establishment and execution of its quality policies in teaching, studying and extension programmes, the Academic Council, IQAC, and even faculty play a significant role. The College prepares and executes efforts to fulfil its vision. The role of leadership is apparent in ensuring the fulfilment of policy statements and action plans of the expressed mission. The Academic Council Meeting is held once a year and chaired by the Provincial. The meeting focuses on the curriculum implementation, teaching, learning processes and infrastructural developments. A well-organized organogram reveals participative leadership and enables the successful accomplishment of its perspective plans visualized every year.

**Vision and mission of the institution are well in tune with the intention of higher education. It replicates through the following programmes and activities:**

Decisions based on the principles are adopted by the Principal and the Academic Council in conjunction with the College's vision and mission. Unity and discipline are stimulated through the student council, NSS and sports activities. Likewise, special blood donation camps, tree plantations, AIDS awareness and rally are organized through various service units (YRC, RRC, EDC, Rotaract and Women Cell) to fabricate our students' social responsibility. A special course in Environmental Awareness is prescribed for the first year UG students by Alagappa University. Students are given career guidance through orientation programme by the placement cell. The College encourages the faculty to carry out research and publish papers/journals.

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

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

#### Response:

Idhaya College for women sustains and motivates a culture of decentralization and participative management by involving staff members in a number of administrative roles. The Academic Council is the apex decision-making authority in the College. Under the Academic Council, many committees and cells were formulated like Planning and Evaluation Committee, Guidance and Counselling Committee, Sexual Harassment Committee, Placement and Career Guidance Cell, Communication Animation Cell and Editorial Committee in which faculty members, students and stakeholders are involved. Decentralization mechanism is evolved and the Principal is connected with the Vice Principal, Research Coordinator, IQAC Coordinator, Exam Coordinator, Extension Activities Coordinator and Head of the departments. This leads to effective, transparent, progressive and participative functioning. Every committee has the independence to organize their plan and decide execution approaches. The College committees are responsible for admission, time table, examination, welfare of students and extension activities. The committee meetings are held as and when necessary.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste 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:

Perspective, strategic plans are articulated at the beginning of the academic year. All departments, cells and committees submit their yearly plan to the Principal. Action taken and future plans are assessed and drawn at the end of the academic year. The College strives to go ahead with this perspective plan helping as a roadmap for student's achievement and College's growth and development.

#### Perspective Plan 2015-2020:

- To implement a new curriculum and study programmes for Under Graduate and Post Graduate degrees.
- To increase the potential of student intake for current courses and to boost student enrolment, even



to create further rank holders.

- To introduce new Certificates courses.
- To improve the teaching learning methods based on student's feedback.
- To publish research papers in reputed and high impact factor journals.
- To conduct Faculty Development Programmes and Staff Orientation Programmes.
- To commence functional MoUs.
- To invite the alumnae for increasing their participation towards the college.
- To enhance the internet services.
- To initiate rain water harvesting system to increase ground water level.
- To install solar panel to decrease harmful emissions to atmosphere.
- To install Enterprise Resource Planning (ERP).
- To have clean and green campus.
- To collect feedback directly through Google forms.
- To conduct Environmental Audit, Green Audit and Energy Audit.
- To conduct AAA (Academic and Administrative Audit).

**Describe one activity successfully implemented based on the strategic plan within a maximum of 500 words**

Academic Achievements Education is one of the most important means of empowering women with the knowledge, skills and self-confidence. Majority of our students are from economically weak, remote and interior rural background where miserable conditions like illiteracy and utter poverty take hold of their lives. They are doubly affected by the backwardness.

Though our students are from remote places, we aim to make them to be toppers in their academic progress. ICW produces around 90% results every year. It has secured 279 ranks so far among the affiliated Colleges of Alagappa University, Karaikudi from its inception. Out of the total ranks ICW has secured 50 gold medals. During the assessment period (2015-2020), the College has awarded with 71 ranks, of that 13 are gold medallists.

Gold medallists are received their degree from Honourable Governor at the University Convocation. All the rank holders are awarded with shield, cash award by the College. The gold medallists are recognized with Gold Coin or Gold ring, which are sponsored by the donors. The rest of the rank holders are awarded with the cash award or shields by the management.

ICW really feels pride in producing rank holders and academic toppers who excel their talents in various places either in higher studies or in placements.

File Description	Document
strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Paste 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 and service rules, procedures, etc.**



**Response:**

Idhaya College is affiliated to the University of Alagappa, Karaikudi. Its educational structure is governed by the Superior General and the Provincial as the overall head, the Principal and Vice Principal as the working heads, aided by IQAC and staff members. The College's apex body is the Academic Council. Its whole foundation relies on the student body, parents, alumnae and well-wishers.

The administrative structure consists of the Secretary and Principal, followed by the Vice-Principal, faculty members, IQAC coordinator, HODs, librarian, and the head of the hostel, stakeholders, students' council, supportive staff and the maintenance staff.

### **Recruitment and Promotional Policies**

Teaching and non-teaching staff members are recruited without any donation. They are selected on the basis of merit. In order to fill the vacancies, interviews are conducted. The probationary period of the recruited staff is one year. The terms and conditions for them are mentioned in their appointment order.

The Salary is raised once in a year. It is based on the qualification and service. The pay scale is revised as per the norms of the congregation.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<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:** B. 3 of the above

<b>File Description</b>	<b>Document</b>
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation, Administration etc	<a href="#">View Document</a>
Any 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**

**Response:**

The management has undertaken a number of welfare measures for teaching and non-teaching faculty. It implements them through different modes and channels.

1. Faculty members are deputed to attend orientation and Refresher programme 'on duty'.
2. Casual leave, Maternity leave, Medical leave are permitted.
3. Employees Provident Fund scheme is implemented for teaching and non-teaching staff.
4. Loan facility is made available for the staff without interest.
5. Faculty members are recognized and rewarded through remuneration while completing the doctoral degree and Eligibility Test (SET/NET).
6. Free transportation service is provided for the faculty members those who have completed doctoral degree.
7. Monetary benefit given to non-teaching staff to educate their children.
8. Free meals provided to the deprived staff and students.
9. Fund provided for constructing home for the non-teaching staff.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste 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:** 24.3

**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**

2019-20	2018-19	2017-18	2016-17	2015-16
23	18	17	8	8

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	<a href="#">View Document</a>

**6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**

**Response:** 4.4

**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**

2019-20	2018-19	2017-18	2016-17	2015-16
5	6	4	4	3

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	<a href="#">View Document</a>

**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:** 9.13

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

2019-20	2018-19	2017-18	2016-17	2015-16
26	0	0	1	0

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
IQAC report summary	<a href="#">View Document</a>
Details of teachers attending professional development programmes during the last five years	<a href="#">View Document</a>

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

#### **Response:**

The Institution evaluates faculty members through three types of assessment – self appraisal done by the individual faculty, evaluation by students and performance appraisal by the Principal. The performance appraisal system of the Institution ensures proper procedure. It is a compulsory continuous process which is conducted annually to provide information necessary for making relevant and objective decisions on the Institution's total staff. The institution secures the self-appraisal on the format provided by the IQAC Coordinator.

The teacher's performance appraisal forms consist of Teaching, Learning, Evaluation Related Activities, Professional Development, Co-curricular, Extension activities, Research and Academic Contributions.

The College collects structural feedback from students on faculty's performance for further improvement and implementation through JAS REVIVER Software.

The Principal evaluates the performance of the staff at the outset of the personal interview itself. She reviews the performance of the staff through personal observation and supervision. She appreciates the staff that performs their allotted tasks better and gives correction to those who do not. This performance appraisal helps the faculty to identify their strength and weaknesses and take necessary corrective measures.

<b>File Description</b>	<b>Document</b>
Upload any 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:**

Internal Audit is done once in three months by the Province Procurator, Immaculate Provincialate, Rajakambiram, Madurai. External Audit is done by Mr. Rosario, Chartered Accountant, Chennai.

- External auditor completes statutory audit at the end of each financial year.

- The audited financial statements comprising the salary, fee collection and expenses are submitted to the Mother Provincial every year. Tuition fee and special fee for the UG and PG students are collected as per the University norms.

The scholarship accounts are submitted every year to the Regional Joint Director of Collegiate Education, Madurai.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 2.76

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

2019-20	2018-19	2017-18	2016-17	2015-16
0.70	0.29	0.12	0.70	0.95

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:**

##### **Mobilization and Utilization of Financial Resources:**

Our Institution is known for its efficiency, accountability and transparency in its functioning since its inception in 1996. The heads of the departments estimate their departmental requirements and prepare a plan every year and sanction by the management.

**Mobilization of Funds:** Fund is mobilized from the management, students' fees, Alumnae, PTA and well-wishers with which the expenses are met.

**Utilization Requirements:** Resources are properly used for the allotted purpose, urgent requirements and welfare of student community and our institution. Funds are moved only through proper channels of administration.

**Optimal Utilization:** Fund is utilized for maintenance, building, infrastructure, procurement of lab equipment and learning tools. Also utilized for the underprivileged students in the matter of fee payment. Expenses towards enhancing greenery; water facility and campus utility are also met from the fund. Student/Staff are contributing as charity in times of natural disasters.

File Description	Document
Upload any 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

#### Response:

IQAC has taken following initiatives for the institutionalization of the quality culture in our College:

#### Practice 1: Conducts Faculty Development Programme and Staff Orientation Programme

IQAC organises Faculty Development Programme and Staff Orientation Programme regularly by inviting various resource person from outside, to lay a foundation for the faculty member's entire career with College. These types of effective programmes help the faculties to feel more comfortable with their roles, team and departments. The staff members are motivated to enhance and expose themselves during the sessions. FDP and Orientation Programmes such as, how to be an effective teacher, How to develop the teaching skills, How to balance emotions, How the educator mould the society are conducted.

IQAC also conducts workshop, seminars based on quality development such as Post Accreditation Quality Sustenance Measures, Revised Assessment and Accreditation Framework for NAAC, to enrich the ideas about quality measurements.

#### Practice 2: Record of Attendance (RoA)

IQAC initiates the Record of Attendance by consolidating student's attendance, mark register and lesson plan. This record is provided to the staff members for each course. It consists of course code and name, student's hourly attendance, Seminar and Assignment marks, Internal and External marks. The RoA remains with staff members during the class hour to note down the attendance, topics covered, date and duration. After conducting Internal Examination, it was verified and signed by the HOD. IQAC Coordinator along with the staff verifies the RoA every month. After that it is reviewed and signed by the Principal.

File Description	Document
Upload any 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:**

Post Accreditation Measures

IQAC is ensuring quality through a conscious, consistent and catalytic action to improve the academic and administrative performance of the institution. For quality enhancement IQAC is adopting the following measures as per the recommendations of Peer Team Visit in the first cycle.

- IQAC has been set up formally.
- College has been recognized under 2(f) and 12 (B) of UGC.
- Mentoring system has been strengthened.
- Feedback from stakeholders has been formalized.
- ICT has been made an integral component of the academic environment.
- Parents Teachers Association and Alumnae Association have been registered.
- Endowment, Scholarship and Free- ship were initiated.
- Vocational Course – Diploma in Medical Laboratory Techniques has been started.

Apart from the above, the following initiatives have been initiated.

- Diploma in Beautician, Diploma in Fashion Technology and Costume Designing have been introduced.
- Add on Courses like Spoken English, Tailoring, Designing, Tally, DTP, Hardware maintenance and Driving have been initiated.
- In order to initiate paper less communication, information was sent through SMS and Email.

**Add on Courses:**

Add on Courses such as Spoken English, Driving, Designing, Tailoring, Tally, DTP, Hardware, Jewel making, and Diploma in Medical Lab Technology (DMLT) were introduced during the assessment period (2015-2020). The syllabus for such courses is designed in the Board Meeting and prepares execution chart accordingly. Especially DMLT was initiated in association with National Council of Vocational and Research Training (NCVRT), New Delhi. All the students were instructed to opt one course compulsorily. These courses were introduced to enhance the skills along with the academic progress.

ICW allotted each Add on course to each department. The department in charge maintained the attendance,



teaching plans and assessment. Teaching sources are arranged inside as well as outside the College. The class for add on course is arranged for 10 full working days i.e. 50 hours. (10 days X 5 working hours) specially on all Saturdays. The material needed for designing is provided by the Management. Finally, the certificate is provided to all the beneficiaries. Students shared their feedback and suggested that the skills acquired from this course developed their capability.

### **Mentoring:**

A booklet “Idhaya Mentoring” has been designed by the College to keep track of the student’s growth and development on campus. It consists of students’ personal details, family details, academic and other related data. Each faculty is assigned with twenty students as her mentee. Mentor is having a regular and constant touch with their assigned mentee. Also monitor their progress in academic and other activities. The mentor meets their mentee once in a month. In case of urgent and emergency cases, immediate care is provided and the mentor attends and tries to solve the problem of mentee. Since the mentees are in teenage group they are having some emotional and psychological problems. They advised by the mentor how to overcome from such problems. Out of 20 mentees, one to one mentoring system is also adopted. Under this, special care is given to the special students. Loneliness, inattentive in classes, are the reasons for considering them as special student. When the students need special and utmost care in solving her problems, she is recommended to refer Rev. Sr. Patricia Mary, Counsellor of the ICW, to get professional help and remedial action.

<b>File Description</b>	<b>Document</b>
Upload any 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, NBA)**

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

<b>File Description</b>	<b>Document</b>
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Upload details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>



NAAC

## Criterion 7 - Institutional Values and Best Practices

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### 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:**

#### **GENDER EQUITY INITIATIVES**

Idhaya College is purely a women's College located in a very remote area with the aim of uplifting and upgrading the condition of **women folk** academically, spiritually and intellectually. All the students are treated as equally irrespective of their religion, caste and creed. We believe that educating a woman is educating the family and the Nation. Thus, the institution is contributing to a maximum extent possible to the society through the students. The institution has organized many programs and taken initiatives for **gender equity and sensitization in the last five years (2015-2020). We have highlighted some of the programs.**

#### **DEPARTMENT FORUMS:**

Every year all the departments invite experts from their respective fields for Special Lectures, Seminars, Conferences and Workshops. It helps in providing a platform for enriching women's knowledge and gender equality and sensitization. All department inauguration- "August Association" initiated in the institution based on the Gender Equity and Sensitization.

#### **AWARENESS PROGRAMMES:**

*"Women are not born to be Slaves. Women also have equal rights like men".*

Awareness programs on Human Rights, Fire Safety, Road Safety and National Voters' Day are organized every year in the institution. The observance of these days not only creates awareness among students about the importance of these days but also develops social responsibility and gender equity among them.

#### **INTERNATIONAL WOMEN'S DAY**

Every year, International Women's Day is celebrated in the institution on a grand manner on **8th March**. The **Women's Cell** of the institution organizes cultural events to motivate the girl students about their **rights, build confidence and bring out their hidden talents**. Eminent personalities like bureaucrats, Social Activists and Entrepreneurs are invited as guests to give a special lecture on gender equity to the students to aspire for such positions in their lives.

#### **HEALTH AWARENESS:**

Health does not simply mean absence of any illness but absence of proneness to illness. Hence health awareness programs such as Meditation classes, Yoga classes, Health Check-up are conducted in the College to maintain a good health of the women.

**Number of Gender Equity & sensitization in curricular and co-curricular activities organized by the Institution year wise during the last five years.**

<b>File Description</b>	<b>Document</b>
Link for 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>
Link for 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:** C. 2 of the above

<b>File Description</b>	<b>Document</b>
Any other relevant information	<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:**

### **1. SOLID WASTE MANAGEMENT**

- The Institution practices smart initiatives like **Reduce, Reuse and Recycle** to enhance the current green efforts to maintain cleanliness and eco-balance in the campus.

- Separate bins for degradable, biodegradable, recyclable and other solid wastes are kept at prominent places in the campus.
- Bins are placed to collect the remnants of food in the noon time.
- Bio-degradable waste materials are dumped only in the eco-friendly waste containers and vermicomposting has been adopted to manage the organic waste generated in the campus.
- Organic manure prepared out of such waste materials which is used for growing medicinal plants.
- College insists the students to bring lunch in their own lunch bags and involves themselves in creating a **plastic free zone in the campus**.
- Each room of the College is provided with the dustbin to segregate waste.
- All the departments produce solid waste like assignment and answer sheet and it is used to dispose once in a year.

## 2. LIQUID WASTE MANAGEMENT

- Glass wares in laboratory are washed with minimum water.
- Acidic and alkaline chemical wastes are safely disposed.
- Major liquid waste includes effluents from toilets and collected in the separate septic pits. Since the effluent pits are not located near the water bodies, the effluent water get naturally filtered. This process is undertaken in a place off the campus so that the environment is not vitiated.

## 3. BIOMEDICAL WASTE MANAGEMENT

- Goal of biomedical waste management is to reduce the waste hazards.
- Biomedical waste is disposed of by first making it safe through a sterilization process.
- Primary methods of treatment and disposal of medical wastes are:
  - **Incineration:** It is the waste treatment process that involves the combustion of organic substances into ash, flue gas and heat.
  - **Autoclave:** If the medical waste is not incinerated, then chances are that it is autoclaved. It is used to destroy microorganism. After sterilization, the microbial waste is buried under the ground.
  - **Microwave:** The microwave unit transmits energy turns into heat inside the waste.

## 4. E-WASTE MANAGEMENT

- Minimizes e-waste by repairing the computer peripheral and electronic components.
- Damaged e-waste is disposed through vendors.
- Awareness programs on e-waste management are organized to sensitize the students and staff for careful disposal of e-waste.

## 5. HAZARDOUS CHEMICALS

- The Hazardous chemicals are purchased for current consumption only. They are not kept in stock as they are dangerous. Before ordering any new chemicals, the laboratory assistant checks the chemical inventories to keep optimal level of chemical stock.
- At present there is no program available for surplus chemicals because of sound waste management practice. Also chemicals cannot be discarded without finding a potential user of the product. Hence needed chemicals are alone purchased.

- When ordering new chemicals, the amount of chemicals which is actually needed for the experiment being conducted alone is ordered. Even the actual usage, storage, and disposal are factored in. So, the cost diminishes significantly.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Link for Geotagged photographs of the facilities	<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:** A. Any 4 or all of the above

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Link for any other relevant 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:** Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	<a href="#">View Document</a>
Any other relevant documents	<a href="#">View Document</a>

#### 7.1.6 Quality audits on environment and energy 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

File Description	Document
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.Disabled-friendly washrooms
- 3.Signage including tactile path, lights, display boards and signposts
- 4.Assistive technology and facilities for persons with disabilities ( Divyangjan) accessible website, screen-reading software, mechanized equipment
- 5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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

File Description	Document
Policy documents and information brochures on the support to be provided	<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:**

The College takes many initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities.

The College imparts the students mutual respect, effective inter personal relationship, love for motherland and clear communication and explicit understanding to create an inclusive environment with tolerance and

harmony towards cultural, regional, linguistic, communal socio-economic and other diversities. staff members also preach and practice these values among the students during the course of teaching every day. In order to promote the **religious and communal harmony**, festivals like **Pongal, Diwali, Christmas, Ramzan** are celebrated with fervor and gaiety. During the Christmas time, the staff and students select their Christmas friend and share their gifts and wishes happily without any religious barriers. We impart values by quoting from **Bible, Bhagavad-Gita and Quran** during Monday assembly based on monthly and weekly thoughts.

In linguistic part, the students are given admission from other state/ country irrespective of their Caste, Creed and Religion. The College feels proudly to say that the students from Andaman, Andrapradesh and Singapore are coming over here to continue their higher studies.

- To develop cordial relationship among students, every year senior students of the College extend a warm **welcome to the juniors** thus breaking the ice and avoiding any sort of embarrassment. It promotes tolerance and harmony towards cultural, regional, socio economic and other diversities.
- The College always readily helps the economically poor but academically bright students either in the form of financial aid or in the form of non-financial assistance. Similarly, our students offer training every year in the **adopted village (Poradaippu)** like hand craft, candle making and tailoring. The College also sponsors home appliances and live stocks to the needy people. This establishes positive interaction among people of different racial and cultural backgrounds.
- During the time of natural disasters, the College extends their helping hand to the affected people. During the year 2019 the staff and students voluntarily helped the people who were affected by **Gaja Cyclone**.
- In order to inculcate cultural values to the students, without considering anyone's racial or cultural background the College organizes events like **Inbamela**, a cultural festival of the College. We also depute our students to participate in various cultural programs organized by other Colleges and University.
- As a socio-economic activity, the College conducts programmes like Rally, Road safety and other awareness programmes. The students and faculty members provide financial support through **purchasing flags and donate money to the visually-challenged community**. Every year we organize **blood donation** camp and offer blood to the **Government Blood Bank** for the benefit of local community in our district.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>
Link for 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 College is initiating various activities for inculcating values for being responsible citizens as reflected in the Constitution of India. The constitutional obligations on the part of the citizens are values, rights, duties and responsibilities. To sensitize students and staff of the College to the constitutional obligations, many events are celebrated with fervor. As a part of strengthening the democratic values, **National Voters Day** is celebrated on 25th January every year to spread awareness among voters and for promoting active participation in the electoral process by the NSS Unit. The main motto of the program was to popularizing electoral contribution and spreading information about voting processes. It also focuses on all activities meant to generate voter awareness, thereby leading to voter empowerment and eventually strengthening participatory democracy in India, with particular emphasis on participation of youth.

26th January “**Republic Day**” is celebrated every year to commemorate the adoption of the constitution. On this day flag is hoisted. Speech on constitution formation and its importance are delivered by faculty members and Principal of the College. The students get to know their duties towards their motherland and also the rights provided to each individual by our constitution for the promotion of global health, harmony and peace. June 21st is observed as “**International Yoga Day**”. Meditation, Yoga and Pranayama are practiced by the students. The **Independence Day** is celebrated annually on August 15 at the College premises. On 7th December “**International White Cane Day**” is celebrated to help the visually challenged children education. Hence, the staff and students of Idhaya voluntarily contributed to Indian Association for the Blind, Madurai.

University offers a compulsory paper on Value Education to all the 2nd year students to create awareness and sensitizing the students and employees to obligation. The students learn how to cope up with others, show humaneness for the needy, exchange love with each other and grow morally as a responsible person.

The observance of these days makes us aware of our duties towards our nation and helps to promote patriotism and national unity. On these days we also remember and commemorate all the great personalities and also the freedom fighters for dedicated their entire lives to get independence. On the whole, such activities help in creating intellectually sound, socially responsible and morally upright Citizens.

File Description	Document
Link for 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:** A. All 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>

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

**Response:**

India is well known for its festivals and cultural diversities. The institution pays tribute to all International and national leaders on their Birth and Death Anniversaries. On those days programs like lecture, rally or the competitions such as elocution, verse writing, rangoli, singing and mime are being conducted.

#### INTERNATIONAL DAYS

##### Women's Day

International Women's Day is celebrated in the institution on **8th March**. The **Women's Cell** of the institution organizes cultural events to **bring out hidden talents** of girl students and **motivate** to know their **rights and build confidence**. Eminent personalities are invited as guests to give a special lecture.

##### Bard of Avon- William Shakespeare

English Department organizes Shakespeare's Birthday and Death day on 23rd April. On 01.03.2017 in commemoration of Shakespeare's 400 Death Anniversary competitions were conducted such as Tableau-Shakespeare's Historical plays, Elocution- women character in Shakespeare's plays and pencil drawing - comedy scene in Shakespeare's plays. Students learnt about the Shakespearean age.

##### Environment day

With a view of **"Keep it Clean Keep it Green"** the Institution takes initiatives to celebrate world environment day on June 5th every year to keep the campus as eco-green.

##### Yoga Day

The International day of Yoga is being celebrated on 21st June every year. The main aim of Yoga is to

promote one's daily routine and also to bring peace, harmony, happiness and success.

### **Laughter Day**

Laughter is a universal language that has the potential to unite humanity. The Institution celebrated this laughter day in adopted village to relief the stress of the people by conducting programmes like lucky corner and pulling the rope.

### **Human Rights Day**

The College has organized Human Rights Day Programme on December 10.

Chief Guests like Advocate, Police officers are invited to give a special talk on "**Human Rights.**"

### **National Days**

#### **Voter's Day**

To give awareness on Voting system, the College organizes National Voter's day on 25th June every year. The slogans are framed and the students are taken to rally by chanting the slogans.

#### **Sri Kamaraj Birthday**

In order to perpetuate the memory of our former Chief Minister and a national leader Sri **K.Kamaraj**, we celebrate his birthday on 15th July every year. The inauguration of all associations is also celebrated.

#### **Dr.A.P.J.AbdulKalam Memorial Day**

In order to pay tribute to Dr.A.P.J.AbdulKalam, his death anniversary is observed on July 27th every year. We telecast the life of Dr. Kalam as a short film to acknowledge the value of his vision and mission for the youth.

#### **Independence Day**

To pay reverence to our freedom fighters, dire need to uphold national integration and cultural heritage of our country Independence Day is celebrated.

#### **Teacher's Day**

We celebrate late President **Dr.S.Radhakrishnan's** birthday on 5th September, as Teachers Day. Programmes are organized to emphasize the value of teachers through speeches, dance, skit and mime.

File Description	Document
Link for Geotagged photographs of some of the events	<a href="#">View Document</a>
Link for Annual report of the celebrations and commemorative events for the last five years	<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:

#### BEST PRACTICES IN A NUT SHELL:

- College Slogan: I am Good, You are Good and We are Good.
- Starting the day with 5 lines of Dr. A.P.J. Abdul Kalam
- Thought for the day and Brain Exercise by the staff and students.
- Common Assembly with Uniform and enacting mime, skit, dance and one act play representing the weekly and monthly thoughts based on values.
- Eucharistic Celebration on First Friday of every month
  
- Maintaining discipline in and around the campus
- Maintaining Smoke free and Plastic free Campus
- Following the “Earth Hour”
- Adoption of villages and a High School
- Serving Old Age and Mentally Retarded Home
- Raising a helping hand to the people during the natural disasters
- Conducting Blood Donation Camp
- Inculcating leadership qualities among the students through various committees.
- Outreach Programme
- Honoring the rank holders
- Conducting a cultural festival “INBAMELA”

#### Title of the practice - 1: IOABSS - IDHAYA'S OUTREACH ACTIVITIES - BORN TO SHARE AND SERVE

#### Objective of the practice:

- To mould the students to become socially committed and responsible citizens.
- To impart human values through outreach activities.
- To highlight the “students’ obligations” for the society.
- To understand the meaning of “service and sacrifice”.
- To underline the need of moral support.

#### The context:

**“The best way to find yourself is to lose yourself in the service of others”.**

Either the formal educational system or the society does not provide much opportunity for the students to excel in all fields. In order to fill this empty space, the Institution engaged the students in various outreach activities that lead to their holistic development. **“Idhaya Born to Share and Serve”** is a way in which they can become competent and capable in their future endeavors as responsible citizens towards the nation and lead a happy and healthy life.

### **The Practice:**

The Institution offers various programmes for nurturing the students’ Social Responsibility and holistic development. Following are some of the best practices adopted to attain these objectives:

**Blood Donation Camp:** In order to give life to others, every year we conduct Blood Donation Camp in the institution by NSS Units. The staff and students are voluntarily donating blood to the needy people. So far 400 staff and students donated blood.

**Adoption of Villages:** The students visit the adopted villages **Chokkanathapuram, Gopalapuram, Poradaipu, Nagamathi and Vellikatti**. Generally, they interact with the village people about their well-being. After interaction and observation of financial status, the Institution offered Goat for rearing, tea cane to the family to support their lives. The students teach them to prepare phenolin, soap powder and paper bags. We also provided financial assistance for the construction of house to three deserving women.

**Adoption of poor girls:** As a Commemoration of the 175th year service of our Congregation, we have selected 10 poor girls for their continuous education. Here we feel very proud to say that the students of Idhaya render their meticulous service by teaching them moral values and communicative skills.

**Adoption of a High School:** Regular and continuous financial assistance is provided to high school at **Vedhanagar**. Out of our monetary support, the teachers are being paid and there by more than 100 students per year is getting high school education without drop out. Our students extended their generous help to these poor children by providing dress materials.

**Serving Old Age Home:** To care for the old age people, the students from various service units visit the **LEVE Home** – a Home for old age people, which is situated in the vicinity of our College. The students help the old age people by cutting their nails, combing the hair, cleaning their rooms and washing their clothes. They also donate some necessaries like blanket, towel, soap cakes, biscuits, and bread on their birthdays. Through this valuable and volunteer service our students learn how to be compassionate and kind towards the senior citizens at their home and the society. Monthly requirement of rice needed for home is provided by the College. Through this nearly 100 senior citizens are benefitted.

**Helping a Disabled Home:** The Management and student of Idhaya always ready to help the **“Special Children”**. The College is continuously supporting **Yesuvanam –a God’s Children’s Home**. The College provides its vehicle to gather them in one place on the occasion of celebrating **World Disabled Day** on 3rd December every year. Nearly four hundred children from thirteen schools of Sivagangai Region are benefitted. Volunteer services are rendered by our staff and students. Christmas function is celebrated with them. Dress materials and uniform are provided to them whenever they need.

### **Natural Calamities:**

Gaja cyclone and Corona Pandemic have left their footprints drastically and trail of destruction in our society. To imbibe social responsibilities a team consist of staff and students went to the spot “Karunthidal Aatrupadugai” located at Thanjavur District on 3rd December 2018. The team’s tireless service has proven the proverb of “**Service to humanity is service to God**”. Students showed their concern by contributing an amount of **Rs. 2,10,000/-**. Nearly 300 families were benefitted with the package of rice, dhal, towel, dress materials and blanket. Also, the team, donated the package of rice, grocery materials, blanket and other necessities to 25 prisoner’s families.

**Corona Pandemic:** The College offered required things to our subordinate staff like sweepers, scavengers and drivers. It also donated rice packs and other necessary things to the poor village called **Chittur**. The management generously spent **Rs. 50,000/-** for this meaningful social activity. Nearly 50 families benefitted out of this service.

### **Evidence of Success:**

Reputation and goodwill of the institution among other self-financing institutions in Sivagangai District have grown significantly which is the finest evidence of success. The students are feeling stress free and feeling rejoiced when they are committed to social responsibility. They also developed a social concern that besides academic attainments ‘service to humanity’ during the emergency times matters a lot. A serious caution through awareness is no doubt that our students have not at all been affected by Corona Virus.

### **Problems encountered and resources required:**

During the Gaja Cyclone Relief visit, the students could not stay with the victims and rendered the service.

### **Title of the Practice:2 ICMS: (Idhaya Counseling and Mentoring System)**

Effective functioning of Mentoring and Counseling System through early identification and guiding the students to get rid of psychological and social problems.

### **2. Objectives of the Practice:**

- To achieve the mission and vision of our institution.
- To sustain and promote rapport between the teachers and students.
- To enable the student’s regularity and discipline.
- To unearth the hidden talents and potential of the wards.
- To supplement the wards’ efforts in achieving their goals.
- To closely monitor the academic progress of the students.
- To help the students realize the pursuance of higher education.

### **3. The Context**

The students of Idhaya hail mostly from a rural background. They are either first generation learners or have just completed their schooling in the vernacular medium and they develop a complex when they are amidst the English medium students. The financial stress levels are insurmountable for many of them, which make them imbalanced. Many students come from socially dysfunctional families with multiple problems. Hence the task of the Mentor is very challenging and crucial. Moreover, it is aimed to align with

the institutional mission and vision statement on progressive lines in order to imbibe a rational positive outlook towards life thereby making them responsible citizens.

#### 4. The Practice

A target group of 20 students is assigned to each faculty member as a Mentor who monitors their progress throughout their course of study. A booklet “**Idhaya Mentoring**” has been designed by the College to keep track of the student’s growth and development on campus. The session once in a week is made compulsory for every student to attend without fail. The mentors are provided with details of mentees’ performances in terms of academic (weekly test, class test, mid-term and Model Exam) and attendance records. The Mentor also keeps track of the mentees’ personal development such as co-curricular activities, discipline and career related issues. Certain academic problems of the students are discussed in the department along with the Head of the Department. The Mentor meets the parents of her ward once in a semester to update them on her overall performance. The mentoring system enables the faculty and students to establish a personal bond with each other. The parents are also called for, whenever any problem like long absenteeism, irregularity in attendance, lack of academic performance, irregularity in submission of assigned tasks, indiscipline and other teenage issues arise. If necessary, a meeting is arranged with the Principal, Vice-Principal and the Head of the Department, to take major decisions. The slow learners are also identified by the Mentors, who arrange for remedial classes and peer group study. The Mentors take special care to help the teenagers through the difficult phases in their lives. The students’ world is plagued by the media and the misuse of modern technology and gadgets to which many of the students have access. When students face emotional crisis, the Mentors counsel them and direct them to the **College Counselor (Sr. Patricia Mary)** to get professional help, remedial action and if necessary medical aid.

#### 5. Evidence of Success

Many students have benefitted from the Mentoring and Counseling sessions. They are able to cope up with stressful situations at home and academic problems that they encounter. The number of detainment by students has plummeted consistently. A remarkable number of students are able to successfully complete the course through the academic assistance in the form of remedial classes and peer-group study.

#### 6. Problems Encountered

Students are slow to absorb the benefits of the mentoring and counseling system. Unwillingness to share their real problems, lack of frankness is the challenge encountered by the mentors and counselor. However, Mentors and Counselor allot sufficient time to meet the students off the class hours to sort out their problems and assist in finding a solution.

File Description	Document
Link for any other relevant information	<a href="#">View Document</a>
Link for Best practices in the Institutional web site	<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:

#### Thrust

$A2 + C2 + S2 = ICW$

*A2= Academic Accomplishments*

*C2= Cute Participation in Cultural Events*

*S2= Splendid Performance in Sports*

*ICW= Idhaya College for Women*

The Immaculate Congregation has taken much effort to offer women's education in this rural, backward and interior area with service motive. The Institution is keen on providing opportunities to the marginalized women by giving admission to those who got lower marks in their higher secondary education. A Unique Identity of ICW has obtained its individuality by its own merits. The College feels proud to announce that, this is the only women's College which has successfully completed 25 years in this interior backward region. This is the first College of the Congregation and successfully completed its Silver Jubilee in the epoch making and distinguished service of education for the women folk of this great nation. The noble cause of this College is to extend the benefits of collegiate education to the under-privileged especially to the drought-stricken people of Sivaganga District.

*A2= Academic Accomplishments*

**“Confidence comes naturally with success, but Success comes only to those who are confident”.**

Education is an important means of empowering women with the knowledge, skills and self-confidence. The empowerment of women and their improvement in political, social, economic and health aspects is highly important. True to this statement, the College provides ample opportunities by conducting many curricular, co-curricular and sports activities to help the students to face the real life challenges. Though the College is situated in rurally backward and interior area, we produced **7,727 Graduates, 50 Gold Medalists and 279 Ranks** at the University level. For the past five years (2015-2020) the students achieved **78** University Ranks.

*C2= Cute Participation in Cultural Events*

The Idhayamites are not only excelling their performance in academic activities but also in cultural events. **“INBAMELA”** a cultural festival is being celebrated to bring out the hidden talents of the students. Based on the themes, all the indoor and outdoor events are conducted. The students and staff are divided into four groups. Though there is a stiff competition among the groups, team spirit is developed. Flexibility, tolerance, patience and oneness are the added qualities inculcated in the minds of young

generation. Students are participating in cultural events conducted by University and other Colleges. During this cultural festival the College looks festive and students are very gorgeous.

### ***S2= Splendid Performance in Sports***

Sound mind is in sound body. Idhaya is not only build the students in academic activities but also in sports. We are proud to say that 48 of our students excel their sports performance and considered as University Blues. Our students are participating in the intercollegiate and University level sports events. Many of the intercollegiate and University level Tournament are conducted in our College premises.

### ***ICW= Idhaya College for Women***

Idhaya is an Oasis where the students are not only cultivating discipline but also spirituality and moral values. Accordingly Value Based Education, Leadership Skills and Communicative Skills are Imbided in Idhayamites.ICW trains the students to ***Aspire and Achieve*** their goals.***College Anthem*** shows the unity and uniqueness of our College.

### **Value Based Education**

Idhaya focuses on cultivating and nurturing the human values and bent upon creating an enlightened womenfolk in this backward region. Precious values that each Idhayamites has to follow is prepared and given in Handbook (Academic Calendar) and displayed in the strategic points. Every Monday common assembly is conducted to emphasize those values and we shape the students as good citizens and responsible women. The day usually begins with a devotional song, Biblical words, words from the Bhagavat Gita and words from the Quran. Also to create **Unity in Diversity** among the students, the College celebrates Christmas, Diwali and Ramzan.

### **Leadership Skills**

Idhaya is motivating the students to enhance their leadership skills through various events. Sports Day, Fresher's Day, Farewell Day, Annual , Christmas and Pongal celebrations are guided by faculty members by allocating major responsibility to the students. Thereby, qualities such as leadership, self-reliance, organization skills, discipline and commitment are instilled in them. Also they learn the values of integrity, honesty, responsibility and accountability with a view to work as a team and meet the challenges.

### **Communicative Skills**

**“The ability to communicate is an important tool to pursue one's goal”**

Keeping this in mind, the College has taken much effort to develop the communication skills of the students through Communication Animation Cell. All the students are given practice to improve their vocabulary learning, tongue twisters, proverbs, idioms and phrases every day. Every year Bridge course is conducted for the freshers. Through this, we develop LSRW (Listening, Speaking, Reading and Writing) Skills of the students.

### **Aspire to Achieve**

Keeping in mind our Institution's Vision and Mission, the College caters to the higher education needs of



the people of this region without any discrimination in caste, creed and religion. The College commits itself to the upliftment of Womenfolk who are economically weak and socially backward. The aspiration of the College is to equip every girl with adequate knowledge and excel as a perfect model of womanhood.

### **College Anthem**

“Aspire to Achieve” is the cherished motto of our College. Based on this motto our students have written the lyrics and the song is played during the common assembly. It persuades them to be the able students of Idhaya. It shows the students unity and uniqueness to achieve their goal. It stimulates the students of Idhaya to feel free and independent through holistic education.

### **Milestone of Idhaya**

Since the Institution is giving sufficient training and motivation based on values and holistic education, it is receiving much recognition from the University, parents and society. Idhaya is a paradise of safety, security, discipline and moral values which attract the parents' belief is one of the best institutional distinctivenesses.

Students improve their self-confidence, adaptability and also multi-talented skills. As students and faculty work together, it builds team spirit among students. Bonding is formed among students and faculty which helps in many perspectives for students to face the challenges in the society.

<b>File Description</b>	<b>Document</b>
Link for any other relevant information	<a href="#">View Document</a>
Link for appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### **Additional Information :**

The Franciscan Sisters of the Immaculate Heart of Mary Congregation celebrated its Dodransbicentennial in 2019-2020. The College celebrates its Siver Jubilee in 2020 – 2021, and it is the first Arts and Science College of our Congregation. We have been achieving our vision and mission gradually enhancing the culture of this region.

Though it is a minority Institution, it admits the students irrespective of their caste, creed and race. Faculty from various religious backgrounds is appointed in the College.

The College maintains a smooth and cordial rapport with the Affiliating University, Karaikudi. Higher officials of the University visit our College for various functions and celebrations.

The College has respectable affinity with the parents and alumnae. Apart from the parents meeting, executive members of PTA often are called for suggestions and developments.

Healthy and amiable relationship is maintained between the Staff and students. Beyond the mentor and mentee relationship utmost parental care is given to the students.

In line with the new Education Policy, the College plans to start Integrated course UG with B.Ed for the maximum UG programmes and also to initiate Centre for Women Studies.

The College has a committed faculty who shoulders to prepare SSR for II Cycle though they are engaged with the regular schedule and even during this pandemic period.

### **Concluding Remarks :**

The first Self Study Report and Peer Team Visit was eye opener to understand the recommendations and guidelines for us to gear up to the quality consciousness of higher Educational Institutions.

By the preparation of SSR for second cycle of NAAC, ICW is our aware of strengths, weakness, opportunities and challenges. Thus it leads to plan new proposals for future growth and development.

With consequent, consistent and supportive guidance of the management and the team of IQAC have prepared Self Study Report. The various committee members, the heads of the departments, club coordinators, administrative staff and students have extended their fullest cooperation for the successful completion of this report.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
3.2.2	<p><b>Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years</b></p> <p><b>3.2.2.1. Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"><thead><tr><th>2019-20</th><th>2018-19</th><th>2017-18</th><th>2016-17</th><th>2015-16</th></tr></thead><tbody><tr><td>32</td><td>26</td><td>19</td><td>11</td><td>11</td></tr></tbody></table> <p>Answer After DVV Verification :</p> <table border="1"><thead><tr><th>2019-20</th><th>2018-19</th><th>2017-18</th><th>2016-17</th><th>2015-16</th></tr></thead><tbody><tr><td>32</td><td>26</td><td>19</td><td>10</td><td>9</td></tr></tbody></table>	2019-20	2018-19	2017-18	2016-17	2015-16	32	26	19	11	11	2019-20	2018-19	2017-18	2016-17	2015-16	32	26	19	10	9
2019-20	2018-19	2017-18	2016-17	2015-16																	
32	26	19	11	11																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
32	26	19	10	9																	
3.3.2	<p><b>Number of research papers per teachers in the Journals notified on UGC website during the last five years</b></p> <p><b>3.3.2.1. Number of research papers in the Journals notified on UGC website during the last five years.</b></p> <p>Answer before DVV Verification:</p> <table border="1"><thead><tr><th>2019-20</th><th>2018-19</th><th>2017-18</th><th>2016-17</th><th>2015-16</th></tr></thead><tbody><tr><td>22</td><td>10</td><td>2</td><td>2</td><td>0</td></tr></tbody></table> <p>Answer After DVV Verification :</p> <table border="1"><thead><tr><th>2019-20</th><th>2018-19</th><th>2017-18</th><th>2016-17</th><th>2015-16</th></tr></thead><tbody><tr><td>15</td><td>6</td><td>0</td><td>1</td><td>0</td></tr></tbody></table>	2019-20	2018-19	2017-18	2016-17	2015-16	22	10	2	2	0	2019-20	2018-19	2017-18	2016-17	2015-16	15	6	0	1	0
2019-20	2018-19	2017-18	2016-17	2015-16																	
22	10	2	2	0																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
15	6	0	1	0																	
3.3.3	<p><b>Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years</b></p> <p><b>3.3.3.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"><thead><tr><th>2019-20</th><th>2018-19</th><th>2017-18</th><th>2016-17</th><th>2015-16</th></tr></thead><tbody><tr><td>33</td><td>27</td><td>53</td><td>21</td><td>10</td></tr></tbody></table> <p>Answer After DVV Verification :</p> <table border="1"><thead><tr><th>2019-20</th><th>2018-19</th><th>2017-18</th><th>2016-17</th><th>2015-16</th></tr></thead><tbody><tr><td></td><td></td><td></td><td></td><td></td></tr></tbody></table>	2019-20	2018-19	2017-18	2016-17	2015-16	33	27	53	21	10	2019-20	2018-19	2017-18	2016-17	2015-16					
2019-20	2018-19	2017-18	2016-17	2015-16																	
33	27	53	21	10																	
2019-20	2018-19	2017-18	2016-17	2015-16																	

24	12	33	17	7
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3.4.2 **Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years**

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
11	7	7	9	8

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
2	1	1	1	1

3.4.3 **Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years ( including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)**

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
32	30	28	32	28

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
26	28	21	28	23

3.4.4 **Average percentage of students participating in extension activities at 3.4.3. above during last five years**

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16

1154	1188	1272	1240	1184
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Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
894	1088	997	995	939

**3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year**

**3.5.1.1. Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
191	601	118	126	28

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
5	145	26	78	0

Remark : DVV has made the changes as per pro-rata basis of shared letter/Certificates of collaboration by HEI. DVV has not considered mail letter.

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

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

Answer before DVV Verification : 177

Answer after DVV Verification: 129

Remark : DVV has made the changes as per average of students and teachers using library per day on 04.02.2020 to 08.02.2020.

**5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

**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**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1699	929	752	695	864

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1284	711	700	695	864

5.1.5 **The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : DVV has select B. 3 of the above as per shared policy on student grievances, minutes of committee and Internal committee members on student grievances by HEI.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
130	190	112	52	67

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
130	190	112	20	67

Remark : DVV has made the changes as per pro-rata basis of provided offer letter in 2016-17 by HEI.

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.**

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
8	14	16	11	20

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
4	5	2	2	0

6.2.3

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

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : DVV has select B. 3 of the above as per shared screenshots of SI. No.1, 2 and 3 by HEI.

6.3.3

**Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**

**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**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
5	7	5	6	3

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
5	6	4	4	3

Remark : DVV has not considered Workshops, Seminars, FDP on Criteria Preparation for NAAC and Revised Assessment and Accreditation Framework of NAAC

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 ).**

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
30	3	3	1	3

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
26	0	0	1	0

Remark : Programs duration less than one week has not considered. DVV has counted one teacher once for a year.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0.70	0.29	0.12	0.70	1.46

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0.70	0.29	0.12	0.70	0.95

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

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

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

Answer After DVV Verification: C. 2 of the above

Remark : DVV has select D.1 of the above as per shared bill/photo /Video of Ramp and rails and washrooms by HEI.

## 2.Extended Profile Deviations

ID	Extended Questions										
1.3	<b>Number of outgoing / final year students year-wise during last five years</b>  Answer before DVV Verification: <table border="1"><thead><tr><th>2019-20</th><th>2018-19</th><th>2017-18</th><th>2016-17</th><th>2015-16</th></tr></thead><tbody><tr><td>411</td><td>422</td><td>503</td><td>391</td><td>412</td></tr></tbody></table>	2019-20	2018-19	2017-18	2016-17	2015-16	411	422	503	391	412
2019-20	2018-19	2017-18	2016-17	2015-16							
411	422	503	391	412							



Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
397	411	476	373	408

NAAC