YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution   Idhaya College for Women

- Name of the Head of the institution   Rev.Dr.C.Jothimary

- Designation   Principal

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   8526286433

- Mobile no   8610805102

- Registered e-mail   idhayawomenscollege@gmail.com

- Alternate e-mail   idhayaiqac1@gmail.com

- Address   Arockia Nagar, Sarugani

- City/Town   Sivagangai

- State/UT   Tamil Nadu

- Pin Code   630411

2.Institutional status

- Affiliated /Constituent   Affiliated

- Type of Institution   Women

- Location   Rural

- Financial Status   Self-financing

- Name of the Affiliating University **Alagappa University**

- Name of the IQAC Coordinator **R.Vijayalakshmi**

- Phone No. **04561279598**

- Alternate phone No. **04561279598**

- Mobile **9486483621**

- IQAC e-mail address **idhayaiqac1@gmail.com**

- Alternate Email address **vijiramki1@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) https://idhayasarugani.edu.in/aqar/

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://idhayasarugani.edu.in/academic-calendar/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**A**	**3.15**	**2021**	**31/08/2021**	**30/08/2026**

6.Date of Establishment of IQAC **20/09/2012**

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

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

8.Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC View File

9.No. of IQAC meetings held during the year **10**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

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

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

1. Staff orientation Programme and Faculty Development Programme were conducted 2. Mentoring system should be follow ups regularly. 3. Training to faculty members to assist them for virtual classes. 4. Guidance to the students for COVID'19 Precautions and awareness of Vaccination and insisting them to follow SOP. 5. Academic audit conducted

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

Plan of Action	Achievements/Outcomes
Training of faculty members for virtual classes	**Online classes are conducted successfully for the Academic year.**
In order to avoid repetition of work, it is Planned to consolidate Mark Register, Attendance and Lesson Plan.	**Executed**
Continuing Mentor System	**Executed**
Encouraging the departments to conduct National and International Webinars and publish journals in UGC CARE List.	**All the departments organized National and International Webinars. Few of the staff published Journals.**
Academic Calendar	**College and Examination related activities mentioned in the Academic Calendar are timely executed.**
Planning and executing various activities for different Committees, Service Units and Cells.	**Executed.**

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Academic Council Meeting	**23/07/2020**

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
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• Name of the Head of the institution	Rev.Dr.C.Jothimary
• Designation	Principal
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• Phone no./Alternate phone no.	8526286433
• Mobile no	8610805102
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• Alternate e-mail	idhayaiqac1@gmail.com
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• City/Town	Sivagangai
• State/UT	Tamil Nadu
• Pin Code	630411
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• Affiliated /Constituent	Affiliated
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• Location	Rural
• Financial Status	Self-financing
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• Name of the IQAC Coordinator	R.Vijayalakshmi
• Phone No.	04561279598

• Alternate phone No.	**04561279598**
• Mobile	**9486483621**
• IQAC e-mail address	**idhayaiqac1@gmail.com**
• Alternate Email address	**vijiramki1@gmail.com**
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4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	**https://idhayasarugani.edu.in/academic-calendar/**

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Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**A**	**3.15**	**2021**	**31/08/2021**	**30/08/2026**

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9.No. of IQAC meetings held during the year	**10**
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10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
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Planning and executing various activities for different Committees, Service Units and Cells.	Executed.

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Academic Council Meeting	23/07/2020

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	28/02/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):
17.Skill development:
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
20.Distance education/online education:

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**648**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1096**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**355**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**385**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**56**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**57**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**51**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**307.8**
4.3 Total number of computers on campus for academic purposes	**156**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Institution ensures effective curriculum delivery by following Academic Calendar. The faculty plans the curriculum before the commencement of every semester as prescribed by Alagappa University, Karaikudi. The head of every department submits a workload statement at the beginning of every semester. Also, each department prepares its own teaching plan. Through a series of interactive activities like classroom teaching, group discussions, power point presentations, quiz and debates the students are being given practical insights into the curriculum. The periodic test/class tests, Practical, theoretical & oral examinations are conducted in order to assess the understanding of students. The examination results are reviewed and weaker students are taught again in remedial classes. Teachers put in all efforts to ensure quality and enhance academic growth. The effective delivery of the curriculum includes work culture, supervision and revision through periodic meetings with the Principal and faculty. The college has taken the following initiatives:

As per the University norms CBCS model is in operation.

Well planned work schedule with due weightage for each paper.

Laboratories are upgraded annually as per requirement of the curriculum.

Subject tours and industrial visits are organized to provide practical exposure.

Skill-oriented courses are offered to students for enhancing their skills.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://idhayasarugani.edu.in/academic-calendar/

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

Idhaya College for Women strictly adheres the Academic Calendar

(Hand Book) for conducting the Continuous Internal Evaluation System. The academic calendar includes the dates of commencement and schedules for Examinations. The time tables are prepared and implemented accordingly.

The Continuous Internal Evaluation is undertaken as described by the Alagappa University. Distribution of marks between Theory, Practical and Project consist of internal examination (CIA) for 25 marks and 75 marks for external theory examination (University Examination). Practical papers consist of 40 for internal and 60 external examination.

Evaluation for each course will be done by the concerned course teacher at the end of the Semester. The components for continuous internal assessment are written test 15 marks; Seminar 5 marks and assignment 5 marks.

During the academic year 2020-21, due to COVID, Mid semester and Model Examinations are conducted through online mode. The questions were given for which they write answers and uploaded their written answer scripts in PDF format through Google Classroom.

In order to make a teaching and learning efficiently, Internal Examination is conducted by the College as prescribed by the University to evaluate the student's performance.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://idhayasarugani.edu.in/wp-content/uploads/2022/03/Examination-Cell-Annual-Report-2020-2021-New.pdf

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

process of the affiliating University	

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

18

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

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

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

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

171

File Description	Documents
Any additional information	[View File](#)
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

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

Idhaya College for Women, affiliated to Alagappa University integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability to solve current issues unemployment, economic problems, human rights and raging.

Professional Ethics

To update the students' knowledge, the College offers courses like Industrial law, Research Methodology, Report Writing, Business English, Business law, Banking law, Commercial law and Cyber security. Courses such as Human Resource Management and Auditing are offered to enhance the managerial skills.

Gender

The students are educated and trained to sensitize and aware of gender-based issues. Many awareness programmes and activities, are periodically conducted. To familiarize students with the diverse social trends, social inclusion and gender stratification, some departments offer courses on feminist views, Women's apparel and Women's studies.

Human Values

Value-education classes help the students to develop their abilities, attitudes and other forms of behaviour. As per the University norms, the College offers Value Education which is compulsory for all the second-year students. To enhance the job opportunities, the students study Courses like Effective Employability Skills and Communicative English as Non-Major Elective courses.

Environment and Sustainability

The College offers courses on Environmental Studies, Energy and Environmental Physics, which prove to be a boon to understand the environment and also prevent human health from deterioration. To develop knowledge on manufacturing, processing, preserving foods and processing of raw products into foods, few departments offer courses like Plant Biochemistry, Food Technology and Agriculture Chemistry. The College has facilities like rain water harvesting, waste water recycling and solar panel. 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.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

226

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

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

226

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

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	https://idhayasarugani.edu.in/wp-content/uploads/2022/03/Feedback-2020-2021.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://idhayasarugani.edu.in/wp-content/uploads/2022/03/Feedback-2020-2021.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

355

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

355

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

2.2 - Catering to Student Diversity

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

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 regions in surroundings.

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

The College attracts students from diverse academic, social and economic background. Also the competencies of the students are taken into account for devising appropriate methods of instruction.

Also offers curriculum with clear understanding of the context and the demand for various programmes. Every department conducts Seminars, Conferences, Workshops, Paper Presentations and offers diverse range of certificate / value added courses to facilitate advanced knowledge regarding the course. MoUs are entered with reputed organizations to provide hands-on experience through project internships, summer internships, field and industrial visits. Due attention is paid to cater the different needs of the

advanced and slow learners.

1.Identification of Advanced and Slow learners:

To identify advanced and slow learners, we conduct orientation programme.

Moreover we identify Slow and Advanced Learners through classroom discussion, Entry Level Test, Question and answer method. Also Advanced Learners are identified on the basis of Continuous Internal Evaluation, involvement in classroom activities and University Examination results.

Bridge courses are conducted at the beginning of every year for all First Year students to assess and test their current level of competence and to prepare them for the college curriculum. These courses are conducted to make them more attuned to the learning which builds a readiness to face college education learning levels.

Slow Learners

- Communicative English courses are conducted for Tamil medium students to make them use the language with correctness and confidence.
- Remedial Classes are conducted for the arrear students to perform better and simplified learning materials are provided to them.
- Mind mapping technique is conducted for arrear students for a better understanding of the course concepts.

- Focused Peer coaching are held for the slow learners to overcome failures.

Advanced Learners

- Case study methodology is employed to develop analytical ability, decision making skills and approaches to problem solving.
- The students are encouraged to register for Massive Open Online Courses (MOOC) offered by Swayam and National Program on Technology Enhanced Learning Project, (NPTEL) which offers a variety of courses based on their subjects, and completion of such courses is recognized as extra credits. The Faculty members register themselves as mentors for the course and guide the students with their assignments and

exams.
- University rank holders are honoured with medals and certificates on the Graduation Day.
- Advanced learners are motivated to participate in various seminars and conferences conducted by other colleges.

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

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

Number of Students	Number of Teachers
1096	56

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

2.3 - Teaching- Learning Process

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

The faculty adopt several in-house techniques toward student-centric learning besides conventional lecture methods. The college delivers curriculum in a way that is designed to provide an ideal learning environment for the students.

Experiential Learning:

- The theories learned in the classroom are augmented through Field Visits to Industries and Organizations and through practicum in their respective laboratories.
- Experiential service learning is encouraged through Extension club activities and our students visited the nearby Government schools and teach the basics of their subjects to those school students.
- The Final year students of every department undertake a study tour which gives practical understanding about group behavior in a social setting with an appreciation for

cultural diversity.

- Final year B.Com and B.Com (CA) students undertake organization based internships.
- ICT facilities aid in content delivery process. These learning methods encourage creativity, innovation and adaptation of ideas to yield multiple need-based solutions to meet the challenges of contemporary educational scenario.

Participative Learning:

- The college conducts Inter-departmental academic related programs and Intercollegiate fests to make every student to come out of her comfort zone and experience the larger competitive world.
- Through participation in service units and the departmental association activities, students develop team spirit and leadership qualities. They gain understanding about the various organizational methodologies involved in the successful conduct of the events, thus increasing their self-confidence and zeal to achieve.
- and Class seminar components of continuous internal evaluation facilitate participative learning by the students.
- Frequent brainstorming sessions help the students to think analytically and creatively to better their understanding of the subject taught.
- E-learning platforms are provided to facilitate online and independent learning.
- Participation in seminars, workshops, projects, competitions and group discussions, both within the campus and outside provides rich participative learning for students.

    Problem Solving Methodologies:

- Problem solving is a Student centered strategy which require student to become active participants in the learning process.
- Case studies enable critical understanding of a problem situation.
- Group discussions help in understanding different perspectives to the issue at hand and evolving collaborative solutions.
- Role Plays and Simulation exercises enable to enact and understand life situations within a controlled environment.

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

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

The college adopts various effective teaching methodologies to impart knowledge and skills to the students. Use of ICT enabled teaching, e-learning resources and online courses

are promoted by the college in order to make teaching-learning process more outcome-oriented and student-centric.

Google Classrooms are being adopted in the teaching process for information exchange and minor evaluation. All study materials and assignments are sent to the students through the Google Classroom. INFLIBNET, Shodhganga and eBooks/journals and other ICT facilities employed.

The students and faculty members are encouraged to register for the certificate courses offered by NPTEL. The faculty as academic mentors, assist and guide the students in completing their assignments and exams. College facilitates the use of UGC-SWAYAM video lectures to the students in order to upgrade their learning experiences.

Important links for E- Content material on the College website. Regular and optimal usage of Computer laboratories ensure practical education in the knowledge transfer process.

Certificate course curriculum delivery is made more participatory and skill based by using computer laboratories.

The Language Lab uses Lady Hawk software to train the students on English Phonetics and to access audio materials to hone their communicative skills. The Language faculty employ other media of instruction such as screening of classic films and plays based on the adaptation of novels and other works to capture and sustain the interest of the students, for transferring the content of the subject taught.

ERP suite of the college aids the teachers in collecting student

information from the time of admission till the completion of the program. Modules incorporated in the ERP include Time tables, attendance record and internal mark allotment to promote e-governance. The ERP portal facilitates transparency in the entry of student's attendance and internal assessment marks. In addition, particulars related to the college reopening date, Orientation Program for 1st years, Parent-Teachers Meeting, student late attendance and absenteeism are informed to the parents through the ERP.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

56

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

56

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

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

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

14

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

56

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college follows a fair and transparent internal assessment process to enhance the quality of education and to facilitate the students to achieve good results in examinations.

Mode of assessment

The internal assessment is designed according to the Choice Based Credit System (CBCS) pattern as stipulated by the Alagappa university, Karaikudi. The Continuous Internal Evaluation components consists of Tests (15 marks), Assignment (5 marks) and seminar (5marks).

Tests and Model Exam

- The Test component of the CIE consists of mid semester and Model exam. The first CIE test is conducted after 40 working days covering two and half units of the respective curriculum and Model exam is conducted after 80 working days covering the entire curriculum.
- The average of two tests is taken for this component. The students who miss any test component of CIE due to genuine reasons are given one more opportunity.

Assignments

In the Assignment component of CIE, every student is given a topic / area of study on which she is expected to prepare comprehensive essay or a critical analysis on the subject. The completed assignments are submitted to the course teacher for evaluation. With technological development, the adoption of Google Classrooms has enabled online submission of assignments within a timeline specified. The teacher makes a critical evaluation of the assignment and subsequently holds one to one discussion with students on their performance in the assignment.

Seminars

- The seminar component has a basket of options varying from paper presentation, group presentations to class handling of a course topic. This component is student-centric and keeps the learning assignment interesting and interactive. This methodology is robust and the course teacher anchors the exercise. Direct and immediate feedback on the performance is shared by the course teacher and the peer group.

Practical examinations

- The components of practical examinations include Record Maintenance and Viva-voce carrying different weightage for each programme.

Ensuring Transparency

- For robust implementation of CIE, Orientation is given to both Parents and Students about the internal assessment components by the authorities.
- To ensure transparency, The Parent Teacher Meeting is conducted every semester in which the performance of the students regarding regularity in the submission of Assignments/ seminars and attendance is shared with parents.
- CIA mark is sent to parents through communication.

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

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

Grievance mechanism for Internal evaluations

- In the mid semester and model 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.
- Internal marks are determined on the basis of the Mid-Semester and Model examination performance, assignment and seminar.
- Consolidated marks of CIE are presented by the course teacher to the students to endorse the correctness of the marks. In case of any discrepancy, the teacher verifies the marks and rectifies if required.

Grievance mechanism for External evaluations

- 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, karaikudi.
- 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 exam coordinator 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.

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

2.6 - Student Performance and Learning Outcomes

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

Programme Outcomes:

While the Curriculum offered in the college is prescribed by the University, the College incorporates the specific knowledge, skills and attitude a student should develop during tenure of study with respect to a specific Programme. The Programme outcome

is graded to the level of education and the specific skill sets that are to be attained.

Programme Outcome at Undergraduate Level:

- Undergraduate students shall be exposed to new learning atmosphere through understanding the concepts and developing knowledge related to their academic discipline.
- Undergraduate students shall be imparted with analytical, problem solving and critical thinking skills to analyze individual's strength and challenges. They shall be equipped to deliver job skills and become skilled professionals.
- Undergraduate students shall be encouraged to Self-learning through MOOC courses, co-curricular activities, industrial exposures and field trainings.
- Undergraduate students shall be educated with moral and ethical values to shape them into responsible citizens in the society.

Programme Outcome at Postgraduate Level:

- Post graduate students shall be equipped with intense knowledge in their discipline.
- Post Graduate students shall develop specialized skills to plan, analyze and draw conclusions related to their respective field of study.
- Post graduate students will undergo projects and research activities to develop knowledge and gain expertise in their field of study.
- Post graduate students shall be trained to understand and incorporate new technologies in their own discipline and excel in their area of specialization.
- Post graduate students shall develop social and ethical responsibility in the transfer of knowledge.

Programme Outcome at Research Level:

- Research Scholars shall be provided with New thrust knowledge in the field of study to become globally competent.
- Scholars shall be trained to acquire skills required for investigations, field study, documentation, networking and resource mobilization skills.
- Scholars shall be trained to develop scientific temper and to adopt professional code of conduct in pursuit of research activities.

Course Outcomes:

The courses offered for a programme have specific skills that are to be acquired and the course teacher meticulously identifies them. Through series of activities, the theory is translated into concrete concepts that lead to understanding and acquiring of requisite skills. This leads to the students' appreciation of the relevance of the courses that are taught to them and it is manifested in their enthusiastic involvement.

Communication of POs and Cos:

- **All POs and COs are displayed on the website.**
- **It is communicated to faculty and students during orientation programmes.**
- **The course teacher deliberates on the POs and COs with the students at the beginning of the semester.**
- **The hard copy of the curriculum is given to every student to understand the connection between curriculum and Course Outcomes.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	**Nil**
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

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

The Programme Outcome, Course and Program Specific Outcome serve as a measure of the success of the teaching-learning process. The College measures the level of attainment in both Direct and Indirect ways. Since it is an affiliated Institution, the parameters laid down by University are adhered for formal measurement which comprises of the Continuous Internal Evaluation (CIE) and University Examination (UE). This evaluation pattern serves as a measure of attainment of the programme outcomes. The details of the Evaluation Methods are:

Direct Evaluation:

- Marks obtained in formative and summative evaluations are the direct measures of attainment of specific Course Outcomes (COs).
- The elements of formative assessment for theory and internals are: Theory paper for 75 Marks, conducted by Alagappa university which the students take up and are evaluated. The Internal assessment for 25 Marks is assessed at the college level.
- Practical examinations for all UG and PG programs follow a different pattern for assessment which varies from one Programme to other.
- A minimum of 30 marks is required for External Theory Paper and a minimum of 10 marks is required for Internals for a student to clear each semester paper.
- The graduate programmes follow credit-based continuous evaluation system. The Cumulative Grade Point Average (CGPA) score is one of the important measures of the extent of fulfilment of the PSOs. The CGPA of a candidate is calculated on the average of Grade Points obtained for all semesters and courses completed up to a given academic term. CGPA score is a required indicator for the students to pursue higher education in India and abroad.
- According to their performance the students are declared with Distinction, First Class, second class and Third Class with indicators separately for Core, Allied and elective papers.

Indirect Evaluation:

Feedback from different quarters is taken as indicators for the attainment of PSOs.

The tools for indirect evaluation are:

Teachers Feedback:

As the college is under the University system. The suggestions if any on curriculum were communicated to faculty members who are the members of board of studies. However, the faculty's feedback is gathered and submitted to IQAC.

Student Feedback System:

Each student provides feedback at the end of the semester. This feedback covers various aspects of the teaching-learning process. This is a reflective evaluation of the attainment of desired

outcomes from the student's point of view.

Alumni Feedback system:

The alumni meet is conducted atleast once in every academic year and alumni feedback is obtained to evaluate the program specific outcomes.

Employer:

This is an important indicator which is collected from the head of the institution where our outgone students working now which reveals the capability of the candidate and effectiveness of the subject in the relevant area.

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

2.6.3 - Pass percentage of Students during the year

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

382

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://idhayasarugani.edu.in/wp-content/uploads/2022/03/SSS-Report-2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

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

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

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

0

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

3.2 - Innovation Ecosystem

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

The College has a Research and Development Cell to monitor and address the issue related to research. It is headed by Rev.Dr.Jothimary, Principal, a senior Professor Dr.R.Vijayalakshmi, and other Ph.D holders.

THE FUNCTIONS OF THE RESEARCH COMMITTEE ARE:

- **Creating research culture among faculty members and students.**
- **Encouraging and guiding to undertake (Minor & Major) research projects.**
- **Guidance for publication of papers/articles in UGC Care list/Scopus/WOS and other reputed referred journals.**
- **Motivating to organize more number of seminars, conferences & workshops.**

INITIATIVES

- **Collaboration with Spark Mindz Technologies, Coimbatore under which our students got an opportunity to do the project work of 4 month and also got a good grip on developing the software system.**
- **MOU signed with Indian Academic Researches Association (IARA), to promote and enrich the research activities.**
- **Organized an Awareness E-quiz program by EDC.**
- **Undergone internship through online.**
- **Conducted E-quiz, Webinar and Conferences on to enrich and transfer the knowledge.**
- **Registered and attended online certificate courses like SWAYAM & NPTEL.**

- ○ **The learning of our faculty members never ceased even during the pandemic period. Our staff published 14 research articles with ISBN and 7 research papers under SCOPUS Publication.**

File Description	Documents
Upload any additional information	[View File]
Paste link for additional information	https://idhayasarugani.edu.in/wp-content/uploads/2022/03/3.2.1.-Supportive-PDF.pdf

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

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

14

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File]
Any additional information	**No File Uploaded**

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

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

7

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

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

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

15

File Description	Documents
Any additional information	[View File](#)
List books and chapters edited volumes/ books published (Data Template)	**No File Uploaded**

3.4 - Extension Activities

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

Lockdown period never stops our Institution's Extension activities. During this pandemic period, our College step forward to organize virtual programmes to sensitize the students towards community needs and to bring communal harmony. To create awareness about recent issues on Covid – 19, E - Quiz was conducted by various service units like EDC, NSS, RRC, Women Cell and YRC.

- **NSS orients and encourages students through E-Quiz on Covid-19, Awareness on Blood Donation, Celebration of International Yoga Day, Republic Day and Voters Day.**
- **Women Cell organized E-Quiz on Women Achievers.**
- **YRC conducted E- Quiz related with general awareness on Covid-19.**

- ○ **RRC has conducted E-Poster contest on Impact of Covid-19 and Quiz Wiz on World Aids Day.**
- ○ **EDC has created an awareness on Entrepreneurship through E-Quiz on Recent Thinking.**

During the pandemic period we believe that these extension activities can be promoted to neighborhood community. These E-Quizzes and Webinars highlighted the communal harmony, Gender Equity, Educational, Entrepreneurship and Environment related issues.

The sensitization of these activities emphasizes the institution's core value of service to the community during the pandemic period. 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.

File Description	Documents
Paste link for additional information	https://idhayasarugani.edu.in/wp-content/uploads/2022/03/3.4.1-Supportive-Document-1.pdf
Upload any additional information	View File

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

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

0

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

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

community and NGOs) during the year

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

14

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

1090

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

3.5 - Collaboration

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

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

7

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

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

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

6

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

I. College Infrastructure:

The College has the total area of land 200 acres and building is accommodated with 14.07 acres. The College building has a structure of two separated two storeyed building namely Administration Block and Management Block.

II. Class Room Facilities:

Physical facilities for teaching and learning include forty eight spacious, ventilated and adequately furnished class rooms, two spacious seminar halls with LCD projectors, one open air

auditorium for celebration of functions and meetings and well-equipped Staff room with computers. Seventeen class rooms are provided with LCD projectors.

III. Laboratories:

- **Language Laboratory:** One language laboratory with a LCD projector and 21 computers with hearing aids for LSRW skills and video conferencing.
- **Computer Laboratory:** 112 computers with 1 color printer with scanner.
- **Physics Laboratory:** Physics laboratory is well equipped with advance research instruments like Centrifuge and Chromatography.
- **Chemistry Laboratory:** Section pump, Water bath, conductometer, potentiometer, electric weighing balance and centrifuge machine are added in the Laboratory.
- **Biochemistry Laboratory:** This laboratory is provided with research instruments like incubator, autoclave, defreeze, muffle Furnace Temp 1150c size – 6"x6"x12".
- **Fashion Technology and Costume Designing Laboratory:** Advanced and modernized machines such as digital bursting strength, Fabric Drape Meter are available in this Laboratory.

  IV Computing Equipment:

- A computer with ADM 8310 processor, 22 computers with Core 13 processor, 136 computers with Dual core processor are available.
- Free internet service is for staff and students
- 2 Generators with total capacity of 40KVA power and Solar panel with 10KWH for alternative energy supply.

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

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

SPORTS AND GAMES:

The college provides sufficient opportunities to the students to develop and exhibit their talents in sports, games (indoor, outdoor), yoga and cultural activities. The sports activities are carried out by physical directress. The College has structured with the facilities like kho-kho, Kabaddi, volley ball, ball badminton and basketball. It also has the facilities for track events, long jump, triple jump, shot put, discus and javelin throws. Indoor games such as carom, chess, shuttle cock and table tennis are also available.

FINE ARTS AND CULTURAL ACTIVITIES:

The College has four spacious halls - Closed Auditorium, Multipurpose Hall, Seminar Hall and One Open Auditorium with supporting Audio-Visual aids and lighting facilities to practice and perform the cultural events. A separate room is available to store the cultural properties. Fine Arts Committee conducts cultural programme "Inbamela" every year for the students to encourage and exhibit their talents.

YOGA AND MEDITATION:

Though yoga is exercised regularly, International Yoga Day is observed in the College on 21st June.

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

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

17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

3,07,83,058.85

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

4.2 - Library as a Learning Resource

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

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

Digital Section:

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

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

84882

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

380

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

4.3 - IT Infrastructure

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

Wi-Fi:

- **In 2020-2021 INFONET 60 Mbps was upgraded.**

IT Facilities:

The College considers that technology plays an important role in knowledge building and skill development and is enabled with various IT facilities which are updated periodically. The institution created and installed the language lab which is constantly upgraded with required infrastructure of 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.

- **A Computer with ADM 8310 eight core processor.**
- **22 Computers with Core i3 processor.**
- **136 Computers with Dual Core processor.**
- **3 controlled Wi-Fi access points.**
- **8 scanners, 1 Wi-Fi with color printer, 1 Color printer, 1 Dot matrix printer, 4 scanning printers, Xerox equipment, 1**

> **HP scanner and 11 air-conditioners, 5 UPS (5KV and 10KV) and 2 uninterrupted power source generators.**
> - **Free Wi-Fi access is provided for staff and students.**

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

4.3.2 - Number of Computers

156

File Description	Documents
Upload any additional information	View File
List of Computers	View File

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

6,74,656

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Idhaya college strives to meet the growing needs of the students with the various committees which meet on periodical basis to discuss the requirements regarding repair and maintenance of infrastructure facilities. The various committees involved in up-keeping of the facilities are:

Management Team: This comprises of Superior, Principal and Secretary, Vice principal and office head clerk who involve in major decisions pertaining to maintenance and upgradation of various physical and academic facilities.

General Maintenance Team: The college has a maintenance team headed by the Principal and Secretary of the College. The office Head Clerk coordinates the team and she is overall incharge of the maintenance of infrastructure. Minor electric and plumbing works are carried out with the support of our vehicle maintenance staff. Besides regular maintenance work, any major repair or renovation work is reported to the Management team who in turn, outsource it to appropriate agencies. The General maintenance team meets on daily basis and undertakes the following work on regular basis.

- The Classrooms, staff rooms, laboratories, library and common areas are cleansed daily by the support staff.
- The wash rooms of staff and students are cleansed twice a day.
- Continuous flow of water is ensured.
- Refilling sanitary napkin vending machines are done on regular basis.
- Discarding machines are maintained properly.

Internal Complaints: Internal complaints if any regarding the infrastructure, technical or electrical appliances is informed to the principal and booked in a separate register which is kept at

office room. It is rectified by the concerned person in due course of time.

Usage of ICT facility in the department: Optimum utilization of class room with ICT facility is ensured and register is maintained in every department for booking ICT sessions.

Website Committee:The website committee is headed by the Principal and assisted by the System Administrator, faculty from Computer Science and English departments. This team manages and monitors the uploading of information on the college website, Facebook and YouTube on a regular basis.

Venue Booking System: Booking for venues such as Indoor auditorium, Meeting Hall and laboratories is done with the prior intimation to the Principal.

Green and Health Environment: The College has a team of efficient and experienced gardeners to maintain the flora in the campus. Seasonal and herbal plants are nurtured for green and healthy environment. The College also maintains Herbal and Organic Gardens. Laboratory Maintenance:

- System Administrator monitors the usage and maintenance of the computer laboratories.
- Laboratory Assistants are in charge for the other laboratories such as Physics, Chemistry, Biochemistry and Fashion Technology.
- A log notebook is maintained by the Lab Coordinator which has details of stock in the laboratory. Students' access to the laboratory is also recorded with the details of in time and out time along with the day work.
- The Language Laboratory is maintained by the faculty of English department.

Library Maintenance: The library is maintained by the library committee head by the Librarian. Separate entry register is maintained for students and faculty to record the daily usage. The librarian maintains the accession register and also the files pertaining to the purchase of books and renewals of periodicals and e - resources.

Sports Facilities: The sports equipments are maintained under the supervision of Physical Directress. The field work for track and field events is regularly mowed and maintained for regular practice.

Security Measures: The campus is widely covered through 64 CCTV surveillance cameras. In addition, security guards are present on campus 24x7 to ensure safety of students and staff.

Fire Extinguishers: Fire extinguishers are placed and refilled regularly. Over Head water tanks with the capacity of 2000 liters each are connected to hoses which are available to meet unforeseen contingencies.

Power Supply: A generator of 40KVA power and Solar panel with 10KWH installed to ensure uninterrupted power supply. The maintenance service is undertaken as and when required.

Canteen: A canteen is located to cater the needs of the students. Stationary items, toilet things, snacks, food and beverage items are practiced for day students and hostellers. Menu card is available with the rate / prices of items. Canteen is functioning during the working hours.

Student's Common Room: Common Room is available for the students who feels sick and uncomfortable. A separate register is maintained in the room to register the time in and out.

Outsourced maintenance activities: AMC is maintained for the following:

- Maintenance of Air conditioners,
- R.O plant,
- UPS and Batteries
- Computers
- Biometric System for attendance

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

Government during the year

`152`

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

`50`

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

File Description	Documents
Link to Institutional website	https://idhayasarugani.edu.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

140

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

140

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

21

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

119

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

0

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

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

The institution takes care in promoting the students to acquire leadership qualities. Accordingly the students are motivated to take active part in the regular functioning, policy making, and

administration. The students' council is part of the academic and administrative set up of the institution which is constituted and installed in every academic year. It includes office bearers namely President, Vice President, Secretary, Fine Arts Secretary, Sports Secretary, N.S.S Secretary and class representatives. They organize various functions and an academic programmes, and maintain records. The College Day is celebrated at the end of each academic year involving students' council. A student is nominated to represent the IQAC, who also takes active part in various roles and functioning of the IQAC. Student represent in various committees such as Fine Arts Association, Sports and Games Committee, Hostel Committee, Anti Ragging Committee, National Service Scheme, Youth Red Cross, Rotract and Red Ribbon Club. The Sports Secretary and her team help in the identifying the students' talents in sports and games, and assist Physical Directress in the process of selection of students for various teams. She facilitates the players to participate in competition at various levels. The institution organizes cultural competitions in the name of Inbamela. The Fine Arts Secretary shoulder the responsibility of organizing such programmes in collaboration with the Fine Arts Co-ordinator, and assists in selecting the students for various fine arts and cultural events, and participates in training and grooming the students. The NSS secretary with NSS Coordinator assesses the sociological needs and problems. They enroll the students for NSS, create awareness on such problems and train the students to address the problems, and schedule and execute the programmes. Thus, the institution facilitates the students to have students' council and to involve themselves to create a conducive academic environment not only to enrich their academic knowledge but also to groom social responsibility and leadership qualities.

File Description	Documents
Paste link for additional information	https://idhayasarugani.edu.in/
Upload any additional information	No File Uploaded

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

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

1

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

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 pallet. 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. IMMAA coordinator is responsible for execution and regularly updates the information to the alumnae and had a whatsapp group as a networking activity. The students once completed their degree, they join as a life member of our association. So, Idhaya has strong alumnae with 385 passed out students during the year 2020-2021. They actively participating 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.

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

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

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

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

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. To ensure 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. The Vision and Mission is placed in visible places of our College campus.

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 which 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, learning and extension programmes, the Academic Council, IQAC, and even faculty play a significant role. The College prepares and executes efforts to fulfill its vision. The role of leadership is apparent in ensuring the fulfillment 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.

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 other service units. These service units (YRC, RRC, EDC, Rotract and Women Cell) are conducting special blood donation camps, tree plantations, AIDS awareness and rally to fabricate our students' social responsibilities.

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

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

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 are formulated like Planning and Evaluation Committee, Guidance and Counseling

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 throughout the entire college. Principal is the coordinator of various activities. Authority and responsibility is delegated to Vice Principal, Research Coordinator, IQAC Coordinator, Exam Coordinator, Extension Activities Coordinator and Head of the departments. This leads to effective, transparent and progressive and participative functioning. Every committee has the independence to organize their plan and decide execution approaches. The 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	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Our College has shifted to online learning platforms for the academic year 2020-2021 due to the pandemic (Covid-19 Lockdown). The Academic activities are as follows:

- The Online classes are carried out through Google Meet and the materials are sent through LMS.
- Exams/Tests are conducted online mode through LMS.
- Planned to organize webinars/conference/monthly activities in online mode and it was successfully completed.
- Office renovation: renovated the office infrastructure during the period 2020-2021.

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

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.

Idhaya College is affiliated to Alagappa university 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 students' council, 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 based on the qualification and service and it is revised once in a year.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://idhayasarugani.edu.in/organogram/
Upload any additional information	View File

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

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

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

1. Corona Relief Measures: Non-teaching faculties are provided with the basic needs such as rice, grocery during the lockdown.
2. Full salary was given to all faculty members during lockdown.
3. Faculty members are deputed to attend orientation, Refresher Programmes and to attend NET/SET examination 'on duty'.
4. Casual leave, Maternity leave, Medical leave are permitted.
5. Employees Provident Fund scheme is implemented for teaching and non-teaching staff.
6. Loan facility is available for the staff at 0% interest.
7. Faculty members are recognized and rewarded through remuneration while completing the doctoral degree and Eligibility Test (SET/NET).
8. Free transportation service is provided for the faculty members those who have completed doctoral degree.
9. Providing assistants to non-teaching staff to educate their children.
10. Free meals provided to the deprived staff and students.
11. Fund provided for constructing home for the non-teaching staff.
12. Hostel facilities provided to non-teaching staff member's children.

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

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

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

1

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

3

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

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

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

26

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

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

The College 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 and a continuous process which is conducted annually to provide information necessary for making relevant and objective decisions on the Institution's total staff. ICW secures the self-appraisal on the format provided by the IQAC Coordinator.

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.

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

6.4 - Financial Management and Resource Mobilization

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

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 of salary, fee collection and expenses.
- Tution fee for the UG and PG students are collected as per the University and UGC norms.
- The scholarship accounts are submitted every year to the Regional Joint Director of Collegiate Education, Madurai.

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

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

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

0

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

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

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 sanctioned by the management.

Mobilization of Funds: Fund is mobilized from fees and contribution of 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	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

IQAC has taken following initiatives for the institutionalization of the quality culture in the College: IQAC conducts Faculty Development Programme, 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

During the pandemic period, IQAC organizes Faculty Development Programme to lay a foundation for the faculty member's entire career. This FDP helps the faculties to feel more comfortable with their roles, team and departments. Accordingly, five days FDP on "Tips to face NAAC" was conducted. The topics are given based on criteria to enrich the Self Study Report. The staff members are motivated to enhance and expose themselves during the sessions.

To enrich the assessment and to gather more information in each criterion, we spent five days with Holy Cross College, Trichy. Dr. Xavier Mahimai Raj Associate Professor, Loyola college, Chennai highlighted with many ideas and encouraged all the faculties to do their work perfectly. Dr V. Manikavasagam Former Registra, Alagappa University, Karaikudi and the present Principal of Nachiappa Swamigal Arts and Science College, Koviloor, guided us overall NAAC work.

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

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

IQAC is ensuring quality through a conscious, consistent and catalytic action to improve the academic and administrative performance of the institution. IQAC instruct the staff members to take online classes effectively and efficiently.

- ICT has been made an integral component of the academic environment.
- Mentoring system has been exercised regularly.

ICT

During the pandemic period, IQAC gave training how to take class through online and open google classroom etc. All the staff members practiced and fully equipped with themselves by taking classes through online. And also gave class test, Assignment and Quiz through google classroom. Many of the staff members prepared recorded videos; IIT lectures classes, eminent persons' videos and so on.

Students and staff members are registered swayam to enhance and improve their knowledge in various fields. The registered students received certificates from the same.

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. Since the mentees are in teenage group they are having some emotional and psychological problems like loneliness and inattentive in the class. To those student special attention and utmost care is given to enable them to overcome problems. Moreover this mentoring system helps our students to inspire, support and give self-confidence and make them to achieve in their future. It plays a vital role in developing their lifestyle and also leads to academic success.

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

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

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Today's society is facing Gender Equity as one of the key challenges. The institute conducts programmes based on Gender Equity and Sensitization. Speakers from various fields are invited to speak on the topic which highlights the importance and contribution of women in the society.

The Gender Equity promotion programmes organized by the Institution are given below.

Name of the Programme

Date

No. of. Beneficiaries

Women Empowerment

04.08.2020

80

Women's Rights

20.09.2020

98

Gender Equity and Women's Rights in View of Covid -19

03.10.2020

79

International Women's Day Celebration

08.03.2021

83

File Description	Documents
Annual gender sensitization action plan	https://idhayasarugani.edu.in/wp-content/uploads/2022/03/7.1.1-final.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://idhayasarugani.edu.in/wp-content/uploads/2022/03/7.1.1.-specific-facilities.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-	**B. Any 3 of the above**

based energy conservation Use of LED bulbs/ power efficient equipment	

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

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

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 vermin-composting 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.**
- **Solid waste produced by departments like assignment and answer sheet are disposed off 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 which is away from 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.
    - 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.

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	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered**	A. Any 4 or All of the above

> **vehicles**
> 3. **Pedestrian-friendly pathways**
> 4. **Ban on use of plastic**
> 5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies	A. Any 4 or all of the above

of reading material, screen   reading

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The Institution provides an inclusive environment for everyone tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities.

Commemorative days like Women's day, Yoga day, AIDS day, Cancer day are celebrated through online mode during this pandemic period. It provides positive interaction among students of different racial and cultural backgrounds. Institute has code of ethics for students and a separate code of ethics for teachers which has to be followed by everyone irrespective of their caste, creed and other diversities. There are also different committees like staff grievance cell, students' grievance cell in the institution without considering anyone's racial or cultural background.

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

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

Idhaya sensitizes the students and employees of the institution to the constitutional obligations like values, rights, duties and

responsibilities of citizens which enable them to be a responsible citizen. The institute celebrates Independence day, Republic day, Gandhi Jayanthi, Constitution days to make the importance of freedom and the glory of Indian freedom struggle. They aim at highlighting the constitutional spirit of liberty, equality and fraternity.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://idhayasarugani.edu.in/wp-content/uploads/2022/03/7.1.9-final.pdf
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**A. All of the above**

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

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

Idhaya takes pride to organize national and international commemorative days of many great leaders, in order to develop the

students as better citizens of the country.

The following is the list of national and international commemorative days, events and festivals the institution celebrates for the academic year 2020-2021 and make the students and faculty to participate.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

BEST PRACTICES IN A NUT SHELL:

- 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

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 endeavours 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:

Adoption of Villages and high school: The students visit the adopted villages Chokkanathapuram, Gopalapuram, Poradaipu, Nagamathi and Vellikatti. Generally, they interact with the village people about their wellbeing. 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.

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 benefited. 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.

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 benefited out of this service.

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.

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 Counsellor (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 Counselling 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 counselling system. Unwillingness to share their real problems, lack of frankness is the challenge encountered by the mentors and counsellor. However, Mentors and Counsellor allot sufficient time to meet the students off the class hours to sort out their problems and assist in finding a solution.

File Description	Documents
Best practices in the Institutional website	https://idhayasarugani.edu.in/best-practice/
Any other relevant information	https://idhayasarugani.edu.in/wp-content/uploads/2022/03/BEST-PRACTICE-1_merged.pdf

7.3 - Institutional Distinctiveness

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

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 underprivileged 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 Imbibed 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 saftety, 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.

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

Action Plan – 2021-22

1. Preparing Academic Calendar for the year 2021-2022 consisting of all events including the Examination schedule.
2. To Conduct Orientation Programme for new students (I UG & I PG).
3. To Conduct Entry level test for fresher's.
4. To Conduct Students' Union Election.
5. To Prepare Annual plan for all the Departments, Service Units, Committees and Clubs.
6. To Encourage the Departments to conduct Add-on Programme and Increase the MoU agreement and its activities.
7. To insist the Departments to focus on Experiential learning & Internship.
8. Motivating the Departments to Organize more Seminar, Workshop & Conference.
9. To Collect the Feedback form:
10. 1. Students 2. Parents 3. Alumnae 4. Teachers5. Employers
11. Encouraging and Supervising the implementation of the action plan of different departments.
12. To observe all the important and commemorative days.
13. Conducting classes and sharing experience by alumni.