YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Dr. ZAKIR HUSAIN COLLEGE
• Name of the Head of the institution	Dr. A. ABBAS MANTHIRI
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04564265252
• Mobile no	6369316050
• Registered e-mail	drzhcily1970@yahoo.in
• Alternate e-mail	amak1266@gmail.com
• Address	PARAMAKUDI ROAD, ILAYANGUDI
• City/Town	SIVAGANGAI
• State/UT	TAMIL NADU
• Pin Code	630702
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	**Alagappa University, Karaikudi**
• Name of the IQAC Coordinator	**Dr. A. MUSHTAQ AHMED KHAN**
• Phone No.	**04564265252**
• Alternate phone No.	**9842534040**
• Mobile	**9443895316**
• IQAC e-mail address	**drzhcily1970@yahoo.in**
• Alternate Email address	**drzhciqac@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://drzhcily.com/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://drzhcily.com/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**77.78%**	**2004**	**03/05/2004**	**02/05/2009**
Cycle 2	**A**	**3.23**	**2010**	**28/03/2010**	**27/03/2015**
Cycle 3	**B+**	**2.70**	**2016**	**16/09/2016**	**15/09/2021**
Cycle 4	**B+**	**2.68**	**2022**	**15/03/2022**	**14/03/2027**

6.Date of Establishment of IQAC	**06/01/2005**

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
Dr. R. Jeyamurugan	**Creative Scientific Awareness**	**TNSCST**	**2021**	**65000**

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	**3**
• 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. So far 11 vaccination camps are conducted in the campus 2. SSR was uploaded in the stipulated time period 3. Solar Powered Indoor auditorium is under progress 4. All departments sent their proposals to TNSCST to get grants. Rs.65000 was sanctioned by TNSCST 5. Integrated computer lab is formed

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
Instruct the students and staff to follow the standard operating procedure against Covid-19 when they are inside the campus	Proper instruction was given. Sanitiser and hand wash facility is made available in the campus to follow the SOP
Educate the students about vaccination	So far 11 vaccination camps are conducted in the campus
Instruct the steering committee of IQAC to speed up the SSR uploading process	SSR was uploaded in the stipulated time period
Since spread of Covid 19 Pandemic has cme down, instruct the students to get ready for offline university examination	For the past one year students were trained to write examination in the on line mode. Due to change in the government policy proper instructions are given to the students to get ready for off line examination
Request the man agement to speed up the work of indoor auditorium	Solar Powered Indoor auditorium is under progress
Apply the grant in TNSCST for conducting seminar and workshops	All departments sent their proposals to TNSCST to get grants. Rs.65000 was sanctioned by TNSCST
Shifting of Zoology department and lab under one roof of science block	Zoology department and lab are shifted
Integrated computer labs in the main building	Integrated computer lab is formed

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021	09/02/2022

15.Multidisciplinary / interdisciplinary

Our College is affiliated to Alagappa University, karaikudi. Hence, the guidelines prescribed by Alagappa University, karaikudi will be followed regarding NEP - 2020, as and when it directs.

16.Academic bank of credits (ABC):

Our College is affiliated to Alagappa University, karaikudi. Hence, the guidelines prescribed by Alagappa University, karaikudi will be followed regarding NEP - 2020, as and when it directs.

17.Skill development:

Our College is affiliated to Alagappa University, karaikudi. Hence, the guidelines prescribed by Alagappa University, karaikudi will be followed regarding NEP - 2020, as and when it directs.

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

Our College is affiliated to Alagappa University, karaikudi. Hence, the guidelines prescribed by Alagappa University, karaikudi will be followed regarding NEP - 2020, as and when it directs.

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

Our College is affiliated to Alagappa University, karaikudi. Hence, the guidelines prescribed by Alagappa University, karaikudi will be followed regarding NEP - 2020, as and when it directs.

20.Distance education/online education:

Our College is affiliated to Alagappa University, karaikudi. Hence, the guidelines prescribed by Alagappa University, karaikudi will be followed regarding NEP - 2020, as and when it directs.

Extended Profile

1.Programme

1.1   537

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

File Description	Documents
Data Template	View File

2.Student

2.1   **2313**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **2304**

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

File Description	Documents
Data Template	View File

2.3   **652**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **98**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **3**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**537**

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

2.Student

2.1 Number of students during the year	**2313**

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	**2304**

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

2.3 Number of outgoing/ final year students during the year	**652**

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

3.Academic

3.1 Number of full time teachers during the year	**98**

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

3.2 Number of sanctioned posts during the year	3

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	55
4.2 Total expenditure excluding salary during the year (INR in lakhs)	2006603
4.3 Total number of computers on campus for academic purposes	125

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 college is affiliated to Alagappa University. The syllabus is revised by the University once in three years. Some of our staff members occupies the position of chair person and member in Board of Studies in our University. They contribute in curriculum. The HODs conduct department meetings to allocate papers to each staff taking into consideration the specialization, area of interest, work load and prepare the time table for that semester. The staff members elaborately discuss the syllabus in class rooms. Study material is prepared by the respective staff members and issue it in the class room while discussing about that topic or in the printed format. The study materials is also made available in the college web site through students app. Two to three internal test are conducted. HODs monitor, the class test and internal test conducted in the department and the outcome. Slow learners are identified and they are brought to the notice of the parents and special care will be given. Bright students are identified and they are motivated to get university ranks. Review meetings are

conducted by the Principal to keep track of the activities of the departments for the effective implementation of the curriculum.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://drive.google.com/file/d/1ygo1RZf3EqqHMwa0hKl8S3vhyxHQcTwR/view?usp=share_link

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

Every year the academic calendar is being prepared for that academic year and a copy is being issued to students and staff at the beginning of the year. As per norms of the government, academic calendar is prepared for the academic year. The College has clearly stated the learning outcomes in the Pledge, college crest (Emblem), in the college calendar. The calendar includes the opening day, list of holidays, management committee members on that academic year, name list of teaching, non teaching and ministerial staff, various committees such as advisory committee, discipline committee, attendance committee, calendar committee, time table committee, deeniyath committee, canteen committee, research assessment committee, library advisory committee, campus improvement committee, Youth red cross committee and magazine committee, dean of boys, dean of girl, sports council members, university affairs committee, the career guidance cell, anti dowry association, alumni association, parent teacher association, social welfare club, study circle, entrepreneur cell, hummer club, competitive exam coaching centre, and science club are also listed in the calendar. The various courses available in the college and their fee structure, information relating to college library and book bank are also listed.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://drive.google.com/file/d/1IcflSKrFShvGRuDNK04UkaRANrTMRXQI/view?usp=share_link

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

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

20

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)

1

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

63

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

The university curriculum includes value education as a subject in part IV. The learning and practice of facts which have moral and ethical values is contemplated by value education. It can also be the process by which a good citizen are molded out of a human being. The syllabus incorporates, the need of value education, human values, values taught by various religions in India, equality and fundamental duties of human being in the society, ethics etc. In order to improve the skills of the students in various fields skill based subjects, executive skills, equipment handling skills, fruits and vegetable preservation skills, Heritage and tourism promotion skills, entrepreneurship development skills are included under choice based credit system as Part-IV subjects. To know the values and basics of regional language, Tamil language is taught to students who do not study Tamil as Part- I in schools. Environmental Studies is offered by the university. University curriculum includes extension activities as a subject in Part-V. To bring the awareness of their surrounding, students are taken to nearby villages for 2 days camp with staff at weekend. Students are asked to interact with villagers, knowing the problems they are facing and how they are solving.

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

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

3

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	**No File Uploaded**
Institutional Data in Prescribed Format	*View File*

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

53

File Description	Documents
Any additional information	*View File*
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

B. Any 3 of the above

**from the following stakeholders Students
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	https://drzhcily.com/naac2223/link2
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
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	**No File Uploaded**
URL for feedback report	https://drzhcily.com/naac2223/link3

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

835

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

831

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

For every class, counselors are nominated by the HODs at the beginning of the academic year. The duties of the counselor is to assess student based on the marks obtained in +2 examination at the entry level. The institution conducts two/ three internal tests. While evaluating the internal test papers, the student's performance is assessed. The outcome of the internal tests are analysed by the counsellor with the earlier assessment. Two internal tests are conducted compulsorily in each semester, one at department level and another test on University exam model conducted for the whole college on centralized basis. This practice has been followed for many years in this college. Advanced learners are appreciated and motivated to get university ranks. They are encouraged to write additional tests during lunch break time and home tests are given, if they are interested to score more marks. Likewise, slow learners are also identified and they are brought to the notice of the HODs and Principal. Students who did not fare well in the class tests and those who fail in semester examinations, are called and motivated to attend remedial classes outside the frame of regular contact hours. They are given a capsule of courses.

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
2313	98

05-04-2024 11:24:36

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

Participative Learning Method is followed in almost all courses of study. Workshops, seminars, conferences and guest lectures are conducted in all departments with eminent in the respective field. Students are also taken to seminars, conferences, workshops and field trips to various places. Students are taken to In science programs, experimental learning process incorporated in the syllabus. In science programs, students not only study subjects theoretically, but also do practical. In order to encourage participative learning assignments and seminars are given to the students in the subjects concerned. Students are asked prepare for power point presentation and to solve the puzzles and scientific fictions. The lap tops, computers, LCD Projectors are used by the students and staff in the process of disseminating knowledge. The project based learning is available in few courses like B.Sc. Physics and in few PG courses. Lab Practical are available for science students. Since the inputs are from rural area that lacks adequate English knowledge, the subjects are explained in their mother tongue to make them understand the complex concepts while teaching. Dignitaries from different fields are invited for various programmes and the college to provide insights to treat them as role models.

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

In the college, LCD projectors are used to handle classes. Minimum one LCD projector is provided to each course. In the smart class, in the A/C Auditorium and in science labs, LCD projectors were fit for the benefit of students.Students App was created through which teachers upload study materials and necessary information relating to various courses offered in the program. The students, by using

user name and password, view and download the contents for learning. Computers are used by the staff and students in their pursuit for teaching and learning. Four computer labs and E library available in the college (now centralized) were regularly used by the students and staff for academic purpose. Each department has computers for use by the staff and students. The Department of Commerce has computer to 10 individual staff and six more computers are available exclusively to research scholars.Lectures on special topics were given through You Tube also. Some of our research guides conducts research related works like conducting Ph.D. Viva voce, Comprehensive Viva voce, Pre submission Viva voce through online mode.

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

57

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

98

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

40

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

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

2.4.3.1 - Total experience of full-time teachers

938

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

2.5 - Evaluation Process and Reforms

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

The internal evaluation process to the students is communicated in the very first day of entering the college. The Principal communicates this to the students and their parents, along with other general information in the orientation program to some extent and the remaining details by the HODs and counselors in the class rooms.

Two internal tests are conducted compulsorily in each semester, one at department level and another on university exam model as centralized basis. This practice has been followed for many years in this college. Internal assessment marks are not given based on the marks obtained in the internal test alone. Marks for assignment and seminars are also included in the internal assessment.

Unit tests are also conducted by the staff at the end of every month in addition to class tests. Every year each department takes the responsibility of organizing the centralized tests. They take care of preparing the schedule of the exam, collecting question papers, taking photocopies, preparing time table, providing seating arrangements, allotting invigilation works to the staff, procuring papers and stationery from the office etc. The test papers are valued and the marks statements are submitted to the office on or before the date stipulated.

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

A separate committee is set up under the control of one superintendent for external exams. The committee take care of distributing the university exam time table to the HODs. The grievances of the students relating to examination questions is brought to the notice of the chief superintendent and he will communicate with the university authorities and solve the problems. However grievances have crept many times at University examinations like errors in mark statements, awarding low marks for good achievers, etc. in such occasions they were asked to meet the Chief Superintendent of external examinations, who takes the matter with the University and gets the grievance redressed. As far as the internal test is concerned two internal assessment

tests are conducted for each semester one at the department level and other at college level. The papers are evaluated by the staff within a week and they are given to students for identifying any discrepancy and transparency. Students came with grievances are solved by the staff members himself. Marks for assignment and seminars are also included in the internal assessment marks. The marks are displayed on the notice board for transparency and they are registered.

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.

Response:

Outcome Based Education is a student-centered learning method implemented since 2020 which gives importance to what students attain after completion of the programmes. The teacher and the student should have clear understanding of the objectives of the programme at each stage of the student progression.

The Programme Outcomes are derived from the University syllabus.

Course Outcomes are prepared on the basis of how student is expected to gain, and apply the knowledge gained at the end of a particular course. Programme Outcomes and Programme Specific Outcomes are discussed in detail in IQAC meeting where all the faculty members express their views and contribute constructively towards framing the outcomes.

Mechanism of Communication:

POs and PSOs are well displayed on the website. (Website Link is given).

The importance of the learning outcomes has been communicated to the teachers in every IQAC Meeting.

The students are also made aware of the same through class rooms.

Course teacher communicate the objectives and importance to the students at the beginning of every semester. It helps the student to concentrate on Programme Specific Outcomes and work towards achieving them.

The college organizes programmes by inviting experts to inspire the students to focus on the outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://drive.google.com/file/d/1ygo1RZf3EqqHMwa0hKl8S3vhyxHQcTwR/view?usp=share_link
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 College Management is very particular about learning outcomes, especially the pass percentage and in achieving University Ranks. After the University exam, the institution collects, records and analyses the result performance. Every department records the marks obtained by the students in the mark register in their own fashion. By monitoring the capability of the students and the performance in the University exams they give proper guidance to the students and if they felt necessary, their parents are informed about their poor performance. The girls students get married during the course of study are at the risk of becoming drop outs. Their parents are persuaded to make the students continue their studies after availing holidays for some days. The slow learners who failed in the exam are encouraged to apply for revaluation. The management sought report from individual staff, details such as the subjects handled by them in each semester, the number of students on roll, appeared, passed in the exam, the percentage of pass, the highest and the lowest marks, subject handling either individually or jointly like this. It is provided to the Management for evaluation. Memos are given seeking explanations for not achieving University Ranks to some departments HODs.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://drzhcily.com/naac2223/link4

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

653

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://drzhcily.com/naac2223/link5

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)

65000

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	[View File](#)
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

14

File Description	Documents
Any additional information	[View File](#)
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)	**No File Uploaded**
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 campus has very good flora and fauna. The college keeps the campus clean and tidy. In the sprawling campus of 43

acres of land, nearly 4000 trees were planted and maintained. A herbal garden is maintained by the Department of Botany. A pond was dug inside the campus to recharge the ground. Borewells give plenty of water to the campus. RO Plant with the storage of 240000 litres gives drinking water to the college. Government has accorded sanction to take Cauvery water from the pipeline which passes to Paramakudi.

The compound wall taken around the college (7000 ft.) prevents trespassers, goats and cows from entering the campus. Underground drainage was laid to around 3000 ft. to avoid spill over of drainages in the campus. A solar powered indoor auditorium is under construction.

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

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

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

3

File Description	Documents
Report of the event	[View File](#)
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

4

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

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

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

5

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

19

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

3.4 - Extension Activities

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

In order to carry out extension activities, our college has NSS, NCC and YRC units. Our college has four NSS units, and a NCC unit. Every year NSS camp is conducted in the near by village for a week

and programs relating to social issues like blood donation camp, free eye camp are conducted for the welfare of the village people. From the blood donation activity of our college students our college gets best donor award from the district authorities. Our NSS camp conducts dengue fever awareness program, cashless transaction, environmental awareness program like Plastic eradication, eradication of Prosodies trees, road awareness programs. Our college organizes driving while learning program to our students to get license from the authorities. For girls, international women's day is celebrated. Moreover in order to keep health fitness Yoga is trained, to cure anemia, dewarming tablets were given to students by the health the department tie up with our NSS In order to bring awareness of voting, voting awareness programs are conducted. In connection with national integration, Swatch Bharath summer camp, National voters day, International women's day, 152th birth day of Gandhi, Independence day, Republic day are also celebrated as extension activities in our institution.

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

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

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

1

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

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

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

54

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

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

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

6859

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

46

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	View File
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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has adequate infrastructure and physical facilities to meet out the requirement of students. There are nearly 53 class rooms available, out of which 13 class rooms are equipped with LCD facility. A smart class room and an air conditioned auditorium with a LCD projector facility with a capacity of 200 students and an open auditorium with a capacity of 2000 students are available. Two generators 72.2KV and 25 KV of capacities are available. All laboratories are equipped with adequate instruments. An English language lab is maintained by the department. A separate research lab is maintained by the department of chemistry. All departments are equipped with computers, internet, wi-fi facility and a separate library with prescribed text books. The college has four

computer labs with ICT facilities for computer related courses. Students app for study materials and s biometric attendance are available. Individual computers are available to the ten staff and 7 more computers are provided for the researchers in the department of Commerce. Automated college library with 31,020 of books, 15,000 e-books, journals, magazines and daily newspapers is available. A Women's Hostel is available with internet facility and mini library. Canteen and bus facilities are also available.

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

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

The college has a Physical director with two additional staff members for promoting sports activities in our campus. Sports facility is available for boys and girls like Carrom, Chess, Tennikoit, Table Tennis, Foot Ball, Basket Ball, Volley Ball, Ball Batminton, Tennis, Hand Ball, Kabadi and Cricket. Gym separately. The college has a ground with 8 lane 400 meter standard tracks for sports and athlete meet. Stay room for boys, indoor ball badminton court and a 10 meter long rope claiming facility is available. For girls, a multi-purpose volleyball, badminton, table tennis courts, chess and carom board facilities are available. Separate gym is available for boys and girls. Four units of NSS (including women volunteers), NCC, Youth Red Cross, Red Ribbon Club are available. Every year special camps are conducted with many programmes. Dengue fever awareness, Free eye camp, Plastic eradication programs and debate for awareness on plastics usage, Blood donation camp and Road safety awareness programs were conducted. Yoga day and Samathuva Pongal for community harmony, Voters day and Women's day are celebrated every year.

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.

55

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)

2006603

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

4.2 - Library as a Learning Resource

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

The college has a separate library building. Every year new books are added to the library through library fund. There are more than 33000 books available. Daily news papers, Magazines and journals are also available in it. In addition to the college library each department is having its own library. Nearly there are 36 Indian Journals and 10 International Journals available. From the year 2015 onwards our library is fully automated. MODERNLIB software is installed in the library. At the end of the year stock is taken and the report of stock verification is handed over to the Principal. Separate e-register is maintained for the entry and

exit of the staff and students.

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

4.2.2 - The institution has subscription for the   **E. None of the above** following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

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

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

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

0

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

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

61

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

Four separate computer labs are available in the college for teaching computer related courses. All the labs are equipped with internet facilities. All departments have computers with internet and Wi-Fi facility. One computer lab is maintained by the department of Commerce to teach Tally for their students. In the college office, all works such as issuing conduct and transfer certificates, preparing salary bills and maintaining attendance are done through automation. Biometeric attendance is implemented for staff and students. CCTV cameras are fixed in the campus to monitor the movement of the students. Automation was done in the college library. 13 class rooms are equipped with LCD facility. A smart class room is available for conducting students seminars. An air conditioned auditorium with a LCD projector facility capacity of 200 students is available for conducting seminars and functions. Online students attendance has been introduced. A separate app is introduced for students attendance. Students app has been introduced in our college website. Students and staff are provided with login credentials. Staff upload previous year question papers, study materials and other subject related materials in addition to hard copies given in while in the class room. Wifi facility (50MBPS) is available in campus.

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

4.3.2 - Number of Computers

125

File Description	Documents
Upload any additional information	**No File Uploaded**
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)

2853170

File Description	Documents
Upload any additional information	**No File Uploaded**
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.

All science programmes are associated with laboratories. Laboratories are maintained from the lab fees collected from the students. Stock is verified every year by senior members. Damaged or broken articles are replaced then and there by collecting general breakage. For maintaining table and chair in the class rooms nearly 1lakh rupees is allotted every year. Care has been taken on proper lighting and ventilation facility in each class

room. Nearly 30,000 rupees is being allotted for the library every year for buying new books and journals. College library stocks are verified at the end of the year. The electricians, plumbers, laboratory assistants, gardeners, sweepers and scavengers maintain the infrastructure facilities. Every week end the RO plant is tested for its purification and cleaned properly. For sports, nearly one lakh rupees is allotted. A sports ground, indoor badminton ground and 10 meter long rope claiming are maintained by a physical director with two additional staff. Separate gym facility is available for boys girls which are maintained by the physical director. Computers in the department are maintained by programmers. The language lab is maintained by the English department faculty. Two women trainers are arranged to teach tailoring and maintenance.

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

476

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

0

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

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

A. All of the above

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

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

0

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

0

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

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

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<u>View File</u>
Upload any additional information	<u>View File</u>
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

101

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**
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

64

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
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)	**No File Uploaded**

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.

29

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
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)

Students play an important role in the development of the institution. Students are nominated to represent various academic and administrative bodies of the institutionsuch as anti ragging committee, sexual harassment cell, IQAC steering committee etc. In each committee two students of our college are admitted as the members. Meetings of these cells are conducted with student representatives and their suggestions are taken for consideration. The names of the committee members are displayed in the college website also. As a extracurricular activity, Nearly 150 students participate in NSS summer camp at nearby villages as a part of extracurricular activity. They are engaged in cleaning the school, temple campus, conducting social welfare camps such as anti dengue fever campaign, Free eye camp, road awareness program, Blood donation camp, etc. Nearly 25 cadets of NCC took part in the Independence and Republic Day program and demonstrate their traditional parade and salute to the National flagin the campus. Our college Tennis, Handball, Football, Kabaddi, Badminton, Volleyball, Table tennis and Athletics team participated in the Alagappa University Inter Collegiate Tournaments and some of the team members participated in the Zonal tournaments too.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1quoFc0PsX080VEBvOAQJSeRycv3XEqfH/view?usp=share_link
Upload any additional information	View File

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

29

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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

The alumni association was formed on September 3, 2007, and registered on November 20, 2007 (Regn. No.58/2007) by the name, 'Alumni Association', Dr. Zakir Husain College, Ilayangudi. The association was registered with 10 executive members. Every year on 30th July the committee is renewed and the report has been sent for renewal. There is no appreciable contribution from the alumni and collecting contributions from alumni is very challenging.

We bring Alumni to the college on various occasions to get inspiration by the present learners. Through Video Conferencing from USA, Germany and other places they reminisce and shared with the present students their experience in the campus and talk about

their growth. While visiting India, they make it to visit the college. In 2010, the Minister for Adi Dravidar Welfare, (Present M.L.A from Manamadurai Constituency) Mrs. Tamilarasai, an alumna of the Dept. of Commerce, interacted with the peer team member. In spite of their positions, like Magistrates, Chartered Accountants, Municipal Commissioners, Police Personnel, Company Managers, Professors in Universities and Colleges, the alumni visited the College on various occasions. They sponsor certain things in the seminars / programmes organized by the Departments and give away furniture / cash incentives to the achievers.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

File Description	Documents
Upload any additional information	<u>View File</u>

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

From the year of inception of this college in 1970, the administration has been striving hard to meet the day to day challenges in the area of higher education. It was started by the general public of Ilayangudi. This college was started to solve the sufferings of people they meted out while finding berths for their wards in colleges in Madurai, Trichy and Chennai. Around 2400 students are studying here. The Management Committee is elected democratically to administer the college through elections once in three years. The grievances of staff are redressed then and there. The staff work with commitment and satisfaction.

As per the mission, the institution caters the needs of all socially, economically backward class people. Since nearly 70% of our students are girls, separate tailoring class is conducted to teach tailoring to provide additional skill to women students.

Even though our institution is a muslim minority institution nearly 80 percent of the students are from other community. The institution makes arrangement to get government scholarships to first generation learners, Backward, most backward class and SC /ST students to facilitates the students to continue their education due to their economic condition. Sports students are trained to play interuniversity.

File Description	Documents
Paste link for additional information	https://docs.google.com/spreadsheets/d/1shPPViRrRK0aCBZUuBDmsGc-Gp6inAMX/edit?usp=share_link&ouid=105371456311717047593&rtpof=true&sd=true
Upload any additional information	View File

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

The efforts of the staff taken to improve the institution is appreciable only if the management participation is effective. The management has a good administrative setup such as President, Secretary and members with Principal as an ex-official member. All the decisions relating to the needs of the college are taken in the management committee. On getting approval from the government for filling the vacancies, appointment is done by forming a separate committee including subject experts from outside, head of the department and university nominee. The college has separate staff council system which include all heads of the departments. The requirement of the college is brought to the notice of the management through Principal. Management fulfill the needs of the institution then and there.. To quote one, the management instructed the staff members to visit nearby schools and highlight the importance of higher education by explaining the available facilities in our college. Each HOD is empowered to administer their department. The HOD oversees the activities of the staff and students and maintain cordiality in the dept. among staff and students. This delegation of authority ensures operational autonomy to the departments or others towards decentralised governance.

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

Many activities are implemented based on the strategic plan of our college. In the beginning of the year a plan of action for the year is set up through IQAC. Since our college is situated in rural area, in order to meet out our vision of giving education to rural backward area, college bus is operated to remote area of nearby villages. Tailoring is being taught to the girls for their self employment after their completion of the course. Driving of four wheeler is taught to those who are interested. So far nearly 900 students got driving license through our college. NSS and other wings of the college conducted community development programmes like AIDS awareness programmes, Cancer Awareness, Legal Aid camps, medical camps, blood donation, service to the rural folk, communal harmony programmes, anti dowry, road safety, cross country race, iftar during Ramzan, et al. Teaching – Learning was made as students centered. Those who are identified as talented and achievers, are given extra attention to achieve more. Slow learners are given remedial coaching and easy ways of getting a pass in the examination. Periodic class tests were conducted to students to ensure their degree.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File]()
Paste link for additional information	[https://drive.google.com/file/d/1CAspMxrtU NNmIKK-o7o7_v0EDB4gVD8/view?usp=share_link]()
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.

Board of Management are the backbone of our college. The board of

management hold the authority and responsibility to ensure the fulfilment of an institution's mission. They are also ultimately responsible for the fiscal health, policies of the institution. The management has a good administrative setup such as president, secretary and members with principal as an ex-officio member. They are designated as members of the management committee. The management committee administers the affairs of the college. Since college is a minority aided college, appointment of teaching staff is transparent. The appointment is done by forming a separate committee including subject experts from outside, head of the department. The appointment of non teaching staff is through the management. Any requirement of the college is brought to the notice of the management through Principal. Management fulfil the needs of the institution. The IQAC composition is formed as per the revised guidelines of NAAC and coordinates all the activities of the college.

The College Committee is constituted with the President, Secretary and management committee members of the college along with the Principal. Periodical meetings are conducted and policy decisions and other important decisions are made for the overall development of the college.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://drzhcily.com/management-committee/
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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

Staff members are permitted to attend/present papers in seminars and conferences organized in other colleges during working days. They are also permitted to attend Orientation program, Refresher Programs during semester holidays and other Faculty Development Programs during working days. Staff members are allowed for paper evaluation work at university. Staff members are allowed to avail loan for housing loan purpose. They are provided with salary certificate and other relating certificates for getting loan from the banks. In order to simplify the work of administration, complete automation was done in the office. Female staff were allowed to avail maternity leave for six months. Similarly, few staff under self financed category also were permitted to avail such long leave for maternity. Self financed staff are permitted to write competitive examinations like TNPSC and TRB examinations and permitted to go on leave for preparation purpose too.

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

0

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

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

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

0

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

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

19

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

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

The management sought report from individual staff, details such as the subjects handled by them in each semester, the number of students on roll, the number of students appeared for the exam, the number of students passed in the exam, the percentage of pass, the highest and lowest marks obtained, subjects handled either individually or jointly and the like. The staff members filled in the particulars and after due verification, the HODs sign and forward the same to the Principal. The Principal forward the same to the management for evaluation. The reasons for the poor performance, if any, are sought from the staff. They are advised to take corrective steps to overcome this type of poor performance. Periodic department meetings and discussion with the Principal also forms part of performance appraisal. The number of hours allotted to each staff member, hours engaged and reasons for not engaging the class, if any like availing of leave, availing on duty is obtained every month. The extra hours engaged by them is also noted by the staff members. The work done by non-teaching staff are monitored and necessary instructions to do the work better, are given then and there.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

6.4 - Financial Management and Resource Mobilization

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

The source of fund is categorized as aided fund and self financed fund. Financial statement is prepared for the aided fund every year and it is sent to Joint Director. A team of members from the joint director office verify the office records, cashbook, ledger, fee receipts, tuition fee receipts and daily fee collection receipt. Issues arising will be carried out without any delay. In addition to the Joint director office verification, AG office audit also are being done. In this years, the joint director office audit conducted 1 times and AG office audit conducted 1 times in the campus. For self financed fund, audit is done by external auditor. The statement of income and expenditure, Budget, payment and receipt are published in college annual report and also placed in general body meeting.

In addition to that, every year internal audit in the name of stock verification is being conducted for laboratories, library books and furniture in each and every department. A team of staff members go through the stock register maintained in the department and verify the articles present. The missing and damaged items report is updated in the stock register. A copy of the report is given to the Principal for placing in the external audit.

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)	**No File Uploaded**

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

Since the college is situated in rural area fund mobilization is very difficult. There is no fund mobilization is possible during this period. For getting donation the management put enormous effort to meet the philanthropist in and outside the country. College management committee members approach prominent philanthropists and invite them to the college and brief them about the social responsibility of the institution and seek college building fund. For constructing golden jubilee building, the management with few staff members went to foreign countries and meet the donors. The management decided to have a separate administrative block. For that it approached Sathak Trust, Kilakarai and got donation in 2015 and constructed it. For constructing an open auditorium with a capacity of 2000 students the management approaches a donor of Ilayangudi and it was constructed by their name. For constructing additional class rooms in the 2nd floor of the main building, the management approached donors for the effort. Likewise fund utilization is done in a proper way. Finance is handled by the college society. For self finance fund, audit is done every year by external auditor. The statement of income and expenditure, Budget, payment and receipt are published in college annual report.

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

6.5 - Internal Quality Assurance System

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

From the date of inception of IQAC, it has been performing many tasks. The initiatives and the outcomes for the fourth cycle period that are discussed in the IQAC meeting are listed out.

The institution feel to provide skill training program to all the students, it signed MOU with Molzi life skill training academy. Since life skill training programs were introduced to all the students. During covid-19 pandemic period (2020-21) the skill classes are not conducted. The institution IQAC is also showing its keen interest in improving its sports activity. Our college sports team participated various intercollegiate, inter university tournaments and bring laurels to our institution. For improving sports activity, the institution has set a ground with 8 lane 400 m standard tracks for sports and athletic meet. For playing indoor games indoor ball badminton ground was constructed and is in use. In order to improve the fitness of girls, a gym is established and it is in use. A dressing room for sports persons is also build. To give training for police and army selection, a 10 meter long rope claiming poles were laid in the college ground. These are also the significant contribution of IQAC.

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

Since the college is situated in rural area fund mobilization is very difficult. There is no fund mobilization is possible during this period. For getting donation the management put enormous effort to meet the philanthropist in and outside the country. College management committee members approach prominent philanthropists and invite them to the college and brief them about the social responsibility of the institution and seek college building fund. For constructing golden jubilee building, the management with few staff members went to foreign countries and meet the donors. The management decided to have a separate administrative block. For that it approached Sathak Trust, Kilakarai and got donation in 2015 and constructed it. For constructing an open auditorium with a capacity of 2000 students the management approaches a donor of Ilayangudi and it was

constructed by their name. For constructing additional class rooms in the 2nd floor of the main building, the management approached donors for the effort. Likewise fund utilization is done in a proper way. Finance is handled by the college society. For self finance fund, audit is done every year by external auditor. The statement of income and expenditure, Budget, payment and receipt are published in college annual report.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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	<u>View File</u>
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

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

For safety and security of girls, college bus is arranged. These buses play to the remote villages to bring girl students to the college at nominal fee. Women's hostel facility is available in

the campus. Camera's are installed in the campus. Women faculty members are appointed as Deputy warden, Dean and counsellors for girls to look their grievances. For taking care of sexual harassment complaints, sexual harassment cell is present in our college. Three stay rooms and more number of toilets are made available for girls. The girl students were given training in Tailoring, Embroidery and Jarthosi skills from 2009-10. In 'Driving while Learning' scheme boys and girl students are permitted during college hours to learn two wheeler and four wheeler driving separately. Driving license are got after learning and testing at RTO Office. Every year Samathua Pongal festival and international women's day is celebrated by the girl. Girls are supplied with iron tablets and deworming tablets by the health officials. Separate Gym facility is available for girls and boys students. In sports separate facilities for table tennis, handball, ball badminton, chess, carom, etc. are provided for girls. Separate canteen facility is available in the campus for girls and boys.

File Description	Documents
Annual gender sensitization action plan	**Nil**
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://drive.google.com/file/d/15P5d5kPppap92bXJxExD_FeVnCCLSe1b/view?usp=share_link

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-based energy conservation Use of LED bulbs/ power efficient equipment

E. None of the above

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

To manage drains and dispose solid waste, pipelines were laid underground and connected to two unused deep wells. Napkin incinerators were fit to dispose napkins. There is no scope for hazardous things in the campus. E waste is cleared properly. The department of Chemistry and Zoology are handling only UG courses, by usage of hazardous chemicals and radioactive waste are impracticable. Since the College is situated in the most backward and rural area the solid and liquid waste are managed hazardously. The quantity of E – waste is limited and disposed easily through panchayath. The institution does not have medical science programme, there is no possibility of using biomedical waste

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	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

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

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

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

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

E. None of the above

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	No File Uploaded
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).

Our college is Ragging free campus. Staff take care of the students by watching them during free time like when they enter the campus, interval, lunch break and when they leave the campus. Samathua Pongal festival is celebrated by the girl students. Communal harmony programme (Iftar) is being organised during Ramzan fasting days by inviting prominent people from different communities. Blood donation camp, Free eye camp, Dengue fever awareness programs are organized in our college. Authorities from the Sivagangai Medical College collect the blood donated by the staff and students. Nilavembu Kassayam is distributed to the students, staff and public to improve immunity against dengue.

To overcome water scarcity, programs such as meetings, rally and physical cutting down of trees were organized by the institution to eradicate Prosopis Juliflora (Seemai karuvel) trees which highly suck ground water and evaporate it. To completely wipe out untouchability, untouchability abolition day is celebrated in our institution So in order to do fear less cashless transaction, cash less transaction program is organized by the institution. The college invites bank personnels, and they explained how to carryout cashless transaction and about safety measures to be followed.

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	View File

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

In order to bring the values among the students such as hard work, discipline, commitment, honesty, integrity and kindness, every year Yoga day and Yoga training programs are conducted in the institution. In the way of exposing the rights of women, importance of women's rights and International women's day are celebrated. As a part of National celebrations, every year Independence Day and Republic Day are celebrated with great enthusiasm by our students and all staff. All the staff members and management members participate in the national celebrations without fail. Nearly 25 cadets of NCC and 200 students of our college took part in the Independence and Republic Day programs. The NCC students demonstrate their traditional parade and salute the National flag. A faculty talks about Patriotism and sacrifice of our national leaders in getting freedom to our country. Our Father of Nation Mahatma Gandhiji's 152th birth anniversary, Sardar Vallabai Patel's birth day was celebrated. Voting awareness program is organized every year on National Voters Day as a mark of social responsibility. As a social responsibility, to educate the rural students about the need of higher education, a group of staff members went to the schools and gave Power Point Presentation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1CAspMxrtUNNmIKK-o7o7__v0EDB4gVD8/view?usp=share_link
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code **C. Any 2 of the above**
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**

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	View File
Any other relevant information	**No File Uploaded**

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

**The institution has the practice of regulartly obsrving events and
festivels of national and international inmportance. international
yoga day, International Women's day, Independence day, Rebabulic
day are a few to mention. the NSS programme officers were
instructed to plan and celebrate these functions. the dates and
few of the programme organized during the year 2021 - 22 are
enclosed.**

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

1. DRIVING WHILE LEARNING

MOU was signed between the college and driving school authorities at meager cost for training program since 2014. Students are are allowed to go driving training during working hours. After they joined the class temporary driving license is issued by the authorities. At end of the training the students are issued with driving license for both two wheeler and four wheeler.

Students gained confidence mainly. In the end of the training students feel free to drive two wheeler and four wheeler. This was inspected by the regional transport officers before issuing the driving license. So far nearly 900 students got license through our program.

2. TEACHING LEARNING PROCESS

At the beginning of the semester staff members are asked to prepare lesson plans and course outcomes. HODs are asked to monitor the teaching process as per the lesson plan. The outcome of the internal tests are analysed by the counselor. The students are identified as slow and advanced learners. They were taken care of appropriately.

Advanced learners are motivated to get university ranks. During the fourth cycle period nearly 56 ranks are scored by our student. An average of 85% result is obtained every year.

File Description	Documents
Best practices in the Institutional website	https://drzhcily.com/naac2223/link15
Any other relevant information	Nil

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

The thrust area of the college is Sports. The students hail from very rural areas around the college, and never have any experience in participating in any of the so-called professional sports events. The sports facilities of the college are proposed primarily at promoting the sports events among these

underprivileged students and motivating towards more active activism in the sports arena, like 400-meter standard track, cemented basketball court, and almost all play fields required for an at least developed sports department.

Facilities

It is a matter of great pride that the institution under the aegis of the Physical education department has started the construction of 75'x150' multi-purpose indoor stadium, including handball, volleyball, badminton, multi-gym for boys and girls, rope climbing, stand track and football ground.

Achievements

Our college is a regular and consistent participant and winner many a time in the Alagappa University intercollegiate Sports Tournaments in athletics and sports events.

Nine players in the college teams have been appointed during the academic year in the Tamilnadu Police Department under Sports Quota.

19 students got Form – III certificate inUniversity level.

Organization and hosting

The institution has conducted many tournaments in the Alagappa University intercollegiate level, among various games.

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 college is affiliated to Alagappa University. The syllabus is revised by the University once in three years. Some of our staff members occupies the position of chair person and member in Board of Studies in our University. They contribute in curriculum. The HODs conduct department meetings to allocate papers to each staff taking into consideration the specialization, area of interest, work load and prepare the time table for that semester. The staff members elaborately discuss the syllabus in class rooms. Study material is prepared by the respective staff members and issue it in the class room while discussing about that topic or in the printed format. The study materials is also made available in the college web site through students app. Two to three internal test are conducted. HODs monitor, the class test and internal test conducted in the department and the outcome. Slow learners are identified and they are brought to the notice of the parents and special care will be given. Bright students are identified and they are motivated to get university ranks. Review meetings are conducted by the Principal to keep track of the activities of the departments for the effective implementation of the curriculum.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://drive.google.com/file/d/1ygo1RZf3EqqHMwa0hKl8S3vhyxHQcTwR/view?usp=share_link

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

Every year the academic calendar is being prepared for that academic year and a copy is being issued to students and staff at the beginning of the year. As per norms of the government, academic calendar is prepared for the academic year. The

College has clearly stated the learning outcomes in the Pledge, college crest (Emblem), in the college calendar. The calendar includes the opening day, list of holidays, management committee members on that academic year, name list of teaching, non teaching and ministerial staff, various committees such as advisory committee, discipline committee, attendance committee, calendar committee, time table committee, deeniyath committee, canteen committee, research assessment committee, library advisory committee, campus improvement committee, Youth red cross committee and magazine committee, dean of boys, dean of girl, sports council members, university affairs committee, the career guidance cell, anti dowry association, alumni association, parent teacher association, social welfare club, study circle, entrepreneur cell, hummer club, competitive exam coaching centre, and science club are also listed in the calendar. The various courses available in the college and their fee structure, information relating to college library and book bank are also listed.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://drive.google.com/file/d/1IcflSKrFShvGRuDNK04UkaRANrTMRXQI/view?usp=share_link

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

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

20

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)

1

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

63

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

The university curriculum includes value education as a subject in part IV. The learning and practice of facts which have moral and ethical values is contemplated by value education. It can also be the process by which a good citizen are molded out of a human being. The syllabus incorporates, the need of value education, human values, values taught by various religions in India, equality and fundamental duties of human being in the society, ethics etc. In order to improve the skills of the students in various fields skill based subjects, executive skills, equipment handling skills, fruits and vegetable preservation skills, Heritage and tourism promotion skills, entrepreneurship development skills are included under choice based credit system as Part-IV subjects. To know the values and basics of regional language, Tamil language is taught to students who do not study Tamil as Part- I in schools. Environmental Studies is offered by the university. University curriculum includes extension activities as a subject in Part-V. To bring the awareness of their surrounding, students are taken to nearby villages for 2 days camp with staff at weekend. Students are asked to interact with villagers, knowing the problems they are facing and how they are solving.

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

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

3

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	**No File Uploaded**
Institutional Data in Prescribed Format	View File

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

53

File Description	Documents
Any additional information	View File
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	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	https://drzhcily.com/naac2223/link2
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
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	**No File Uploaded**
URL for feedback report	https://drzhcily.com/naac2223/link3

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

835

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

831

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

For every class, counselors are nominated by the HODs at the beginning of the academic year. The duties of the counselor is to assess student based on the marks obtained in +2 examination at the entry level. The institution conducts two/ three internal tests. While evaluating the internal test papers, the student's performance is assessed. The outcome of the internal tests are analysed by the counsellor with the earlier assessment. Two internal tests are conducted compulsorily in each semester, one at department level and another test on University exam model conducted for the whole college on centralized basis. This practice has been followed for many years in this college. Advanced learners are appreciated and motivated to get university ranks. They are encouraged to write additional tests during lunch break time and home tests are given, if they are interested to score more marks. Likewise, slow learners are also identified and they are brought to the notice of the HODs and Principal. Students who did not fare well in the class tests and those who fail in semester examinations, are called and motivated to attend remedial classes outside the frame of regular contact hours. They are given a capsule of courses.

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
2313	98

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

Participative Learning Method is followed in almost all courses of study. Workshops, seminars, conferences and guest lectures are conducted in all departments with eminent in the respective field. Students are also taken to seminars, conferences, workshops and field trips to various places. Students are taken to In science programs, experimental learning process incorporated in the syllabus. In science programs, students not only study subjects theoretically, but also do practical. In order to encourage participative learning assignments and seminars are given to the students in the subjects concerned. Students are asked prepare for power point presentation and to solve the puzzles and scientific fictions. The lap tops, computers, LCD Projectors are used by the students and staff in the process of disseminating knowledge. The project based learning is available in few courses like B.Sc. Physics and in few PG courses. Lab Practical are available for science students. Since the inputs are from rural area that lacks adequate English knowledge, the subjects are explained in their mother tongue to make them understand the complex concepts while teaching. Dignitaries from different fields are invited for various programmes and the college to provide insights to treat them as role models.

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

In the college, LCD projectors are used to handle classes. Minimum one LCD projector is provided to each course. In the smart class, in the A/C Auditorium and in science labs, LCD projectors were fit for the benefit of students.Students App was created through which teachers upload study materials and

necessary information relating to various courses offered in the program. The students, by using user name and password, view and download the contents for learning. Computers are used by the staff and students in their pursuit for teaching and learning. Four computer labs and E library available in the college (now centralized) were regularly used by the students and staff for academic purpose. Each department has computers for use by the staff and students. The Department of Commerce has computer to 10 individual staff and six more computers are available exclusively to research scholars.Lectures on special topics were given through You Tube also. Some of our research guides conducts research related works like conducting Ph.D. Viva voce, Comprehensive Viva voce, Pre submission Viva voce through online mode.

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

57

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

98

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

40

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

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

2.4.3.1 - Total experience of full-time teachers

938

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

2.5 - Evaluation Process and Reforms

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

The internal evaluation process to the students is communicated in the very first day of entering the college. The Principal communicates this to the students and their parents, along with other general information in the orientation program to some extent and the remaining details by the HODs and counselors in the class rooms.

Two internal tests are conducted compulsorily in each semester, one at department level and another on university exam model as centralized basis. This practice has been followed for many years in this college. Internal assessment marks are not given based on the marks obtained in the internal test alone. Marks for assignment and seminars are also included in the internal assessment.

Unit tests are also conducted by the staff at the end of every month in addition to class tests. Every year each department takes the responsibility of organizing the centralized tests. They take care of preparing the schedule of the exam, collecting question papers, taking photocopies, preparing time table, providing seating arrangements, allotting invigilation works to the staff, procuring papers and stationery from the office etc. The test papers are valued and the marks statements are submitted to the office on or before the date stipulated.

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

A separate committee is set up under the control of one superintendent for external exams. The committee take care of distributing the university exam time table to the HODs. The grievances of the students relating to examination questions is brought to the notice of the chief superintendent and he will communicate with the university authorities and solve the problems. However grievances have crept many times at University examinations like errors in mark statements, awarding low marks for good achievers, etc. in such occasions they were asked to meet the Chief Superintendent of external examinations, who takes the matter with the University and gets the grievance redressed. As far as the internal test is

concerned two internal assessment tests are conducted for each semester one at the department level and other at college level. The papers are evaluated by the staff within a week and they are given to students for identifying any discrepancy and transparency. Students came with grievances are solved by the staff members himself. Marks for assignment and seminars are also included in the internal assessment marks. The marks are displayed on the notice board for transparency and they are registered.

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.

Response:

Outcome Based Education is a student-centered learning method implemented since 2020 which gives importance to what students attain after completion of the programmes. The teacher and the student should have clear understanding of the objectives of the programme at each stage of the student progression.

The Programme Outcomes are derived from the University syllabus.

Course Outcomes are prepared on the basis of how student is expected to gain, and apply the knowledge gained at the end of a particular course. Programme Outcomes and Programme Specific Outcomes are discussed in detail in IQAC meeting where all the faculty members express their views and contribute constructively towards framing the outcomes.

Mechanism of Communication:

POs and PSOs are well displayed on the website. (Website Link is given).

The importance of the learning outcomes has been communicated to the teachers in every IQAC Meeting.

The students are also made aware of the same through class rooms.

Course teacher communicate the objectives and importance to the students at the beginning of every semester. It helps the student to concentrate on Programme Specific Outcomes and work towards achieving them.

The college organizes programmes by inviting experts to inspire the students to focus on the outcomes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://drive.google.com/file/d/1ygo1RZf3EqqHMwa0hKl8S3vhyxHQcTwR/view?usp=share_link
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 College Management is very particular about learning outcomes, especially the pass percentage and in achieving University Ranks. After the University exam, the institution collects, records and analyses the result performance. Every department records the marks obtained by the students in the mark register in their own fashion. By monitoring the capability of the students and the performance in the University exams they give proper guidance to the students and if they felt necessary, their parents are informed about their poor performance. The girls students get married during the course of study are at the risk of becoming drop outs. Their parents are persuaded to make the students continue their studies after availing holidays for some days. The slow learners who failed in the exam are encouraged to apply for revaluation. The management sought report from individual staff, details such as the subjects handled by them in each semester, the number of students on roll, appeared, passed in the exam, the percentage of pass, the highest and the lowest marks, subject handling either individually or jointly like this. It is provided to the Management for evaluation. Memos

are given seeking explanations for not achieving University Ranks to some departments HODs.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://drzhcily.com/naac2223/link4

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

653

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://drzhcily.com/naac2223/link5

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)

65000

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	[View File](#)
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

14

File Description	Documents
Any additional information	[View File](#)
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)	**No File Uploaded**
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 campus has very good flora and fauna. The college keeps the campus clean and tidy. In the sprawling campus of 43 acres of land, nearly 4000 trees were planted and maintained. A herbal garden is maintained by the Department of Botany. A pond was dug inside the campus to recharge the ground. Borewells give plenty of water to the campus. RO Plant with the storage of 240000 litres gives drinking water to the college. Government has accorded sanction to take Cauvery water from the pipeline which passes to Paramakudi.

The compound wall taken around the college (7000 ft.) prevents trespassers, goats and cows from entering the campus. Underground drainage was laid to around 3000 ft. to avoid spill over of drainages in the campus. A solar powered indoor auditorium is under construction.

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

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

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

3

File Description	Documents
Report of the event	View File
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

4

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

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

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

5

File Description	Documents
Any additional information	View File
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

19

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

3.4 - Extension Activities

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

In order to carry out extension activities, our college has NSS, NCC and YRC units. Our college has four NSS units, and a

NCC unit. Every year NSS camp is conducted in the near by village for a week and programs relating to social issues like blood donation camp, free eye camp are conducted for the welfare of the village people. From the blood donation activity of our college students our college gets best donor award from the district authorities. Our NSS camp conducts dengue fever awareness program, cashless transaction, environmental awareness program like Plastic eradication, eradication of Prosodies trees, road awareness programs. Our college organizes driving while learning program to our students to get license from the authorities. For girls, international women's day is celebrated. Moreover in order to keep health fitness Yoga is trained, to cure anemia, dewarming tablets were given to students by the health the department tie up with our NSS In order to bring awareness of voting, voting awareness programs are conducted. In connection with national integration, Swatch Bharath summer camp, National voters day, International women's day, 152th birth day of Gandhi, Independence day, Republic day are also celebrated as extension activities in our institution.

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

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

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

1

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

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

community and NGOs) during the year

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

54

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

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

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

6859

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

46

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

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has adequate infrastructure and physical facilities to meet out the requirement of students. There are nearly 53 class rooms available, out of which 13 class rooms are equipped with LCD facility. A smart class room and an air conditioned auditorium with a LCD projector facility with a capacity of 200 students and an open auditorium with a capacity of 2000 students are available. Two generators 72.2KV and 25 KV of capacities are available. All laboratories are equipped with adequate instruments. An English language lab is maintained by the department. A separate research lab is maintained by the department of chemistry. All departments are equipped with computers, internet, wi-fi facility and a separate library with

prescribed text books. The college has four computer labs with ICT facilities for computer related courses. Students app for study materials and s biometric attendance are available. Individual computers are available to the ten staff and 7 more computers are provided for the researchers in the department of Commerce. Automated college library with 31,020 of books, 15,000 e-books, journals, magazines and daily newspapers is available. A Women's Hostel is available with internet facility and mini library. Canteen and bus facilities are also available.

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

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

The college has a Physical director with two additional staff members for promoting sports activities in our campus. Sports facility is available for boys and girls like Carrom, Chess, Tennikoit, Table Tennis, Foot Ball, Basket Ball, Volley Ball, Ball Batminton, Tennis, Hand Ball, Kabadi and Cricket. Gym separately. The college has a ground with 8 lane 400 meter standard tracks for sports and athlete meet. Stay room for boys, indoor ball badminton court and a 10 meter long rope claiming facility is available. For girls, a multi-purpose volleyball, badminton, table tennis courts, chess and carom board facilities are available. Separate gym is available for boys and girls. Four units of NSS (including women volunteers), NCC, Youth Red Cross, Red Ribbon Club are available. Every year special camps are conducted with many programmes. Dengue fever awareness, Free eye camp, Plastic eradication programs and debate for awareness on plastics usage, Blood donation camp and Road safety awareness programs were conducted. Yoga day and Samathuva Pongal for community harmony, Voters day and Women's day are celebrated every year.

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.

55

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)

2006603

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

4.2 - Library as a Learning Resource

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

The college has a separate library building. Every year new books are added to the library through library fund. There are

more than 33000 books available. Daily news papers, Magazines and journals are also available in it. In addition to the college library each department is having its own library. Nearly there are 36 Indian Journals and 10 International Journals available. From the year 2015 onwards our library is fully automated. MODERNLIB software is installed in the library. At the end of the year stock is taken and the report of stock verification is handed over to the Principal. Separate e-register is maintained for the entry and exit of the staff and students.

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	E. None of the above

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

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

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

0

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

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

61

File Description	Documents
Any additional information	View File
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

Four separate computer labs are available in the college for teaching computer related courses. All the labs are equipped with internet facilities. All departments have computers with internet and Wi-Fi facility. One computer lab is maintained by the department of Commerce to teach Tally for their students. In the college office, all works such as issuing conduct and transfer certificates, preparing salary bills and maintaining attendance are done through automation. Biometeric attendance is implemented for staff and students. CCTV cameras are fixed in the campus to monitor the movement of the students. Automation was done in the college library. 13 class rooms are equipped with LCD facility. A smart class room is available for conducting students seminars. An air conditioned auditorium with a LCD projector facility capacity of 200 students is available for conducting seminars and functions. Online students attendance has been introduced. A separate app is introduced for students attendance. Students app has been introduced in our college website. Students and staff are provided with login credentials. Staff upload previous year question papers, study materials and other subject related materials in addition to hard copies given in while in the

class room. Wifi facility (50MBPS) is available in campus.

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

4.3.2 - Number of Computers

125

File Description	Documents
Upload any additional information	**No File Uploaded**
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)

2853170

File Description	Documents
Upload any additional information	**No File Uploaded**
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.

All science programmes are associated with laboratories. Laboratories are maintained from the lab fees collected from the students. Stock is verified every year by senior members. Damaged or broken articles are replaced then and there by collecting general breakage. For maintaining table and chair in the class rooms nearly 1lakh rupees is allotted every year. Care has been taken on proper lighting and ventilation facility in each class room. Nearly 30,000 rupees is being allotted for the library every year for buying new books and journals. College library stocks are verified at the end of the year. The electricians, plumbers, laboratory assistants, gardeners, sweepers and scavengers maintain the infrastructure facilities. Every week end the RO plant is tested for its purification and cleaned properly. For sports, nearly one lakh rupees is allotted. A sports ground, indoor badminton ground and 10 meter long rope claiming are maintained by a physical director with two additional staff. Separate gym facility is available for boys girls which are maintained by the physical director. Computers in the department are maintained by programmers. The language lab is maintained by the English department faculty. Two women trainers are arranged to teach tailoring and maintenance.

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

476

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

0

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

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	**A. All of the above**

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

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

0

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

0

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

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	**C. Any 2 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	View File
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

101

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
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

64

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
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)	**No File Uploaded**

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.

29

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	[View File](#)
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)

Students play an important role in the development of the institution. Students are nominated to represent various

academic and administrative bodies of the institutionsuch as anti ragging committee, sexual harassment cell, IQAC steering committee etc. In each committee two students of our college are admitted as the members. Meetings of these cells are conducted with student representatives and their suggestions are taken for consideration. The names of the committee members are displayed in the college website also. As a extracurricular activity, Nearly 150 students participate in NSS summer camp at nearby villages as a part of extracurricular activity. They are engaged in cleaning the school, temple campus, conducting social welfare camps such as anti dengue fever campaign, Free eye camp, road awareness program, Blood donation camp, etc. Nearly 25 cadets of NCC took part in the Independence and Republic Day program and demonstrate their traditional parade and salute to the National flagin the campus. Our college Tennis, Handball, Football, Kabaddi, Badminton, Volleyball, Table tennis and Athletics team participated in the Alagappa University Inter Collegiate Tournaments and some of the team members participated in the Zonal tournaments too.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1quoFc0PsX080VEBvOAQJSeRycv3XEqfH/view?usp=share_link
Upload any additional information	View File

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

29

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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

The alumni association was formed on September 3, 2007, and registered on November 20, 2007 (Regn. No.58/2007) by the name, 'Alumni Association', Dr. Zakir Husain College, Ilayangudi. The association was registered with 10 executive members. Every year on 30th July the committee is renewed and the report has been sent for renewal. There is no appreciable contribution from the alumni and collecting contributions from alumni is very challenging.

We bring Alumni to the college on various occasions to get inspiration by the present learners. Through Video Conferencing from USA, Germany and other places they reminisce and shared with the present students their experience in the campus and talk about their growth. While visiting India, they make it to visit the college. In 2010, the Minister for Adi Dravidar Welfare, (Present M.L.A from Manamadurai Constituency) Mrs. Tamilarasai, an alumna of the Dept. of Commerce, interacted with the peer team member. In spite of their positions, like Magistrates, Chartered Accountants, Municipal Commissioners, Police Personnel, Company Managers, Professors in Universities and Colleges, the alumni visited the College on various occasions. They sponsor certain things in the seminars / programmes organized by the Departments and give away furniture / cash incentives to the achievers.

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

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

From the year of inception of this college in 1970, the administration has been striving hard to meet the day to day challenges in the area of higher education. It was started by the general public of Ilayangudi. This college was started to solve the sufferings of people they meted out while finding berths for their wards in colleges in Madurai, Trichy and Chennai. Around 2400 students are studying here. The Management Committee is elected democratically to administer the college through elections once in three years. The grievances of staff are redressed then and there. The staff work with commitment and satisfaction.

As per the mission, the institution caters the needs of all socially, economically backward class people. Since nearly 70% of our students are girls, separate tailoring class is conducted to teach tailoring to provide additional skill to women students. Even though our institution is a muslim minority institution nearly 80 percent of the students are from other community. The institution makes arrangement to get government scholarships to first generation learners, Backward, most backward class and SC /ST students to facilitates the students to continue their education due to their economic condition. Sports students are trained to play interuniversity.

File Description	Documents
Paste link for additional information	https://docs.google.com/spreadsheets/d/1s hPPViRrRK0aCBZUuBDmsGc-Gp6inAMX/edit?usp= share_link&ouid=105371456311717047593&rtp of=true&sd=true
Upload any additional information	View File

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

The efforts of the staff taken to improve the institution is appreciable only if the management participation is effective. The management has a good administrative setup such as President, Secretary and members with Principal as an ex-official member. All the decisions relating to the needs of the college are taken in the management committee. On getting approval from the government for filling the vacancies, appointment is done by forming a separate committee including subject experts from outside, head of the department and university nominee. The college has separate staff council system which include all heads of the departments. The requirement of the college is brought to the notice of the management through Principal. Management fulfill the needs of the institution then and there.. To quote one, the management instructed the staff members to visit nearby schools and highlight the importance of higher education by explaining the available facilities in our college. Each HOD is empowered to administer their department. The HOD oversees the activities of the staff and students and maintain cordiality in the dept. among staff and students. This delegation of authority ensures operational autonomy to the departments or others towards decentralised governance.

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

Many activities are implemented based on the strategic plan of our college. In the beginning of the year a plan of action for the year is set up through IQAC. Since our college is situated in rural area, in order to meet out our vision of giving education to rural backward area, college bus is operated to remote area of nearby villages. Tailoring is being taught to the girls for their self employment after their completion of the course. Driving of four wheeler is taught to those who are interested. So far nearly 900 students got driving license through our college. NSS and other wings of the college conducted community development programmes like AIDS awareness programmes, Cancer Awareness, Legal Aid camps, medical camps, blood donation, service to the rural folk, communal harmony programmes, anti dowry, road safety, cross country race, iftar during Ramzan, et al. Teaching – Learning was made as students centered. Those who are identified as talented and achievers, are given extra attention to achieve more. Slow learners are given remedial coaching and easy ways of getting a pass in the examination. Periodic class tests were conducted to students to ensure their degree.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/1CAspMxrt UNNmIKK- o7o7_v0EDB4qVD8/view?usp=share_link
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.

Board of Management are the backbone of our college. The board of management hold the authority and responsibility to ensure the fulfilment of an institution's mission. They are also ultimately responsible for the fiscal health, policies of the institution. The management has a good administrative setup such as president, secretary and members with principal as an ex-officio member. They are designated as members of the management committee. The management committee administers the affairs of the college. Since college is a minority aided college, appointment of teaching staff is transparent. The appointment is done by forming a separate committee including

subject experts from outside, head of the department. The appointment of non teaching staff is through the management. Any requirement of the college is brought to the notice of the management through Principal. Management fulfil the needs of the institution. The IQAC composition is formed as per the revised guidelines of NAAC and coordinates all the activities of the college.

The College Committee is constituted with the President, Secretary and management committee members of the college along with the Principal. Periodical meetings are conducted and policy decisions and other important decisions are made for the overall development of the college.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://drzhcily.com/management-committee/
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	B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

Staff members are permitted to attend/present papers in seminars and conferences organized in other colleges during

working days. They are also permitted to attend Orientation program, Refresher Programs during semester holidays and other Faculty Development Programs during working days. Staff members are allowed for paper evaluation work at university. Staff members are allowed to avail loan for housing loan purpose. They are provided with salary certificate and other relating certificates for getting loan from the banks. In order to simplify the work of administration, complete automation was done in the office. Female staff were allowed to avail maternity leave for six months. Similarly, few staff under self financed category also were permitted to avail such long leave for maternity. Self financed staff are permitted to write competitive examinations like TNPSC and TRB examinations and permitted to go on leave for preparation purpose too.

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

0

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

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

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

0

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

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

19

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

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

The management sought report from individual staff, details such as the subjects handled by them in each semester, the number of students on roll, the number of students appeared for

the exam, the number of students passed in the exam, the percentage of pass, the highest and lowest marks obtained, subjects handled either individually or jointly and the like. The staff members filled in the particulars and after due verification, the HODs sign and forward the same to the Principal. The Principal forward the same to the management for evaluation. The reasons for the poor performance, if any, are sought from the staff. They are advised to take corrective steps to overcome this type of poor performance. Periodic department meetings and discussion with the Principal also forms part of performance appraisal. The number of hours allotted to each staff member, hours engaged and reasons for not engaging the class, if any like availing of leave, availing on duty is obtained every month. The extra hours engaged by them is also noted by the staff members. The work done by non-teaching staff are monitored and necessary instructions to do the work better, are given then and there.

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

6.4 - Financial Management and Resource Mobilization

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

The source of fund is categorized as aided fund and self financed fund. Financial statement is prepared for the aided fund every year and it is sent to Joint Director. A team of members from the joint director office verify the office records, cashbook, ledger, fee receipts, tuition fee receipts and daily fee collection receipt. Issues arising will be carried out without any delay. In addition to the Joint director office verification, AG office audit also are being done. In this years, the joint director office audit conducted 1 times and AG office audit conducted 1 times in the campus. For self financed fund, audit is done by external auditor. The statement of income and expenditure, Budget, payment and receipt are published in college annual report and also placed in general body meeting.

In addition to that, every year internal audit in the name of stock verification is being conducted for laboratories, library books and furniture in each and every department. A team of staff members go through the stock register maintained in the department and verify the articles present. The missing and damaged items report is updated in the stock register. A copy of the report is given to the Principal for placing in the external audit.

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)	**No File Uploaded**

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

Since the college is situated in rural area fund mobilization is very difficult. There is no fund mobilization is possible during this period. For getting donation the management put enormous effort to meet the philanthropist in and outside the country. College management committee members approach prominent philanthropists and invite them to the college and brief them about the social responsibility of the institution and seek college building fund. For constructing golden jubilee building, the management with few staff members went to foreign countries and meet the donors. The management decided to have a

separate administrative block. For that it approached Sathak Trust, Kilakarai and got donation in 2015 and constructed it. For constructing an open auditorium with a capacity of 2000 students the management approaches a donor of Ilayangudi and it was constructed by their name. For constructing additional class rooms in the 2nd floor of the main building, the management approached donors for the effort. Likewise fund utilization is done in a proper way. Finance is handled by the college society. For self finance fund, audit is done every year by external auditor. The statement of income and expenditure, Budget, payment and receipt are published in college annual report.

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

6.5 - Internal Quality Assurance System

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

From the date of inception of IQAC, it has been performing many tasks. The initiatives and the outcomes for the fourth cycle period that are discussed in the IQAC meeting are listed out.

The institution feel to provide skill training program to all the students, it signed MOU with Molzi life skill training academy. Since life skill training programs were introduced to all the students. During covid-19 pandemic period (2020-21) the skill classes are not conducted. The institution IQAC is also showing its keen interest in improving its sports activity. Our college sports team participated various intercollegiate, inter university tournaments and bring laurels to our institution. For improving sports activity, the institution has set a ground with 8 lane 400 m standard tracks for sports and athletic meet. For playing indoor games indoor ball badminton ground was constructed and is in use. In order to improve the fitness of girls, a gym is established and it is in use. A dressing room for sports persons is also build. To give training for police and army selection, a 10 meter long rope claiming poles were laid in the college ground. These are also the significant contribution of IQAC.

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

Since the college is situated in rural area fund mobilization is very difficult. There is no fund mobilization is possible during this period. For getting donation the management put enormous effort to meet the philanthropist in and outside the country. College management committee members approach prominent philanthropists and invite them to the college and brief them about the social responsibility of the institution and seek college building fund. For constructing golden jubilee building, the management with few staff members went to foreign countries and meet the donors. The management decided to have a separate administrative block. For that it approached Sathak Trust, Kilakarai and got donation in 2015 and constructed it. For constructing an open auditorium with a capacity of 2000 students the management approaches a donor of Ilayangudi and it was constructed by their name. For constructing additional class rooms in the 2nd floor of the main building, the management approached donors for the effort. Likewise fund utilization is done in a proper way. Finance is handled by the college society. For self finance fund, audit is done every year by external auditor. The statement of income and expenditure, Budget, payment and receipt are published in college annual report.

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	C. Any 2 of the above

initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	<u>View File</u>
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

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

For safety and security of girls, college bus is arranged. These buses play to the remote villages to bring girl students to the college at nominal fee. Women's hostel facility is available in the campus. Camera's are installed in the campus. Women faculty members are appointed as Deputy warden, Dean and counsellors for girls to look their grievances. For taking care of sexual harassment complaints, sexual harassment cell is present in our college. Three stay rooms and more number of toilets are made available for girls. The girl students were given training in Tailoring, Embroidery and Jarthosi skills from 2009-10. In 'Driving while Learning' scheme boys and girl students are permitted during college hours to learn two wheeler and four wheeler driving separately. Driving license are got after learning and testing at RTO Office. Every year Samathua Pongal festival and international women's day is celebrated by the girl. Girls are supplied with iron tablets and deworming tablets by the health officials. Separate Gym facility is available for girls and boys students. In sports separate facilities for table tennis, handball, ball badminton, chess, carom, etc. are provided for girls. Separate canteen facility is available in the campus for girls and boys.

File Description	Documents
Annual gender sensitization action plan	**Nil**
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://drive.google.com/file/d/15P5d5kPppap92bXJxExD_FeVnCCLSe1b/view?usp=share_link

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-based energy conservation Use of LED bulbs/ power efficient equipment	**E. None of the above**

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

To manage drains and dispose solid waste, pipelines were laid underground and connected to two unused deep wells. Napkin incinerators were fit to dispose napkins. There is no scope for hazardous things in the campus. E waste is cleared properly. The department of Chemistry and Zoology are handling only UG courses, by usage of hazardous chemicals and radioactive waste are impracticable. Since the College is situated in the most backward and rural area the solid and liquid waste are managed hazardously. The quantity of E – waste is limited and disposed easily through panchayath. The institution does not have medical science programme, there is no possibility of using biomedical waste

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	**No File Uploaded**

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

A. Any 4 or All of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**E. None of the above**

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

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

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	**No File Uploaded**
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).

Our college is Ragging free campus. Staff take care of the students by watching them during free time like when they enter the campus, interval, lunch break and when they leave the campus. Samathua Pongal festival is celebrated by the girl students. Communal harmony programme (Iftar) is being organised during Ramzan fasting days by inviting prominent people from different communities. Blood donation camp, Free eye camp, Dengue fever awareness programs are organized in our college. Authorities from the Sivagangai Medical College collect the blood donated by the staff and students. Nilavembu Kassayam is distributed to the students, staff and public to improve immunity against dengue.

To overcome water scarcity, programs such as meetings, rally and physical cutting down of trees were organized by the institution to eradicate Prosopis Juliflora (Seemai karuvel) trees which highly suck ground water and evaporate it. To completely wipe out untouchability, untouchability abolition day is celebrated in our institution So in order to do fear less cashless transaction, cash less transaction program is organized by the institution. The college invites bank personnels, and they explained how to carryout cashless transaction and about safety measures to be followed.

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	[View File](#)

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

In order to bring the values among the students such as hard work, discipline, commitment, honesty, integrity and kindness, every year Yoga day and Yoga training programs are conducted in the institution. In the way of exposing the rights of women, importance of women's rights and International women's day are celebrated. As a part of National celebrations, every year Independence Day and Republic Day are celebrated with great

enthusiasm by our students and all staff. All the staff members and management members participate in the national celebrations without fail. Nearly 25 cadets of NCC and 200 students of our college took part in the Independence and Republic Day programs. The NCC students demonstrate their traditional parade and salute the National flag. A faculty talks about Patriotism and sacrifice of our national leaders in getting freedom to our country. Our Father of Nation Mahatma Gandhiji's 152th birth anniversary, Sardar Vallabai Patel's birth day was celebrated. Voting awareness program is organized every year on National Voters Day as a mark of social responsibility. As a social responsibility, to educate the rural students about the need of higher education, a group of staff members went to the schools and gave Power Point Presentation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1CAspMxrt UNNmIKK- o7o7__v0EDB4gVD8/view?usp=share_link
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	C. Any 2 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	View File
Any other relevant information	No File Uploaded

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

The institution has the practice of regulartly obsrving events and festivels of national and international inmportance. international yoga day, International Women's day, Independence day, Rebabulic day are a few to mention. the NSS programme officers were instructed to plan and celebrate these functions. the dates and few of the programme organized during the year 2021 - 22 are enclosed.

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

1. DRIVING WHILE LEARNING

MOU was signed between the college and driving school authorities at meager cost for training program since 2014. Students are are allowed to go driving training during working hours. After they joined the class temporary driving license is issued by the authorities. At end of the training the students are issued with driving license for both two wheeler and four

wheeler.

Students gained confidence mainly. In the end of the training students feel free to drive two wheeler and four wheeler. This was inspected by the regional transport officers before issuing the driving license. So far nearly 900 students got license through our program.

2. TEACHING LEARNING PROCESS

At the beginning of the semester staff members are asked to prepare lesson plans and course outcomes. HODs are asked to monitor the teaching process as per the lesson plan. The outcome of the internal tests are analysed by the counselor. The students are identified as slow and advanced learners. They were taken care of appropriately.

Advanced learners are motivated to get university ranks. During the fourth cycle period nearly 56 ranks are scored by our student. An average of 85% result is obtained every year.

File Description	Documents
Best practices in the Institutional website	https://drzhcily.com/naac2223/link15
Any other relevant information	Nil

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

The thrust area of the college is Sports. The students hail from very rural areas around the college, and never have any experience in participating in any of the so-called professional sports events. The sports facilities of the college are proposed primarily at promoting the sports events among these underprivileged students and motivating towards more active activism in the sports arena, like 400-meter standard track, cemented basketball court, and almost all play fields required for an at least developed sports department.

Facilities

It is a matter of great pride that the institution under the

aegis of the Physical education department has started the construction of 75'x150' multi-purpose indoor stadium, including handball, volleyball, badminton, multi-gym for boys and girls, rope climbing, stand track and football ground.

Achievements

Our college is a regular and consistent participant and winner many a time in the Alagappa University intercollegiate Sports Tournaments in athletics and sports events.

Nine players in the college teams have been appointed during the academic year in the Tamilnadu Police Department under Sports Quota.

19 students got Form – III certificate inUniversity level.

Organization and hosting

The institution has conducted many tournaments in the Alagappa University intercollegiate level, among various games.

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

To discuss the Peer Team report of the IV cycle period

Plan to improve the score in next accreditation

Urge the management to complete construction of the solar power indoor auditorium

1. To Change the design of college website

2. Instruct HODs to send seminar proposals

3. Increase the height of flag pole to 52 feet to mark the 52nd year of the college

4. Conduct more number of programs to mark 75th annuiversary of India independence for the 75th year independence day

5. Enter into MOU with more industries

6. To start interest free loan scheme for staff

7. Conduct south India level football tournament