



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	ISLAMIAH WOMEN'S ARTS AND SCIENCE COLLEGE
Name of the head of the Institution	Dr.R.AKTHAR BEGUM
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04174-235266
Mobile no.	9940093120
Registered Email	principaliwc@gmail.com
Alternate Email	dr.aktharbegum@gmail.com
Address	#10, By-Pass Road, New Town, Vaniyambadi
City/Town	VANIYAMBADI
State/UT	Tamil Nadu
Pincode	635752

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Rural
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Ms.S.ARUNA
Phone no/Alternate Phone no.	04174235266
Mobile no.	9443681400
Registered Email	principaliwc@gmail.com
Alternate Email	arunaselvarajan@rediffmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	_https://www.islamiahwomensartsandsciencecollege.com/_
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.islamiahwomensartsandsciencecollege.com/ALMANAC/Almanac18-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.32	2019	28-Mar-2019	27-Mar-2024

6. Date of Establishment of IQAC	12-Aug-2013
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Awareness Program on	08-Jan-2019	200

Stress Management - Depression, Eating Disorders and Healthy Food Practices	1	
FDP on How to Carry Out Research in Applied Sciences	16-Oct-2018 1	80
One day National Workshop - Revised NAAC Accreditation framework	08-Sep-2018 1	80
Faculty Development Programme on Quality Initiatives in Teaching Learning Process	27-Aug-2018 1	80
Orientation Programme - Bridge Course for Freshers	18-Jun-2018 6	510
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2018 0	0
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	5
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
Orientation Programme	

Faculty Development Programme on how to carry out Research in Applied Science

Faculty Development Programme on Quality Enhancement in the Teaching learning process

[View File](#)

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

Plan of Action	Achivements/Outcomes
Orientation Programme	510 students faculty participated
Faculty Development Programme on how to carry out Research in Applied Science	80 faculty participated
Faculty Development Programme on Quality Enhancement in Teaching learning process	87 faculty participated
Workshop for Research Scholars on how to prepare Research proposals	22 students & faculty participated
Green Practice Initiative	50 students & faculty participated
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
GOVERNING COUNCIL	09-Feb-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

28-Mar-2019

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

21-Jan-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The College has Management Information System. It is very vibrant for

communicating all information to staff and students through SMS services, Social Media, Email, by use of WhatsApp, display of notices and circulars through electronic media. MIS also substantially aids efforts made to assess the performance of an education system. It also closely monitors the equitable distribution of resources, and plays an active role in providing information to top management about the deployment of teachers, student performance assessment, internal efficiency of the education system, resource allocation, and the distribution of didactic materials. In academics, attendance monitoring, Continuous assessments of students, eresources for students, time table, extra and co curricular activity, library, examination etc are performed. The college has a LAN through which students, teachers and supporting staff can access the current data base of students, their academic performance and also other academic query. Information Technology resources refer to all computers and communication facilities service and resources but not limited to networking devices, email service, wireless devices and any associated peripherals and software that are owned, managed maintained by the College. DSpace and INFLIBNET softwares are available in the college Library which facilitates to access of eresources like ebooks and eJournals. The College Library is automated. Management appointments are made strictly on the merit basis. As a result at present, we have qualified, efficient staff. The meeting with the Advisor and Principal provides adequate information to the management. The feedback about the activity is also provided to the management members. The management policy and expectations are communicated to the Faculty, Non Teaching staff and students as well. In the beginning of every academic year management - staff meetings are conducted. The activities carried out during the previous academic year are discussed and reviewed. Suggestions are entertained. For implementation of the academic calendar, various Committees and Cells are constituted. The Principal holds regular meetings of

heads of departments and the various committees to review the distribution of teaching workload and planning of the activities of various committees. The management has appointed a web coordinator who maintains the website. It is constantly updated with information about the institution. Heads of various college committees send reports to the web coordinator and the same are uploaded. Communication with the university regarding uploading of registration forms, attendance and internal evaluation marks are uploaded electronically directly in the university portal by the Exam Cell.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The curriculum is designed and developed by the affiliating University viz., Thiruvalluvar University and revised as per the model curriculum recommended by the UGC. The curriculum is designed by the Board of Studies at the University level and the teachers contribute to designing and restructuring the syllabus as members of the Board. In most of the academic programs, major changes are incorporated in the curriculum once in five years and some programs once in three years. Feedback and Suggestions are received from the stakeholders before updating the syllabi. Taking into account the changing trends in local and global needs, the curriculum is revised and updated. The IQAC plays a pivotal role in standardising the teaching-learning process through implementing quality measures. The academic programs in the stream of science, arts, and literature enables students to acquire the necessary knowledge. The Courses are based on "Choice Based Credit System"-(CBCS). The Curriculum for U.G programs is divided into four parts. Part I - Language: Tamil/Urdu/Hindi. Part II- Foundation English Part III-Majors, Allied Courses, Project/Internship/Training. Part IV-Non-Major, Electives, Value-Based Education, and soft Skill. The Curriculum received from the University, is maintained in the form of Hard and Soft Copies in the library and also in the departments. Classes are held according to the Academic Planner. Various pedagogies used for delivering the curriculum are Chalk and Talk, PPT, Case studies, Role-Play, Video Lectures, Field Visits, etc. The evaluation of the Curriculum is ensured by conducting Class tests, Assignments, CIA, and Model Exams. Work diary and Academic planner are maintained regularly by the staff under the supervision of HODs and Principal. The feedback of the evaluation is discussed and shared by the faculty for improvement. Students with good attendance and academic record get special recognition and appreciation. Student's performance and attendance details are conveyed to their parents on regular basis. The students are counselled in the presence of their parents. If any lapses are identified, corrective measures are taken. Every department offers an adequate number of subject electives and job-oriented courses that cater to the intellectual and professional needs of the students so as to ensure maximum employability. The institution also offers many career-oriented, skill-enhancing add-on courses through training cell. The Departments of

Business Administration and Nutrition Food Service Management and Dietetics conduct internship training so as enable the students to gain practical experience. This gives them an edge over other candidates when applying for a job.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
DIPLOMA MEDICAL LAB TECHNOLOGY	DMLT	09/09/2018	730	LAB TECHNICIAN	PHLEBOTOMY SKILLS

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MPhil	MATHEMATICS	27/08/2018
MPhil	COMMERCE	27/08/2018
MPhil	ENGLISH	27/08/2018
BSc	INTERIOR DESING AND DECOR	27/08/2018

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	INTERIOR DESING AND DECOR	27/08/2018
BA	ENGLISH LITERATURE	18/06/2018
BCom	GENERAL	18/06/2018
BCom	COMPUTER APPLICATION	18/06/2018
BBA	BUSINESS ADMINISTRATION	18/06/2018
BCA	COMPUTER APPLICATION	18/06/2018
BSc	CHEMISTRY	18/06/2018
BSc	BIO-CHEMISTRY	18/06/2018
BSc	MATHEMATICS	18/06/2018
BSc	COMPUTER SCIENCE	18/06/2018
BSc Nutrition	NUTRITION FOOD SERVICE MANAGEMENT AND DIETETICS	18/06/2018
MA	ENGLISH	18/06/2018
MCom	GENERAL	18/06/2018
MSc	MATHEMATICS	18/06/2018
MSc	COMPUTER SCIENCE	18/06/2018
MSc	FOODS AND NUTRITION	18/06/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	58

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
TALLY	16/09/2018	62
MORAL VALUES (URDU)	28/06/2018	56
MORAL VALUES (TAMIL)	28/06/2018	49
SOFT SKILL	24/02/2019	50
VEGETABLE CARVING	20/01/2019	142
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	BUSINESS ADMINISTRATION	52
BSc Nutrition	NUTRITION FOOD SERVICE MANAGEMENT AND DIETETICS	45
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>The college feedback committee after having elaborate discussions with the College Alumni, faculty members, and the students, collects feedback on curriculum aspects and courses and takes necessary steps. Customised Feedback forms are meticulously prepared and collected at the end of the semester. The feedback is then analysed by the Feedback committee and the most frequently recurring complaints/suggestions/opinions are classified accordingly and presented for further review to a panel comprising the Secretary, Principal, and the IQAC coordinator. The students, being the crucial stakeholders, the interest and participation of students at all levels in both internal Quality assurance and external quality assurance have a central role to play. The views of the students are considered as the primary evidence for assessing the quality of teaching and learning. It reflects the quality of education the students receive. Feedback on the course module, teachers and their performance, infrastructure, and amenities besides extra curriculum and co-curriculum activities are collected through a systematised questionnaire which also ensures the anonymity and data protection of the candidate. Many necessary steps were taken, chief among them was the requirement of additional restrooms</p>

in Block A and a need for a multi-lingual medium of instruction in difficult subjects. The feedback submitted by the Committee with the cumulative response of all the students is sorted and filtered to prioritise the issues that require the most attention. Numerous suggestions were offered by the parents for the further improvement of the institution during parent teachers meet. The important among them is their insistence on the introduction of further PG programs so the students studying UG here, may continue with their post-graduate studies without commuting to far off places . The Feedback committee solicits opinions and suggestions from the College Alumni whenever they visit the institution and during the Alumni Meet. Their demand is to make the curriculum more market-friendly and to focus on Soft Skills, Skills for Employment, and English for Communication to equip the students with effective communication abilities thereby enabling them to qualify themselves for the placement in well-established organisations. The College Feedback Committee, Principal, and the Heads of various Departments make a thorough analysis of the feedback and decide to implement all the valuable suggestions for the distinct improvement of the college.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	ENGLISH	140	202	129
BBA	BUSINESS ADMINISTRATION	70	83	69
BCA	COMPUTER APPLICATION	50	81	50
BCom	COMMERCE	70	151	69
BCom	COMMERCE (COMPUTER APPLICATION)	77	84	74
BSc	BIOCHEMISTRY	55	74	55
BSc	CHEMISTRY	50	70	48
BSc	COMPUTER SCIENCE	50	102	50
BSc	INTERIOR DESIGN AND DECOR	50	68	50
BSc	MATHEMATICS	140	180	114

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2089	154	45	Nil	42

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
87	60	20	11	1	11

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Students Mentoring System is followed in the institution regularly. 25 students are assigned to one faculty who acts as their mentor for the entire program. Mentor regularly interacts with the students and monitors their academic performance and attendance. Students are counselled by the mentors, class tutor, subject faculties, and the concerned HOD for improving their academic performance and attendance. The Mentoring system is followed by all departments from the time the students are enrolled until the end of their program. The students are given guidance for career, personal, besides academic issues. A special arrangement also is made available to the students to deal with psycho-social issues arising in cases like students with single parents and other such issues. Students with financial constraints are supported with scholarships from the Government, NGOs and Management. Whenever the students need a mentors assistance or support, the mentors meet them and help them to overcome any academic and personal issues. Students who are irregular or lack attendance are counselled by the mentor to ensure regular attendance. If any kind of misbehaviour is found among the students, the mentor guides them first and if the situation demands parents are called and necessary steps are taken with their support. The mentor keeps track of their improvements and counsels them accordingly. The role of the mentor is to nurture the students and guide them for any issues they are coming across. Students with personal/family problems if any, are given counselling and support by the mentor and HOD. A large number of students are quite focused still, they may fall short of a score. For such slow learners, remedial coaching classes are conducted regularly. These classes have proved to be beneficial to the students. The advanced learners are identified and encouraged by their mentors. The mentors motivate the advanced learners to participate in Inter-collegiate competitions, State, National, and International level seminars, and also guide them to join some of the beneficial online courses. Students are supported and guided both in co-curricular and extracurricular activities. The mentors interact and support the students in all the possible ways to enrich their academic performance. Parent-teacher association meeting is conducted to communicate with the parents and educate them about their wards performance, and the academic programs of the college. The mentors always keep a check on the attendance of the student, the marks obtained in the internal-external examinations, her candidature in the campus placement and provide remedial coaching. The institutional practice of the Mentoring system has considerably enhanced the campus academic environment and brought about significant improvement in the teacher-student relationship.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2249	87	1 : 26

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
87	87	Nil	26	9

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level,	Designation	Name of the award, fellowship, received from Government or recognized
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	international level		bodies
2018	Dr.M.SUMATHI	Assistant Professor	PERASIYA RATHNA AWARD - KAVIYARASAR KALAI TAMIL SANGAM
2018	Ms.M.NAJMUN	Assistant Professor	PERASIRIYA RATHNA AWARD - KAVIYARASAR KALAI TAMIL SANGAM
View File			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MA	P02	3	28/11/2018	31/01/2019
BSc Nutrition	U27	5	13/12/2018	31/01/2019
BSc	U25	5	13/12/2018	31/01/2019
BSc	U18	5	13/12/2018	31/01/2019
BSc	U15	5	13/12/2018	31/01/2019
BCom	U11	5	12/11/2018	31/01/2019
BCom	U10	5	12/11/2018	31/01/2019
BCA	U09	5	13/12/2018	31/01/2019
BBA	U08	5	13/12/2018	31/01/2019
BA	U04	5	13/12/2018	31/01/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As an affiliated institution of Thiruvalluvar University, the procedure laid down by the University is followed. The University has adopted major reforms in evaluation by introducing Choice Based Credit System (CBCS) from the year 2013-2014 and the institute has adopted the same. As per the directions of Thiruvalluvar University, for UG and PG degree three CIA exams are conducted. After the completion of the CIA examination, the faculty evaluate the answer papers and distribute the scripts to the students for further clarification. Then the Principal conducts a meeting with Heads of the department about the students performance in the CIA exams and takes the necessary action plan for further improvements. Transparency and objectivity are strictly maintained with a view to help the students for improvement and quality. The internal marks are communicated to the Thiruvalluvar University periodically. Student's performance is also evaluated based on communication skills, problem-solving skills, and ability to work in teams, and leadership qualities. Students' areas of weakness are pointed out and guidance is given to them to overcome the same. Students are divided into groups, every group comprising academically strong and weak is made to discuss burning topics. This peer group learning mechanism is very helpful to the academically poor students to overcome their challenges. Reforms in the Evaluation Process are regular class tests, assignments, debate, group discussions, and quiz. Industrial visits are arranged and the student submits the visit report. Faculty conducts unit wise test, project-based assignments, remedial classes to evaluate students' performance to get better

outcomes. Photocopies of the answer scripts evaluated are made available to the students for verification. Revaluation of answer scripts is also permitted. This ensures fair and objective evaluation process.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The academic calendar is prepared by the IQAC on the guidelines of University Calendar. It facilitates timely delivery of academic contents in the curriculum as per the schedule. The Institute believes in transparency in its functioning. The institute has a properly-described popular operating method to expand the academic coaching plans and it follows a properly-described academic calendar. The academic calendar mentions the beginning and end of every semester, the CIA test schedule and the tentative timetable of the end semester, holidays and vacation. The academic calendar is prepared so that teachers and students know all the dates regarding continuous internal assessment. In addition to this, a brief history of the college, office bearers, staff, committees, students rank list, college rules, and regulations, college fee, student dress code, laboratory, college union (student's Majlis), general discipline, library and course details are all elaborately given in the college calendar and it is also published on the website. The students are informed well in advance about the last date for the payment of college tuition fee, other fee and examination fee. The academic calendar of the institution consists of various committees such as committees of support services like NSS, YRC, RRC, Enviro Club, NDLI Club, Consumer Club, Swachh Bharat, Unnat Bharat Abhiyan, Grievances and Redressal Committees etc, it further includes Examination committee, college magazine committee, scholarship committee, Career guidance and placement cell etc for the benefit of the students. The composition of IQAC is delineated. All the communications from the University regarding the examination are passed on to the departments concerned. Academic calendar of the institution is strictly adhered to. Under exceptional circumstances, partial modifications are made in accordance with Thiruvalluvar University directions which enables smooth functioning.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.islamiahwomensartsandsciencecollege.com/pos.php>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
FM05	MPhil	COMMERCE	3	3	100
P09	MCom	COMMERCE	12	10	83
U25	BSc	MATHEMATICS	127	68	54
U18	BSc	COMPUTER SCIENCE	45	35	78
U15	BSc	BIOCHEMISTRY	41	37	90
U11	BCom	COMMERCE (COMPUTER	66	61	92

		APPLICATION)			
U10	BCom	COMMERCE	58	49	84
U09	BCA	COMPUTER APPLICATION	49	44	90
U08	BBA	BUSINESS ADMINISTRATION	52	47	90
U04	BA	ENGLISH LITERATURE	116	89	78
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[https://www.islamiahwomensartsandsciencecollege.com/AQAR/2018-2019%20AQAR/Criteria%20%20-\(2.7.1\).pdf](https://www.islamiahwomensartsandsciencecollege.com/AQAR/2018-2019%20AQAR/Criteria%20%20-(2.7.1).pdf)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
NIL	0	NIL	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	18/06/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	18/06/2018	NIL
View File				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	18/06/2018
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	B.COM (COMPUTER APPLICATION)	1	1.6
International	B.B.A (BUSINESS ADMINISTRATION)	1	4.3
International	B.Sc (COMPUTER SCIENCE)	3	4.9
International	B.Sc (BIO-CHEMISTRY)	1	3.3

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
TAMIL	3
URDU	3
ENGLISH	5

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
S-ALLYL CYSTEINE AS POTENT ANTI-GOUT DRUG INSIGHT INTO THE XANTHINE OXIDASE INHIBITION AND ANTI-INFLAMMATORY ACTIVITY	JOHNSON PREETHI	BIOCHIMIE	2018	5	NIL	5

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2018	Nil	Nil	NIL

[View File](#)

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	24	Nil	1	4
Presented papers	16	1	Nil	Nil
Resource persons	Nil	Nil	1	Nil

[View File](#)

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
CAMPUS CLEANING	NSS	3	30
MOTHER FEED AWARENESS	NSS	3	600
PLASTIC BANNED AWARENESS	NSS	3	800
DENGUE AWARENESS	NSS	3	700
HEMOGLOBIN AWARENESS	NSS	3	600
EYE CAMP	NSS	3	300
UTERUS AWARENESS	NSS	3	600
REPUBLIC DAY	NSS	3	30
SEVEN DAYS SPECIAL CAMP	NSS	3	30
WOMENS DAY CELEBRATION	NSS	3	600

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nil

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
SWATCH BHARAT	NSS	CAMPUS CLEANING,	3	50

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
PROJECT	MEASUREMENT OF BRAND AWARENESS AND BRAND PERCEPTION	HONDA SHOWROOM CHENNAI	04/02/2019	18/02/2019	4
PROJECT	ANALYSIS OF SALES PROMOTIONS ABILITY TO PROMPT BRAND	LEATHER COLLECTIONS CHENNAI	04/02/2019	18/02/2019	4
PROJECT	A STUDY ON BUYING BEHAVIOR OF CONSUMER	SPENCER PLAZA, CHENNAI	04/02/2019	18/02/2019	4
PROJECT	STUDY ON ORGANIZATIONAL CULTURE AND ITS IMPACT ON EMPLOYEE BEHAVIOR	HIJAZ SHOES	04/02/2019	18/02/2019	4
PROJECT	EFFECT OF EMPLOYEE COMMITMENT ON ORGANIZATION PERFORMANCE	TVS COMPANY HOSUR	04/02/2019	18/02/2019	4
PROJECT	IMPACT OF CUSTOMER RELATIONSHIP	YAMAHA SHOWROOM TIRUPATTUR	04/02/2019	18/02/2019	4

	IN INDUSTRY				
PROJECT	FINANCIAL PERFORMANCE EFFICIENCY AND DETERMINANCE	NASER BALI GROUP	04/02/2019	18/02/2019	4
INTERNSHIP	DIETETICIAN (HOSPITAL TRAINING PROGRAM)	KAFEEL MUL TISPECIALITY HOSPITAL, VANIYAMBADI	20/09/2018	20/10/2018	2
INTERNSHIP	DIETETICIAN (HOSPITAL TRAINING PROGRAM)	NARAYANA HRUDAYALAYA HOSPITAL, BANGALORE	17/09/2018	17/10/2018	4
PROJECT	NUTRITIONAL AWARENESS PROGRAM	GOVERNEMNT HIGHER SECONDARY SCHOOL, MALA IREDDIYUR	11/10/2018	13/10/2018	50
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
SLN TECHNOLOGIES	17/08/2018	EFFECTIVE INDUSTRIAL SUPPORT	79
RBM INSTITUTE OF CLINICAL TECHNOLOGY	18/06/2018	LAB TECHNICIANS	59
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
10935000	12493440

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Laboratories	Newly Added
Class rooms	Newly Added
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL 2.0	Fully	2	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	14300	1513644	733	279423	15033	1793067
Journals	26	79780	Nil	Nil	26	79780
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	18/06/2018
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	175	2	175	0	0	1	11	75	0
Added	0	0	0	0	0	0	0	100	0
Total	175	2	175	0	0	1	11	175	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

175 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	NIL

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
5648000	5873586	7219000	8001735

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college follows decentralized system and procedures for maintaining and utilizing all types of infrastructural facilities. The College Development Council under the Principal looks after all matters of establishing the system for maintenance and utilization of facilities. 1. Laboratory The college has Biochemistry lab, Nutrition lab, Chemistry lab, Computer Science lab, Interior Decoration Lab, Language lab, and Commerce lab. Optimum utilization of these labs is ensured by the Heads of Departments concerned and the Principal. The schedule of the lab work is prepared well in advance and displayed on the notice board in the beginning of every semester. The lab assistants and junior teachers are involved in proper maintenance of the lab. 2. Library The college has Library Advisory Committee under the chairmanship of the Principal. It includes Librarian, Senior Professors and Student representatives. It plans for review, purchase, stock verification and regular maintenance. The Library staff are placed in charge of maintenance of Library and Reading room. The Principal constitutes a special committee with Senior Professors to weed out all damaged books, periodicals at the end of the academic year. 3. Classrooms and Computers The college has Smart Classrooms and well equipped computer labs with 175 computers with Internet Connectivity. Outsourcing is done for maintenance of all systems of Computer lab and other systems available in other departments and College Office. 4. Sports Apart from spacious playground and adequate sports facilities like Gymnasium, the college has well equipped Indoor stadium. The Physical Director and the Sports Committee take care of regular maintenance and optimum utilization of the facilities.

[https://www.islamiahwomensartsandsciencecollege.com/AQAR/2018-2019%20AQAR/Criteria%204%20-\(4.4.2\).pdf](https://www.islamiahwomensartsandsciencecollege.com/AQAR/2018-2019%20AQAR/Criteria%204%20-(4.4.2).pdf)

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	STUDENT AID FUND FROM VMES	156	468000
Financial Support from Other Sources			
a) National	1) STATE GOVERNMENT (SC SCHOLARSHIP) 2) STATE GOVERNMENT (MINORITY SCHOLARSHIP) 3) HB FOUNDATION 4) AMBUR ISLAMIC WELFARE ASSOCIATION (AIWA) 5) YATHEEM KHANA E AHLE ISLAM VANIYAMBADI TRUST 6) HABEEB TRUST (NGO) 7) HM TRUST (NGO) 8) ISLAMI BAITUL MAL (NGO)	804	3964200
b) International	NIL	Nil	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
BRIDGE COURSE	18/06/2018	750	ISLAMIAH WOMENS ARTS AND SCIENCE COLLEGE
LANGUAGE LAB	18/06/2018	1150	ISLAMIAH WOMENS ARTS AND SCIENCE COLLEGE
SOFT SKILL DEVELOPMENT	24/02/2019	50	MIND WONDERS
SOFT SKILL DEVELOPMENT	28/08/2018	50	ENGLISH DEPARTMENT
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	CAREER GUIDANCE (CAREER AS A COMPANY SECRETARY)	Nil	576	Nil	Nil
2018	CAREER GUIDANCE (TALLY ERP 9)	Nil	62	Nil	Nil
2018	CAREER GUIDANCE - PG DIPLOMA IN MEDICAL LAB TECHNOLOGY	Nil	56	56	Nil
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
6	6	10

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations	Number of students	Number of students placed	Name of organizations	Number of students	Number of students placed

visited	participated		visited	participated	
WISDOM PARK CBSE IN INTERNATIONAL SCHOOL	17	Nil	THE TAKSHILAH GLOBAL SCHOOL, PATHFINDER ENTERPRISE SOLUTIONS PVT Ltd., UJJIVAN SMALL FINANCE BANK VANIYAMBADI, NASER TANNING COMPANY, AL- HILAL NURSERY PRIMARY SCHOOL, AR- RAHAMAN MATR ICULATION SCHOOL, GATE WAY PUBLIC SCHOOL, NIAH	12	12
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	1	M.Sc	MATHEMATICS	ISLAMIAH WOMENS ARTS AND SCIENCE COLLEGE	M.Phil
2018	17	B.Sc	MATHEMATICS	ISLAMIAH WOMENS ARTS AND SCIENCE COLLEGE	M.Sc (MATH EMATICS)
2018	3	B.Sc	BIO-CHEMISTRY	ISLAMIAH WOMENS ARTS AND SCIENCE COLLEGE	M.Sc (BIO-CHEMISTRY)
2018	3	B.Sc	COMPUTER SCIENCE	ISLAMIAH WOMENS ARTS AND SCIENCE COLLEGE	M.Sc (COMPUTER SCIENCE)
2018	2	B.C.A	COMPUTER APPLICATION	SACRED HEART COLLEGE (AUTONOMOUS)	M.C.A
2018	1	B.C.A	COMPUTER APPLICATION	VIVEKANANDA INFORMATION	M.C.A

				AND MANAGEMENT STUDIES	
2018	5	B.C.A	COMPUTER APPLICATION	PRIYADHARS HINI ENGINEERING COLLEGE	M.C.A
2018	1	B.B.A	BUSINESS A DMINISTRATIO N	PRIYADHARS HINI ENGINEERING COLLEGE	M.B.A
2018	1	M.Com	COMMERCE	ISLAMIAH WOMEN'S ARTS AND SCIENCE COLLEGE	M.Phil
2018	7	B.Com	COMMERCE	ISLAMIAH WOMENS ARTS AND SCIENCE COLLEGE	M.Com
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	Nil
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
8. Singing	College Level	24
7. Drama	College Level	63
6. Long Jump	College Level	26
5. Running	College Level	54
4. Chess	College Level	48
3. Carrom	College Level	14
2. Kho - Kho	College Level	62
1. Kabaddi	College Level	36
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NIL	National	Nil	Nil	NIL	NIL
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of

the institution (maximum 500 words)

Students Council is the most significant and responsible committee of the institution. They serve as a bridge between the students and administration by ensuring that the grievances of the students population reach the ears of the authorities, and representing them in the decision making process. The student union office bearers are selected on the basis of the efficiency, academic performance, and merit. A transparent and objective selection process is carried out. Accordingly a new team of the office-bearers of College Union (Majlis) for the year 2018-2019 assumed charge on 18th July 2018 during the Students Union Inaugural function. Dr.Valarmathi,, Joint Director of Collegiate Education, Vellore, graced the occasion as a chief guest. The new office bearers are 1. President - Nashita Iram.M 2. Vice President - Naziya Ayman K.S. 3. General Secretary - Hafsa Tabassum.A 4. Treasurer - Shaziya Kouser S 5. Magazine Editor - Aysha Afnan 6. Magazine Editor - Hina Kouser.D - urdu 7. Magazine Editor - Swathi.C - Tamil 8. Cultural Secretary - Arshiya Zareen.K - Science 9. Cultural Secretary - Nandhini .N - Arts 10. Sports Secretary - Lokeshwari.G 11. Asst. Sports Secretary - Gomathi.M 12. NSS Secretary - Akshaya 13. YRC Secretary - Rufia Raahim.C 14. Transport Secretary - Madhumitha.K. The new team is very active and vibrant. They evinced keen interest in organizing programs like Sports Day, Seerathun-Nabi Day, Independence Day, College Day, Republic Day, Birth and Death Anniversaries of our great National leaders, Womens Day, Teachers Day etc in a grand manner so as to inculcate National and Universal values among our students. In addition to this, they showed their remarkable interest in conducting Awareness Programs like Health Awareness, Environmental Awareness, Road Safety, Disaster Management etc. The NSS unit conducted Yoga Day and Campus Cleaning program, and many more. They took part in every program actively and enthusiastically and thereby exhibiting their true involvement and dedication. On 23rd January 2019, the team of Union members organized a district level inter-school competition named Little Champ to hunt the talent among school students. Various events were conducted under different levels like Junior, Sub-Senior and Senior. Some students from Government school who cannot afford the registration fee were allowed to participate free of cost. On the whole the program was a great success. Another noteworthy contribution of this team was that they donated Rs. 5000 for the treatment of one of the girls from our college suffering from brain tumour. This act of charity really shows their sense of responsibility towards their fellow beings and Society.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association of our college is registered and functional. Some of the prominent old students of the college who had come up in life in various fields visit the college periodically and shared their experiences with the current students and participate in some notable activities of the Alumni Association for the year 2018-2019. The alumni contributed and helped financially around Rs.2,00,000 for the poor students to pursue their studies. On 24th January 2019, Ms. Rufaida, an alumni gave counseling and career guidance to all the students of various disciplines. Ms. Rabiya Farheen, an expert in computer and soft skills gave one-day training to all first-year UG students on communication skills. A group of prominent alumni conducted Value Education training focusing on ethical and moral values. Some Do-It-Yourself (DIY) and artwork were taught to the students by Ms. Khuteja Mutahira. The financial support to the poor and sharing of knowledge and experience are some of the significant activities of the Alumni Association.

5.4.2 – No. of enrolled Alumni:

5.4.3 – Alumni contribution during the year (in Rupees) :

200000

5.4.4 – Meetings/activities organized by Alumni Association :

The first meeting of the Alumni Association commenced on 13.12.18. All the office bearers took part in the meeting. Dr.Akthar Begum, Principal of the college delivered the welcome address.They discussed the importance of Alumni support for the development of college and alumni contributions like how the Alumni can generate funds and support the development of the College. They resolved to open a separate alumni account in the bank for the purpose of depositing all the collected funds through different sources. The Alumni members voluntarily conducted workshops, lectures, and career guidance to the students. An awareness program was conducted by Alumni Members on the topic "How to live a healthy life", Ms. Asma Tabasum, a psychologist from Chennai was the resource person who addressed the gathering. She highlighted the effects of depression, eating disorder, and healthy food practice. The Alumni had an interaction with the students and encouraged them to enroll as members.The Alumni addressed the parents and the students on the topic "Art of Parenting". The importance of parents role in students life was explained with quotes and a few examples. It was impressed on the parents that they are the first teachers for their children. Undoubtedly the parents play a vital role in their children's life. Parents were asked to spend time with their children and to look after their activities so as to provide them with appropriate guidance. The Alumni spoke about women empowerment and achievements in various fields. Women are second to none in all respects. So if a woman is educated she eventually educates her whole society. So the parents were asked to find a proper method to approach their children. Parents were advised to give healthy food to their children. Consumption of unhealthy food causes various diseases. So the Alumni encouraged the parents to follow healthy eating habits for children.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The college authorities strongly believes in decentralisation and delegation of authority at various levels and involves all the stakeholders in governance and management. The Secretary and Correspondent is the representative of the Management. The Principal is the academic head of the college. The Heads of Departments and Senior Professors form the College Development Council. All academic programs to be carried out in the campus are seriously discussed in the College Development Council. The faculty members are involved in decision making process at various levels. Further, the staff members are encouraged to assist management in decision making either through individual suggestion/representation or through College Development Council. To ensure participative management, the various committees are constituted. The class teachers, mentors, student representatives, coordinators of various committees, Internal Quality Assurance Cell (IQAC), University Examination Cell, Conveners of various support services are all actively involved, not only in the planning of Academic activities - curricular, co-curricular and extra curricular activities, but also in carrying out the activities effectively and successfully. Two examples of the practices of decentralization and participative management are as follows: 1. Seminars and Conferences are planned in the College Development Council in consultation with IQAC. The HODs

of the concerned departments with the help of their faculty members and students representatives organise Seminars and Conferences both National and International level. The financial part is decided in consultation with the Secretary and thereby all the stakeholders are involved in the process. The HODs are given operational autonomy to carry out the academic activities, who in turn ensures the participation of all stakeholders in all activities. 2. To enhance the quality in teaching learning process, Internal Quality Assurance Cell evolves various strategies in consultation with experts. Faculty Development Program (FDP) is one among them. The Principal and Secretary of the college examine the proposal given by IQAC and permits them to organise FDP for the benefit of the teachers. During the period under review, two FDP Programs were arranged, one on How to carry out research in applied sciences and the other on Quality enhancement initiatives in teaching learning process. The Principal ensures the participation of all teachers and research scholars. These two FDP Programs were very beneficial to them. These are the good examples of participative management and delegation of authorities.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	1. The choice based credit system is followed. 2. Field work, Industrial visit, Internship Training, Project Work and Educational excursions are included in the Curriculum. 3. Academic Planner, Teaching Plan, Work Diary are systematically maintained for effective transacting of academic content of the Curriculum. 4. Continuous Internal Assessment (CIA) is an integral part of evaluation process. 5. Our teachers represent Board of Studies and Academic Council of the University for designing and enriching the Curriculum.
Teaching and Learning	1. Bridge Course for the freshers is arranged in the beginning of the academic year. 2. e-book, e-journal and e-resources are made available. 3. Wide access to internet facility is made available to facilitate learning e-resources. 4. Effective Learning is ensured through Lab Practicals, Field Work, Industrial visit, Internships. 5. Enhancement of learning skills of the Students through participation in different seminars, symposiums, conferences, workshops etc is encouraged. 6. Remedial classes are arranged for slow learners. 7. Focus on ICT enabled learning. 8. Use of Departmental and Central Library, Digital Library and e-resources. 9. Students are encouraged to participate

	<p>in Inter departmental and Inter Collegiate Competitions to develop their skills. 10. Regular feedback on teaching learning process is obtained and action taken accordingly.</p>
Examination and Evaluation	<p>1. End semester Examination is conducted as per Thiruvalluvar university regulations. 2. CIA Tests, Model Examinations, Assignments, Project Reports, Viva-Voce, Seminars, Group Discussions etc are evaluated at the college level. 3. Unit Test papers are shared with the students after evaluation. 4. Transparency and objectivity is ensured by allowing the students to get back their evaluated answer scripts in the End Semester Examinations and to apply for reevaluation. 5. Parents are communicated regularly about the progress of the students.</p>
Research and Development	<p>1. Faculty members are motivated to carry on research publications in peer reviewed journals with high impact factor. 2. They are encouraged to present papers in International/National/State Level Seminars, workshops and to act as resource persons. 3. They are encouraged to exhibit their publication of research work in the college library to inspire others for further research. 4. Motivates the faculty members and the students to organise various seminars workshops at Institutional / State / National / International levels. 5. Encouraging faculties to act as MPhil/ Ph.D supervisors. 6. Research committee is vibrant. 7. Faculty and Students are encouraged to enroll themselves in online courses of SWAYAM, MOOC, NPTEL etc. 8. To facilitate research staff and research scholars are trained to use e-resources.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>1. The Library is regularly updated. New journals, magazines, books and online database are procured. 2. As per requirements, books and other materials are bought regularly. 3. Library has been fully automated. 4. Infrastructural requirements are reviewed in the beginning of academic session. 5. Book exhibitions are organised periodically. 6. Internet connectivity is provided for all.</p>
Human Resource Management	<p>1. Motivating and facilitating the</p>

	<p>faculty members to participate in Refresher, Orientation Courses and Short Term Courses. 2. Self-appraisal of the teachers through maintenance of Performance Appraisal Index. 3. Maintenance of Grievance Redressal Cell, Anti-Ragging Committee etc. 4. Exclusive career guidance programs are organised by the training and placement cell. 5. Group Insurance is arranged for all students.</p>
Industry Interaction / Collaboration	<p>1. MOU was signed between the college and SLN TECHNOLOGIES to promote Industrial Visits and Campus Recruitment. 2. MOU with College of Computerized Accountant (CCA), to conduct Tally Courses. 3. MOU with R.B.M Institute of Paramedical Courses to conduct DMLT Course. 4. Industrial Visit and Internship Training of students is encouraged. 5. MOU with Institute of RADIAN IAS Academy for coaching students for competitive exams. 6. MOU with Institute of Cost Accountants of India (ICAI) for CMA Course</p>
Admission of Students	<p>1. Transparency in admission. 2. Weightage to merit in admission. 3. Priority to minority, socially backward and economically disadvantaged students. 4. Fee concession to poor and orphan children by the management. 5. Financial assistance from local NGOs is arranged for deserving students.</p>

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	<p>1. Bio metric attendance machine is installed for the attendance of teaching and non-teaching staff. 2. CCTV cameras are installed in the college campus.</p>
Administration	<p>1. The administrative office is fully computerized with Internet facility. All records are made available as soft copies through MIS. 2. Communication with University takes place only through online. 3. Students, Parents and Teachers are communicated through e-mail, WhatsApp, SMS etc.</p>
Finance and Accounts	<p>1. Finance and Accounts of the College are maintained in Tally Software. 2. All financial transactions are done through online. 3. Staff salaries (Both Teaching and Non-Teaching) are credited in the bank</p>

	account directly.
Student Admission and Support	1. The students record is also maintained through computers. Various scholarships are applied through Internet. 2. Progression of students performance are monitored continuously. 3. Online courses are made available to the students.
Examination	1. Examination records are maintained in computer. 2. Marks of Theory examinations of CIA and practical/oral examinations are entered through online portal to the University. 3. Online portal is available for all examination related activities.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Ms. ARSHIYA TARANNUM	TWO DAYS FAVULTY DEVELOPMENT WORKSHOP ON OUTCOME BASED EDUCATION	DON BOSCO COLLEGE CO-ED, YELAGIRI	1000
2018	Dr. C. DEEPA	TWO DAYS FAVULTY DEVELOPMENT WORKSHOP ON OUTCOME BASED EDUCATION	DON BOSCO COLLEGE CO-ED, YELAGIRI	1000
2018	Dr. B. MANJULA	TWO DAYS FAVULTY DEVELOPMENT WORKSHOP ON OUTCOME BASED EDUCATION	DON BOSCO COLLEGE CO-ED, YELAGIRI	1000

[View File](#)

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	One day National Workshop -	NIL	08/09/2018	08/09/2018	87	Nil

	Revised NAAC Accreditation framework					
2018	Faculty Development Programme on Quality Initiatives in Teaching Learning Process	NIL	27/08/2018	27/08/2018	87	Nil
2018	FDP on How to Carry Out Research in Applied Sciences	NIL	16/10/2018	16/10/2018	87	Nil
2018	NIL	Training Program On MS- OFFICE	28/08/2018	28/08/2018	Nil	20
2018	NIL	Training Program On TALLY	24/09/2018	24/09/2018	Nil	20
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
TWO DAYS FACULTY DEVELOPMENT WORKSHOP ON OUTCOME BASED EDUCATION	3	26/10/2018	27/10/2018	2
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
87	87	20	20

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1.PF-All the staff members are benefited in E.P.F SCHEME 2.Medical leave and Maternity leave	1.PF-All the staff members are benefited in E.P.F SCHEME 2.Medical leave and Maternity leave	Scholarship to Socially backward and economically poor students, Free Bus Pass, Government hostel,

3. Interest free Loan for festivals 4. Free residential accommodation to the needy staff	3. Interest free Loan for festivals 4. Professional development training to non-teaching staff	Group Insurance to all students, Medical checkup and healthcare, Management fee concession and Student Aid Fund
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6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college financial accounts are audited by the "Accounts committee appointed by the management exclusively for verifying and ensuring the proper maintenance of accounts, bills and vouchers as per norms. This accounts committee is nominated by the general body of VME Society once in three years. The audited statements are to be certified by a qualified and authorized chartered accountant. It is to be placed before the general body of VME society for approval. Finally it is sent to the District Registrar of Cooperative Societies, Vellore every year.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NIL	Yes	INTERNAL ACADEMIC AUDITORS
Administrative	No	NIL	Yes	MANAGEMENT OF THE COLLEGE

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Parent Teacher Association contributed to the purchase of 5 LCD projectors.
2. Feedback and Suggestion given by parents teacher association facilitated for the development of the college especially in starting PG courses and in enriching the curriculum.
3. Expansion of bus transport facilities was done at the instance of the parents.

6.5.3 – Development programmes for support staff (at least three)

1. Training programs on Tally, MS-Office etc are conducted periodically to all support staff to enrich their professional knowledge.
2. Orientation programs are conducted on Stress Management, Emotional Intelligence and Time Management so as to facilitate them to work without mental agony and stress.
3. Supporting staff are encouraged to pursue higher education so as to enable them for career advancement.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Library was fully automated. 2. Internal Academic Auditing was done. 3. Installed DSpace Software. 4. Introduction of M.Sc (Biochemistry)

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Orientation Programme - Bridge Course for Freshers	18/06/2018	18/06/2018	18/06/2018	510
2018	One day National Workshop - Revised NAAC Accreditation framework	08/09/2018	08/09/2018	08/09/2018	80
2018	Faculty Development Programme on Quality Initiatives in Teaching Learning Process	27/08/2018	27/08/2018	27/08/2018	80
2018	FDP on How to Carry Out Research in Applied Sciences	16/10/2018	16/10/2018	16/10/2018	80
2019	Awareness Program on Stress Management - Depression, Eating Disorders and Healthy Food Practices	08/01/2019	08/01/2019	08/01/2019	200

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
ENTREPRENEURSHIP DEVELOPMENT CELL - MAKING JUTE PRODUCT	18/07/2018	19/07/2018	2000	Nil
WOMEN IN MATHEMATICAL SCIENCE	17/02/2019	17/02/2019	410	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The Solar Energy Plant at Islamiah Women's Arts and Science College, installed on 27th October 2018, has tremendously reduced the usage of electricity from Tamil Nadu Electricity Board. Electricity generated by Solar Plant is 25 KW in the year 2018. The college maintains a clean environment and the college maintains a smoke-free and vehicle Pollution free campus. Garden Committee of the College is instrumental in bringing about major environmental consciousness among students in the college and preserving a green campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	18/06/2018	730	Micro scholarship English Access program	Communication skill for the school students especially Islamiah girls Higher secondary school	55
2018	1	1	17/07/2018	1	Physical Fitness Self Defense For Women	In association with the Founder all Goju -Isshin	300

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
CODE OF CONDUCT FOR PRINCIPAL	18/06/2018	<p>1. The Principal is the academic and administrative head of the institute and works for the growth of the institute 2. Principal is authorised to nominate Coordinators, members and other administrative functionaries in various committees. 3. Principal monitors admissions, examinations, evaluation for smooth functioning of the system 4. On academic matters the Principal is generally guided by the rules and regulations as per Tamil Nadu Private College Regulation Act 1975 as well as the norms laid down by Thiruvalluvar University 5. On general administrative matters Principal shall be guided by Secretary and assisted by Controller of Examinations, Coordinator of IQAC, Heads of Departments and Faculties.</p>
CODE OF CONDUCT FOR STUDENTS	18/06/2018	<p>1. The students are expected to maintain a high standard of discipline and uphold the reputation of the institution. 2. The students are expected to keep the surroundings clean. 3. Students should not scribble on the walls or throw litter in the class rooms. 4. Cycles</p>

		<p>and two wheelers must be parked only in the respective parking stands. Only license holders are permitted to come to the college by two wheelers. 5. Each student should earn 75 attendance to appear for End Semester Examination. 6. Students are requested to maintain highest standard of behaviour and discipline inside the college and outside the campus. 7. Students should not indulge in ragging and anti-social activities.</p>
<p>CODE OF CONDUCT FOR TEACHER</p>	<p>18/06/2018</p>	<p>1. Code of Conduct as stipulated in Tamil Nadu Private College Regulation Act 1975 and as communicated by the Director of Collegiate Education is to be strictly followed by all teachers. 2. Manage their private affairs in a manner consistent with the dignity of the profession. 3. Strive hard to achieve professional growth through study and research. 4. Express free and frank opinion during professional meetings and Conferences. 5. Participate in Workshops, FDP, Seminars, Symposium and Conferences enthusiastically and contribute to the enrichment of knowledge. 6. All academic assignments, teaching, mentoring and administrative functions assigned by the Principal/HOD should be carried out faithfully and sincerely.</p>
<p>CODE OF CONDUCT FOR NON-TEACHING STAFF</p>	<p>18/06/2018</p>	<p>1. Non-Teaching Staff should behave politely with Students, Teachers, Parents and Public. 2. They should maintain</p>

punctuality and discipline in the discharge of their duties. 3. They should maintain records under their custody safely. 4. Confidentiality and trustworthiness are the hallmarks of non-teaching staff. 5. They should update themselves with all rules and regulations of the Education Department and the University so as to enable them to guide the authorities in the proper direction. 6. Non-Teaching Staff assigned to Laboratories should keep the Labs clean. 7. Any Loss or damage to any article in the lab or Class Room should be reported to the HOD in writing immediately.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2018	21/06/2018	200
Womens Day	07/03/2019	07/03/2019	200
Visit to Old age Home	21/02/2019	21/02/2019	50

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Herbal garden is developed in the campus to promote medicinal plants like tulsi, stevia, neem, camphor vein, aloe vera, bryophyllum. 2. Incinerators were installed in the campus for disposal of garbage and trash like sanitary napkins and dry trash. This helps to keep surrounding clean. 3. Plastic and litter free campus campaign is organised through NSS Unit and all garbage litters and other solid waste are collected and deposited at proper places. 4. Solar green energy scheme is implemented and solar plant of 25 KW is installed. 5. Tree plantation programs are promoted not only in our college campus but also in our adopted village namely Nekkunthi. 6. Rain water harvesting system is developed in the campus to recharge the ground water level.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE 1: COMMUNITY REACH PROGRAM
OBJECTIVE OF THE PRACTICE: To create awareness among the people and educate them about health, nutrition, and hygiene so as to enable them to lead a better quality of life.
NEEDS TO BE ADDRESSED AND CONTEXT: Students of the Department of Nutrition and Dietetics are capable of working with different groups such as school children of nearby

schools, parents, and women SHGs and creating awareness on healthy living. This practice is a part of community service. THE PRACTICE: It is a need-based initiative evolved after consultation with local voluntary organizations and community groups. The following activities form a part of the practice. 1. Conducting classes periodically in nearby government, government-aided and private schools on healthy diet and nutrition. 2. Organizing orientation programs for the women's SELF HELP GROUPS about the nutritive value of the foods and diet for different types of patients, and on how to lead a hygienic and healthy life. Evidence of Success: Good feedback and appreciation from SELF HELP GROUPS, Heads of the schools and community leaders reflects the success of the program. Best Practice 2: VALUE EDUCATION OBJECTIVE OF THE PRACTICE: To impart ethical, social, national, and universal values among students. NEEDS TO BE ADDRESSED AND CONTEXT: Education without values is meaningless and sometimes dangerous. All students should be imbued with moral and ethical values so as to become good and responsible citizens of the country. It is essential in the context of emerging intolerance, discrimination and cross cultural outlook. THE PRACTICE: The college conducts a daily assembly of staff and students before the commencement of classes. Every day a good message is given to all students pertaining to the values to be adopted by them in life, in addition to the events and activities of the college. 1. National songs in Tamil, Urdu, and Hindustani are sung every day to promote patriotism and nationalism. 2. Special invited talks of illustrious personalities are arranged periodically on national leaders, social reformers and so on. 3. Value education is integrated into the curriculum as a part of the subject of study. 4. Competitions are held among students such as quiz, oratorical, essay, and debate on national and universal values, and prizes and certificates are given to the winners. 5. Students visit to old-age homes and orphanages are arranged as a part of the value education program to develop affection, empathy and respect to elders. Evidence of Success: Students who hail from rural areas have become compassionate, responsible and humane.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

[https://www.islamiahwomensartsandsciencecollege.com/AOAR/2018-2019%20AOAR/Criteria%207%20-\(7.2.1\).pdf](https://www.islamiahwomensartsandsciencecollege.com/AOAR/2018-2019%20AOAR/Criteria%207%20-(7.2.1).pdf)

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

WOMEN EMPOWERMENT The main objective of establishing the college in the rural area is to educate and empower women who hail from socially down trodden, economically marginalized and educationally backward communities. The management of the college namely Vaniyambadi Muslim Educational Society established this college with a clear Vision and Mission of women empowerment. All our activities are focused only towards this goal. 1. Providing quality education to the girls of marginalized sections at affordable cost. 2. Scholarships and free ships are arranged to help the financially poor girls to pursue their higher education. 3. Entrepreneurial skills are imparted through several programs such as workshops on making JUTE Products, Vegetable Carving, TALLY Courses, Islamiah Bazaar by Commerce Department, Food Corner by Nutrition department etc. 4. Awareness programs on gender equity, women rights, sexual harassment, sex education, personal hygiene and self defense are conducted periodically. 5. Career guidance is arranged to help them to appear for competitive examinations to get employment after education. 6. Students are encouraged to participate in support services like NSS, YRC, RRC, Unnat Bharat Abhiyan, Swachh Bharat etc to promote community orientation and social responsibility. 7. Personality Development Programs and Soft Skills Programs

are arranged periodically for the overall development of the personality of our girls.

Provide the weblink of the institution

[https://www.islamiahwomensartsandsciencecollege.com/AQAR/2018-2019%20AQAR/Criteria%207%20-\(7.3.1\).pdf](https://www.islamiahwomensartsandsciencecollege.com/AQAR/2018-2019%20AQAR/Criteria%207%20-(7.3.1).pdf)

8.Future Plans of Actions for Next Academic Year

1. To introduce M.Sc (Biochemistry) and Ph.D in Commerce. 2. To conduct external and internal academic audit. 3. To develop E- Content resources. 4. To strengthen Digitalized LMS (Learning Management System) 5. To strengthen ICT enabled services and extend Smart Class facilities.