



## YEARLY STATUS REPORT - 2022-2023

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	ISLAMIAH WOMEN'S ARTS AND SCIENCE COLLEGE
• Name of the Head of the institution	DR. M. RENU
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04174235266
• Mobile no	9444206038
• Registered e-mail	principaliwc@gmail.com
• Alternate e-mail	renue_m@yahoo.co.in
• Address	#10, By Pass Road, New Town, Vaniyambadi
• City/Town	Vaniyambadi
• State/UT	Tamil Nadu
• Pin Code	635752
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Semi-Urban

• Financial Status	<b>Self-financing</b>				
• Name of the Affiliating University	<b>Thiruvalluvar University</b>				
• Name of the IQAC Coordinator	<b>M. Arshiya Tarannum</b>				
• Phone No.	<b>04174 235266</b>				
• Alternate phone No.	<b>04174 235266</b>				
• Mobile	<b>9790000980</b>				
• IQAC e-mail address	<b>iqaciwasc@gmail.com</b>				
• Alternate Email address	<b>arshiya.tarannum@gmail.com</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/GENERAL/1%20AQAR%202021-2022.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/GENERAL/1%20AQAR%202021-2022.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/GENERAL/2%20Academic%20Calendar%202022-2023.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/GENERAL/2%20Academic%20Calendar%202022-2023.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.32</b>	<b>2019</b>	<b>28/03/2019</b>	<b>27/03/2024</b>
<b>6.Date of Establishment of IQAC</b>			<b>12/08/2013</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		
• Upload latest notification of formation of			<a href="#">View File</a>		

IQAC		
<b>9.No. of IQAC meetings held during the year</b>	<b>5</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>No</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
Introduction and continuation of Certificate and Value added Courses		
Extension activities - Prime focus on Community Service and Outreach Programs		
Green initiatives - Reduce and Recycle Plastics (4.11.22), 7 day special camp on Youth For a Better and Cleaner India and Social Awareness (14.03.23 till 21.03.23), 100 tree saplings planted on Teachers' Day (5.9.22) and Constitution Day (26.11.22), Go Green-To Save Earth (10.11.2022), and several others		
Conduct of Internal and External Audits besides submission of Academic reports to authorized bodies		
Student welfare measures - Awareness programs on physical and emotional health, Scholarships, Campus placement drives, etc.		
MOUs with various regional, national and International organisations.		
<b>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</b>		

Plan of Action	Achievements/Outcomes
To conduct programs on Teaching, Learning and Research	14.09.22 - Workshop - Scholarly Information for Teaching, Learning & Research Session1. NPTEL, SWAYAM & MOOC Courses Session 2. E-Resources for Teaching, Learning and Research; 03.03.23 - FDP - Research Paper Writing and Selection of Journals; 23.05.23 - FDP - Enjoy your Task
To conduct FDP to orient the teachers on modern teaching tools and techniques	23.09.22 - FDP - Enhancing Pedagogical Skills; 26.02.23 - FDP - Pedagogical Enhancement
To generate interest in Languages especially Indian as per NEP	27.09.22 - International Seminar - United in Language Beyond Culture : 10.01.23 Seminar Synergizing Urdu with Modern Technology with NCPUL, New Delhi
Women Empowerment - Real issues with Practical Solutions	01.03.23 - Women Empowerment - Self, Mutual and Societal Scope for Women's Empowerment - Opportunities and Resources
Student Development Programs	22.11.22 -SDP - Emotional and Intellectual Competencies; Women's Rights and Empowerment for Students besides several other programs were conducted by the various departments, clubs and committees
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
<b>Name</b>	<b>Date of meeting(s)</b>
<b>Governing Council - Islamiah Women's College Committee</b>	<b>10/09/2023</b>

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
Yes	14/01/2023

**15. Multidisciplinary / interdisciplinary**

As an affiliated college of Thiruvalluvar University, the college conforms to the curriculum it prescribes. The course modules are designed to be interdisciplinary in function so as to allow the students to have more choices in pursuing higher studies or a career path. For example, besides a mainstream Commerce program, Commerce with Computer Applications is offered. Also, interdisciplinary Allied subjects are offered in all Science & Commerce programs. For instance, the students of Mathematics get to study Computers or Commerce and vice versa. The students are encouraged to choose Electives - both Major and Non-Major which are pooled from different disciplines. Some of the popular choices of the students across all streams are - Interior Design, Family and Nutrition, Medicinal Chemistry, Management Concepts, Language Skills and Communication in the UG courses and Principles of Internet, Principles of Web-Design, Public Speaking and Creative Writing, and Journalism & Mass Communication in the PG Courses.

**16. Academic bank of credits (ABC):**

As an affiliated institution, following the directives of Thiruvalluvar University, the ABC IDs of the students have been generated. Simultaneously the faculty members have been trained in this regard to provide the necessary support to the students

**17. Skill development:**

Conforming to the mission of the Institution which insists on a holistic development of the students entering its portal, adequate importance is given to their prospective employability at the end of their graduation. Skill development is also integrated into mainstream curriculum.

For instance, the department of Interior Design and Décor promotes skill development of its students via curriculum and extracurricular programs like - a Certificate Course on Graphic Design was conducted besides organizing SPEKTRA 23' Exhibition - TRANSFORMATION OF SPACE from 21.02.23 to 02.03.23. The classroom space was transformed into Wedding Arrangement, cafeteria, Landscape Garden, Shooting Studio, Boutique and Haunted Restaurant by the students. The Commerce, Commerce CA, Business Administration and Biochemistry departments

also conduct programs and value added courses throughout the year like Employment and Employability Skills Preparing Gen .Z Students for the World of Work, Tally Certificate course, Arabic Certificate Course from NCPUL, value added course on R-Programming, Life Skill Program on Financial Management and Planning, Workshop on Time Management, Mushroom Cultivation, 'B-SOUK' - for inculcating entrepreneurial skills; Diploma in Medical LabTechnology (2 Years Course), Certificate course offered by TCS ion via online like Introduction to Soft Skill, Business Etiquette, Interview Skills, Communication Skills, Basics of customer services, Basics of operational procurement in supply chain management, Basics of Wealth Management, Email Etiquette etc., are some instances of focus given on skill development in the institution.

Value based education is imparted as a paper that forms part of the UG curriculum for all the students besides Moral classes that are conducted once a week with a set curriculum targeted to instill righteous conduct, humanistic and ethical values in them.

Important national days are observed with the intent to revive constitutional and patriotic zeal that go a long way in the students' contribution to nation building process.

To cover the lacuna in the students' preparedness in acquiring gainful employment and surviving in the competitive world, life skills and employability skills are also given adequate attention through various career guidance and personality development programs besides conducting programs on digital literacy, communication skills, internship programs, industrial and field visits and invited talks by industry and Academic experts.

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

The institution was established on the values of Sir Syed Ahmed Khan who believed that strong roots grow into some of the most fruitful trees. The curriculum devised by the university is most conducive to the practice of the said ideals. The college has always endeavored to provide an amalgam of the traditional and modern knowledge, facts and ideas.

The languages - Tamil, Hindi and Urdu lay the groundwork for the students to refamiliarize and return to their roots via indigenous writings. Samples of Tamil literature prescribed in the curriculum dates back to 3rd century BC. Urdu and Hindi, the twin children of Prakrit form the essential bridge between the modern innovative sciences and the rich values, ethics and culture - a legacy

bequeathed to us. To cater to the needs of the students who have little understanding or experience in English (Students coming from exclusively Tamil/Urdu Medium schools), the teachers are, by necessity, multilingual and the classes are conducted in both English and the vernacular for better absorption of the concepts. The department of English offers courses like Indian Writing in English, Indian Literature in English Translation, Subaltern Literature, Single Author Studies etc., connecting literature to Indian culture - both ancient and modern. Cultural programs are conducted in all three languages, Urdu, Tamil and English with equal importance given to the classical arts - Bharatnatyam, Silambam, plays derived from ancient Indian literature etc. In collaboration with the National Council for the Promotion of Urdu Language (NCPUL), MHRD, Government of India, the college in conjunction with Islamiah College (A), under the auspices of VME Society hosted an event on a very large scale - Urdu Mela, hosting several book stalls selling over thousands of books, engaging students of schools and colleges from all over india in debates and cultural programs besides conducting several seminars and classes in relation to it.

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

Depending upon the requisite graduate attributes, course and program outcomes are devised by the University which essentially drafts the curriculum framework for its affiliated institutions. At the commencement of each semester, the students are apprised of the outcomes expected of each syllabi which over the semester is translated through necessary and relevant pedagogical tools and learning strategies coupled with periodic assessment procedures in the classroom. The teachers are given adequate training and their skills are constantly updated via FDPs and training programs throughout the year. The shift in focus from the teacher to the learner has had a notable impact as in making the course more relatable to the student and pertinent to the program the student has chosen. To effectively acquire the course outcomes the students now work in tandem with the teachers through active participation in co-curricular activities like Seminars, workshops, Industrial visits etc., intended to supplement the course modules.

#### **20.Distance education/online education:**

The college established a recognised Centre for Distance Education for the courses offered by the University of Madras, Chennai. Numerous UG and PG Programs including those that could not be offered in mainstream like Sanskrit, Historical Studies, Public Administration, Counseling Psychology, Criminology & Police

Administration, Cyber Forensics & Information Security, Applied Saivasiddhantha, MFA Music are also offered in this mode. Though video lectures and online classes were conducted by the teachers from the University, the contact classes are held at the IWASC campus with the teachers of our college serving as resource persons. Necessitated by the pandemic, the teachers experienced and realized the potential of Online / virtual classes. Now, the teachers upload video lectures for students to access anytime upon their convenience, despite not having any pressing need. Besides using Google Forms and various web tools and applications, notes are sent via WhatsApp that are also uploaded in the institutional website/ repository (DSpace) for greater accessibility to the course material. Apart from Online resources like SWAYAM PRABHA, NPTEL videos are shared with students. YouTube lectures are being created and uploaded as an essential part of the teaching-learning process. Students of the institution enroll in various MOOC courses offered by SWAYAM and certificate courses like -Functional Arabic, SPSS etc., as value added courses through the virtual mode. The college in recognition of the changing times and needs of the students intends to create a platform for offering courses and make it available to students beyond the campus.

### Extended Profile

#### 1.Programme

1.1	566
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

#### 2.Student

2.1	2078
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	644
Number of seats earmarked for reserved category as per GOI/ State	



Govt. rule during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
2.3		650
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>3.Academic</b>		
3.1		109
Number of full time teachers during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
3.2		109
Number of sanctioned posts during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>4.Institution</b>		
4.1		61
Total number of Classrooms and Seminar halls		
4.2		346.52
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		303
Total number of computers on campus for academic purposes		

## 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 curriculum is designed by the Board of Studies and approved by the Academic Council of Thiruvalluvar University for its implementation. Allotment of subjects, timetable and workload are done by the departments before the commencement of the academic year. Work Diary and Academic Work Planner are scrupulously maintained by all the teachers and verified by the HODs and the Principal.

Apart from the lecture method, teachers integrate various teaching strategies such as PPTs, content-oriented, language-oriented and activity-oriented techniques to induce student participation. In addition to regular classes, bridge courses and remedial classes are conducted with emphasis on comprehension and proficiency level of the students, mainly slow learners. Through laboratories - English, Science and Computers, students are engaged in practical/hands-on training as per the norms and terms of the curriculum.

National and international seminars, workshops, conferences, field trips, industrial visits and internship programs are regularly conducted. Teachers are given necessary training through FDPs and workshops. Sophisticated and well-furnished fully automated library (physical and Digital) with well-stocked books, journals and e-resources is open to all.

Assessments are conducted regularly through assignments, class tests, projects, seminars, and CIA tests. Therefore, the institution works tirelessly in every aspect of the curriculum to obtain a productive outcome.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

Being an affiliated institution, our College follows the curriculum and syllabus prescribed by the Thiruvalluvar University, Vellore. The university notifies an academic calendar containing important dates and deadlines like the academic year's commencement, the

semester's last working day, the schedule, dates for semester examinations, etc. The Calendar committee with the support of the Principal, Advisor, and the IQAC prepares an Academic calendar conforming to the University schedule for the conduct of Continuous Internal Evaluation (CIE), registration of courses and programs, and uploading of the internal marks in the University portal. The calendar of events includes details like the total number of working days and holidays, CIE dates, dates for the institute's flagship programs, etc.

The academic calendar contains the effective delivery of rules and regulations, General instructions for the students and staff members (Code of Conduct), College committees, University rank holders' list, links for the program and course outcomes, and various important aspects of the college. Through the academic committee, the principal frequently reviews the semesters' progress and provides suitable suggestions. In case of revision of the academic calendar by the University or the Management, the institute incorporates the necessary changes accordingly.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%201/1%20Academic%20Calendar%202022-2023.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%201/1%20Academic%20Calendar%202022-2023.pdf</a>

**1.1.3 - Teachers of the Institution participate in B. Any 3 of the above 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**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

8

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

452

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The curriculum prescribed by the University contains chapters relevant to cross-cutting topics including gender, professional ethics, environment, and sustainability for a balanced material and ethical temperament.

**Environmental Studies:** Mandatory subject for all IUG students dealing with complex issues of a sustainable environment.

**Community Nutrition:** Core paper for the final year students of 'Nutrition Food Service Management and Dietetics'. This paper caters knowledge to apply policy and programs in alleviating nutritional problems prevalent in our country.

**Business Ethics** which forms the part of the Business Organization paper is prescribed for I B.Com

**Soft Skills** paper for II M.Com enable them to comprehend Business ethics like honesty, integrity and leadership.

**Skills for Employment** is a skill based paper for II BA English which helps the students to develop etiquettes to get placement.

**Contemporary Literary Theory and African and Canadian Writers** are papers prescribed for II M.A dealing with global issues.

**Subaltern Literature** - a core paper for the final year B.A English uncoversthe plight of the oppressed and marginalized.

**Gender Studies** - the elective chosen by II MA English students mainly deals with gender struggles and resolutions.

**Professional Practice** - Internal Elective paper II for the IDD final year studentsenables them to understand the etiquettes of professionalism.

Human Rights -compulsory paper for all PG programs covers all aspects of Human Values encouraging Self- introspection, family values, status of women in family and society.

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

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

27

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

1794

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

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

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%201/2%201.4.1-Feedback%20System.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%201/2%201.4.1-Feedback%20System.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%201/3%201.4.2%20-%20Feedback%20process%20of%20the%20Institution.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%201/3%201.4.2%20-%20Feedback%20process%20of%20the%20Institution.pdf</a>

**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**

**796**

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

## 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

644

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Based on the following parameters, advanced learners and slow learners are identified.

1. Results of internal assessments
2. End-of-semester exams from the previous semester
3. Active involvement, and interaction during sessions

Though the college conforms to the curriculum prescribed by the parent university, to enable individual growth, the college provides necessary help based on the immediate requirement of each student.

Additional coaching, simplified study materials for the late bloomers and challenging assignments and seminars for the advanced learners are provided. They are also encouraged to attend seminars, conferences, workshops and enroll in MOOC courses. Special programs are conducted to hone their presentation skills and participate in various competitions. Platforms are made available through MoUs with various institutes and NGO.

The following measures are taken for slow Learners.

? The mentor and subject experts monitor academic performance and interact frequently with slow learners to resolve the issues that affect academic success.

? Subject experts give additional coaching to slow learners through



**Remedial classes.and quick notes**

? Peer study and group discussions to make learning more inclusive and participatory.

? Students are given Assignments, revision sessions, and class tests to improve their performance in the end-semester examination.

? Previous year's question papers were discussed and solved.

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/criteria3.php">https://www.islamiahwomensartsandsciencecollege.com/criteria3.php</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
2078	109

File Description	Documents
Any additional information	<a href="#">View File</a>

**2.3 - Teaching- Learning Process**

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

Student-centered techniques are applied to enhance learning experiences. The Institute provides cutting-edge methods to improve learning. Approaches that increased learner autonomy are employed by providing them with essential skills such as illustration, field research, project-based learning, experiential learning and assignments.

Most teachers use a traditional strategy with this approach. The teacher can revise, identify and modify the text and its content to improve the understanding of the student and the topic. At the end of the session, students receive an oral text and a special task to improve learning.

Teaching- Learning is supplemented with

1. ICT tools such as projectors in classrooms
2. Moodles like, Google Classrooms, MS Teams, Google Forms, etc.,
3. Video Conferencing Tools like Zoom, Meet, Webex etc.
4. Personalised content for specific subjects on YouTube
5. Open Educational Resources
6. Digital Libraries
7. Institutional Repository - D-Space
8. Text content created by the faculty of the institution and shared via whatsapp
9. Content material outsourced from various educational applications and sites over the internet
10. Documented lectures by faculty of IIT and IISc etc., via SWAYAM, Coursera and other MOOC platforms

By incorporating rich experiential learning content through experiments, demonstrations, visual aids, periodic industrial visits, exhibitions and presentations, faculty support learning environments. Students are given

1. Group discussions
2. Case Studies
3. Seminars
4. Quizzes
5. PPT & Movie creation

The teaching staff pay attention to the techniques of group learning and the principles of group dynamics. All faculty and students have access to institutional repositories such as SWAYAM, NDLI, inflibnet N-List and related learning sites.

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

Teachers try to integrate contemporary technology with the traditional mode of instruction to engage students in long-term learning. The institution uses maximum level of information and communication technology (ICT) in education to support, enhance, and optimize the delivery of course content. There are ICT-enabled classrooms with Wi-Fi. Some of the tools used by the faculty for teaching-learning are LCD Projectors, Video Conferencing, MOOCS, Films and E-learning technology. Use of ICT by Faculty:

Power Point presentations- Faculty members are encouraged to use PowerPoint presentations in their teaching by using LCDs and projectors. They are also equipped with a digital library, online search engines, and websites to prepare effective presentations.

Online quiz- Faculties prepare online quizzes for students after the completion of each unit with the help of Google Forms.

Video lecture- Recorded video lectures are made available to students for long-term learning and future referencing.

Virtual laboratory: Virtual laboratory is an innovative computer-based experimental learning tool where students interact with an experimental apparatus or other activity via a computer interface providing opportunities for the students beyond the classroom at any time anywhere.

Online competitions- Various technical events and management events such as Essay writing, Poster making, Ad-mad show, Paper presentations, Speech competitions, quizzes etc. are being organized with the help of various Information Communication Tools.

Study Materials- PDF of study materials are shared by the faculty via whatsapp as and when necessary.

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

### 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

108

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

109

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

13

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

5.58

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

As per the guidelines of Thiruvalluvar University, the marks are allocated according to the norms of formative evaluation and summative evaluation for theory and practical examinations. Three CIAs are conducted each semester through a centralized system. The schedule of the internal examination is decided at the beginning of the session in accordance with the academic calendar of the affiliating University by the examination committee. The Continuous Internal assessments of the student is analyzed through assignments and tests throughout each semester. The subject teacher monitors students' field work, visit reports and project works. Tests, Seminars, Assignments, and viva voce are conducted at regular intervals and their attendance calculated for Internal Assessment of the students. Examination dates are conveyed well in advance and Question banks are provided for all subjects. Transparency is maintained by sharing answer sheets with students and the grievances of the students about the assessment, if any, are addressed. Any discrepancy in evaluation is brought to the notice of the staff for rectification. After evaluation, the Principal conducts a meeting

with Heads of the departments about the student's performance in the CIA and takes appropriate steps for further improvements. Finally, the marks are uploaded to the University Portal. Parents-teacher meetings are conducted to discuss the overall performance of the students regarding their Examination. Thus transparency and objectivity in evaluation is ensured.

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

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

Heads of the Departments, along with a senior faculty and the class in charge, primarily deal with grievances related to the Internal Examinations. Issues like miscalculations in the rubrics - Assignment, Attendance, or CIA Marks are dealt with by the class in charge herself. If the issue is beyond the domain of the class in charge, the Coordinator of Examination and sometimes the Grievances Redressal Committee take impartial initiatives for transparent justification of the grievances of the students. The complaints/grievances regarding the results, corrections in mark sheets, and other examination-related issues by the University are redressed by the Exam cell. At the institutional level in case of wrongly entered internal marks, the coordinator arranges for rectification of the error immediately. At the University level, if the students' scores are less than expected, she can apply for reevaluation. University provides the photocopies of answer sheets to students regarding any grievances with reference to evaluation. As a result, the interests of the students are well protected.

File Description	Documents
Any additional information	<a href="#">View File</a>
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.

Course Outcome, Program Outcome and Program Specific Outcomes are clearly defined by the institution and University, and the same is communicated to all the students. PSOs and COs have been prescribed for all the Course and Programs are uploaded on the institutional website - [www.islamiahwomensartsandsciencecollege.com](http://www.islamiahwomensartsandsciencecollege.com). PSO, PO and CO is communicated to the students in the following mode: The vision and mission statement is displayed at various locations in the Campus, Academic Calendar and Institutional website. Course Outcome for all the courses displayed in the classroom via Charts pasted on the walls and also dictated by the concerned subject teacher in the classroom along with syllabus. During the admission process, the subject teacher counsels the prospective students on the expected Outcome of the programmes for selecting the course for admission. The institution insists on acquiring desired outcomes. It organizes skill enhancement activities, placement training, and soft skill development programs, career guidance programs, motivating lecture series by college and affiliating university, departmental activities, certificate courses and Entrepreneur development programs and training to enable students to work towards attaining the Course Outcomes. Also, Feedback is collected from various stakeholders for further affirmation of the desired outcomes or to identify the gaps, if any.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.tvu.edu.in/links/regulations-and-syllabus/">https://www.tvu.edu.in/links/regulations-and-syllabus/</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The college adopts and follows the examination and evaluation pattern prescribed by Thiruvalluvar University. The attainment of POs, PSOs, and COs is measured by the direct method, especially on the basis of performance of the End Semester Examination, Continuous Internal Assessment examinations, Practical, and Projects. The valuation mode for CIA includes presentation, oral, assignments, and written tests. Course outcomes are evaluated through a structured question paper prepared by the university. The result of the out-gone students is a sure tool to analyze the learning outcome of the institution. The class tutor monitors the slow learners to find the exact reason for their low performance and gives suggestions and

motivation. The college has the following mechanisms to analyze data on the attainment of course outcomes and Program Outcomes.

Step - 1. The End Semester Examination Results have been taken for calculating the Levels of Attainment.

Step -2. Institution fixed Rubrics as

Attainment Level 3 - If more than 80 % of the students secured more than 60 Marks in the Particular theory and Practical Course

Attainment Level 2 - If more than 80 % of the students secured between 60 -40 marks in the particular theory & practicalCourse

Attainment Level 1- If more than 80 % of the students secured Less than 40 marks in the particular theory & practical Course

Step -3. Based on the above method Program & Course Attainment is calculated for all the programs across the Institution.

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

### 2.6.3 - Pass percentage of Students during the year

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

557



File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%206/Annual%20Report%20Update%202022-2023.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%206/Annual%20Report%20Update%202022-2023.pdf</a>

## 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://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%202/SSS%202022-2023.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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**

3

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

### 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)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
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 Institution has created an ecosystem for innovations and has taken initiatives for creation and transmission of knowledge. The institution has an eco-friendly environment conducive to bodily and intellectual growth, and is geared up with sufficient Infrastructure - ICT enabled classrooms, Language, Science and Computer Laboratories, Digital Library - all adequately equipped with suitable modern-day software and gadgets in well-ventilated areas with ample workspace in adherence to requisite safety measures.

The institution is focused on setting up an incubation centre to facilitate innovative, unique, economical solutions to various research related programs. The departments promote entrepreneurship through internships, workshops, skill based and value-added courses. The college consistently motivates the departments to commence Research programs. Staff members from various departments are recognised as research guides to enrol research scholars for PhD programs. All the students have free access to Library which is a

store-house of books, journals, Open Educational Resources and magazines in several languages. New UG programs (Artificial Intelligence & Data Science) were introduced and laboratories had been extended. New staff rooms and classrooms had been constructed to accommodate new courses. Conferences, Seminars, Faculty and students Development Programs besides special meets with industrial and educational professionals are held by all the Departments for enhancement and transfer of knowledge amongst staff and students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%203/3.2.1-Innovation%20&amp;%20Ecosystem.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%203/3.2.1-Innovation%20&amp;%20Ecosystem.pdf</a>

### 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

6

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	<a href="https://www.islamiahwomensartsandsciencecollege.com/research2.php">https://www.islamiahwomensartsandsciencecollege.com/research2.php</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

20

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

14

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

The institution organized many extension activities in neighbourhood communities to sensitize the students about social issues like

awareness on single use of plastics, extension activity to clean school and village by SBA Committee..

Through RRC, awareness on Kidney Stones, Voting rights, AIDS and Tuberculosis besides Medical Camps for Women, Centenary of Public Health, Aadhar Camp etc., were organised.

World Breastfeeding Week, awareness on National Pulse Polio Day, World AIDS Day, The Importance of Blood Transfusion, Stress and its Effect on Youth, Diabetes - How to Diagnose and Manage to Live Well with it, etc. were organised by YRC.

Rashtriya Ekta Diwas and Fit India Freedom Run 3.0 were organised by NCC.

UBA organized phonetics training for the primary students of adopted village Mandarakuttai. Grocery essentials, stationery and mats were provided to the needy people of Nekkundhi.

The College also organized International non-violence day and Outreach programs viz., teaching basic maths, awareness on health, hygiene and importance of literacy, provided hand-made educational aids, taught arts & crafts etc. to the nearby village school students and adults.

Through NSS, Tree Planting, Clean India 2.0 Campaign, Pre-RD Parade Selection Camp, Fit India Freedom Walk 3.0, Constitution Day, NM School Students visit, Kalvi Kanavu etc., were organised.

Also, several outreach programs were conducted by most of the departments in villages in the region working to improve health and living conditions of the people residing therein.

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%203/3.4.1-Research%20Activities.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%203/3.4.1-Research%20Activities.pdf</a>
Upload any additional information	<a href="#">View File</a>

### **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**

42

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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**

44

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**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**

6213

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

118

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 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

10

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

## 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 physical facilities and infrastructure for the existing academic and administrative functions, co-curricular and extra-curricular activities. The College campus is spread over an area of 9.9 acres of land.

1. 14 UG and 6 PG departments with well furnished class rooms and 12 separate laboratories for Sciences, language and Computers.
2. Automated Central library with internet facilities, adequate books and journals on each subject, repository for econtent - Dspace, virtual access to Digital libraries like NDLI, Shodhganga etc, Question Banks, Software to access books and several other necessary features.
3. two well furnished seminar halls, auditorium, smart classrooms, Work Studio for creative arts, sports ground and Indoor Stadium for various games, a stationery and a Canteen.
4. Separate rooms for various clubs and committees like NSS, NCC, etc.,
5. 12 college buses ply in and around Vaniyambadi, Tirupattur, Ambur and Pernambut to provide safe travel for the students.
6. The College auditorium is used for conducting all the cultural functions of the college. Well equipped seminar halls are available for organizing seminars and conducting departmental association activities.
7. All kinds of stationery materials based on the requirement of students and staff are available in the stationery store of the college.
8. Internet facilities with leased line connectivity throughout the campus are available.
9. Well furnished and fully equipped staff room that includes laptop and system with internet facility.
10. High configured computer laboratories consisting of over 200 systems with latest software.
11. All the Science labs are well-stocked with necessary equipment, apparatuses, chemicals, specimens etc.

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

**i) Facilities available on the campus to promote sports and games**

Adequate Sports facilities (Indoor and Outdoor along with a fitness room) are available and well maintained in the campus and overseen by the sports committee and the Director of Physical Education. The institution has a huge and well maintained ground for various outdoor games like kabaddi, volleyball, football, basketball, kho-kho and cricket and an immaculate indoor stadium for, chess, carrom, Shuttle badminton, table-tennis, skating and silambam. Additionally, there are regular yoga sessions and meditation practices given for both staff and students in the Yoga Centre. To inculcate a sporting spirit, the winners and participants are awarded prizes and certificates on Annual sports day.

**ii) Facilities available on the campus for culturals**

The college has a vast auditorium and a Cultural Committee to guide and conduct various cultural events. The cultural committee, college union and various departments conduct competitions, Republic day, Independence day, International yoga day and other important days including Freshers' Day, College Day, Annual Zest Carnival, cultural programs, inter-collegiate events, etc in the college auditorium under the guidance of the faculty in-charge for cultural activities. The students of our college from various departments participate in the events conducted by other colleges and have won numerous championships.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.**

25

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%204/4.1.3%20Projector%20Details.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%204/4.1.3%20Projector%20Details.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

176.38

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The College library is fully automated. The library uses "Soul 2.0 software. It has been installed with the following main modules for the library in house operation using barcode technology.

#### Modules

The SOUL 2.0 consists of the following modules.

- Acquisition
- Catalogue
- Circulation
- On-line Public Access Catalogue (OPAC)

The work of retro-conversion of active collection was completed in Soul 2.0 integrated library software in the year 2017-2018. The bibliographic information about the collection is made available through library OPAC system.

Internet RAILWIRE broadband connectivity with 75 Mbps bandwidth speed is available in library along with the computing equipments and others like 30 Computers, 1 Barcode Printer, 1 ID card scanners, 2 Printer, Xerox Machine etc. and UPS power backup system, 3 C.C.TV Cameras.

Library was shifted to newly constructed building - Central Library on 10.08.2022 officially inaugurated by Mr. Scott Hartmann, Cultural Affairs Officer - US Consulate General, Chennai, on 27.09.2022 in the presence of the members of the management, General Secretary, Secretary & Correspondent, Principal, Staff and Students.

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

14.58

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

#### 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

284

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

#### 4.3 - IT Infrastructure

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

The institution is equipped with 284 computers which includes corei3 processor for which student-computer ratio is 1:1 for computerMajor and 1:2 for non-computer courses.

Hp ML10 Server, Intel Xeon 3.10 GHz, 8GB DBR3 RAM, 1TB Hard Disk has been installed and in use.

68 computers in Lab 1, 54 in Lab 2, 70 in Lab 3, 32 in English Language Lab and 30 in Library have been installed with internet facility for the students to enhance their communication and IT skills.

##### Wi-Fi facility

The institution has Wi-Fi facility with the speed of 150Mbps in every block.

Administrative Office, Exam cell, Library, Principal's Office are enabled with internet connections with a bandwidth of leased line connection 11Mbps and LAN with a speed of 100 Mbps.

**Smart Board and LCD**

1 smartboard besides 2 Projectors in the computer Lab and one Projector in the Seminar Hall along with 20 projectors in all departments are in use. Our Institution adopts ICT enabled teaching-learning process through LCD Smart Class.

The campus is systemized with Biometric system for staff attendance.

**CCTV**

The campus is equipped with CCTV Cameras enabling electronic surveillance to provide a safer and secure atmosphere to the students and faculty.

**Library**

Library is also equipped and frequently updated with Internet services and subscriptions to e-books and e-journals.

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

**4.3.2 - Number of Computers**

303

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

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

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

#### 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)

131.40

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The institution has established systems and procedures for maintaining and utilizing every facility under its domain.

- **Maintenance:** A team of 15 janitors supervised by an administrative staff ensures the cleanliness and maintenance of the college. A construction unit along with an electrician, plumber and carpenter deal with repairs and maintenance as and when required.
- **Procedure:** Daily maintenance is routinised and documented for efficacy. Complaints, if any, are registered with the authorized persons incharge and once approved by the Head of the institution, they are carried out by the service personnel which is duly recorded in a register.
- **Classroom** equipped with necessary infrastructure if requires any repairs or technical complaints, they are dealt with immediate rectification and assistance.

- Laboratories are fully equipped and sufficient Lab assistants and programmers are employed to take care of its everyday utility and special maintenance is taken care of by System engineers.
- Generator for power backup, Fire Extinguishers, Vacuum cleaners etc., are installed and well in use as per requirement.
- The books in library are accessed, stamped and then shelved. Periodic Book binding is carried out to prevent the damage of books.
- A dedicated Physical Director is available to monitor and maintain an effective functioning of the sports wing.
- The Canteen Committee takes ensures the quality and prices along with other related issues of the canteen.
- There is requisite waste management system including dustbins available throughout the campus with color distinction for the segregation of bio- degradable and non-degradable waste.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%204/Academic%20Calendar%202022-2023.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%204/Academic%20Calendar%202022-2023.pdf</a>

## 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

1276

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

### **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**

**983**

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

**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	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%205/5.1.3-Capacity%20Building%20&amp;%20Skill%20Enhancement.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%205/5.1.3-Capacity%20Building%20&amp;%20Skill%20Enhancement.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**4284**

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

**4284**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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**

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

37

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

88

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

#### 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

1

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 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.

37

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

The College Student Council (Union Majlis) plays a pivotal role in the execution of all the plans and procedures devised by the College and other higher bodies the institution is affiliated to. For

effective transit of information pertaining to academic and nonacademic activities and schedules, efficient channels are set in place -25 students were sworn in as Union Majlis office bearers. Class Representatives, department representatives and representatives of various cells and committees integrate and disseminate information and activities to carry them out effectively. The Union Majlis President besides being responsible for all the students-related programs in the college is also a student representative of the Internal Quality Assurance Cell, Grievance Redressal Committee, Transport Committee etc., Their inputs are given serious consideration wherever the quality of students' experience in the institution is in question. The students' representatives of NSS, RRC, YRC, UBA, Placement, Sports Committees etc., mobilize the students to actively engage in the programs or activities in their respective domains. The Union Majlis organised various events and programs throughout the year- Independence day, Republic Day, College day, Awareness Programs, Freshers' Day, Student's farewell etc., The Department secretaries organise programs pertaining to the department. Simultaneously, they ensure that every student is made aware of the opportunities available to her and every individual is given fair chance to thrive in all aspects in the campus.

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/criteria3.php">https://www.islamiahwomensartsandsciencecollege.com/criteria3.php</a>
Upload any additional information	<a href="#">View File</a>

### 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

104

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

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

The College Alumni Association is registered under the Tamil Nadu Societies Registration Act, 1975 and is led by a General Secretary, President and Life Members of the Association. They form an integral part of the College co-curricular activities and actively engage in the events and programs conducted here. They are often invited to motivate and mentor the current batch of students especially during the Orientation Programs and departmental events.

- On 04.08.22, an Induction Program for the First year students was organised with prominent Alumna of the institution -Ms. C. Shamaila Afreen, Sr. Lab Technologist and CEO, Green Lab Clinical Diagnostic Center, Ambur, Ms. Amritha Varshini, National Handball player, Ms. Zainul Arab, Writer, along with erstwhile representatives of NSS, NCC & YRC as resource persons.
- The Association conducted an "Alumni Meet" for the department of Bio-Chemistry and NFSMD on 01.01.2022 with Ms. Ayesha Ikramullah, Alumni of NFSMD and Ms. Bhagya Darshini, Alumni of Bio-Chemistry, as the prominent Alumnae.
- An Intra-Department Competition "Islamiah's Got Talent" was organised on 15.03.2023 which also served as an Alumni Meet 2022-2023. Alumnae themselves organised the events and served as judges for the various competitions. Nearly 350 students explored their talents and skills and competed with each other. Trophies, medals and certificates were issued to the winners by the Alumna, Ms. Rufaida Neelufar who sponsored the event.

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

#### 5.4.2 - Alumni contribution during the year (INR in Lakhs) D. 1 Lakhs - 3Lakhs

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

### 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

- **Visionary Governance:** The college's governance structures are designed to harmonize with its vision and mission, ensuring decisions align with overarching goals and values.
- **Rural Women Empowerment:** Dedicated to educating women from rural areas, the institution employs multi-dimensional teaching methods, integrating ICT, digital education, online teaching, participatory and experiential learning, and skill enhancement under the Naan Mudhalvan Scheme.
- **Industry-Relevant Courses:** The management introduces cutting-edge courses annually, making the college the regional pioneer in Artificial Intelligence and Data Science. Women-centric programs like Foods and Nutrition and Interior Design cater to market demand.
- **Transformative Mentorship:** The Mentor Book revolutionizes mentor-mentee relationships, monitoring various aspects of student life, providing counseling, and offering customized guidance.
- **Dynamic Feedback System:** A robust feedback system ensures effective curriculum delivery, infrastructure development, and

adaptable strategies, meeting current industry requirements.

- **Employability Focus:** The placement cell facilitates student recruitment, and value education, employability programs, workshops, and coaching classes instill essential skills and values.

In summary, the college's governance, innovative teaching, industry-oriented courses, transformative mentorship, feedback mechanisms, and employability focus collectively contribute to a holistic and empowering educational experience for rural women.

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

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

The Administration of the College is based upon the well - established principle of decentralization and participative Management at all levels. All the Academic Programs of the College are monitored by the College Development Council comprising all Heads of the Departments and coordinators of several Committees of co-curricular and extracurricular activities, Admission, Examination, Discipline, Purchase Committees and such others. As regards the Teaching-Learning process, the Heads of the Departments in consultation with the Department faculty allot work to the individual members at the beginning of every semester. College Development Council is guided by the IQAC of the college in evolving policies and programs to be implemented. The coordinators of the various programs work towards the accomplishment of goals set by them at the beginning of each year. For example, the coordinators of SWAYAM motivates and enrolls students in MOOC Courses. The NSS Officers and the coordinators of Unnat Bharatand Swachh Bharat Abhiyan organize the activities assigned to them. The authority for purchase of chemicals, computers, books, apparatuses etc. rests with the Heads of the departments. Thus the academic, Curricular and Co-curricular activities in the College based on decentralization and Participative Management reflects effective and vibrant Leadership.

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

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan is centered on the mission and vision which forms the core foundation of its existence. To provide quality and holistic education to women of this region irrespective of any socio-economic considerations or bias, right from the TLR aspects to the governance and infrastructure including focus on student progression, with the support of the Management and the feedback received from various stakeholders, the IQAC charts out a plan of action at the beginning of each year. Apart from the several important aspects that required attention, we were mostly concerned about making the students' self-sufficient so that lack of funds will not be an obstacle to their education. Hence it was decided that the Scholarship committee would actively scout the marginalised or financially challenged students and connect them to the various scholarships available for them to make their academic endeavors as painless as possible. Programs were organised to educate the students about the scholarships offered by the central, state and non-governmental organisations based on their community, family circumstances, parents' employment or absence, economic status etc. It was so meticulously carried out that we were able to successfully provide scholarships to over 80% students through various organisations.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

**The Institution is a Self Financing Unaided Private Institution**



established by VMES and is governed by Tamil Nadu Private College Regulation Act 1976 for appointment of Teaching and Non-Teaching Staff. The Institution follows the service rules and procedures as stipulated in the Act. The college is certified as Minority Institution by the Government of India and approved by UGC under section 2(f) and 12(B) of the UGC Act 1956. For effective functioning of the College, the Code of Conduct for the Employee is communicated to all. The various tasks such as admission, examination, teaching- learning evaluation, student and teacher - centric roles and responsibilities are also circulated.

The Secretary of the College and his Committee are elected every three years by the General Body of the VME Society and reported to the Registrar of the Societies, Vellore. The Secretary and his committee are incharge of Financial Administration of the College under the Supervision of Executive Committee of the Governing Board. The Principal is the academic head appointed by the College Committee vested with both academic and financial authority. The Composition and the role of the Tamil Nadu Government orders communicated to the College through proceedings of the Director of Collegiate Education and the University regulations are strictly followed in day to day administration.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%206/Organogram.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%206/Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

### 6.3 - Faculty Empowerment Strategies

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

- Special allowance apart from travelling expenses provided to the staff to attend Faculty Development Program and courses organized by the State Government under NAAN MUDHALVAN scheme.
- EPF Scheme is implemented for teaching and non - teaching staff.
- Rent free accommodation is provided for staff hailing from beyond commuting distance.
- Non-teaching staff are provided fee assistance to pursue higher education.
- Insurance provided to staff with coverage of one Lakh rupee.
- The staff members are given permission as On Duty to attend conferences, workshops, faculty development, training programs etc.
- The management offers interest free loans for festivals and also, in times of emergency.
- The staff are entitled to utilize casual leave (paid) for 12 days in a year, maternity and medical leave.
- Faculty are allowed to use the facility of college bus to commute to the college for free.
- Financial support is provided to the staff to enrich their knowledge in their subjects or attend Seminars, workshops, FDPs etc.
- Financial support is provided to the faculty for research and publications.
- Settlement plan for retiring employees
- Advance Salary on request.
- Faculty nursing newborns receive special permission.

**Example:** Financial assistance was provided to the faculty from the departments of Computer Science, Artificial Intelligence and Data

Science to undergo short-term courses.

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

**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**

75

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

9

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 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

120

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The key indicators taken up for assessment are as follows:

1. Students' Feedback
2. Appraisal by the Head of the Department
3. Self Appraisal

## Teaching Staff

- Using ICT tools for effective delivery of course curriculum.
- Acquiring new knowledge and upgrading recent developments in the area of study.
- Participating in seminars, workshops, conferences, orientation programs and faculty development programs to update knowledge and current trends in the field.
- Number of research articles published by the staff in reputed journals and conferences.
- Participation in the administrative work assigned, in curricular and extra-curricular activities.
- Student's grievance, if any, is addressed quickly.

## Non-teaching staff

- To help staff to reflect on their potential and to carry out their duties more effectively.
- To support and help students from the admission process to the issue of transfer certificate.
- Participation in their professional development.
- Non-teaching staff pursuing their higher studies.

In short, it is utilized as a tool to facilitate growth, development, efficiency and effectiveness of the administration and management process in the institution. The Performance Appraisal System has significantly helped in the evolution of the performance of the staff in motivating them, analyzing their strengths and weaknesses and ensuring better performance.

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

## 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

Being affiliated through Thiruvalluvar University the College is governed by Vaniyambadi Muslim Educational Society which is registered under Societies Registration Act of 1975. So, the Society has constituted a separate Accounts Committee of Auditors under one

certified Chartered Accountant to audit the accounts of the college periodically. The Principal and the Secretary of the college submit the statement of accounts with all ledgers, vouchers and bills invariably every month to the Accounts Committee. The audited accounts are placed before the Executive Committee and finally before the General Body for approval every year. Therefore our college has developed well structured Institutional Mechanism for monitoring the effective mobilization of available resources/ funds and their decentralized management system. The final audited and certified accounts are filed before the office of Registrar of Societies, Vellore during every September without fail.

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

#### 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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

##### Mobilization of funds

The college is a private self-financing institution without Government aid. The only source of income is the fee collected from the students which is very nominal, as the students coming from

villages and marginalized sections could not afford to pay more. Therefore, this income is spent on the salaries of the teaching and non-teaching staff and to some extent for maintenance.

The Management mobilizes funds from its members for infrastructural development particularly on construction of buildings, classrooms, furniture, lab equipment, computers, projectors etc. to a larger extent and it is reflected in the annual accounts of the Society.

#### Utilization of Resources

The College authority plans the division, allocation and utilization of funds in the most effective way. Fees received from students are used for development of the college. Physical and Academic facilities are augmented for students. Fund is allocated for the quality enhancement of the Library, Sports facilities, upgrading the Laboratories and ICT infrastructure of the college. Seminars, conferences and workshops are organized. Guest lectures, Alumni lectures field trips, excursions, are organized for students.

The Purchase Committee looks after the purchases made. . All purchases are supporting by vouchers and supporting documents. The accounts are done by the College management software. For each and every financial transaction proper permission is taken from the Principal. All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through Cheques/Electronic mode. Only authorized persons by management can operate the transaction through the bank.

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

## 6.5 - Internal Quality Assurance System

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

A functional IQAC set up by the college as per norms includes members of Management, a Senior Administrative Officer, Teacher representatives, one nominee each from local society, Industry,

employers, students and alumni.

The IQAC works to promote industrial involvement in academic practices by organizing industrial training, industrial visits, workshops and guest lectures from industry experts, MOUs etc. Implementation of outcome based education in each program is positively affected.

It introduced aptitude classes, value added courses, bridge course, outreach programs, specialised classes for slow and advanced learners, and softskill classes for students to enhance personality and employability. Participation of college in quality audits NIRF, AISHE, etc., is carried out every year. it established numerous committees like Research, EDC, Consumer cell etc., to promote research and entrepreneurship activities. it conducts quality programs, i.e., seminars, webinars, guest lectures, conferences, etc.,

It encourages and assists in the use of ICT tools to strengthen the teaching-learning process. it closely monitors the Mentor-Mentee process for effective implementation. Besides conducting Internal and External Academic & Administrative Audits, it takes efforts to submit the Annual Quality Assurance Report annually to the NAAC in time.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC institutionalised the process of reviewing the teaching-learning process through student quality Mentor-Mentee meetings, students' feedback, outgoing students' survey and Academic and Administrative audits. Feedback from the students, parents and alumni members is collected to take steps for mid-course corrections.

Academic and Administrative Audit is regularly conducted by the IQAC. At the beginning of the academic session, the committee collects an academic action plan including publication, extension



activity, best practices, ICT-based activity, students's competitive exams like TNPSC, SSC, Tally, online courses like SWAYAM/NPTEL, Naan Mudhalvan, maintenance and upgradation of college website etc.,

The reports for which are collected, analysed and recommendations are made at the year end. IQAC strives to further cultivate various green practices to maintain an eco-friendly college campus through activities like tree plantation, plastic eradication, maintain a clean and beautiful campus etc.,

IQAC organises quality enhancing workshops, seminars, orientation programs, personality development programs, student development programs and faculty development programs for both faculty members and students. Digital Library is upgraded along with renewal of existing subscriptions of INFLIBNET, N-List, and new subscriptions is sought per requirement.

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

**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)**

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%206/Annual%20Report%20Update%202022-2023.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%206/Annual%20Report%20Update%202022-2023.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

Ours is an exclusively women's college. The college conducts workshops and seminars in collaboration with various cells to help them handle challenges with respect to issues related to gender sensitization, women personality development, skill development, economic empowerment, legal awareness etc.

**Gender Sensitization:** Cyber Crime and POCSO

**Women's Rights-** Women's Day celebration and Women's Right and Empowerment

**Legal Awareness:** Intellectual Property Rights, Legal Cell Outreach Programme and World Day for Social Justice competition

**Self Defense:** Silambam art training

**Yoga:** Yoga training for Physical and Spiritual well being

**Women's Personality Development:** NCC, NSS, Emotional and Intellectual Competencies and Motivaional Lectures

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%207/7.1.1%20-%20Promotion%20of%20Gender%20Equity.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%207/7.1.1%20-%20Promotion%20of%20Gender%20Equity.pdf</a>
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	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%207/7.1.1%20Part%20B.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%207/7.1.1%20Part%20B.pdf</a>

**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**

**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

#### **7.1.3. Solid waste management**

- All classrooms, academic buildings and surrounding campus are cleaned regularly and waste separated and disposed off properly in colored dustbins placed at different locations.
- It is then handed over to the municipal corporation's collecting vehicle.

#### **Paper Debris**

- Paper garbage gathered from the campus is regularly disposed off to a vendor.

#### **Liquid waste management**

- Chemical waste generated from labs are neutralized before they

are disposed off into the sink and then discharged through pipeline to soak pit.

#### Biomedical waste management

- Sanitary napkin incinerators are installed in restrooms for safe disposal.
- Medical lab waste is safely disposed off by decontamination with 1% Sodium Hypochlorite.
- Needle disposer used in both Biochemistry and Zoology Labs
- Laminar flow cabinet is used to handle bacterial cultures. It is safely disposed off after autoclaving and treatment with Lysol or 1% Sodium Hypochlorite

#### Food waste Management

- Both food waste and Litter are piled in the disposal pit and converted to high-quality nitrogen-rich Vermicomposting Manure which is then used for Herbal and Kitchen garden plantation.

#### E-waste management

- The E-waste from out of order equipment are disposed off through authorized vendor. (An MoU has been signed for the purpose).

#### Hazardous Chemicals and Radioactive Waste Management:

Radioactive chemicals are not used in the college.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore**      A. Any 4 or all of the above

**well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

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

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

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

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

**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 Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

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

**5.**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**The institute is proactively making efforts to provide an inclusive environment and taken initiatives to promote better education, economic upliftment of the needy, and communal harmony besides conducting lectures to increase environmental and ethical awareness. College cultural committee has always been at the forefront of**

sensitizing students to the cultural, regional, linguistic, communal and socio-economic diversities of the state and the nation. The college celebrates cultural and regional festivals like Independence Day, Republic Day, Gandhi Jayanthi, Yoga day, Voter'day, Constitution Day, etc. to teach tolerance and harmony to the students.

Our admission policy also encourages 'inclusion' to give preference to students from rural and under-privileged backgrounds in consonance with our vision and mission statement 'Empowering communities'. There are also common rooms and open spaces for students to undertake their religious and co-cultural practices.

The policy for the differently abled ensures sensitization of the care to be shown to the differently abled.

Blood donation camps are organized in the campus at frequent intervals in which students and faculty members actively participate.

NSS, Unnat Bharat Abhiyan (UBA) and Swachh Bharat work for the development of adopted villages through the active involvement of students.

The college curriculum includes topics related to environmental studies, human rights and value education, which promote social values, ethics, and awareness of environmental protection. Students are sensitized to social issues and how to protect themselves through various awareness programs and camps like, tobacco-free camps, de-addiction drives against drugs, drug trafficking, etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**1. National Identities and Symbols:** The College has consistently undertaken a number of direct and indirect measures to raise awareness of various National Identities and Symbols. The College observes Independence Day and Republic Day with a lot of fanfare.

2. **Fundamental Duties and Rights of Citizens:** Various departments have organized a variety of academic and extracurricular events to promote the Fundamental Duties and Rights of Citizens. Students gain knowledge about the Constitution of India, Human Rights perspectives in India and special legislation through the curriculum. Faculty advisors of Grievance Redressal Counsel are assigned the responsibility of mentoring and counseling of the students.

3. **Constitutional Obligations:** The institute conducted awareness programs on Legal Awareness, Cyber Crime, Gender Sensitization, POCSO Act, Violence against Women etc.,

**YRC:** The students are motivated to take part in Blood donation camp

**Enviroclub:** Students are taken on field visits to Natural environments. Student volunteers engage in the maintenance of Herbal and Kitchen gardens.

**NSS and Swachh Bharath** carry out Plantation and Plastic free cleaning activities inside as well as outside the campus.

**UBA:** Students bring transformational changes in the adopted villages where they serve the rural community by finding challenges and evolving sustainable solutions.

**NCC** works to develop society physically, intellectually and morally, to create an all-round personality with a sense of civic responsibility and community service.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%207/7.1.9-Sensitization%20of%20Students%20&amp;%20Employees.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%207/7.1.9-Sensitization%20of%20Students%20&amp;%20Employees.pdf</a>
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,** A. All of the above



**teachers, administrators and other staff 4.**  
**Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

1. **International Women's' Day:** The College celebrates International Women's Day on March 8 every year to mark respect towards women in the society.

2. **Independence Day:** The College celebrates Independence Day on 15th of August every year in a grand way. Parade by the NCC cadres along with the hoisting of the National Flag by the Principal, in presence of teaching fraternity and student community is part of the said celebration.

3. **Republic Day Celebration:** The College celebrates Republic Day with a parade by the NCC cadres along with the unfurling of the National Flag by the Principal in the presence of teaching fraternity and student community.

4. **National Voter's day:** The institution also conducts Voters' awareness program to educate the students the power they are entrusted with the right to vote.

5. **International Day of Non-Violence:** In view of International Day of Non-Violence students are made aware of essential leadership qualities that comes with peace and Gandhiji's Philosophy on Non-Violence.

6. **World Day for Social Justice :** Legal Cell and Department of Commerce (CA) jointly conducted competitions on World Day for Social Justice on 20.02.23 on 'Overcoming Barriers and Unleashing

**Opportunities for Social Justice'**

7. National science day: On 28.02.23 the PG Department of Mathematics organized aOne day seminar on "An Invitation to Self-Similar Graphs with Applications

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.2 - Best Practices**

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

**Practice I**

**TITLE:** INSTITUTIONAL ENGAGEMENT IN COMMUNITY DEVELOPMENT

**OBJECTIVE:** Cultivating Humanity through Student-Led Community Service

**CONTEXT:** College departments initiated programs for the upliftment of nearby villages and schools.

**PRACTICE:**

1. Students surveyed hygiene, cleanliness, and suggested improvements for a healthier village lifestyle.
2. An Extension program benefited school children.
3. Medical camps addressed community health.

**EVIDENCE OF SUCCESS:** Departments conducted impactful outreach, teaching Basic Math, Phonetics, Art, and crafts. Nutrition emphasized healthy practices, Biochemistry addressed health issues, and English imparted literacy skills. The college's commitment to holistic student development is evident in Medical and Blood donation camps.

**PROBLEM ENCOUNTERED:** Had difficulty in securing permissions from various authorities to execute the plans and hence had to face

delays in most cases.

**Practice II**

**TITLE:** Embracing the Eco-system

**OBJECTIVE:** Maximize Environmental Engagements via all stakeholders of the institution.

**CONTEXT:**Countermeasures forthe rapidly deteriorating environment

**PRACTICE:**

- Tree Plantation drives
- Cleanliness campaigns
- 3R initiatives - 'Pen' Drive etc.,
- Open-Air Activities
- Garbage reduction/sensitization
- Eco-quest (Challenges)

**EVIDENCE OF SUCCESS:**

- MGNCRE Accreditation of A+ Grade
- Nature Science Foundation - Award for Green Campus

**PROBLEM ENCOUNTERED:**

- Sustained interest in the initiatives requires constant reaffirmation in the students

File Description	Documents
Best practices in the Institutional website	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%207/7.2.1%20-%20Best%20Practices.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%207/7.2.1%20-%20Best%20Practices.pdf</a>
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 college, in compliance and conformation with its mission, has social consciousness and inclusivity as the driving force behind all

of its academic and extracurricular programs and activities. Despite being a Minority institution, students are given admission irrespective of religion, caste or any socio-economic and financial considerations. The idea is to promote women empowerment in confluence with rural development providing access to opportunities that are seldom known or made available to women. Programs on gender sensitization, humanitarian values, etc., rooted for humane attributes necessary for creating an inclusive environment. Numerous programs, like outreach programs by the departments of English, Mathematics, Foods & Nutrition, Biochemistry and Interior Design & Décor do community service throughout the year for reaching out through the younger generation to women in less- privileged areas at the regional level. It served the dual purpose of opening newer avenues and possibilities for the scope of learning, and motivating them to do better or simply hang on until they someday become the role models for their younger alumna.

## 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 curriculum is designed by the Board of Studies and approved by the Academic Council of Thiruvalluvar University for its implementation. Allotment of subjects, timetable and workload are done by the departments before the commencement of the academic year. Work Diary and Academic Work Planner are scrupulously maintained by all the teachers and verified by the HODs and the Principal.

Apart from the lecture method, teachers integrate various teaching strategies such as PPTs, content-oriented, language-oriented and activity-oriented techniques to induce student participation. In addition to regular classes, bridge courses and remedial classes are conducted with emphasis on comprehension and proficiency level of the students, mainly slow learners. Through laboratories - English, Science and Computers, students are engaged in practical/hands-on training as per the norms and terms of the curriculum.

National and international seminars, workshops, conferences, field trips, industrial visits and internship programs are regularly conducted. Teachers are given necessary training through FDPs and workshops. Sophisticated and well-furnished fully automated library (physical and Digital) with well-stocked books, journals and e-resources is open to all.

Assessments are conducted regularly through assignments, class tests, projects, seminars, and CIA tests. Therefore, the institution works tirelessly in every aspect of the curriculum to obtain a productive outcome.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous

## Internal Evaluation (CIE)

Being an affiliated institution, our College follows the curriculum and syllabus prescribed by the Thiruvalluvar University, Vellore. The university notifies an academic calendar containing important dates and deadlines like the academic year's commencement, the semester's last working day, the schedule, dates for semester examinations, etc. The Calendar committee with the support of the Principal, Advisor, and the IQAC prepares an Academic calendar conforming to the University schedule for the conduct of Continuous Internal Evaluation (CIE), registration of courses and programs, and uploading of the internal marks in the University portal. The calendar of events includes details like the total number of working days and holidays, CIE dates, dates for the institute's flagship programs, etc.

The academic calendar contains the effective delivery of rules and regulations, General instructions for the students and staff members (Code of Conduct), College committees, University rank holders' list, links for the program and course outcomes, and various important aspects of the college. Through the academic committee, the principal frequently reviews the semesters' progress and provides suitable suggestions. In case of revision of the academic calendar by the University or the Management, the institute incorporates the necessary changes accordingly.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%201/1%20Academic%20Calendar%202022-2023.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%201/1%20Academic%20Calendar%202022-2023.pdf</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the 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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

8

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

452

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The curriculum prescribed by the University contains chapters relevant to cross-cutting topics including gender, professional ethics, environment, and sustainability for a balanced material and ethical temperament.

**Environmental Studies:** Mandatory subject for all IUG students dealing with complex issues of a sustainable environment.

**Community Nutrition:** Core paper for the final year students of 'Nutrition Food Service Management and Dietetics'. This paper caters knowledge to apply policy and programs in alleviating nutritional problems prevalent in our country.

**Business Ethics** which forms the part of the Business Organization paper is prescribed for I B.Com

**Soft Skills** paper for II M.Com enable them to comprehend Business ethics like honesty, integrity and leadership.

**Skills for Employment** is a skill based paper for II BA English which helps the students to develop etiquettes to get placement.

**Contemporary Literary Theory and African and Canadian Writers** are papers prescribed for II M.A dealing with global issues.

**Subaltern Literature** - a core paper for the final year B.A English uncover the plight of the oppressed and marginalized.

**Gender Studies** - the elective chosen by II MA English students mainly deals with gender struggles and resolutions.

**Professional Practice** - Internal Elective paper II for the IDD final year students enables them to understand the etiquettes of professionalism.



Human Rights -compulsory paper for all PG programs covers all aspects of Human Values encouraging Self- introspection, family values, status of women in family and society.

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

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

27

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

1794

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

1.4 - Feedback System	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>A. All of the above</b>
File Description	Documents
URL for stakeholder feedback report	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%201/2%201.4.1-Feedback%20System.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%201/2%201.4.1-Feedback%20System.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>B. Feedback collected, analyzed and action has been taken</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%201/3%201.4.2-%20-%20Feedback%20process%20of%20the%20Institution.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%201/3%201.4.2-%20-%20Feedback%20process%20of%20the%20Institution.pdf</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of students admitted during the year</b>	
<b>796</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

## 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

644

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Based on the following parameters, advanced learners and slow learners are identified.

1. Results of internal assessments
2. End-of-semester exams from the previous semester
3. Active involvement, and interaction during sessions

Though the college conforms to the curriculum prescribed by the parent university, to enable individual growth, the college provides necessary help based on the immediate requirement of each student.

Additional coaching, simplified study materials for the late bloomers and challenging assignments and seminars for the advanced learners are provided. They are also encouraged to attend seminars, conferences, workshops and enroll in MOOC courses. Special programs are conducted to hone their presentation skills and participate in various competitions. Platforms are made available through MoUs with various institutes and NGO.

The following measures are taken for slow Learners.

? The mentor and subject experts monitor academic performance and interact frequently with slow learners to resolve the issues that affect academic success.

? Subject experts give additional coaching to slow learners through Remedial classes.and quick notes

? Peer study and group discussions to make learning more inclusive and participatory.

? Students are given Assignments, revision sessions, and class tests to improve their performance in the end-semester examination.

? Previous year's question papers were discussed and solved.

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/criteria3.php">https://www.islamiahwomensartsandsciencecollege.com/criteria3.php</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
2078	109

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

Student-centered techniques are applied to enhance learning experiences. The Institute provides cutting-edge methods to improve learning. Approaches that increased learner autonomy are employed by providing them with essential skills such as illustration, field research, project-based learning, experiential learning and assignments.

Most teachers use a traditional strategy with this approach. The teacher can revise, identify and modify the text and its content to improve the understanding of the student and the topic. At the

end of the session, students receive an oral text and a special task to improve learning.

Teaching- Learning is supplemented with

1. ICT tools such as projectors in classrooms
2. Moodles like, Google Classrooms, MS Teams, Google Forms, etc.,
3. Video Conferencing Tools like Zoom, Meet, Webex etc.
4. Personalised content for specific subjects on YouTube
5. Open Educational Resources
6. Digital Libraries
7. Institutional Repository - D-Space
8. Text content created by the faculty of the institution and shared via whatsapp
9. Content material outsourced from various educational applications and sites over the internet
10. Documented lectures by faculty of IIT and IISc etc., via SWAYAM, Coursera and other MOOC platforms

By incorporating rich experiential learning content through experiments, demonstrations, visual aids, periodic industrial visits, exhibitions and presentations, faculty support learning environments. Students are given

1. Group discussions
2. Case Studies
3. Seminars
4. Quizzes
5. PPT & Movie creation

The teaching staff pay attention to the techniques of group learning and the principles of group dynamics. All faculty and students have access to institutional repositories such as

SWAYAM, NDLI, inflibnet N-List and related learning sites.

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

Teachers try to integrate contemporary technology with the traditional mode of instruction to engage students in long-term learning. The institution uses maximum level of information and communication technology (ICT) in education to support, enhance, and optimize the delivery of course content. There are ICT-enabled classrooms with Wi-Fi. Some of the tools used by the faculty for teaching-learning are LCD Projectors, Video Conferencing, MOOCS, Films and E-learning technology. Use of ICT by Faculty:

Power Point presentations- Faculty members are encouraged to use PowerPoint presentations in their teaching by using LCDs and projectors. They are also equipped with a digital library, online search engines, and websites to prepare effective presentations.

Online quiz- Faculties prepare online quizzes for students after the completion of each unit with the help of Google Forms.

Video lecture- Recorded video lectures are made available to students for long-term learning and future referencing.

Virtual laboratory: Virtual laboratory is an innovative computer-based experimental learning tool where students interact with an experimental apparatus or other activity via a computer interface providing opportunities for the students beyond the classroom at any time anywhere.

Online competitions- Various technical events and management events such as Essay writing, Poster making, Ad-mad show, Paper presentations, Speech competitions, quizzes etc. are being organized with the help of various Information Communication Tools.

Study Materials- PDF of study materials are shared by the faculty

via whatsapp as and when necessary.

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

### 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

108

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

109

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

13	
File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

5.58

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 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.

As per the guidelines of Thiruvalluvar University, the marks are allocated according to the norms of formative evaluation and summative evaluation for theory and practical examinations. Three CIAs are conducted each semester through a centralized system. The schedule of the internal examination is decided at the beginning of the session in accordance with the academic calendar of the affiliating University by the examination committee. The Continuous Internal assessments of the student is analyzed through assignments and tests throughout each semester. The subject teacher monitors students' field work, visit reports and project works. Tests, Seminars, Assignments, and viva voce are conducted at regular intervals and their attendance calculated for Internal Assessment of the students. Examination dates are conveyed well in advance and Question banks are provided for all subjects. Transparency is maintained by sharing answer sheets with students and the grievances of the students about the assessment,



if any, are addressed. Any discrepancy in evaluation is brought to the notice of the staff for rectification. After evaluation, the Principal conducts a meeting with Heads of the departments about the student's performance in the CIA and takes appropriate steps for further improvements. Finally, the marks are uploaded to the University Portal. Parents-teacher meetings are conducted to discuss the overall performance of the students regarding their Examination. Thus transparency and objectivity in evaluation is ensured.

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

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

Heads of the Departments, along with a senior faculty and the class in charge, primarily deal with grievances related to the Internal Examinations. Issues like miscalculations in the rubrics - Assignment, Attendance, or CIA Marks are dealt with by the class in charge herself. If the issue is beyond the domain of the class in charge, the Coordinator of Examination and sometimes the Grievances Redressal Committee take impartial initiatives for transparent justification of the grievances of the students. The complaints/grievances regarding the results, corrections in mark sheets, and other examination-related issues by the University are redressed by the Exam cell. At the institutional level in case of wrongly entered internal marks, the coordinator arranges for rectification of the error immediately. At the University level, if the students' scores are less than expected, she can apply for reevaluation. University provides the photocopies of answer sheets to students regarding any grievances with reference to evaluation. As a result, the interests of the students are well protected.

File Description	Documents
Any additional information	<a href="#">View File</a>
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.

Course Outcome, Program Outcome and Program Specific Outcomes are clearly defined by the institution and University, and the same is communicated to all the students. PSOs and COs have been prescribed for all the Course and Programs are uploaded on the institutional website -

[www.islamiahwomensartsandsciencecollege.com](http://www.islamiahwomensartsandsciencecollege.com). PSO, PO and CO is communicated to the students in the following mode: The vision and mission statement is displayed at various locations in the Campus, Academic Calendar and Institutional website. Course Outcome for all the courses displayed in the classroom via Charts pasted on the walls and also dictated by the concerned subject teacher in the classroom along with syllabus. During the admission process, the subject teacher counsels the prospective students on the expected Outcome of the programmes for selecting the course for admission. The institution insists on acquiring desired outcomes. It organizes skill enhancement activities, placement training, and soft skill development programs, career guidance programs, motivating lecture series by college and affiliating university, departmental activities, certificate courses and Entrepreneur development programs and training to enable students to work towards attaining the Course Outcomes. Also, Feedback is collected from various stakeholders for further affirmation of the desired outcomes or to identify the gaps, if any.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.tvu.edu.in/links/regulations-and-syllabus/">https://www.tvu.edu.in/links/regulations-and-syllabus/</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The college adopts and follows the examination and evaluation pattern prescribed by Thiruvalluvar University. The attainment of POs, PSOs, and COs is measured by the direct method, especially on the basis of performance of the End Semester Examination, Continuous Internal Assessment examinations, Practical, and

Projects. The valuation mode for CIA includes presentation, oral, assignments, and written tests. Course outcomes are evaluated through a structured question paper prepared by the university. The result of the out-gone students is a sure tool to analyze the learning outcome of the institution. The class tutor monitors the slow learners to find the exact reason for their low performance and gives suggestions and motivation. The college has the following mechanisms to analyze data on the attainment of course outcomes and Program Outcomes.

Step - 1. The End Semester Examination Results have been taken for calculating the Levels of Attainment.

Step -2. Institution fixed Rubrics as

Attainment Level 3 - If more than 80 % of the students secured more than 60 Marks in the Particular theory and Practical Course

Attainment Level 2 - If more than 80 % of the students secured between 60 -40 marks in the particular theory & practicalCourse

Attainment Level 1- If more than 80 % of the students secured Less than 40 marks in the particular theory & practical Course

Step -3. Based on the above method Program & Course Attainment is calculated for all the programs across the Institution.

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

### 2.6.3 - Pass percentage of Students during the year

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

557

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%206/Annual%20Report%20Update%202022-2023.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%206/Annual%20Report%20Update%202022-2023.pdf</a>

## 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://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%202/SSS%202022-2023.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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**

3

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

### 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)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
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 Institution has created an ecosystem for innovations and has taken initiatives for creation and transmission of knowledge. The institution has an eco-friendly environment conducive to bodily and intellectual growth, and is geared up with sufficient Infrastructure - ICT enabled classrooms, Language, Science and Computer Laboratories, Digital Library - all adequately equipped with suitable modern-day software and gadgets in well-ventilated areas with ample workspace in adherence to requisite safety measures.

The institution is focused on setting up an incubation centre to facilitate innovative, unique, economical solutions to various research related programs. The departments promote entrepreneurship through internships, workshops, skill based and value-added courses. The college consistently motivates the departments to commence Research programs. Staff members from various departments are recognised as research guides to enrol

research scholars for PhD programs. All the students have free access to Library which is a store-house of books, journals, Open Educational Resources and magazines in several languages. New UG programs (Artificial Intelligence & Data Science) were introduced and laboratories had been extended. New staff rooms and classrooms had been constructed to accommodate new courses. Conferences, Seminars, Faculty and students Development Programs besides special meets with industrial and educational professionals are held by all the Departments for enhancement and transfer of knowledge amongst staff and students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%203/3.2.1-Innovation%20&amp;%20Ecosystem.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%203/3.2.1-Innovation%20&amp;%20Ecosystem.pdf</a>

### 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

6

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	<a href="https://www.islamiahwomensartsandsciencecollege.com/research2.php">https://www.islamiahwomensartsandsciencecollege.com/research2.php</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

20

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

14

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

The institution organized many extension activities in

neighbourhood communities to sensitize the students about social issues like awareness on single use of plastics, extension activity to clean school and village by SBA Committee..

Through RRC, awareness on Kidney Stones, Voting rights, AIDS and Tuberculosis besides Medical Camps for Women, Centenary of Public Health, Aadhar Camp etc., were organised.

World Breastfeeding Week, awareness on National Pulse Polio Day, World AIDS Day, The Importance of Blood Transfusion, Stress and its Effect on Youth, Diabetes - How to Diagnose and Manage to Live Well with it, etc. were organised by YRC.

Rashtriya Ekta Diwas and Fit India Freedom Run 3.0 were organised by NCC.

UBA organized phonetics training for the primary students of adopted village Mandarakuttai. Grocery essentials, stationery and mats were provided to the needy people of Nekkundhi.

The College also organized International non-violence day and Outreach programs viz., teaching basic maths, awareness on health, hygiene and importance of literacy, provided hand-made educational aids, taught arts & crafts etc. to the nearby village school students and adults.

Through NSS, Tree Planting, Clean India 2.0 Campaign, Pre-RD Parade Selection Camp, Fit India Freedom Walk 3.0, Constitution Day, NM School Students visit, Kalvi Kanavu etc., were organised.

Also, several outreach programs were conducted by most of the departments in villages in the region working to improve health and living conditions of the people residing therein.

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%203/3.4.1-Research%20Activities.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%203/3.4.1-Research%20Activities.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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**

42

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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**

44

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**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**

6213

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

118

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 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

10

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

## 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 physical facilities and infrastructure for the existing academic and administrative functions, co-curricular and extra-curricular activities. The College campus is spread over an area of 9.9 acres of land.

1. 14 UG and 6 PG departments with well furnished class rooms and 12 separate laboratories for Sciences, language and Computers.
2. Automated Central library with internet facilities, adequate books and journals on each subject, repository for econtent - Dspace, virtual access to Digital libraries like NDLI, Shodhganga etc, Question Banks, Software to access books and several other necessary features.
3. two well furnished seminar halls, auditorium, smart classrooms, Work Studio for creative arts, sports ground and Indoor Stadium for various games, a stationery and a Canteen.
4. Separate rooms for various clubs and committees like NSS, NCC, etc.,
5. 12 college buses ply in and around Vaniyambadi, Tirupattur, Ambur and Pernambut to provide safe travel for the students.
6. The College auditorium is used for conducting all the cultural functions of the college. Well equipped seminar halls are available for organizing seminars and conducting departmental association activities.
7. All kinds of stationery materials based on the requirement of students and staff are available in the stationery store of the college.
8. Internet facilities with leased line connectivity throughout the campus are available.
9. Well furnished and fully equipped staff room that includes laptop and system with internet facility.
10. High configured computer laboratories consisting of over 200 systems with latest software.
11. All the Science labs are well-stocked with necessary equipment, apparatuses, chemicals, specimens etc.

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

**i) Facilities available on the campus to promote sports and games**

Adequate Sports facilities (Indoor and Outdoor along with a fitness room) are available and well maintained in the campus and overseen by the sports committee and the Director of Physical Education. The institution has a huge and well maintained ground for various outdoor games like kabaddi, volleyball, football, basketball, kho-kho and cricket and an immaculate indoor stadium for, chess, carrom, Shuttle badminton, table-tennis, skating and silambam. Additionally, there are regular yoga sessions and meditation practices given for both staff and students in the Yoga Centre. To inculcate a sporting spirit, the winners and participants are awarded prizes and certificates on Annual sports day.

**ii) Facilities available on the campus for culturals**

The college has a vast auditorium and a Cultural Committee to guide and conduct various cultural events. The cultural committee, college union and various departments conduct competitions, Republic day, Independence day, International yoga day and other important days including Freshers' Day, College Day, Annual Zest Carnival, cultural programs, inter-collegiate events, etc in the college auditorium under the guidance of the faculty in-charge for cultural activities. The students of our college from various departments participate in the events conducted by other colleges and have won numerous championships.

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

25

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%204/4.1.3%20Projector%20Details.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%204/4.1.3%20Projector%20Details.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

176.38

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The College library is fully automated. The library uses "Soul 2.0 software. It has been installed with the following main modules for the library in house operation using barcode technology.

##### Modules

The SOUL 2.0 consists of the following modules.

- Acquisition
- Catalogue
- Circulation
- On-line Public Access Catalogue (OPAC)

The work of retro-conversion of active collection was completed in Soul 2.0 integrated library software in the year 2017-2018. The bibliographic information about the collection is made available through library OPAC system.

Internet RAILWIRE broadband connectivity with 75 Mbps bandwidth speed is available in library along with the computing equipments and others like 30 Computers, 1 Barcode Printer, 1 ID card scanners, 2 Printer, Xerox Machine etc. and UPS power backup system, 3 C.C.TV Cameras.

Library was shifted to newly constructed building - Central Library on 10.08.2022 officially inaugurated by Mr. Scott Hartmann, Cultural Affairs Officer - US Consulate General, Chennai, on 27.09.2022 in the presence of the members of the management, General Secretary, Secretary & Correspondent, Principal, Staff and Students.

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)

14.58

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

#### 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

284

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

#### 4.3 - IT Infrastructure

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

The institution is equipped with 284 computers which includes corei3 processor for which student-computer ratio is 1:1 for computerMajor and 1:2 for non-computer courses.

Hp ML10 Server, Intel Xeon 3.10 GHz, 8GB DBR3 RAM, 1TB Hard Disk has been installed and in use.

68 computers in Lab 1, 54 in Lab 2, 70 in Lab 3, 32 in English Language Lab and 30 in Library have been installed with internet facility for the students to enhance their communication and IT skills.

##### Wi-Fi facility

The institution has Wi-Fi facility with the speed of 150Mbps in

every block.

Administrative Office, Exam cell, Library, Principal's Office are enabled with internet connections with a bandwidth of leased line connection 11Mbps and LAN with a speed of 100 Mbps.

Smart Board and LCD

1 smartboard besides 2 Projectors in the computer Lab and one Projector in the Seminar Hall along with 20 projectors in all departments are in use. Our Institution adopts ICT enabled teaching-learning process through LCD Smart Class.

The campus is systemized with Biometric system for staff attendance.

CCTV

The campus is equipped with CCTV Cameras enabling electronic surveillance to provide a safer and secure atmosphere to the students and faculty.

Library

Library is also equipped and frequently updated with Internet services and subscriptions to e-books and e-journals.

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

#### 4.3.2 - Number of Computers

303

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>



**4.3.3 - Bandwidth of internet connection in the Institution**

A. ? 50MBPS

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

**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)**

131.40

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

**The institution has established systems and procedures for maintaining and utilizing every facility under its domain.**

- **Maintenance:**A team of 15 janitors supervised by an administrative staff ensures the cleanliness and maintenance of the college. A construction unit along with an electrician, plumber and carpenter deal with repairs and maintenance as and when required.
- **Procedure:** Daily maintenance is routinised and documented for efficacy.Complaints, if any, are registered with the authorized persons incharge and once approved by the Head of the institution, they are carried out by the service personnel which is duly recorded in a register.

- Classroom equipped with necessary infrastructure if requires any repairs or technical complaints, they are dealt with immediate rectification and assistance.
- Laboratories are fully equipped and sufficient Lab assistants and programmers are employed to take care of its everyday utility and special maintenance is taken care of by System engineers.
- Generator for power backup, Fire Extinguishers, Vacuum cleaners etc., are installed and well in use as per requirement.
- The books in library are accessed, stamped and then shelved. Periodic Book binding is carried out to prevent the damage of books.
- A dedicated Physical Director is available to monitor and maintain an effective functioning of the sports wing.
- The Canteen Committee takes ensures the quality and prices along with other related issues of the canteen.
- There is requisite waste management system including dustbins available throughout the campus with color distinction for the segregation of bio- degradable and non-degradable waste.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%204/Academic%20Calendar%202022-2023.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%204/Academic%20Calendar%202022-2023.pdf</a>

## 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

1276

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

**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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

**983**

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

**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	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%205/5.1.3-Capacity%20Building%20&amp;%20Skill%20Enhancement.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%205/5.1.3-Capacity%20Building%20&amp;%20Skill%20Enhancement.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
4284	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
4284	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>A. All of the above</b>

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

37

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

88

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### 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**

1

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**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.**

37

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

The College Student Council (Union Majlis) plays a pivotal role in the execution of all the plans and procedures devised by the College and other higher bodies the institution is affiliated to.

For effective transit of information pertaining to academic and nonacademic activities and schedules, efficient channels are set in place -25 students were sworn in as Union Majlis office bearers. Class Representatives, department representatives and representatives of various cells and committees integrate and disseminate information and activities to carry them out effectively. The Union Majlis President besides being responsible for all the students-related programs in the college is also a student representative of the Internal Quality Assurance Cell, Grievance Redressal Committee, Transport Committee etc., Their inputs are given serious consideration wherever the quality of students' experience in the institution is in question. The students' representatives of NSS, RRC, YRC, UBA, Placement, Sports Committees etc., mobilize the students to actively engage in the programs or activities in their respective domains. The Union Majlis organised various events and programs throughout the year- Independence day, Republic Day, College day, Awareness Programs, Freshers' Day, Student's farewell etc., The Department secretaries organise programs pertaining to the department. Simultaneously, they ensure that every student is made aware of the opportunities available to her and every individual is given fair chance to thrive in all aspects in the campus.

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/criteria3.php">https://www.islamiahwomensartsandsciencecollege.com/criteria3.php</a>
Upload any additional information	<a href="#">View File</a>

### **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**

**104**

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

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

The College Alumni Association is registered under the Tamil Nadu Societies Registration Act, 1975 and is led by a General Secretary, President and Life Members of the Association. They form an integral part of the College co-curricular activities and actively engage in the events and programs conducted here. They are often invited to motivate and mentor the current batch of students especially during the Orientation Programs and departmental events.

- On 04.08.22, an Induction Program for the First year students was organised with prominent Alumna of the institution -Ms. C. Shamaila Afreen, Sr. Lab Technologist and CEO, Green Lab Clinical Diagnostic Center, Ambur, Ms. Amritha Varshini, National Handball player, Ms. Zainul Arab, Writer, along with erstwhile representatives of NSS, NCC & YRC as resource persons.
- The Association conducted an "Alumni Meet" for the department of Bio-Chemistry and NFSMD on 01.01.2022 with Ms. Ayesha Ikramullah, Alumni of NFSMD and Ms. Bhagya Darshini, Alumni of Bio-Chemistry, as the prominent Alumnae.
- An Intra-Department Competition "Islamiah's Got Talent" was organised on 15.03.2023 which also served as an Alumni Meet 2022-2023. Alumnae themselves organised the events and served as judges for the various competitions. Nearly 350 students explored their talents and skills and competed with each other. Trophies, medals and certificates were issued to the winners by the Alumna, Ms. Rufaida Neelufer



who sponsored the event.

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

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

D. 1 Lakhs - 3Lakhs

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

## 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

- **Visionary Governance:** The college's governance structures are designed to harmonize with its vision and mission, ensuring decisions align with overarching goals and values.
- **Rural Women Empowerment:** Dedicated to educating women from rural areas, the institution employs multi-dimensional teaching methods, integrating ICT, digital education, online teaching, participatory and experiential learning, and skill enhancement under the Naan Mudhalvan Scheme.
- **Industry-Relevant Courses:** The management introduces cutting-edge courses annually, making the college the regional pioneer in Artificial Intelligence and Data Science. Women-centric programs like Foods and Nutrition and Interior Design cater to market demand.
- **Transformative Mentorship:** The Mentor Book revolutionizes mentor-mentee relationships, monitoring various aspects of student life, providing counseling, and offering customized guidance.
- **Dynamic Feedback System:** A robust feedback system ensures

effective curriculum delivery, infrastructure development, and adaptable strategies, meeting current industry requirements.

- **Employability Focus:** The placement cell facilitates student recruitment, and value education, employability programs, workshops, and coaching classes instill essential skills and values.

In summary, the college's governance, innovative teaching, industry-oriented courses, transformative mentorship, feedback mechanisms, and employability focus collectively contribute to a holistic and empowering educational experience for rural women.

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

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

The Administration of the College is based upon the well - established principle of decentralization and participative Management at all levels. All the Academic Programs of the College are monitored by the College Development Council comprising all Heads of the Departments and coordinators of several Committees of co-curricular and extracurricular activities, Admission, Examination, Discipline, Purchase Committees and such others. As regards the Teaching-Learning process, the Heads of the Departments in consultation with the Department faculty allot work to the individual members at the beginning of every semester. College Development Council is guided by the IQAC of the college in evolving policies and programs to be implemented. The coordinators of the various programs work towards the accomplishment of goals set by them at the beginning of each year. For example, the coordinators of SWAYAM motivates and enrolls students in MOOC Courses. The NSS Officers and the coordinators of Unnat Bharatand Swachh Bharat Abhiyan organize the activities assigned to them. The authority for purchase of chemicals, computers, books, apparatuses etc. rests with the Heads of the departments. Thus the academic, Curricular and Co- curricular activities in the College based on

decentralization and Participative Management reflects effective and vibrant Leadership.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan is centered on the mission and vision which forms the core foundation of its existence. To provide quality and holistic education to women of this region irrespective of any socio-economic considerations or bias, right from the TLR aspects to the governance and infrastructure including focus on student progression, with the support of the Management and the feedback received from various stakeholders, the IQAC charts out a plan of action at the beginning of each year. Apart from the several important aspects that required attention, we were mostly concerned about making the students' self-sufficient so that lack of funds will not be an obstacle to their education. Hence it was decided that the Scholarship committee would actively scout the marginalised or financially challenged students and connect them to the various scholarships available for them to make their academic endeavors as painless as possible. Programs were organised to educate the students about the scholarships offered by the central, state and non-governmental organisations based on their community, family circumstances, parents' employment or absence, economic status etc. It was so meticulously carried out that we were able to successfully provide scholarships to over 80% students through various organisations.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The Institution is a Self Financing Unaided Private Institution established by VMES and is governed by Tamil Nadu Private College Regulation Act 1976 for appointment of Teaching and Non-Teaching Staff. The Institution follows the service rules and procedures as stipulated in the Act. The college is certified as Minority Institution by the Government of India and approved by UGC under section 2(f) and 12(B) of the UGC Act 1956. For effective functioning of the College, the Code of Conduct for the Employee is communicated to all. The various tasks such as admission, examination, teaching- learning evaluation, student and teacher - centric roles and responsibilities are also circulated.

The Secretary of the College and his Committee are elected every three years by the General Body of the VME Society and reported to the Registrar of the Societies, Vellore. The Secretary and his committee are incharge of Financial Administration of the College under the Supervision of Executive Committee of the Governing Board. The Principal is the academic head appointed by the College Committee vested with both academic and financial authority. The Composition and the role of the Tamil Nadu Government orders communicated to the College through proceedings of the Director of Collegiate Education and the University regulations are strictly followed in day to day administration.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%206/Organogram.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%206/Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

**A. All of the above**

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

### 6.3 - Faculty Empowerment Strategies

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

- Special allowance apart from travelling expenses provided to the staff to attend Faculty Development Program and courses organized by the State Government under NAAN MUDHALVAN scheme.
- EPF Scheme is implemented for teaching and non - teaching staff.
- Rent free accommodation is provided for staff hailing from beyond commuting distance.
- Non-teaching staff are provided fee assistance to pursue higher education.
- Insurance provided to staff with coverage of one Lakh rupee.
- The staff members are given permission as On Duty to attend conferences, workshops, faculty development, training programs etc.
- The management offers interest free loans for festivals and also, in times of emergency.
- The staff are entitled to utilize casual leave (paid) for 12 days in a year, maternity and medical leave.
- Faculty are allowed to use the facility of college bus to commute to the college for free.
- Financial support is provided to the staff to enrich their knowledge in their subjects or attend Seminars, workshops, FDPs etc.
- Financial support is provided to the faculty for research and publications.
- Settlement plan for retiring employees
- Advance Salary on request.
- Faculty nursing newborns receive special permission.

**Example: Financial assistance was provided to the faculty from the departments of Computer Science, Artificial Intelligence and Data Science to undergo short-term courses.**

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

### **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**

75

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### **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**

9

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 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

120

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The key indicators taken up for assessment are as follows:

1. Students' Feedback
2. Appraisal by the Head of the Department

### 3. Self Appraisal

#### Teaching Staff

- Using ICT tools for effective delivery of course curriculum.
- Acquiring new knowledge and upgrading recent developments in the area of study.
- Participating in seminars, workshops, conferences, orientation programs and faculty development programs to update knowledge and current trends in the field.
- Number of research articles published by the staff in reputed journals and conferences.
- Participation in the administrative work assigned, in curricular and extra-curricular activities.
- Student's grievance, if any, is addressed quickly.

#### Non-teaching staff

- To help staff to reflect on their potential and to carry out their duties more effectively.
- To support and help students from the admission process to the issue of transfer certificate.
- Participation in their professional development.
- Non-teaching staff pursuing their higher studies.

In short, it is utilized as a tool to facilitate growth, development, efficiency and effectiveness of the administration and management process in the institution. The Performance Appraisal System has significantly helped in the evolution of the performance of the staff in motivating them, analyzing their strengths and weaknesses and ensuring better performance.

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

#### 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

Being affiliated through Thiruvalluvar University the College is



governed by Vaniyambadi Muslim Educational Society which is registered under Societies Registration Act of 1975. So, the Society has constituted a separate Accounts Committee of Auditors under one certified Chartered Accountant to audit the accounts of the college periodically. The Principal and the Secretary of the college submit the statement of accounts with all ledgers, vouchers and bills invariably every month to the Accounts Committee. The audited accounts are placed before the Executive Committee and finally before the General Body for approval every year. Therefore our college has developed well structured Institutional Mechanism for monitoring the effective mobilization of available resources/ funds and their decentralized management system. The final audited and certified accounts are filed before the office of Registrar of Societies, Vellore during every September without fail.

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

#### **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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

##### **Mobilization of funds**

The college is a private self-financing institution without Government aid. The only source of income is the fee collected from the students which is very nominal, as the students coming from villages and marginalized sections could not afford to pay more. Therefore, this income is spent on the salaries of the teaching and non-teaching staff and to some extent for maintenance.

The Management mobilizes funds from its members for infrastructural development particularly on construction of buildings, classrooms, furniture, lab equipment, computers, projectors etc. to a larger extent and it is reflected in the annual accounts of the Society.

#### Utilization of Resources

The College authority plans the division, allocation and utilization of funds in the most effective way. Fees received from students are used for development of the college. Physical and Academic facilities are augmented for students. Fund is allocated for the quality enhancement of the Library, Sports facilities, upgrading the Laboratories and ICT infrastructure of the college. Seminars, conferences and workshops are organized. Guest lectures, Alumni lectures field trips, excursions, are organized for students.

The Purchase Committee looks after the purchases made. . All purchases are supporting by vouchers and supporting documents. The accounts are done by the College management software. For each and every financial transaction proper permission is taken from the Principal. All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through Cheques/Electronic mode. Only authorized persons by management can operate the transaction through the bank.

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

#### 6.5 - Internal Quality Assurance System

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

A functional IQAC set up by the college as per norms includes members of Management, a Senior Administrative Officer, Teacher representatives, one nominee each from local society, Industry, employers, students and alumni.

The IQAC works to promote industrial involvement in academic practices by organizing industrial training, industrial visits, workshops and guest lectures from industry experts, MOUs etc. Implementation of outcome based education in each program is positively affected.

It introduced aptitude classes, value added courses, bridge course, outreach programs, specialised classes for slow and advanced learners, and softskill classes for students to enhance personality and employability. Participation of college in quality audits NIRF, AISHE, etc., is carried out every year. it established numerous committees like Research, EDC, Consumer cell etc., to promote research and entrepreneurship activities. it conducts quality programs, i.e., seminars, webinars, guest lectures, conferences, etc.,

It encourages and assists in the use of ICT tools to strengthen the teaching-learning process. it closely monitors the Mentor-Mentee process for effective implementation. Besides conducting Internal and External Academic & Administrative Audits, it takes efforts to submit the Annual Quality Assurance Report annually to the NAAC in time.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC institutionalised the process of reviewing the teaching-learning process through student quality Mentor-Mentee meetings, students' feedback, outgoing students' survey and Academic and Administrative audits. Feedback from the students, parents and

alumni members is collected to take steps for mid-course corrections.

Academic and Administrative Audit is regularly conducted by the IQAC. At the beginning of the academic session, the committee collects an academic action plan including publication, extension activity, best practices, ICT-based activity, students's competitive exams like TNPSC, SSC, Tally, online courses like SWAYAM/NPTEL, Naan Mudhalvan, maintenance and upgradation of college website etc.,

The reports for which are collected, analysed and recommendations are made at the year end. IQAC strives to further cultivate various green practices to maintain an eco-friendly college campus through activities like tree plantation, plastic eradication, maintain a clean and beautiful campus etc.,

IQAC organises quality enhancing workshops, seminars, orientation programs, personality development programs, student development programs and faculty development programs for both faculty members and students. Digital Library is upgraded along with renewal of existing subscriptions of INFLIBNET, N-List, and new subscriptions is sought per requirement.

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

**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)**

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%206/Annual%20Report%20Update%202022-2023.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%206/Annual%20Report%20Update%202022-2023.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

Ours is an exclusively women's college. The college conducts workshops and seminars in collaboration with various cells to help them handle challenges with respect to issues related to gender sensitization, women personality development, skill development, economic empowerment, legal awareness etc.

**Gender Sensitization: Cyber Crime and POCSO**

**Women's Rights- Women's Day celebration and Women's Right and Empowerment**

**Legal Awareness: Intellectual Property Rights, Legal Cell Outreach Programme and World Day for Social Justice competition**

**Self Defense: Silambam art training**

**Yoga: Yoga training for Physical and Spiritual well being**

**Women's Personality Development: NCC, NSS, Emotional and Intellectual Competencies and Motivaional Lectures**

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%207/7.1.1%20-%20Promotion%20of%20Gender%20Equity.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%207/7.1.1%20-%20Promotion%20of%20Gender%20Equity.pdf</a>
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	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%207/7.1.1%20Part%20B.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%207/7.1.1%20Part%20B.pdf</a>

**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**

**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

#### **7.1.3. Solid waste management**

- All classrooms, academic buildings and surrounding campus are cleaned regularly and waste separated and disposed off properly in colored dustbins placed at different locations.
- It is then handed over to the municipal corporation's collecting vehicle.

#### **Paper Debris**

- Paper garbage gathered from the campus is regularly disposed off to a vendor.

#### **Liquid waste management**

- Chemical waste generated from labs are neutralized before

they are disposed off into the sink and then discharged through pipeline to soak pit.

**Biomedical waste management**

- Sanitary napkin incinerators are installed in restrooms for safe disposal.
- Medical lab waste is safely disposed off by decontamination with 1% Sodium Hypochlorite.
- Needle disposer used in both Biochemistry and Zoology Labs
- Laminar flow cabinet is used to handle bacterial cultures. It is safely disposed off after autoclaving and treatment with Lysol or 1% Sodium Hypochlorite

**Food waste Management**

- Both food waste and Litter are piled in the disposal pit and converted to high-quality nitrogen-rich Vermicomposting Manure which is then used for Herbal and Kitchen garden plantation.

**E-waste management**

- The E-waste from out of order equipment are disposed off through authorized vendor. (An MoU has been signed for the purpose).

**Hazardous Chemicals and Radioactive Waste Management:**

Radioactive chemicals are not used in the college.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available**

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

**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**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

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

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

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



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

**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**

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

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The institute is proactively making efforts to provide an inclusive environment and taken initiatives to promote better education, economic upliftment of the needy, and communal harmony besides conducting lectures to increase environmental and ethical awareness. College cultural committee has always been at the

forefront of sensitizing students to the cultural, regional, linguistic, communal and socio-economic diversities of the state and the nation. The college celebrates cultural and regional festivals like Independence Day, Republic Day, Gandhi Jayanthi, Yoga day, Voter'day, Constitution Day, etc. to teach tolerance and harmony to the students.

Our admission policy also encourages 'inclusion' to give preference to students from rural and under-privileged backgrounds in consonance with our vision and mission statement 'Empowering communities'. There are also common rooms and open spaces for students to undertake their religious and co-cultural practices.

The policy for the differently abled ensures sensitization of the care to be shown to the differently abled.

Blood donation camps are organized in the campus at frequent intervals in which students and faculty members actively participate.

NSS, Unnat Bharat Abhiyan (UBA) and Swachh Bharat work for the development of adopted villages through the active involvement of students.

The college curriculum includes topics related to environmental studies, human rights and value education, which promote social values, ethics, and awareness of environmental protection. Students are sensitized to social issues and how to protect themselves through various awareness programs and camps like, tobacco-free camps, de-addiction drives against drugs, drug trafficking, etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**1. National Identities and Symbols:** The College has consistently undertaken a number of direct and indirect measures to raise

awareness of various National Identities and Symbols. The College observes Independence Day and Republic Day with a lot of fanfare.

2. Fundamental Duties and Rights of Citizens: Various departments have organized a variety of academic and extracurricular events to promote the Fundamental Duties and Rights of Citizens. Students gain knowledge about the Constitution of India, Human Rights perspectives in India and special legislation through the curriculum. Faculty advisors of Grievance Redressal Counsel are assigned the responsibility of mentoring and counseling of the students.

3. Constitutional Obligations: The institute conducted awareness programs on Legal Awareness, Cyber Crime, Gender Sensitization, POCSO Act, Violence against Women etc.,

YRC: The students are motivated to take part in Blood donation camp

Enviroclub: Students are taken on field visits to Natural environments. Student volunteers engage in the maintenance of Herbal and Kitchen gardens.

NSS and Swachh Bharath carry out Plantation and Plastic free cleaning activities inside as well as outside the campus.

UBA: Students bring transformational changes in the adopted villages where they serve the rural community by finding challenges and evolving sustainable solutions.

NCC works to develop society physically, intellectually and morally, to create an all-round personality with a sense of civic responsibility and community service.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%207/7.1.9-Sensitization%20of%20Students%20&amp;%20Employees.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%207/7.1.9-Sensitization%20of%20Students%20&amp;%20Employees.pdf</a>
Any other relevant information	Nil

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers,**

**A. All of the above**

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	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

1. **International Women's' Day:** The College celebrates International Women's Day on March 8 every year to mark respect towards women in the society.

2. **Independence Day:** The College celebrates Independence Day on 15th of August every year in a grand way. Parade by the NCC cadres along with the hoisting of the National Flag by the Principal, in presence of teaching fraternity and student community is part of the said celebration.

3. **Republic Day Celebration:** The College celebrates Republic Day with a parade by the NCC cadres along with the unfurling of the National Flag by the Principal in the presence of teaching fraternity and student community.

4. **National Voter's day:** The institution also conducts Voters' awareness program to educate the students the power they are entrusted with the right to vote.

5. **International Day of Non-Violence:** In view of International

Day of Non-Violence students are made aware of essential leadership qualities that comes with peace and Gandhiji's Philosophy on Non-Violence.

6. World Day for Social Justice :Legal Cell and Department of Commerce (CA) jointly conducted competitions on World Day for Social Justice on 20.02.23 on 'Overcoming Barriers and Unleashing Opportunities for Social Justice'

7. National science day: On 28.02.23 the PG Department of Mathematics organized aOne day seminar on "An Invitation to Self-Similar Graphs with Applications

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### Practice I

**TITLE:** INSTITUTIONAL ENGAGEMENT IN COMMUNITY DEVELOPMENT

**OBJECTIVE:** Cultivating Humanity through Student-Led Community Service

**CONTEXT:** College departments initiated programs for the upliftment of nearby villages and schools.

#### PRACTICE:

1. Students surveyed hygiene, cleanliness, and suggested improvements for a healthier village lifestyle.
2. An Extension program benefited school children.
3. Medical camps addressed community health.

**EVIDENCE OF SUCCESS:** Departments conducted impactful outreach,

teaching Basic Math, Phonetics, Art, and crafts. Nutrition emphasized healthy practices, Biochemistry addressed health issues, and English imparted literacy skills. The college's commitment to holistic student development is evident in Medical and Blood donation camps.

**PROBLEM ENCOUNTERED:** Had difficulty in securing permissions from various authorities to execute the plans and hence had to face delays in most cases.

**Practice II**

**TITLE:** Embracing the Eco-system

**OBJECTIVE:** Maximize Environmental Engagements via all stakeholders of the institution.

**CONTEXT:** Countermeasures for the rapidly deteriorating environment

**PRACTICE:**

- Tree Plantation drives
- Cleanliness campaigns
- 3R initiatives - 'Pen' Drive etc.,
- Open-Air Activities
- Garbage reduction/sensitization
- Eco-quest (Challenges)

**EVIDENCE OF SUCCESS:**

- MGNCRE Accreditation of A+ Grade
- Nature Science Foundation - Award for Green Campus

**PROBLEM ENCOUNTERED:**

- Sustained interest in the initiatives requires constant reaffirmation in the students

File Description	Documents
Best practices in the Institutional website	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%207/7.2.1%20-%20Best%20Practices.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA3/CRITERIA%207/7.2.1%20-%20Best%20Practices.pdf</a>
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 college, in compliance and conformation with its mission, has social consciousness and inclusivity as the driving force behind all of its academic and extracurricular programs and activities. Despite being a Minority institution, students are given admission irrespective of religion, caste or any socio-economic and financial considerations. The idea is to promote women empowerment in confluence with rural development providing access to opportunities that are seldom known or made available to women. Programs on gender sensitization, humanitarian values, etc., rooted for humane attributes necessary for creating an inclusive environment. Numerous programs, like outreach programs by the departments of English, Mathematics, Foods & Nutrition, Biochemistry and Interior Design & Décor do community service throughout the year for reaching out through the younger generation to women in less- privileged areas at the regional level. It served the dual purpose of opening newer avenues and possibilities for the scope of learning, and motivating them to do better or simply hang on until they someday become the role models for their younger alumna.

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

7.3.2 - Plan of action for the next academic year

**Plan of action for the next academic year**

1. Introduce three new programs- B.Sc. Biotechnology, B.Sc. Mathematics with Computer Applications & M.Sc. Interior Design and Decor
2. Introduce new job-relevant certificate programs besides the existing ones.
3. Host Inter-collegiate Sports Meet in the campus to foster healthy competition and encourage students to engage in sports activities.
4. Strengthen the Research Cell of the college and promote

research culture in the campus

5. Conduct productive quality-oriented programs for staff and students.

6. Take initiatives to make the campus greener and eco-friendly.

7. Expand collaborations by signing more MOUs