



## **YEARLY STATUS REPORT - 2023-2024**

### **Part A**

#### **Data of the Institution**

##### **1.Name of the Institution**

**ISLAMIAH WOMEN'S ARTS AND SCIENCE COLLEGE**

- Name of the Head of the institution **Dr. 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 **renurishith1980@gmail.com**
- Address **NO.10 BY PASS ROAD NEW TOWN**
- City/Town **VANIYAMBADI**
- State/UT **TAMILNADU**
- Pin Code **635752**

##### **2.Institutional status**

- Affiliated /Constituent **AFFILIATED**
- Type of Institution **Women**
- Location **Semi-Urban**

- Financial Status **Self-financing**
- Name of the Affiliating University **THIRUVALLUVAR UNIVERSITY**
- Name of the IQAC Coordinator **Dr. G. SHOBARANI**
- Phone No. **04174235266**
- Alternate phone No. **04174235266**
- Mobile **9842142674**
- IQAC e-mail address **iqac.iwasc2k24@gmail.com**
- Alternate Email address **gshoba8@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

<https://www.islamiahwomensartsandsciencecollege.com/AQAR/AQAR/AQAR%202022-2023.pdf>

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

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

<https://islamiahwomensartsandsciencecollege.com/ALMANAC/Almanac%202023%20-%202024.pdf>

**5. Accreditation Details**

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>Cycle 2</b>	<b>B++</b>	<b>2.93</b>	<b>2024</b>	<b>03/10/2024</b>	<b>02/10/2029</b>

**6. Date of Establishment of IQAC**

**12/08/2013**

**7. Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>0</b>	<b>0</b>

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

**Yes**

- Upload latest notification of formation of IQAC [View File](#)

**9.No. of IQAC meetings held during the year** 6

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

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

- If yes, mention the amount

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

A MoU was signed between the IQAC and Jamia Hamdard University, New Delhi, on 24th December 2023, aimed at enhancing the welfare of both staff and students

Conducted comprehensive internal and external audits to assess compliance and operational efficiency and submitted SSR for 2nd cycle of accreditation.

Conservation & development of eco-friendly green campus(Dense Forest)

Extension Activities - Emphasis on Community Service and Outreach Programs

Expansion and Enhancement of Certificate and Value-Added Programs.

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

Plan of Action	Achievements/Outcomes
<p style="text-align: center;"><b>Expanding Collaborative Initiatives</b></p>	<p>The IQAC has signed a Memorandum of Understanding (MOU) with Jamia Hamdard University to foster collaboration and enhance academic and professional development. As part of this partnership, two significant programs have been organized: 1. Faculty Development Program on 24th December 2023, aimed at enhancing faculty skills and knowledge. 2. 5-Day Online Workshop on Research Methodology, scheduled from 12th February 2024 to 16th February 2024, focusing on equipping participants with essential research skills and techniques.</p>
<p style="text-align: center;"><b>To organize Programs for Student Development</b></p>	<p>A series of student development initiatives have been successfully organized to support academic growth, personal development, and overall well-being: 1. Induction Program on 3rd July 2023, designed to welcome and integrate new students into the academic environment. 2. Workshop on Memory Training on 29th September 2023, aimed at enhancing students' cognitive skills and study techniques. 3. Orientation Program on 'A Journey Towards Success' on 9th October 2023, focusing on guiding students towards academic and personal success. 4. A Seminar on Elevating Softskills for Professional Success on March 8, 2024.</p>
<p style="text-align: center;"><b>Suggestion to introduce new UG Programs</b></p>	<p>In the academic year 2023-2024, two new undergraduate programs were introduced to cater to</p>

	emerging academic interests and career opportunities. B.Sc Biotechnology and B.Sc Maths with Computer Applications.
To submit AQAR, NIRF and AISHE for the year 2022-2023	Submission of AQAR, NIRF and AISHE Data has taken place on time.
Planned to submit IIQA and SSR	Institutional Information for Quality Assurance has been submitted on 25.03.2024 and SSR has been submitted on 29.05.2024
Enhance operational efficiency among support staff	Improve operational effectiveness among support personnel by offering intercollegiate training for laboratory and technical teams, ensuring the maintenance of high standards in lab management and safety protocols.
To organize FDP and Training Program for Teaching and Non-Teaching Staff	FDP on 3 sessions has been conducted on 24.12.2023. 5 Days Training program on Mastering Accounting, Inventory, Payroll and Reporting using Tally from January 27, 2024 to January 31, 2024 has been conducted. 5 Days Training program on Digital Literacy and Technology Skills from February 02, 2024 to February 06, 2024 has been conducted. 5 Days online workshop on Research Methodology organized from 12th to 16th February, 2024 in collaboration with Jamia Hamdard University.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Council	30/10/2024

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

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	ISLAMIAH WOMEN'S ARTS AND SCIENCE COLLEGE
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<p>Conducted comprehensive internal and external audits to assess compliance and operational efficiency and submitted SSR for 2nd cycle of accreditation.</p>		
<p>Conservation &amp; development of eco-friendly green campus (Dense Forest)</p>		
<p>Extension Activities - Emphasis on Community Service and Outreach Programs</p>		
<p>Expansion and Enhancement of Certificate and Value-Added Programs.</p>		
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13. Whether the AQAR was placed before	Yes

<b>statutory body?</b>	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Governing Council	30/10/2024
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2022-2023	11/03/2024
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>Islamiah Women's Arts and Science College (IWASC), affiliated with Thiruvalluvar University, Vellore, follows the Choice-Based Credit System (CBCS). The college adheres to the university's guidelines for offering multidisciplinary and interdisciplinary courses across various programs. Our college has taken the initiative to introduce innovative, need-based undergraduate programs and in the academic year 2023-2024, the institution introduced B.Sc. Biotechnology and B.Sc. Mathematics with Computer Applications. We are the first college in Thiruvalluvar University to offer the B.Sc. Mathematics with Computer Applications program. At the postgraduate level, in 2023-2024, M.Sc. in Interior Design and Décor was introduced. To enhance the curriculum, the college provides skill-based certificate courses and value-added courses designed to produce industry-ready graduates and improve their employability skills. In the 2023-2024 academic year, the college offered 16 certificate courses, and 16 courses were completed by our students through the NPTEL platform. Multidisciplinary and interdisciplinary certificate courses have been a significant addition, benefiting students across various programs.</p>	
<b>16. Academic bank of credits (ABC):</b>	
<p>The College follows the Choice-Based Credit System (CBCS) for all programs, adhering to Thiruvalluvar University's regulations. The college is aligned with the Academic Bank of Credits (ABC), allowing credit transfers, a move that aligns with the Higher Education Department's push towards global education. The College has successfully registered in Academic Bank of Credit and all our undergraduate and postgraduate students have created</p>	

their ABC IDs. To ensure the smooth and efficient implementation of the ABC system, faculty members have been trained, equipping them with the knowledge and skills required to provide comprehensive support to students.

### **17.Skill development:**

Our curriculum, aligned with Thiruvalluvar University, aims to equip students with skills for employability and entrepreneurship. We offer bridge programs to help new students build foundational language and soft skills, preparing them for academic and professional challenges. Government of Tamil Nadu's NAAN MUDHALVAN scheme has been introduced for all undergraduate programs, offering skill-enhancing courses in ODD Semester like Microsoft Office Essentials, Fundamentals of coding and cloud, Freight forwarding, Banking financial services, International regulatory requirement in good manufacturing practices, Story telling, Foundation of AI/ML, Fundamentals of Data Analytics with Tableau, International in clinical trial and data management, Food Science and Food technology, Graphic Design. Even Semester courses include Overview of English and Communication, Employability Skills, Oracle cloud architecture, Advance tally with GST, Insurance Service and operations, Bioinformatics, EV Battery management, Content writing and digital marketing, Cyber security. Advanced data analytics using Python, Medical coding, Food analysis and Digital Marketing. To give students real-world experience, we organize industrial visits and hands-on training sessions. Field studies and group projects are incorporated to encourage teamwork and problem-solving. We also offer numerous Value Added Certificate Courses to nurture specific skills, such as Fundamentals of Creative Writing, Art of Poetry Writing, Web Designing, ASP.NET, Techniques in Diet Counselling and Guidelines, Microsoft Advanced Excel, Security Analysis and Portfolio management, Mushroom Cultivation, Water Conservation, Health and Wellness, Application of Dimension-Interior Projects, Common Aptitude, Logical Reasoning, and Interview Training, Manufacture of Household Chemicals, Online Based Income Taxes, Goods, and Services Practice - Intermediate Course, Data Analysis Using IBM SPSS, to enhance students' employability and entrepreneurial skills.

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

Islamiah Women's Arts and Science College is situated in a rural area, where faculty members teach in both Tamil and English to ensure clear comprehension of the concepts by students. The

college offers specialized departments in Tamil and Urdu, emphasizing the integration of traditional knowledge with practical real-life applications. We organize a range of cultural activities, including poetry recitations, moral instruction sessions, and value-oriented programs. In line with the university's curriculum, all undergraduate students are required to take a course in Value Education, while postgraduate students study Human Rights. Tamil, a classical language rich in cultural significance, is taught through courses in drama, poetry, and grammar, fostering an appreciation of Tamilian heritage. Similarly, the Urdu department reflects India's diverse and composite cultural heritage. Beyond language education, the college offers extracurricular activities such as Skating and Silambam classes, while actively promoting online courses through platforms like SWAYAM-NPTEL. This initiative aims to integrate India's vast knowledge systems, art, culture, history, and languages into students' learning experiences. The college's Cultural Committee plays an instrumental role in preserving and promoting the rich cultural heritage, while the Tamil Mandram club actively supports the advancement of Tamil within the college community. Both faculty and students at Islamiah Women's Arts and Science College have made notable contributions to the academic and cultural landscape, including the publication of literary works. By blending traditional knowledge with contemporary education, the college strives to provide a well-rounded and holistic learning experience for all students.

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

As an affiliate of Thiruvalluvar University, the college follows the university's outcome-based education (OBE) framework. Each course within the curriculum is designed with specific outcomes, offering a clear and well-defined pathway for both students and faculty. Since the 2019-2020 academic year, we have fully implemented OBE, establishing distinct Programme Outcomes (PO), Programme Specific Outcomes (PSO), and Course Outcomes (CO), which are made available on our college website for transparency and easy reference. The objectives of our courses are carefully aligned with the PO-PSO framework to ensure a cohesive and integrated learning experience. Throughout the teaching-learning process, faculty members regularly assess student progress using various metrics, including feedback, CIA test results, model exam scores, and assignment performances. In alignment with Thiruvalluvar University's recent curriculum update, which emphasizes outcome-oriented education, the college remains committed to adhering to these standards across all its programs.

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

Our college hosts a distance learning study centre in partnership with the University of Madras, Chennai. This centre offers 17 undergraduate courses, 21 postgraduate courses. This facility has been a boon for many students, particularly female students and working youth, who want to pursue higher education while maintaining employment. During the COVID-19 pandemic, the Institute quickly adapted to the challenges of online education by leveraging GOOGLE Workspace tools, such as Google Meet and Google Classroom, to facilitate virtual classrooms, live sessions, assignment submissions, and other academic activities. This rapid adaptation ensured that both students and teachers could continue their educational journey with minimal disruption.

**Extended Profile****1.Programme**

1.1	622
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	2190
Number of students during the year	

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

2.2	642
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	660
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Number of outgoing/ final year students during the year						
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td><a href="#">View File</a></td> </tr> </tbody> </table>			File Description	Documents	Data Template	<a href="#">View File</a>
File Description	Documents					
Data Template	<a href="#">View File</a>					
<b>3.Academic</b>						
3.1 Number of full time teachers during the year		<b>113</b>				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td><a href="#">View File</a></td> </tr> </tbody> </table>			File Description	Documents	Data Template	<a href="#">View File</a>
File Description	Documents					
Data Template	<a href="#">View File</a>					
3.2 Number of sanctioned posts during the year		<b>106</b>				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td><a href="#">View File</a></td> </tr> </tbody> </table>			File Description	Documents	Data Template	<a href="#">View File</a>
File Description	Documents					
Data Template	<a href="#">View File</a>					
<b>4.Institution</b>						
4.1 Total number of Classrooms and Seminar halls		<b>66</b>				
4.2 Total expenditure excluding salary during the year (INR in lakhs)		<b>363.02</b>				
4.3 Total number of computers on campus for academic purposes		<b>321</b>				
<b>Part B</b>						
<b>CURRICULAR ASPECTS</b>						
<b>1.1 - Curricular Planning and Implementation</b>						
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process						
<p><b>Institution ensures effective curriculum delivery through a well-structured and documented approach. The academic year begins with the preparation of a detailed timetable, which is created by academic departments based on the allotted workload for each</b></p>						



subject. Timetable is finalized before the start of each semester. An annual academic calendar is also prepared, aligning with the schedule of Thiruvalluvar University and includes crucial dates such as the start of the academic year, holidays, continuous internal assessment (CIA) schedules, and end-of-semester deadlines. Calendar also incorporates rules, regulations, and program/course outcomes. To support slow learners, bridge courses and remedial classes are conducted to enhance comprehension and proficiency. Teachers prepare and maintain an Academic Planner and Work Diary for their subjects, which are reviewed by Heads of Departments and the Principal at the end of each semester. Regular assessments such as assignments, class tests, projects, and seminars are conducted, alongside scheduled CIA tests. Practical learning is encouraged through laboratories, seminars, workshops, field trips, and internships. These well-coordinated efforts contribute to effective curriculum delivery and ensure a productive learning experience for students. Faculty development is a priority, with faculty members participating in training programs through Faculty Development Programs (FDPs) and workshops to improve teaching strategies.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/ALMANAC/Almanac%202023%20-%202024.pdf">https://www.islamiahwomensartsandsciencecollege.com/ALMANAC/Almanac%202023%20-%202024.pdf</a>

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

Islamiah Women's Arts and Science College, affiliated with Thiruvalluvar University, follows a structured academic framework to ensure organized and timely educational activities. The college adheres to the university's academic calendar and conducts Continuous Internal Evaluations (CIE) through I CIA, II CIA, and Model Examinations to assess student progress. Internal assessment marks are regularly entered into the university portal, ensuring transparency and accuracy.

Each department develops its own schedule for activities such as guest lectures, seminars, conferences, and workshops, aligning these with the institutional timetable. Faculty members plan course delivery and assessments in sync with the academic

calendar. Regular Parent-Teacher Association (PTA) meetings are held to update parents on students' academic performance and overall development. Additionally, departments submit compliance reports of the academic calendar as part of their annual submissions.

CIE assessments include internal tests, assignments, seminars, lab evaluations, project work, and internships. These evaluations are reviewed by department heads to ensure consistency and uniformity. Results are systematically calculated and monitored for accuracy.

The Principal and Academic Committee regularly review academic progress. This well-structured approach ensures comprehensive syllabus coverage, timely assessments, and consistent support for students, fostering their academic success and holistic development.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/ALMANAC/Almanac%202023%20-%202024.pdf">https://www.islamiahwomensartsandsciencecollege.com/ALMANAC/Almanac%202023%20-%202024.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>

<b>1.2 - Academic Flexibility</b>	
<b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>	
<b>23</b>	
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>
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>	
<b>31</b>	
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>
<b>1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year</b>	
<b>1515</b>	
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>
<b>1.3 - Curriculum Enrichment</b>	

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

The institution integrates key crosscutting issues such as Professional Ethics, Gender, Human Values, Environment, and Sustainability into its curriculum across various disciplines. For example, courses like Human Rights raise awareness of global challenges, helping students develop responsible decision-making skills. In the final year of the Nutrition, Food Service Management, and Dietetics programs, Community Nutrition addresses national nutritional concerns. The I.B.Com program includes Business Ethics, emphasizing ethical practices in commerce. Students in the M.A. program study Contemporary Literary Theory and works by African and Canadian Writers, focusing on marginalized groups' struggles. The B.A. English Literature curriculum features a core paper on Subaltern Literature, which highlights gender discrimination and oppression.

In the Interior Design and Decor department, the Professional Practice elective teaches principles of professional conduct. All first-year postgraduate students are required to take a Human Rights paper, covering international frameworks and Indian laws. The M.A. Gender Studies course explores various waves of feminism, fostering critical thinking on gender and social justice. These interdisciplinary courses aim to cultivate awareness and empower students to address contemporary social, ethical, and environmental issues, preparing them for responsible participation in society and the workforce.

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

38

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

1610

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/AQAR%202023-2024/CRITERIA%201/1.4.1-Feedback2.pdf">https://www.islamiahwomensartsandsciencecollege.com/AQAR%202023-2024/CRITERIA%201/1.4.1-Feedback2.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**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.islamiahwomensartsandsciencecollege.com/AQAR%202023-2024/CRITERIA%201/1.4.1-Feedback2.pdf">https://www.islamiahwomensartsandsciencecollege.com/AQAR%202023-2024/CRITERIA%201/1.4.1-Feedback2.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**

**776**

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**

642

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

The institution adopts a comprehensive approach to assess students' learning levels through class performance and end semester examinations results, which helps tailor specific initiatives to meet their unique needs.

For advanced learners, the institution provides opportunities to excel through challenging tasks like curricular and co-curricular academic competitions like paper presentations, workshops, conferences and paper publications. They are encouraged to enroll in certificate courses provided by online platforms like SWAYAM and NPTEL etc for further learning. Faculty mentorship is available to guide students in exploring research opportunities and preparing for higher education.

To support slow learners, the institution organizes remedial classes to provide individualized attention and address specific academic challenges. Faculty members work closely with these students to strengthen their foundational knowledge and improve comprehension in various subjects. Regular classes and additional support help slow learners make steady progress and build academic confidence.

By employing a dual approach of targeted support for slow learners and advanced learning opportunities for high achievers, the institution ensures a balanced and inclusive academic environment. This approach fosters student success by equipping all learners with the guidance and resources needed to overcome challenges and achieve their full potential in their academic journey.

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/">https://www.islamiahwomensartsandsciencecollege.com/</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
2190	113

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

The institution adopts student-centric teaching methods such as experiential learning, participative learning, and problem-solving methodologies to enhance the learning experience and actively engage students in their educational journey.

Experiential learning is promoted through activities like workshops, internships, field trips, industrial visits and practical sessions, providing students with hands-on exposure to real-world applications of their academic knowledge. These activities bridge the gap between theoretical concepts and practical implementation, helping students understand industry practices while developing critical thinking skills.

Participative learning is encouraged through student-led seminars, inter and intra-collegiate competitions and group discussions, where students actively share knowledge, present ideas, and engage in debates. This method enhances understanding of subjects, while also building students' communication, teamwork, and confidence.

Problem-solving methodologies are integrated into the curriculum through projects, quizzes and online assignments, designed to challenge students to think critically, analyze situations, and apply knowledge to find solutions. These activities foster creativity, independent learning, and the ability to tackle



complex problems.

By incorporating these student-centric approaches, the institution creates an engaging and inclusive learning environment. These methods empower students to take ownership of their learning, improve academic performance, and develop skills essential for professional challenges, such as practical exposure, collaboration, and problem-solving.

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

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

Teachers effectively integrate ICT-enabled tools and software into the teaching-learning process, enhancing the learning experience and ensuring better understanding among students. Modern classrooms are equipped with technologies such as smart boards, projector screens, and multimedia systems, which facilitate the visual presentation of complex concepts through diagrams, videos, animations, and interactive content. These tools make lessons dynamic and cater to diverse learning styles.

Smart boards allow for real-time interaction, annotations, and visual demonstrations, making lessons more participatory and easier to follow. Projectors are used to display presentations, videos, and other multimedia content, creating a visually enriched learning environment.

Teachers also utilize various software tools to enhance their teaching methods. Microsoft PowerPoint and Google Slides help present complex ideas in a simplified manner. Learning management systems (LMS) like Google Classroom, Moodle, and Microsoft Teams streamline assignments, assessments, and feedback, improving the overall learning experience.

By combining ICT tools with innovative software, teachers create an engaging and inclusive learning environment that bridges the gap between theoretical concepts and practical application. Additionally, teachers upload presentations and notes on the

college website, providing students with easy access to study materials, further enhancing their understanding.

<https://islamiahwomensartsandsciencecollege.com/econtents.php>

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

93

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

113

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**

15

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**

679

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.

The institution follows a transparent and robust mechanism for internal assessment, adhering to the norms set by Thiruvalluvar University for both formative and summative evaluation. Each semester includes three Continuous Internal Assessments (CIAs), conducted through a centralized system. The examination committee schedules these assessments at the beginning of the session, ensuring alignment with the university's academic calendar.

Students' performance is continuously evaluated through various methods, including assignments, tests, fieldwork, visit reports, and project work, all monitored by subject teachers. Regularly scheduled tests, seminars, assignments, and viva voce are integral components of the internal assessment, with attendance also

factored into the evaluation process. Examination schedules are communicated in advance, and question banks are provided for all subjects to support student preparation.

Transparency is ensured by sharing evaluated answer sheets with students, addressing grievances promptly, and rectifying any discrepancies. After evaluation, the Principal conducts review meetings with department heads to analyze performance and suggest improvements. The evaluated marks are uploaded to the University Portal for accurate record-keeping.

Additionally, parent-teacher meetings are organized to discuss students' academic performance and assessment outcomes, ensuring accountability. This structured approach promotes fairness, transparency, and objectivity in internal assessments, fostering academic growth.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/">https://www.islamiahwomensartsandsciencecollege.com/</a>

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

The institution has a transparent, time-bound, and efficient mechanism to address internal examination-related grievances. Initially, grievances are handled by the class in charge, with support from the Heads of Departments and a senior faculty member. Common issues such as miscalculations in assignments, attendance discrepancies, or CIA marks are resolved directly at this level. For concerns that require further attention, the Coordinator of Examination intervenes to ensure impartiality and transparency in the resolution process.

At the institutional level, errors in internal marks, such as incorrect entries, are promptly addressed and rectified by the Examination Coordinator. This system ensures that student concerns are resolved efficiently and that procedural fairness is maintained throughout.

The institution's grievance mechanism offers multiple layers of redressal, ensuring that students' concerns are addressed at the appropriate level. A clear framework for escalation is in place to

ensure timely and effective resolution of issues. By following this structured approach, the institution safeguards students' interests, maintains transparency, and upholds their trust in the assessment process. This comprehensive grievance redressal system promotes fairness and ensures that students' concerns are handled promptly and efficiently.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/">https://www.islamiahwomensartsandsciencecollege.com/</a>

## 2.6 - Student Performance and Learning Outcomes

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

The institution ensures that Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) are clearly defined, effectively communicated, and readily accessible to all stakeholders. Awareness of these outcomes is created during the induction program at the beginning of the academic year, ensuring students are informed from the outset. Additionally, staff and students are kept informed through the college website, detailed syllabi, and instructions provided by the Head of Department. During the admission process, teachers counsel prospective students on the expected outcomes of the programs, helping them make informed selections.

These outcomes are aligned with the guidelines set by the university and are prominently displayed on the institutional website. To further enhance awareness, COs for all courses are displayed on classroom notice boards and explained by subject teachers.

The institution emphasizes achieving these outcomes through initiatives such as skill enhancement activities, placement training, soft skills development, career guidance, and entrepreneurial development programs. Regular feedback from students, teachers, alumni, and employers ensures continuous improvement and addresses any gaps in achieving desired outcomes, fostering a dynamic and outcome-oriented academic environment.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/">https://www.islamiahwomensartsandsciencecollege.com/</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 institution systematically evaluates the attainment of Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) in adherence to the examination and evaluation patterns prescribed by Thiruvalluvar University. The direct method is primarily used, involving the analysis of student performance in End Semester Examinations (ESE), Continuous Internal Assessment (CIA), practicals, and projects. The CIA incorporates various evaluation modes, including presentations, oral assessments, assignments, and written tests.

Course outcomes are evaluated through structured question papers designed by the university. The performance of graduating students serves as a critical indicator of the institution's overall learning outcomes.

The institution employs a stepwise mechanism for analyzing attainment data:

1. Step 1: Analyzing End Semester Examination results to measure the level of attainment.
2. Step 2: Applying rubrics to categorize attainment levels as follows:
  - Attainment Level 3: >80% students secure >40% marks in theory and practical.
  - Attainment Level 2: >70% students secure >40% marks.
  - Attainment Level 1: >60% students secure >40% marks.
3. Step 3: Calculating the attainment levels of POs and COs for all programs.

This structured approach ensures a comprehensive evaluation of academic achievements across the institution, promoting continuous improvement in learning outcomes.

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

### 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

612

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/AQAR%202023-2024/CRITERIA%206/Annual%20Report%2023-24.pdf">https://www.islamiahwomensartsandsciencecollege.com/AQAR%202023-2024/CRITERIA%206/Annual%20Report%2023-24.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/AQAR%202023-2024/CRITERIA%202/2.7.1-SSS%20-%20Analysis.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	<a href="https://www.islamiahwomensartsandsciencecollege.com/">https://www.islamiahwomensartsandsciencecollege.com/</a>

### 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 fosters an ecosystem conducive to research and innovation, blending traditional and modern knowledge systems. It provides a well-equipped, eco-friendly environment that supports intellectual growth, featuring ICT-enabled classrooms, language, science, and computer laboratories, as well as a digital library stocked with relevant software and resources. These facilities are designed with ample workspace, ensuring safety and comfort.

The languages Tamil, Hindi, and Urdu play a significant role in reconnecting students with their cultural heritage through indigenous literature. The faculty conducts multilingual classes in both English and vernacular languages to support students from diverse backgrounds. The Department of English offers courses like Indian Writing in English and Literature in Translation, enhancing students' understanding of Indian culture.

The institution has established numerous MoUs with universities, companies, and academies, promoting entrepreneurship, research, and creative expression. Departments organize workshops, skill-based courses, and research programs. The Entrepreneurship Development Cell encourages students to explore business endeavors by conducting training program to create leather materials. IDD Department encourages students to conduct exhibitions and to inculcate Entrepreneurship skills the students run a store in the campus. New UG Courses has been introduced and the college provides extensive library resources.

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

10

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

4

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

14

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

22

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

To address key social issues and making meaningful contributions to the community, through NSS initiatives, students have organized impactful programs such as Anti-Drug Awareness, Social Media Awareness, Amrit Kalash Yatra, Rights to Information Act, Tree Planting, Campus Cleaning, and National Intestinal Worm Control Awareness. These efforts help foster empathy, social responsibility, and a deep understanding of critical societal issues like health, the environment, and governance.

The UBA Financial Literacy program has equipped villagers with essential financial knowledge, while the Enviro Club has raised awareness about air pollution and spearheaded a mini forest tree plantation drive, planting 500 saplings on campus. The YRC has organized several programs, including awareness campaigns on the Importance of Blood Transfusion, Blood Cancer, Youth Awakening Day, and Blood Donation Camps, earning the Best Blood Donation Award.

The SBA has also been actively involved in social initiatives, including a one-day cleaning camp at the government hospital, the Clean India Rally, the Ban Plastic Awareness Program, and the Beemakulam Village Lake Cleaning project. SBA's efforts were recognized with the Best Clean India Award from the Government Hospital in Vaniyambadi.

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/">https://www.islamiahwomensartsandsciencecollege.com/</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**

2

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**

11

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**

619

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

39

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

9

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.

Institution offers 66 well-furnished classrooms and seminar halls for all undergraduate and postgraduate programs, including ICT-enabled and smart classrooms to support effective teaching and learning. A dedicated work studio is available for creative arts students, while six scientific research laboratories cater to the science departments. The language department has exclusive laboratory for specialized learning, and the three spacious computer lab is equipped with high-configured computers and the latest software.

The central library is automated, providing access to over 23,610 books and journals, high-speed internet, and a digital content repository (D-space). It offers 77 lakh+ e-books, 6,000+ e-journals, and question banks.

Two seminar halls for conducting seminars, workshops etc, along with a spacious auditorium for cultural and other college events. Outdoor activities are supported by ample ground space, while the indoor stadium offers multi-purpose courts for basketball, volleyball, and badminton. It also features yoga studios.

Additional amenities include a Prayer Hall, Stationery shop, common room, Canteen, Herbal Garden, Health Centre, Driver's Room and rooms for NSS, NCC, and other support services. Twelve college buses ensure safe transport for students. The campus is equipped with internet access through leased-line connectivity, and the staff room is well-furnished with desktops, laptops, printers and internet access.

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

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

### Facilities in the campus to promote sports and games

The institution offers extensive sports facilities, both indoor and outdoor, which are well-maintained and managed by the Sports Committee and the Director of Physical Education. The campus features a large, well-kept ground for outdoor games such as kabaddi, volleyball, basketball, kho-kho, and cricket, along with a pristine indoor stadium for activities like chess, carrom, shuttle badminton, table tennis, skating, and silambam. Additionally, regular yoga sessions and meditation practices are conducted for staff and students in the multi-purpose auditorium. To foster a spirit of sportsmanship, winners and participants are honored with prizes and certificates during the Annual Sports Day.

### Facilities in the campus for cultural

The college boasts a spacious auditorium covering 8,000 square feet, serving as the hub for various cultural activities. Guided by the Cultural Committee, College Union, and faculty in charge of cultural events, the college organizes a range of programs, including Freshers' Day, College Day, Zest Carnival, inter-departmental and inter-collegiate competitions, and celebrations of important occasions. Additionally, students from different departments actively participate in cultural events hosted by other institutions, bringing laurels to the college by winning numerous championships.

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

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

29

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

164.03

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 central library of our college, covering 5000 sq. ft., is fully automated and uses SOUL Software Version 2.0, developed by INFLIBNET Center in 2008. The software offers several key features, including:

1. **Cataloguing of Documents:** Efficiently manages and describes books and theses, making them easy to identify and locate.
2. **Circulation Details:** Facilitates the lending process of library materials for a set duration.
3. **Issue/Returns Report:** Tracks borrowed items, processes returns, and updates overdue statuses.
4. **Membership Management:** Maintains library membership records, which also serve as identification for borrowing.



**5. Accession Report: Provides inventory details of books categorized by department or subject.**

The library also boasts high-speed Wi-Fi connectivity and provides access to over 30 lakh e-books and 6,000+ e-journals through INFLIBNET, DELNET, and the National Digital Library. Additionally, it offers NPTEL e-learning video lectures to support students' learning. The library features an OPAC (Online Public Access Catalog) allows users to search and view the location of books in the library. The collection includes 23,610 bar-coded books for easy circulation management. This system ensures an efficient, well-organized library environment for academic and research purposes.

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

**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)**

15.35

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

377

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 a robust IT infrastructure, featuring 321 computers, 71 in Lab1, 54 in Lab2, 56 in Lab3, 50 in the English Language Lab, and 36 in the Library with Core i3 processors, ensuring a 1:1 student-to-computer ratio for major papers enhancing students' IT and communication skills. For networking, Computer Labs are supported by 2 Servers.

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

Administrative Office, Exam cell, Library, Principal's Office are enabled with internet connections with a bandwidth of leased line connection of 11Mbps and LAN with a speed of 150 Mbps.

ICT-enabled teaching is facilitated through LCD Smart Classes, 1 smart board, 6 projectors in lab, 4 projectors in seminar, conference hall, and the auditorium, and 19 projectors in departmental spaces. All the departments and committees are provided with multifunction printer for smooth functioning of work. A biometric system is used for managing staff attendance.

To ensure safety, the campus is equipped with a comprehensive CCTV surveillance system. The library is equipped with 36 computers, high-speed internet access, e-books, e-journals, OPAC, a barcode system, students' login system and a multifunction printer and scanner, providing a complete and effective learning environment.

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

#### 4.3.2 - Number of Computers

321

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)

198.99

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 efficient systems and procedures for maintaining and utilizing its facilities, ensuring optimal functionality across physical, academic, and support infrastructure. A team of 15 janitors, supervised by administrative staff, maintains cleanliness and upkeep throughout the campus. A dedicated construction unit, including electricians, plumbers, and carpenters, handles repairs and maintenance. All maintenance procedures are routinized, documented, and effective, with any complaints addressed promptly after approval from the Head of the Institution.

Classrooms are equipped with necessary infrastructure, and technical issues are swiftly resolved with immediate assistance. Laboratories are fully equipped, and lab assistants, along with programmers, manage their daily operations. Special maintenance is provided by system engineers when required. For power backup, a generator is available, and essential equipments like fire extinguishers and vacuum cleaners are maintained.

In the library, books are systematically accessed, stamped, shelved, and periodically bound to prevent damage. The sports complex is efficiently managed under the guidance of a dedicated Physical Director. The Canteen Committee ensures the quality and appropriate pricing of food. Additionally, the campus is equipped with a comprehensive waste management system, including color-coded dustbins for segregating biodegradable and non-degradable waste, promoting environmental sustainability.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

##### 5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

582

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 benefitted 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

1190

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/AQAR%202023-2024/CRITERIA%205/5.1.3%20Soft%20Skill.pdf">https://www.islamiahwomensartsandsciencecollege.com/AQAR%202023-2024/CRITERIA%205/5.1.3%20Soft%20Skill.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**

**236**

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

**236**

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

<p><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></p>	<p><b>A. All of the above</b></p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------

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

60

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

62

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**

2

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.**

27



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 an essential role in implementing the plans and procedures developed by the College and its affiliated bodies. Effective communication channels are established to ensure the smooth dissemination of academic and non-academic activities and schedules. A total of 33 students were sworn in as Union Majlis office bearers, while Class Representatives, department representatives, and members of various cells and committees collaborate to efficiently carry out activities and share information. It organizes various events throughout the academic year, including Independence Day, Republic Day, Freshers' Day, Charity Program, and the Students' Farewell. Department secretaries take part in organizing events for their departments.

The Union Majlis President oversees all student-related programs at the college and serves as a student representative on key committees, including the Internal Quality Assurance Cell, Grievance Redressal Committee, and Transport Committee, where their input is valued in evaluating students' experiences. Student representatives from NSS, RRC, YRC, UBA, Placement, and Sports Committees assist the staff coordinators in organizing various events.

This structure provides all students with an equal chance to excel and engage in various aspects of campus life, fostering a participatory environment.

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/">https://www.islamiahwomensartsandsciencecollege.com/</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

47

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 a registered entity under the Tamil Nadu Societies Registration Act, 1975, and is led by a General Secretary, President, and Life Members. The association plays an integral role in the institution's co-curricular activities, actively participating in events and programs. Alumni are often invited to motivate and mentor current students, particularly during Orientation Programs and departmental events.

In 2023, the Alumni Association organized several key initiatives. One notable event was the "Alumni Meet" held on August 19, 2023, at the college auditorium. The event featured a speech by Mrs. Mubeena Khan, Principal of Fathima Metric Hr. Sec. School, Vaniyambadi, who emphasized the importance of alumni connections.

The gathering offered alumni the opportunity to network, share experiences, and receive recognition for their attendance.

Further contributing to students' professional development, the Alumni Association hosted a Corporate Training Program on January 23, 2024, focused on "Resume Writing, Interview Skills & Job Searching Strategies". The session, led by Mr. Abdul Aleem from the Association of Muslim Professionals, included practical exercises and mock interviews, garnering enthusiastic participation and positive feedback.

In 2023, the Alumni Association contributed financially to the institution, with a total contribution of Rs. 65,400.

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

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

**E. <1Lakhs**

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

The governance of the institution is carefully designed to align with its vision and mission. As a self-financing, unaided private institution, it operates within the Tamil Nadu Private College Regulation Act, ensuring compliance with legal and regulatory standards. The institution's minority status and UGC approval further emphasize its commitment to academic excellence and adherence to regulatory norms. Effective communication of roles, responsibilities, and codes of conduct ensures accountability and smooth functioning.

The governance structure is aligned with the institution's core

values, particularly the empowerment of women from rural and marginalized communities. This is achieved through a multi-dimensional teaching approach, integrating modern technologies like ICT and digital education, alongside participatory and experiential learning methods.

The Naan Mudhalvan Scheme, launched by the Government of Tamil Nadu, is an example of how governance supports skill enhancement and educational accessibility for rural women.

The institution also has robust feedback mechanisms to ensure continuous improvement in curriculum delivery, infrastructure, and overall strategies. Its focus on employability skills is evident through the placement cell and value-added programs, preparing students for the job market while promoting holistic development. Workshops, coaching classes, and ethical value education are integral parts of this. Mentorship, facilitated through the Mentor Book, provides personalized guidance, reinforcing the institution's commitment to student success.

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/">https://www.islamiahwomensartsandsciencecollege.com/</a>
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 leadership within the institution is evident in various practices such as decentralization and participative management. The college committee members, as the apex governing body, oversee the overall functioning of the institution, focusing on realizing the vision and mission in line with the New Educational Policy. The Principal, as the head of the Academic Council, plays a crucial role in promoting quality academic practices. The Principal provides timely instructions to the heads of departments through academic council meetings, ensuring smooth academic operations.

Decentralization and participation are key to the institution's governance. The Principal encourages active involvement from a team of faculty members, who manage various departments and committees. These include the College Development Council, IQAC,

Library Advisory Committee, Discipline Committee, Anti-Ragging Committee, Exam Committee, and service-oriented clubs like NSS, the Consumer Club, Women Empowerment Cell, and the Environmental Club. Each of these bodies plans and implements activities that align with the institution's vision and mission, while adhering to the New Educational Policy.

To ensure efficient administration, responsibilities are distributed among the IQAC, various clubs, and department heads. This decentralized structure enables participative management, fostering collaborative decision-making and enhancing the overall functioning of the institution.

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/ALMANAC/Almanac%202023%20-%202024.pdf">https://www.islamiahwomensartsandsciencecollege.com/ALMANAC/Almanac%202023%20-%202024.pdf</a>
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 institution's strategic plan has been effectively deployed with a focus on fostering holistic student development. In addition to the financial support through scholarships, the institution has strengthened its mentor-mentee system, which plays a pivotal role in guiding students academically and personally. Each student is assigned a mentor who provides regular counseling, academic advice and emotional support, thus enhancing student retention and success.

The digitization of the library has also been a key initiative, ensuring that students have easy and equitable access to a wide range of academic resources. This digital transformation not only facilitates self-paced learning but also supports research and academic excellence. Students and faculty can now access e-books, journals, and databases, further enriching the learning experience.

Moreover, the institution has integrated social and ethical responsibility into its curriculum and co-curricular activities. Through various awareness programs, community outreach, and social service initiatives, students are encouraged to develop a sense of

responsibility towards society. These activities help students understand the importance of ethical conduct, inclusivity, and civic responsibility, aligning with the institution's mission to provide quality education while fostering responsible citizenship.

These measures reflect a well-rounded and impactful approach to the strategic plan, addressing academic, social, and ethical dimensions of education.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/INSTITUTIONAL%20STRATEGIC%20PLAN/Strategic%20Plan%2021-26.pdf">https://www.islamiahwomensartsandsciencecollege.com/INSTITUTIONAL%20STRATEGIC%20PLAN/Strategic%20Plan%2021-26.pdf</a>
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 College established by VMES, operating under the guidelines of the Tamil Nadu Private College Regulation Act, 1976, which governs the appointment of teaching and non-teaching staff. The college complies with all service rules and procedures prescribed by the Act. Recognized as a Minority Institution by the Government of India, it is approved by the University Grants Commission (UGC) under sections 2(f) and 12(B) of the UGC Act, 1956. The college emphasizes the efficient functioning of its operations, ensuring the Code of Conduct for employees is communicated, along with clear roles and responsibilities for students and teachers.

The Secretary of the College and the governing committee, elected every three years by the General Body of the VME Society, manage the financial administration. Their election is duly reported to the Registrar of Societies in Vellore. The Principal, appointed by the College Committee, holds academic and financial authority, working closely with the Executive Committee of the Governing Board. The institution adheres to the regulations, orders, and procedures from the Tamil Nadu Government, as communicated through

the Director of Collegiate Education and the affiliating university. It complies rigorously with the norms of the UGC, State Government, DCE, JDCE, and other regulatory authorities in its daily administration.

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/">https://www.islamiahwomensartsandsciencecollege.com/</a>
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 interfaces	<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

The institution implements a range of effective welfare measures for both teaching and non-teaching staff.

- Staff members are provided with a special allowance, in addition to travel expenses, to attend Faculty Development Programs
- 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 coverage of up to one lakh rupees
- The staff members are given permission as On Duty to attend conferences, workshops, faculty development and training programs etc
- The management provides advance salary during festival times and interest-free loans in times of emergency
- The staff are entitled to utilize casual leave (paid) for 12 days and 15 days of OD annually, as well as maternity and medical leave
- Faculty are allowed to use the facility of college bus to commute to the college for free
- Financial assistance and on-duty leave is granted to attend seminars, conferences, workshops, research and publication activities and other professional development programs
- Settlement plan for retiring employees
- Advance Salary on request
- The nursing faculty for newborns receives special permission

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/">https://www.islamiahwomensartsandsciencecollege.com/</a>
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

87

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**

5

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**

155

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 institution employs a comprehensive performance appraisal system for both teaching and non-teaching staff, aimed at enhancing staff development and ensuring optimal performance.

For teaching staff, the appraisal system includes multiple components: student feedback, appraisal by the Head of the Department, and self-appraisal. Key performance indicators include the effective use of ICT tools in delivering the curriculum, continuous acquisition of new knowledge, participation in seminars, workshops, conferences, orientation programs, and faculty development initiatives.

Further, staff performance is evaluated based on the number of research articles published in reputable journals and conferences, involvement in administrative duties, and contributions to curricular and extracurricular activities.

For non-teaching staff, performance appraisals are conducted by the respective departmental heads and the Principal. Evaluation factors include punctuality, technical skills, communication abilities, work standards, and participation in professional development activities.

This appraisal system has been effective in motivating staff, identifying strengths and weaknesses, and promoting overall performance improvement.

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/">https://www.islamiahwomensartsandsciencecollege.com/</a>
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

### External Audit

The College, affiliated with Thiruvalluvar University, is governed by the Vaniyambadi Muslim Educational Society, a registered entity under the Societies Registration Act of 1975. The Society has established a dedicated Accounts Committee, consisting of certified Chartered Accountants, to conduct periodic audits of the college's financial activities. The Principal and the Secretary submit monthly statements, including ledgers, vouchers, and bills, to the Accounts Committee for review. The audited accounts are presented to the Executive Committee and, subsequently, to the General Body for approval annually. The final, audited accounts are filed with the Registrar of Societies in Vellore each September.

### Internal Audit

Internally, the Accounts Office is responsible for managing and recording daily financial transactions, including fee collections and expenditures. The Principal forwards records of expenses incurred by various departments, clubs, committees, transport, electricity, stationery, etc., along with corresponding vouchers and bills, to the accountant. The accountant reviews all submitted documentation and promptly addresses any discrepancies by notifying the relevant Department Heads. A comprehensive record of all financial transactions for the year is maintained in the Accounts Office. Upon the completion of the financial year, this record is submitted for external audit to ensure transparency and accountability.

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/">https://www.islamiahwomensartsandsciencecollege.com/</a>
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)

63.883

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

The college being a private self-financing institution, primarily generates funds through student fees, which are kept nominal to accommodate students from marginalized backgrounds. These funds are primarily allocated towards staff salaries and to enhance both academic and physical facilities such as construction of buildings, classrooms, and the acquisition of essential academic tools such as lab equipment, computers, projectors and towards improving the library and sports facilities. Funds are also set aside for organizing seminars, workshops, guest lectures, and field trips, contributing to holistic student development.

Resource optimization is ensured through a systematic purchasing process, managed by the Purchase Committee. All purchases are backed by supporting documents, and financial transactions are processed through the college's management software, ensuring transparency. Proper permissions are obtained from the Principal for each transaction, and all funds are deposited in the bank. Payments are made via cheque or electronic transfer, and only

authorized personnel can access the bank accounts, ensuring strict financial controls and accountability in the institution's resource utilization.

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/">https://www.islamiahwomensartsandsciencecollege.com/</a>
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

### Internal and External Audit

The Internal Quality Assurance Cell (IQAC) conducts regular audits to evaluate and improve the college's academic performance. These audits are essential for maintaining high educational standards, enhancing operational efficiency, and promoting continuous development. The focus is on assessing teaching methods, operational structures, and academic outcomes. Based on the findings, feedback and recommendations are given to improve teaching, student support, and faculty development. The audit results also inform strategic planning and policy-making, ensuring alignment with the institution's goals of academic excellence and holistic student development.

### Feedback from stakeholders

One key practice institutionalized through IQAC initiatives is the systematic collection, analysis, and action on feedback from stakeholders, including students, teachers, employers, and alumni. Each year, feedback is gathered through an online platform, ensuring accessibility and participation from all parties. The collected data is analyzed to identify strengths, areas for improvement, and emerging trends in academic and administrative processes. Based on this analysis, targeted actions are implemented to enhance the educational experience, improve teaching methodologies, and strengthen industry linkages. This practice fosters a culture of continuous improvement and ensures the institution remains responsive to stakeholder needs.

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/">https://www.islamiahwomensartsandsciencecollege.com/</a>
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 institution has established a strong framework through its Internal Quality Assurance Cell (IQAC) to continually assess and enhance its teaching-learning processes, operational structures, and learning outcomes. This is achieved by collecting feedback from multiple stakeholders, including students, parents, teachers, and alumni, through mechanisms such as Mentor-Mentee meetings, student surveys, and academic and administrative audits. The feedback collected is used to make necessary adjustments to the academic and operational strategies.

Each academic year, the IQAC formulates an action plan that addresses key areas such as publications, extension activities, ICT integration, and the use of online learning platforms like SWAYAM and NPTEL. The college website is also continuously updated to improve communication and access to resources. These initiatives are reviewed annually, and recommendations for improvement are provided based on the outcomes.

The IQAC emphasizes sustainability through activities such as tree plantation, plastic eradication, and campus cleanliness. To improve academic quality, the IQAC organizes workshops, seminars, and faculty development programs. The Digital Library is regularly updated, with renewed subscriptions to resources like INFLIBNET and N-List, ensuring access to current information. The Research and Development Cell encourages faculty research and publication, while professional development is supported through orientations, refresher courses, and MOOCs. Additionally, the IQAC strengthens industry partnerships through internships, field visits, and collaborative workshops.

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/AQAR%202023-2024/CRITERIA%206/Annual%20Report%2023-24.pdf">https://www.islamiahwomensartsandsciencecollege.com/AQAR%202023-2024/CRITERIA%206/Annual%20Report%2023-24.pdf</a>
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/AQAR%202023-2024/CRITERIA%206/Annual%20Report%2023-24.pdf">https://www.islamiahwomensartsandsciencecollege.com/AQAR%202023-2024/CRITERIA%206/Annual%20Report%2023-24.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

The institution has implemented various measures to promote gender equity and sensitization, ensuring a safe and supportive environment for its students. For safety and security, the campus is equipped with 40 CCTV cameras covering all areas, complemented by security guards stationed at key locations. Fire extinguishers are strategically placed throughout the campus, enhancing the overall safety infrastructure. Additionally, the college offers

transport facilities with buses running from various locations, ensuring safe commutes for students and staff.

To address specific health and hygiene needs, sanitary napkin vending machines and incinerators have been installed in the washrooms, providing easy access to menstrual hygiene products.

The college also prioritizes student well-being through a dedicated counseling service, where students facing personal or academic challenges can avail themselves of free counseling sessions with assigned faculty. This provides personalized guidance to address a wide range of concerns.

Incorporating gender equity in the curriculum, the college offers courses that promote women's empowerment, such as Value Education, Human Rights, Environmental Studies etc. These courses foster awareness and understanding of gender issues. Co-curricular activities also contribute to gender sensitization, with various workshops, seminars, and initiatives designed to empower women and promote equality.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.islamiahwomensartsandsciencecollege.com/AQAR%202023-2024/CRITERIA%207/Metric%207.1.1%20Action%20Plan.pdf">https://www.islamiahwomensartsandsciencecollege.com/AQAR%202023-2024/CRITERIA%207/Metric%207.1.1%20Action%20Plan.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/AQAR%202023-2024/CRITERIA%207/Metric%207.1.1%20Additional.pdf">https://www.islamiahwomensartsandsciencecollege.com/AQAR%202023-2024/CRITERIA%207/Metric%207.1.1%20Additional.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**

**B. Any 3 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

The institution has implemented comprehensive waste management practices.

**Solid Waste Management:** Classrooms, academic buildings, and campus areas are cleaned regularly by non-teaching staff. Waste segregation is ensured with color-coded dustbins placed at strategic locations. The institution promotes eco-friendly practices by using cloth bags instead of plastic and replacing plastic cups with glass or paper cups in the canteen. Four incinerators are installed for safe disposal of sanitary waste.

**Liquid Waste Management:** Hazardous chemicals and dyes are avoided in laboratories. Wastewater containing acids and alkalis is neutralized before being discharged into a soak pit. Additionally, recycled water is used for watering campus plants, supporting sustainability efforts.

**Biomedical Waste Management:** Sanitary waste is disposed of using incinerators. Blood and urine samples are decontaminated with 1% sodium hypochlorite, sharp instruments are sterilized using UV radiation, and bacterial cultures are autoclaved and treated with Lysol or sodium hypochlorite before disposal.

**E-Waste Management:** E-waste, such as old computers and printers, is recycled through an MOU with TriTech Company, and energy-efficient devices are prioritized under the Green Purchasing Policy.

**Water Recycling:** Organic waste, including food scraps and garden litter, is composted to produce nitrogen-rich manure used in campus gardens.

**Hazardous Waste Management:** Flammable chemicals are incinerated, and hazardous acids and bases are neutralized before safe disposal.

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>
<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	<b>A. Any 4 or all of the above</b>
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3. Pedestrian-friendly pathways</b></li> <li><b>4. Ban on use of plastic</b></li> <li><b>5. Landscaping</b></li> </ol>	<b>A. Any 4 or All of the above</b>
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>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and</b>	<b>A. Any 4 or all of the above</b>

**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**

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 institution is committed to fostering an inclusive environment, promoting tolerance and harmony across cultural, regional, linguistic, communal, and socioeconomic diversities. The College Cultural Committee sensitizes students to these diversities, ensuring respect for differences. National and regional events like Independence Day, Republic Day, Gandhi Jayanti, Yoga Day, and Constitution Day are regularly celebrated, instilling unity and cultural respect.

The college's inclusive admission policy prioritizes students from rural and underprivileged backgrounds, promoting socioeconomic diversity and equal educational opportunities. Common rooms and open spaces are provided for students to engage in cultural and co-curricular activities, enhancing social interaction.

The institution has policies ensuring care for differently-abled students, promoting inclusion and awareness. Regular blood donation camps engage both students and faculty in community service.

To promote linguistic engagement, the departments of Tamil and Urdu conducted speech, essay and quiz competitions to mark various celebrations.

NSS, UBA, and SBA focus on the development of adopted villages, encouraging student participation in social responsibility. The curriculum includes topics like environmental studies, human rights, and value education, fostering ethical awareness and social values. Awareness campaigns such as tobacco-free and de-addiction drives further promote social responsibility and inclusivity.

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

The institution consistently implements initiatives to sensitize students and employees about their constitutional obligations, rights, duties, and responsibilities. The college organizes academic and extracurricular events to raise awareness about Fundamental Duties and Rights of Citizens, which are integrated into the curriculum. Faculty advisors from the Grievance Redressal Counsel mentor students on these crucial issues.

The college also conducts awareness programs for educating the community on legal rights and responsibilities.

Student-led initiatives like the Youth Red Cross organize blood donation camps, with active student participation. The college has earned the Best Blood Donation Award and Best Clean India Award from the Government Hospital, Vaniyambadi, reflecting its commitment to social service.

The Enviro Club promotes environmental awareness through field visits and maintaining herbal and kitchen gardens. Through NSS and Swachh Bharat initiatives, students engage in campus cleaning and plantation activities. The college also adopts villages under the Unnat Bharat Abhiyan (UBA) for sustainable development.

The National Cadet Corps (NCC) emphasizes physical, intellectual, and moral development to cultivate responsible citizens through community service. These efforts align with the values of the Indian Constitution, promoting responsible citizenship.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://www.islamiahwomensartsandsciencecollege.com/AOAR%202023-2024/CRITERIA%207/Metric%207.1.9.pdf">https://www.islamiahwomensartsandsciencecollege.com/AOAR%202023-2024/CRITERIA%207/Metric%207.1.9.pdf</a>
Any other relevant information	<a href="https://www.islamiahwomensartsandsciencecollege.com/">https://www.islamiahwomensartsandsciencecollege.com/</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes**

**A. All of the above**

**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

Institution places a strong emphasis on commemorating both national and international events to foster cultural awareness, patriotism, and academic enrichment among students. These celebrations provide opportunities for students to engage with significant historical and cultural milestones, promoting unity and civic responsibility.

For instance, the 77th Independence Day was marked by flag hoisting, NCC parades, and cultural performances, honoring the sacrifices of freedom fighters and reinforcing national pride. The NCC also contributed to community-building initiatives throughout the academic year. On 4th September 2023, the "Each One Teach One" Health and Hygiene Program was conducted to raise awareness about personal hygiene and public health through student-led campaigns and interactive sessions.

Sir Syed Day, celebrated on 15th October 2023, focused on the legacy of Sir Syed Ahmed Khan, with discussions and cultural programs highlighting education and social reform. On 22nd December 2023, National Mathematics Day featured quizzes, seminars, and exhibitions, emphasizing Srinivasa Ramanujan's contributions to mathematics. The 75th Republic Day included parades, speeches, and cultural displays reflecting India's constitutional values. Additionally, International Mother Language Day (21st February 2024) celebrated the linguistic and cultural

richness of Urdu through poetry recitals and discussions. These initiatives contribute to holistic education and a sense of global citizenship.

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.

### Best Practice I: Institutional Engagement in Community Development

This initiative aims to raise awareness about humanity through community service, providing students with real-world experience and skill development. Activities such as health camps, curriculum enrichment, environmental drives, and cultural events engage local residents, allowing students and faculty to apply theoretical knowledge. Students enhance empathy and leadership skills through volunteering, mentorship, and workshops for marginalized groups. Departments organized outreach programs, including math lessons, phonetics workshops, nutrition education, and chemistry awareness, with Biochemistry students volunteering at medical camps. Challenges included maintaining engagement with school children in rural areas.

### Best Practice II: Green Initiative

The college promotes environmental protection and reduces its carbon footprint through the Eco-warriors of the Enviro Club, Swachh, and NSS. Sustainable practices follow the 3 R's (Reduce, Reuse, Recycle) with initiatives like a mini-forest, solar energy, water conservation, green transportation, and cleanliness drives. The college also focuses on waste reduction. As a result, the college received the Green Champion award with a cash prize of one lakh. Challenges included motivating the public to adopt sustainable practices.



File Description	Documents
Best practices in the Institutional website	<a href="https://www.islamiahwomensartsandsciencecollege.com/AQAR%202023-2024/CRITERIA%207/Metric%207.2.1%20Best%20Practices.pdf">https://www.islamiahwomensartsandsciencecollege.com/AQAR%202023-2024/CRITERIA%207/Metric%207.2.1%20Best%20Practices.pdf</a>
Any other relevant information	<a href="https://www.islamiahwomensartsandsciencecollege.com/AQAR%202023-2024/CRITERIA%207/Metric%207.2.1%20Best%20Practices%20Proof.pdf">https://www.islamiahwomensartsandsciencecollege.com/AQAR%202023-2024/CRITERIA%207/Metric%207.2.1%20Best%20Practices%20Proof.pdf</a>

### 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

#### Promoting Sustainability and Environmental Consciousness Among Women

Islamiah Women's Arts & Science College takes pride in fostering sustainability and environmental awareness, aligning with its vision of holistic development and empowerment. The College has introduced innovative programs focusing on environmental consciousness, sustainability practices, and eco-friendly technologies.

The college offers courses in Sustainable Development, Environmental Studies, and Green Technologies, equipping students with the skills to address pressing environmental concerns. Additionally, the campus integrates green practices such as waste management, rainwater harvesting, and solar energy solutions, providing students with hands-on experiences in sustainability.

By promoting environmental stewardship, the college not only educates women but also encourages them to contribute to preserving the planet for future generations. This focus on sustainability enhances the educational experience, empowering students to become responsible global citizens. Through workshops, field visits, and collaborations with environmental organizations, the College instills a sense of duty, particularly in rural and marginalized women, ensuring they are prepared to advocate for and implement sustainable practices in their communities.

This unique initiative distinguishes Islamiah Women's Arts & Science College as an institution that not only educates women but



also empowers them to lead in creating a sustainable future.

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

1. To introduce the IIT Bombay Spoken tutorial course for UG and PG Students
2. To enhance the facilities of the English Language Lab and Computer Lab
3. To construct separate laboratories for Artificial Intelligence and Data Science programmes
4. To refurbish the auditorium with gallery-style design
5. To procure more library books
6. To Apply for Autonomous Status