



## YEARLY STATUS REPORT - 2021-2022

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	ISLAMIAH WOMEN'S ARTS AND SCIENCE COLLEGE
• Name of the Head of the institution	Dr. M. RENU
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04174-235266
• Mobile no	9444206038
• Registered e-mail	principaliwc@gmail.com
• Alternate e-mail	renue_m@yahoo.co.in
• Address	#10, By Pass Road, New Town, Vaniyambadi
• City/Town	Vaniyambadi
• State/UT	Tamil Nadu
• Pin Code	635752
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Semi-Urban

• Financial Status	<b>Self-financing</b>				
• Name of the Affiliating University	<b>Thiruvalluvar University</b>				
• Name of the IQAC Coordinator	<b>M. Arshiya Tarannum</b>				
• Phone No.	<b>04174-235266</b>				
• Alternate phone No.	<b>04174-235266</b>				
• Mobile	<b>9790000980</b>				
• IQAC e-mail address	<b>iqaciwasc@gmail.com</b>				
• Alternate Email address	<b>arshiya.tarannum@gmail.com</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/GENERAL/1%202020-2021%20AQAR%20Finalized%20Report.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/GENERAL/1%202020-2021%20AQAR%20Finalized%20Report.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%201/1%201.2.1%20-%20Academic%20Calendar%202021-2022.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%201/1%201.2.1%20-%20Academic%20Calendar%202021-2022.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.32</b>	<b>2019</b>	<b>28/03/2019</b>	<b>27/03/2024</b>
<b>6.Date of Establishment of IQAC</b>			<b>12/08/2013</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>2021</b>	<b>0</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		

<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>10</b>
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<b>Internal and External Audit</b>	
<b>Mentorship Program - Enhanced and updated</b>	
<b>Pedagogy targeted programs - Troubleshooting Teams 11.08.21, Technological Teaching Tools - 26.08.21, Personality Traits For Educators- 04.10.21; Overcoming Teaching Barriers - 12.03.22.</b>	
<b>Student development Programs - Hone Your Skills for Better Career and Success - 29.09.21 ; Learning Tools for Better Acquisition - 20.10.21 ; Intellectual Property Rights - 06.04.22.</b>	
<b>Outreach &amp; Community service programs - Teaching Basic Grammar for Secondary School Students 29.03.22 - 04.04.22; Outreach Program at Government School - 11.05.22.</b>	
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	

Plan of Action	Achievements/Outcomes
<p>Train teachers to overcome challenges in teaching</p>	<p>FDPs, Workshops, Orientation Programs on 1. Troubleshooting Teams - 11.08.21; 2. Technological Teaching Tools - 26.08.21; 3. Personality Traits for Teachers - 04.10.21; 4. Overcoming Teaching Barriers - 12.03.22</p>
<p>Guide students to enter Teaching, Civil &amp; Corporate services</p>	<p>Career Guidance Programs on 1. Expanding Horizons - AP on Company Secretaryship - 15.12.21; 2. Preparing for Competitive Exams - 17.12.21; 3. Civil Service Examinations - 17.06.22; 4. TNPSC Examinations - 22.06.22; 5. Counseling for Teaching Career - 28.06.22</p>
<p>Student Development Programs</p>	<p>Student Development Programs 1. Hone your Skills for Better Career and Success - 29.9.21; 2. Learning Tools for Better Acquisition - 20.10.21; 3. Personality Development - Humanitarianism - 5.4.22; 4. Knowing Rights - IPR Awareness - 06.04.22</p>
<p>Awareness Programs on important issues</p>	<p>Awareness Programs 1. Flag Code of India - 11.10.21; 2. Intellectual Property Rights - 13.11.21; 3. Cyber Crime - 14.12.21; 4. Gender Equity - Equal is not Enough - 08.03.22; 5. Tuberculosis - 16.03.22</p>
<p>Quality Enhancement of the institution following the Quality parameters set by the NAAC</p>	<p>1. Environment consciousness - Green &amp; Energy Audit; 2. Social Consciousness - Community service &amp; Outreach Programs 3. Skill Development - Management, Commerce, Arts and Science conducted skill development programs pertinent to their</p>

	<p>requirement, 4. Placement Training - Given to all final year students 5. Scholarships - Apart from the scholarships yearly applied and renewed a number of scholarships new to the students were made available. 6. Despite numerous oppositions from the community, NCC was introduced in the college starting with one unit (30 students were enrolled 21-22) 7. Submission of Data to NIRF and AISHE</p>
Collection and retrieval of data of all the departments	Annual report 21-22

<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
GOVERNING COUNCIL	21/08/2022

<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2021-2022	14/01/2023

<b>15. Multidisciplinary / interdisciplinary</b>
<p>Being an affiliated college the institution follows the curriculum prescribed by the Thiruvalluvar University and the course modules are designed to be interdisciplinary in function so as to allow the students to have more choices in pursuing higher studies or a career path. For example, besides a mainstream Commerce program, Commerce with Computer Applications is offered. Also, interdisciplinary Allied subjects are offered in all Science &amp; Commerce programs. For instance, the students of Mathematics get to study Computers or Commerce and vice versa. The students are encouraged to choose Electives - both Major and Non-Major which are pooled from different disciplines. Some of the popular choices of the students across all</p>

streams are - Interior Design, Family and Nutrition, Medicinal Chemistry, Management Concepts, Language Skills and Communication in the UG courses and Principles of Internet, Principles of Web-Design, Public Speaking and Creative Writing, and Journalism and Mass Communication in the PG Courses.

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

As an affiliated institution, the college awaits the approval of the parent university to register itself in the Academic Bank of Credits. But at the rudimentary stage the credits from some of the MOOC courses are already transferred to the students CGPA.

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

Conforming to the mission of the Institution which insists on a holistic development of the students entering its portal, adequate importance is given to their prospective employability at the end of their graduation. Skill development is also integrated into mainstream curriculum. For instance, the department of Interior Design and Décor despite being a science course promotes skill development of its students via curriculum and extracurricular programs like - Training program on 3D designing software Google Sketch (16th to 27th May 2022), Value Added Course in Basics in sewing (04/02/2022 to 26/02/2022), Spektra 2002, an Exhibition (03/03/2022- 05/03/2022) in which students were trained and later displayed decor items like artifacts, wall hangings, models of house plans with the elevation of specific area, models of commercial spaces, landscape plans etc.; Created E- Store Instagram Page @Spektra\_idd where students could sell home decor products, paintings, art work etc.; students also visited Islamiah Boys Elementary School, Vaniyambadi, and redesigned classrooms from LKG to V std according to their educational needs (30/5/22 & 31/5/22).

The Commerce, Commerce CA , Business Administration and Biochemistry departments also conduct programs and value added courses throughout the year like 'Hands on Training Program on IBM SPSS' (16/05/2022 to 31/05/2022), Basic Accounting and Tally (9.3.2022 to 16.3.2022), Tally Certificate course (May 22), 'B-SOUK', students's on 13.04.22 for inculcating the entrepreneurial skills; Diploma in Medical Lab Technology (2 Years Course).

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

and patriotic zeal that could go a long way in the students' contribution to nation building process.

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

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

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

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

To cater to the needs of the students who have little understanding or experience in English (Students coming from exclusively Tamil/Urdu Medium schools), the teachers are, by necessity, multilingual and the classes are conducted in both English and the vernacular for better absorption of the concepts.

The department of English offers courses like Indian Writing in English, Indian Literature in English Translation, Subaltern Literature, Single Author Studies etc., connecting literature to Indian culture - both ancient and modern. Cultural programs are conducted in all three languages Urdu, Tamil and English with equal importance given to the classical arts - Bharatnatyam, Silambam, plays derived from ancient Indian literature.

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

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

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

The college established a Centre for Distance Education for the courses offered by the University of Madras, Chennai. Numerous UG and PG Programs including those that could not be offered mainstream like Sanskrit, Historical Studies, Public Administration, Counseling Psychology, Criminology & Police Administration, Cyber Forensics & Information Security, Applied Sivasiddhantha, MFA Music are also offered in this mode. Though video lectures and online classes are conducted by the teachers from the University, the contact classes are held at the IWASC campus by the teachers of our college.

Necessitated by the pandemic, the teachers experienced and realized the potential of Online / virtual classes. Now, despite not having any pressing need, Besides using Google Forms and various web tools and applications, YouTube lectures are being created and uploaded as an essential part of the teaching-learning process.

Students of the institution enroll in various MOOC courses offered by SWAYAM and certificate courses like -Functional Arabic, SPSS etc., as value added courses through the virtual mode.

The college in recognition of the changing times and needs of the students intends to create a platform for offering courses and make it available to students beyond the campus.



## Extended Profile

<b>1.Programme</b>	
1.1	<b>525</b>
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1	<b>2120</b>
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.2	<b>544</b>
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	<b>790</b>
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	<b>102</b>
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>

3.2	102
Number of sanctioned posts during the year	

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

#### 4. Institution

4.1	58
Total number of Classrooms and Seminar halls	
4.2	138
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	245
Total number of computers on campus for academic purposes	

### Part B

#### CURRICULAR ASPECTS

##### 1.1 - Curricular Planning and Implementation

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

University plays an integral role in framing the curriculum. The Board of Studies of the University frames the syllabus which is followed by all the affiliated colleges. The revision and up gradation of the syllabus is the prerogative of the University. Depending upon the resources available, institutional goals and concern towards the students, the institution endeavors to impart quality education. Based on University norms the Time Table for all UG & PG programs is framed. This is displayed on the notice board as a notification for all the stakeholders. The work load and time table is maintained strictly as per the University framework. Teachers are informed about their workload in the beginning of every semester. The faculty members meticulously maintain an Academic planner and a Work diary to document the curriculum transacted. Field Visits and Assignments are used for effective curriculum implementation. Remedial lectures are conducted based on the performance of the students in the semester examinations. Academic reviews and feedback are taken periodically for effective results. The College Development Council along with the faculty members

conduct regular meetings to review the difficulties faced while teaching. The departments also plan industrial visits, guest lectures, workshops, seminars and conferences to help students to enhance their knowledge about the work culture in the corporate sector and industries. The faculty members of the college are actively engaged in paper setting and evaluation process.

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

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

University notifies an academic calendar at the beginning of each academic year which contains the date of commencement of the semester, number of working days and other dates of national and international significance. A general tentative action plan for the academic year, Continuous Internal Assessment, workshops, seminars, guest lectures, conferences are incorporated in the academic calendar. The academic calendar is displayed on the notice board and also made available to all stakeholders in the institution's website. Three CIA tests are conducted in a semester for which a common time table is prepared, and the marks scored by the students are entered in the Thiruvalluvar University Portal by the faculty under the guidance and supervision of a centralized Exam cell, in compliance to the schedule mentioned in the academic calendar. The academic calendar includes a prospective schedule of curricular, co-curricular and extra-curricular activities. This helps the departments to plan accordingly. Every department has to submit the compliance of the academic calendar as part of their annual submissions. The academic calendar monitors the effective delivery of rules and regulations and various important aspects for the students and staff members in order to follow academic integrity. Academic calendar is adhered to ensure well-functioning of the institution.

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

<p><b>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.</b>  <b>Academic council/BoS of Affiliating University</b>  <b>Setting of question papers for UG/PG programs</b>  <b>Design and Development of Curriculum for Add on/ certificate/ Diploma Courses</b>  <b>Assessment /evaluation process of the affiliating University</b></p>	<p><b>A. All of the above</b></p>								
<table border="1"> <thead> <tr> <th data-bbox="86 663 550 712">File Description</th> <th data-bbox="550 663 1476 712">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 712 550 891">Details of participation of teachers in various bodies/activities provided as a response to the metric</td> <td data-bbox="550 712 1476 891" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 891 550 958">Any additional information</td> <td data-bbox="550 891 1476 958" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	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>			
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>								
<p><b>1.2 - Academic Flexibility</b></p>									
<p><b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b></p>									
<p><b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b></p>									
<p><b>18</b></p>									
<table border="1"> <thead> <tr> <th data-bbox="86 1312 550 1361">File Description</th> <th data-bbox="550 1312 1476 1361">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1361 550 1433">Any additional information</td> <td data-bbox="550 1361 1476 1433" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1433 550 1534">Minutes of relevant Academic Council/ BOS meetings</td> <td data-bbox="550 1433 1476 1534" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1534 550 1646">Institutional data in prescribed format (Data Template)</td> <td data-bbox="550 1534 1476 1646" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	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>	
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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>								
<p><b>1.2.2 - Number of Add on /Certificate programs offered during the year</b></p>									
<p><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></p>									
<p><b>3</b></p>									

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

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

538

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

### 1.3 - Curriculum Enrichment

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

The affiliated colleges follow the curriculum designed by the University which includes chapters pertinent to Cross Cutting issues like Gender, Professional Ethics, Environment and Sustainability. The main aim in incorporating these subjects is to create awareness about social issues. All these subjects enable the students to develop deeper understanding and acquire skills to take responsible decisions. The subject of Environmental Studies prescribed for all I year UG students, is to familiarize the complex issues of environment and ways to keep it healthy and sustainable for the future. Community Nutrition is the core paper for the final year students of 'Nutrition Food Service Management and Dietetics'. This paper caters knowledge to apply policy and programs in alleviating nutritional problems prevalent in our country. Business Ethics which forms the part of the Business organization paper is prescribed for I year B. Com and Soft Skills paper for II year M. Com enable them to comprehend Business ethics like honesty, integrity and leadership. Skills for Employment is a skill based paper for II BA English, this paper helps the students to develop etiquettes to get placement. Contemporary Literary Theory and African and Canadian Writers are core papers prescribed for II M.A. students. The study of these subjects enables them to understand the plight of the

oppressed and marginalized. Human Rights is the compulsory paper for all PG programs, the course covers all aspects of Human Values encouraging self- introspection, family values and status of women in family and society.

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

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

12

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

188

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>

<b>1.4 - Feedback System</b>	
<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>
<b>File Description</b>	<b>Documents</b>
URL for stakeholder feedback report	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%201/2%201.4.1%20-%20Institution%20obtains%20feedback%20on%20the%20syllabus%20and%20its%20transaction.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%201/2%201.4.1%20-%20Institution%20obtains%20feedback%20on%20the%20syllabus%20and%20its%20transaction.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>B. Feedback collected, analyzed and action has been taken</b>
<b>File Description</b>	<b>Documents</b>
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%201/3%201.4.2%20-%20Feedback%20process%20of%20the%20Institution.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%201/3%201.4.2%20-%20Feedback%20process%20of%20the%20Institution.pdf</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of students admitted during the year</b>	
<b>712</b>	

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

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

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

544

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 advanced learners and slow learners are identified based on the performance of Internal Assessments, End Semester Examinations, observation during session interaction and active participation in various activities. Advanced learners are motivated to aspire for securing University Ranks. Institution motivates to participate in seminars, conferences, and workshops conducted in and beyond the campus. They are encouraged to enrol in MOOC courses and to participate in quizzes, and intercollegiate competitions. Seminars are organised to improve their presentation skills. Platforms for the conduct of programs are made available through MoUs with various reputable enterprises. There were planned industrial visits for students. Intercollegiate and interdepartmental competitions are held to uncover students' latent talents in a range of disciplines, including floor layouts, elevations, art, and bridal cosmetics. These competitions offer a perfect stage for showing one's skills and talents.

The mentor and subject experts monitor academic performance and interact frequently with slow learners to resolve the issues that affect academic success. Subject experts give additional coaching for slow learners by way of Remedial classes. Students are given Assignments, revision sessions, and repeated tests in order to



improve their performance in the end-semester examinations. Previous years' question papers are discussed and solved. Getting the support of the advanced learners to the slow learners in making their learning process more participatory and interesting. Encouraging group learning activities and Practical classes have proven to be useful to the slow learners.

File Description	Documents
Paste link for additional information	Nil
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
2120	102

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

### 2.3 - Teaching- Learning Process

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

Student-centered techniques are applied to improve learning experience. The institution is highly interested in offering cutting-edge methods to enhance the learning experience. The approaches used to build learner autonomy by supplying them with vital abilities like illustration, field research, project-based learning, experimental practices, assignments etc. Conventional strategy is employed by the majority of teachers. With this approach, a teacher is able to scrutinize, elucidate, and alter a text's content only for the aim of enhancing the students' understanding of the subject. At the end of their session, each student receives an oral test and a specific assignment, which improves learning. TLP is practiced using ICT platforms like Projectors in classrooms, Google Classrooms, MS Teams, Google Forms, YouTube lectures, Text content, and video lectures by faculty members. By engaging in rich experiential content of teaching through experimentation, demonstration, visual aids, periodic industrial visits, staging

exhibitions, and delivering papers, the faculty members support the learning environment. Students are exposed to Group Discussions. Small groups of students are given case-based scenarios, and conversation is held while keeping the learning objectives in mind. The teaching staff keeps an eye out for small group teaching techniques and group dynamics principles. All faculty members and students have access to the institutional repository like SWAYAM, NDLI, inflibnet N-List, and pertinent websites for their learning.

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

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

As a consequence of Covid 19, teachers are combining technology with the traditional mode of instruction to engage students in long-term learning. The institution uses maximum level of information and communication technology (ICT) in education to support, enhance, and optimize the delivery of course content. There are ICT-enabled classrooms with Wi-Fi.

Some of the tools used by the faculty for teaching-learning are LCD Projectors, Video Conferencing, MOOCS, Films and E-learning technology. Use of ICT by Faculty:

- Power Point presentations- Faculty members are encouraged to use PowerPoint presentations in their teaching by using LCDs and projectors. They are also equipped with a digital library, online search engines, and websites to prepare effective presentations.
- Online quiz- Faculties prepare online quizzes for students after the completion of each unit with the help of Google Forms.
- Video lecture- Recorded video lectures are made available to students for long-term learning and future referencing.
- Virtual laboratory: Virtual laboratory is an innovative computer-based experimental learning tool where students interact with an experimental apparatus or other activity via a computer

interface providing opportunities for the students beyond the classroom at any time anywhere.

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

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

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

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

#### 2.3.3.1 - Number of mentors

101

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

102

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

12

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

532

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 mechanism of internal assessment is transparent and robust in terms of frequency in conducting Internal Exams, Oral Test, Viva-

voce etc. As per the guidelines of Thiruvalluvar University, the marks are allocated according to the norms of formative evaluation and summative evaluation for theory and practical examinations. The Continuous Internal assessment of students is analyzed through assignments and test (CIA I, CIA II, and CIA III) throughout each semester. All subject teachers conduct the Tests, Seminars, Assignments and Viva-voce at regular intervals for Internal Assessment of the students. Examination dates are conveyed well in advance to all students. Question banks are provided for all subjects. Students are encouraged to solve previous years' University Exam question papers. After the examinations the answer scripts are distributed to the students after evaluation so as to help the students to understand their levels of learning. Any discrepancy in evaluation is brought to the notice of the staff for rectification. After evaluation, the Principal conducts a meeting with Heads of the departments about the students' performance in the CIA and takes appropriate steps for further improvements. Finally, the marks are uploaded to the University Portal. Every department maintains the record of the tests, seminar, Project reports etc., of all the students. Parents-teachers' meetings are conducted to discuss the overall performance of the students regarding their Examination. Thus transparency and objectivity in evaluation is ensured.

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

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

The department Head, along with a senior faculty and the class incharge, primarily deals with grievances related to the three Internal Examinations conducted in each semester. Minor issues like miscalculations in the rubrics - Assignment, Attendance or CIA Marks are dealt with by the class incharge herself.

If the issue is beyond the domain of the class incharge, the Controller of Examination and sometimes the Grievances Redressal Committee take impartial initiatives for transparent justification on the grievances of the students. The complaints/grievances regarding the results, corrections in mark sheets and other examination related issues by the University are redressed by the Exam cell. At the institutional level in case of wrongly entered

internal marks, the coordinator arranges for rectification of the error immediately. The following statutory rights are given to the students.

Right to apply for verification of answer books.

Right to apply for verification with photocopy of answer books.

Right to apply for Revaluation.

Right to appear for Instant Examination.

As a result the interests of the students are well protected.

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

## 2.6 - Student Performance and Learning Outcomes

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

Course Outcome, Program Outcome and Program Specific Outcome are clearly defined by the institution and University, and the same is communicated to all the students.

PSOs and COs have been prescribed for all the Course and Programs are uploaded on the institutional website.

PSO, PO and CO is communicated to the students in the following mode:

The vision and mission statement is displayed at various locations in the Campus, Academic Calendar and Institutional website.

The Program Outcomes and Course Outcomes for all programs offered by the institution are displayed on the College Website.

Course Outcome for all the courses displayed in the classroom via Charts Pasted on the walls and also dictated by the concerned subject teacher in the classroom along with syllabus.

During the admission process, the subject teacher counsels the

prospective student on the expected Outcome of the programmes for selecting the course for admission.

The Institution always shows interest in achieving the desired outcome. It organizes skill enhancement activities, placement training, soft skill development programs, career awareness programs, motivating lectures, departmental activities, certificate courses and Entrepreneur development programs and training to enable students to work towards attaining the Course Outcomes.

Also, Feedback is collected from various stakeholders for further affirmation of the desired outcomes or to identify the gaps if any.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%202/1%202.6.1%20-%20Programme%20and%20course%20outcomes%20for%20all%20Programmes%20offered%20by%20the%20i nstitution.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%202/1%202.6.1%20-%20Programme%20and%20course%20outcomes%20for%20all%20Programmes%20offered%20by%20the%20i nstitution.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The college adopts and follows the examination and evaluation pattern prescribed by Thiruvalluvar University. The attainment of POs, PSOs, and COs is measured by the direct method, especially on the basis of performance of the End Semester Examination, Continuous Internal Assessment examinations, Practicals, and Projects. An evaluation mode for CIA includes presentation, oral, assignments, and written tests. Course outcomes are evaluated through a structured question paper prepared by the university.

The result of the out-gone students is a sure tool to analyze the learning outcome of the institution. The class tutor monitors the slow learners to find the exact reason for their low performance and gives suggestions and motivation. The college has the following mechanisms to analyze data on the attainment of course outcomes and Program Outcomes.

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

**Step -2. Institution fixed Rubrics as**

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

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

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

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

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

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

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

**711**

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/CRITERIA2/CRITERIA%206/Annual%20Report%202021-2022.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%206/Annual%20Report%202021-2022.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/CRITERIA2/CRITERIA%202/2%202.7.1%20-%20Student%20Satisfaction%20Survey%20\(SSS\)%20on%20overall%20institutional%20performance.pdf](https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%202/2%202.7.1%20-%20Student%20Satisfaction%20Survey%20(SSS)%20on%20overall%20institutional%20performance.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)**

**Nil**

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**

**2**

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

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

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

**0**

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

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

The institution has an eco-friendly environment conducive to physical and mental health, and is equipped with adequate Infrastructure - ICT enabled classrooms, Language, Science and Computer Laboratories, Digital Library - all equipped with adequately sophisticated software, instruments installed in well-ventilated areas with sufficient workspace in adherence to requisite safety measures.

The college has planned to establish an incubation centre to facilitate innovative, flexible and economical solutions to various research related problems. The departments promote entrepreneurship through workshops, internship, skill based and value-added courses. The College constantly motivates the departments to start research programs. Staff members from various departments are recognized as research guides to enroll research scholars for Ph.D. degree. All the students have free access to the library which is a storehouse of books, e - books, journals, Open Educational Resources and magazines of several languages. Conferences, Seminars, Faculty and Student development programs besides Special meets with industrial and academic experts are organized by various departments for enhancement and transfer of knowledge among staff and students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%203/1%203.2.1%20-%20Institution%20has%20created%20an%20ecosystem%20for%20innovations.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%203/1%203.2.1%20-%20Institution%20has%20created%20an%20ecosystem%20for%20innovations.pdf</a>

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

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

11

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**

7

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**

10

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

**3.4 - Extension Activities**

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

The institution organized many extension activities in neighbourhood communities to sensitize the students about social issues, to get holistic development and realize impact thereof which leads to overall development of students and nearby communities.

Through NSS, the college organised various programmes namely, Tree Plantation, Campus Cleaning etc.. International Day for Disaster Risk and Reduction, Blood Donation Camp, World Organ Donation Day, National Educational Day, International Day for Non- Violence, World Food Day , National Pollution Control Day and Pledge against social Evils on Women and Children, Against Child Marriage, were organised through YRC. The college also organized International Women's Day and Outreach Programs viz., Teaching Basic Maths and English, and also designed Classrooms for the nearby school students. UBA helped to get transport facilities for an adopted village lacking transport facilities. To address the social issues a Drawing competition and a

Slogan writing competition on Covid-19 awareness, Personal Hygiene in Mandarakuttai and Covid -19 Vaccination Camp were organized by the college. The students were sensitized about water pollution and they created awareness to public thereon and cleaned the Children's park in the Krishnagiri Dam. NCC students participated in International Yoga Day organized by Islamiah College (Autonomous).

File Description	Documents
Paste link for additional information	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%203/13%203.4.1%20-%20Extension%20activities%20are%20carried%20out%20in%20the%20neighborhood%20community,%20sensitizing%20students%20to%20social%20issues,%20for%20their%20holistic%20development.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%203/13%203.4.1%20-%20Extension%20activities%20are%20carried%20out%20in%20the%20neighborhood%20community,%20sensitizing%20students%20to%20social%20issues,%20for%20their%20holistic%20development.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

34

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

31

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

2120

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

86

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

3

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The college has adequate physical facilities and infrastructure for the existing academic and administrative functions, co-curricular and extra-curricular activities. The College campus is spread over an area of 9.9 acres of land. It has a newly constructed building, 12 UG and 6 PG departments with well furnished class rooms, Science, language and Computer laboratories, Central library with internet facilities, two well furnished seminar halls, auditorium, smart classrooms, sports ground for various games, a stationary and a Canteen.

13 college buses plies in and around Vaniyambadi, Tirupattur , Ambur and Pernambut to provide safe travel for the students.

The College auditorium is used for conducting all the cultural functions of the college. Well equipped seminar halls are available for organizing seminars and conducting departmental association activities.

All kinds of stationery materials based on the requirement of students and staff are available in the stationery store of the college.

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

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

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

The Director of Physical Education along with the members of the sports committee maintains the grounds for both indoor and outdoor games. It has a well maintained ground for various outdoor games like Kabaddi, Volley Ball, Badminton, Foot Ball, Basketball, Kho-Kho and Shuttle Cork. It also has the facilities for promoting indoor games like Chess, Carrom and Table Tennis. Sports Day is conducted in these grounds besides conducting yoga classes. Students and staff are encouraged to take part in various sports events. To inculcate a sporting spirit, the winners and participants are given prizes and certificates on Sports Day.

**ii) Facilities available on the campus to create interest in cultural events**

The college has an auditorium to conduct cultural events. To explore the inherent and hidden talents a common fresher's day is celebrated by the Student's Council in which the first year students are encouraged to exhibit their talents on the stage.

The Cultural Committee, College Union and various departments conduct Independence Day, Republic day, International Yoga Day and other important days including cultural programs, inter-collegiate events etc., in the college auditorium under the guidance of the faculty in-charge for cultural activities.



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

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

18

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

22471624

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

## 4.2 - Library as a Learning Resource

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

The College library is fully automated and uses "Soul 2.0". It has been installed with the following main modules for the library in-

house operation using barcode technology.

1. UNICODE based multilingual support for Indian and foreign languages
2. Client-server based architecture, user-friendly interface that does not require extensive training.
3. Supports multi-platform for bibliographic database such as My SQL, MS-SQL or any other RDBMS.
4. Supports cataloguing of electronic resources such as e-journals, e-books, virtually any type of material.
5. Supports requirements of digital library and facilitates link to full-text articles and other digital objects.
6. Highly versatile and user-friendly OPAC with simple and advanced search. OPAC users can export their search results in to PDF, MS Excel, and MARCXML format.
7. Supports data exchange through ISO-2709 standard.

The SOUL 2.0 consists of the following modules.

- Acquisition
- Catalogue
- Circulation
- On-line Public Access Catalogue (OPAC)
- Serial Control
- Administration

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

Internet RAILWIRE broadband connectivity with 75 Mbps bandwidth speed is available in the library along with computing equipment like Computers, Barcode Printer, ID card scanners, Printer, Xerox Machine, UPS power backup system and CCTV.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://www.islamiahwomensartsandsciencecollege.com/criteria2.php">https://www.islamiahwomensartsandsciencecollege.com/criteria2.php</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-**

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

### ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

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)

129263

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

53

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 245 computers which includes core i3 processor for which student-computer ratio is 1:1 for computer

Major and 1:2 for non-computer courses.

64 computers in Lab 1, 50 in Lab 2, 70 in Lab 3 and 31 in English Language Lab have been installed with internet facility for the students to enhance their communication and IT skills.

**Wi-Fi facility:**

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

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

**Smart Board and LCD:**

1 smartboard besides 2 Projectors in the computer Lab and one Projector in the Seminar Hall along with 18 projectors in all departments are in use. Our Institution adopts ICT enabled teaching-learning process through LCD Smart Class.

The campus is systemized with Bio-Metric system for staff attendance.

**CCTV Facility**

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

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

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

#### 4.3.2 - Number of Computers

245

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)

48.09

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 College has a renowned system for the effective and proper maintenance of equipment, infrastructure and assets of the institution. The college has appointed a team of staff for preserving the maintenance of physical facilities and support facilities-laboratory, library, sports complex, computers, class rooms etc.

Maintenance of the campus is regularly monitored by an Administrative staff who looks into its daily functioning. A team of 15 women supervised by an office clerk regularly ensures the hygiene and maintenance of the college. The campus has electricians, system engineers, gardeners, security personnel and sanitary helpers who look into the technical issues, daily requirements and landscaping of the campus.

Rain Water harvesting system and Solar power panels are also periodically checked. Adequate dustbins are available throughout the campus with color distinction for the segregation of bio-degradable and non-degradable waste.

The Management allots sufficient funds for maintenance and restoration. The allotted funds are utilized under the guidance of various committees.

For continued maintenance of the infrastructure of the campus adequate steps are in effect. Any new requirements are brought to the notice of the management by the College Development Council which are then implemented after the validity of the case.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

860

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

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

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

1075

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	Nil
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**

2120

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

2120

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

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

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<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**



25

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**

85

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**

0

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.**

4

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

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

The College Student Council (Union Majlis) plays a pivotal role in the execution of all the plans and procedures devised by the College or other higher bodies the institution is affiliated to. For effective communication of information pertaining to academic and non-academic activities and schedules, efficient channels are set in place -25 students were sworn in as Union Majlis office bearers. Class Representatives, department representatives and representatives of various cells and committees integrate information and activities to carry them out effectively. The Union Majlis President besides being responsible for all the students-related programs in the college is also a student representative of the Internal Quality Assurance Cell, Grievance Redressal Committee, Transport Committee etc., Their inputs are given serious consideration wherever the quality of students' experience in the institution is in question. The students' representatives of NSS, RRC, YRC, Placement, Sports Committees mobilize the students to actively engage in the programs or activities in their respective domains. The Union Majlis organised various events and programs throughout the year- Independence day, Republic Day, Awareness Programs, Freshers' Day, Student's farewell etc., The Department secretaries ensure that every student is made aware of the

opportunities available to her and every individual is given fair chance.

File Description	Documents
Paste link for additional information	Nil
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

46

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

Our College Alumni Association jointly organised various Programs with the Association of Muslim Professionals (AMP) through online mode via Zoom Meeting for all the final year students. On 23.08.2021, an Employability Training Program (ETP) was organized on the title '21st Century Jobs and our Approach'. Mr. Mohammed Zamir Hussain, Career Counsellor, explained the insights of the job training and the job suitable for each course. He very well elucidated the various job skills required in the present scenario. An ETP program 'Job Winning Personality' was organized on 11.10.2021 in which Mr. Mohammed Zamir Hussain shared with our students strategies to develop personality and inter-personal communication skills in an effective manner. On 01.04.2022, an ETP program

"Communication Skills" was organized. Mr. Abdul Aleem, Career Counsellor and Motivator, enhanced interest in our students to improve their communication skills and how to overcome the barriers in personal interviews. He spoke to the Students about Listening, Speaking, Reading and writing Skills. He also shared the ways to enhance confidence and communication in attending exams, facing interviews and so on. The students who attended all the programs were highly benefited.

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

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

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 Vision of the college is to educate and empower women who hail from socially down trodden, economically marginalized and educationally backward communities. In order to enhance its hard earned reputation as the premier institution for higher education in this region, the college authority with active support from the IQAC and faculty members. ensures multi-dimensional Teaching-Learning incorporating innovations viz. ICT, Participatory Learning, Experiential/ Experimental Learning etc. .

"Mentor-Mentee Diary" is used for monitoring of various facets of the students life in college besides teaching-learning. Also, it is used for monitoring and counselling purpose. A robust Feedback system ensures that there is no slackness in intensity of quality teaching-learning. • Employability enhancement programmes/ special workshops/ coaching classes etc. are regularly organized with a view to enhancing employability of the students. Various forms of Value Education are imparted by organizing relevant programmes regularly.

To inculcate a sense of national pride, various programmes on National importance are organised on regular basis. • Teachers and Students are given enough scope to take part in various decision making bodies.

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

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

The Administration of Islamiah Women's Arts and Science College, established in the year 1997 affiliated to Thiruvalluvar University is based upon the well-established principle of participative Management and decentralization at all levels. All the Academic Programs of the College are monitored by the College Development Council (CDC) comprising all Heads of the Departments and coordinators of Committees of co-curricular and extra-curricular activities. The HODs allot work to the individual faculty members at the beginning of each Semester. The CDC is guided by the IQAC in evolving policies and programs. Proposals for the programs and activities are submitted to the Management based on its validity and requirement. Once approved, the Principal with the CDC and the committee representative charts out a plan to best execute it with the students.

Example: The NSS Officers motivate the students to engage in various social services like, distribution of masks and sanitizers, speech and drawing competitions to create awareness, Vaccination Camps, Community Baby Shower, pledge on Rejection of Social Evils for Women and Children, Tree Plantations, Child Marriage Awareness, Campus Cleaning etc.

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

## 6.2 - Strategy Development and Deployment

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

#### Islamiah Mentorship Program-

With a vision to extend support and guidance to the students of the college for a sustained growth in their academic and professional career, an effective system, already in existence, was further strengthened. The students may come across several difficulties during their course and may have to face academic and personal challenges. To identify and enable them to overcome such challenges, the Mentorship program was modified. The strategy was developed by the IQAC in conjunction with the Heads of the Departments, keeping in view the needs of the students. It was further approved by the Secretary, Advisor and the Principal and requisite changes were made upon suggestion.

Counseling is done at various levels - at the academic, personal, financial, physical and psychological fronts through personal attention, providing access to financial resources and establishing regular dialogues during their stay on the campus.

Guidance is given related to course choice, fees, reviews, scholarships, studies, career choices, university examinations, etc. The shift of focus from Mentor to Mentee has yielded tangible results. It has created an atmosphere of conviction and faith, resulting in fewer dropouts this year.

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/CRITERIA2/CRITERIA%206/6.2.1-%20The%20institutional%20Strategic%20perspective%20plan%20is%20effectively%20deployed.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%206/6.2.1-%20The%20institutional%20Strategic%20perspective%20plan%20is%20effectively%20deployed.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 Institution established by VMES and is governed by Tamil Nadu Private College Regulation Act 1976 for appointment of teaching and non-teaching staff. The Institution follows the service rules and procedures as stipulated in the Act. The college is certified as Minority Institution by the Government of India and approved by UGC under section 2(f) and 12(B) of the UGC Act 1956. For effective functioning of the College, the Code of Conduct for the Employee is communicated to all including various tasks such as admission, examination, teaching- learning- evaluation, student and teacher -centric roles and responsibilities.

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

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

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

A. All of the above

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

### 6.3 - Faculty Empowerment Strategies

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

- EPF Scheme is implemented for teaching and non - teaching staff.
- Free Wi-Fi facility available on the campus for staff.
- Insurance provided to staff with coverage of one Lakh rupee.
- The staff members are given permission as On Duty to attend conferences, workshops, faculty development, training programs etc.
- The management offers interest free loans for festivals and also, in times of emergency.
- The staff are entitled to utilize casual leave (paid) for 12 days in a year, maternity leave for a period of six months and Medical leave at times of sickness/ illness.
- Faculty are allowed to use the facility of college bus to commute to the college.
- Financial support is provided to the staff to enrich their knowledge in their subjects or attend Seminars, workshops, FDPs etc.

**Example:** Financial assistance was provided to the faculty from the department of IDD to receive a short term course on Graphic Design, and BCA & CS for a short term course on Artificial Intelligence and Data Science.

Rent free accommodation is provided for staff hailing from beyond commuting distance.



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

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

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

24

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

7

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

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

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

120

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

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

The key indicators taken up for assessment are as follows:

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

#### Teaching Staff

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

**Non-teaching staff**

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

In short, it is utilized as a tool to facilitate growth, development, efficiency and effectiveness of the administration and management process in the institution.

The Performance Appraisal System has significantly helped in the evolution of the performance of the staff in motivating them, analyzing their strengths and weaknesses and ensuring better performance.

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

**6.4 - Financial Management and Resource Mobilization**

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

Being affiliated through Thiruvalluvar University the College is governed by Vaniyambadi Muslim Educational Society which is registered under Societies Registration Act of 1975. So, the Society has constituted a separate Accounts Committee of Auditors under one certified Chartered Accountant to audit the accounts of the college periodically. The Principal and the Secretary of the college submit the statement of accounts with all ledgers, vouchers and bills invariably every month to the Accounts Committee. The audited accounts are placed before the Executive Committee and finally before the General Body for approval every year. Therefore our college has developed well structured Institutional Mechanism for monitoring the effective mobilization of available resources/ funds and their decentralized management system. The final audited and certified accounts are filed before the office of Registrar of

Societies, Vellore during every September without fail.

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

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

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

17.00

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 is a private self-financing institution without Government aid. The only source of income is the fee collected from the students which is very nominal, as the students are from villages and marginalized sections of our society. Therefore, this income is spent on the salaries of the teaching and non-teaching staff and to some extent for maintenance.
- The Management mobilizes funds from its members for infrastructural development particularly on construction of buildings, classrooms, furniture, lab equipment, computers, projectors etc. to a larger extent and it is reflected in the annual accounts of the Society.
- Majority of the students hail from economically very poor background. They are unable to pay even the college fee promptly. So, the college arranges for scholarships such as SC/ST Scholarship from Tamil Nadu Government and Minority

Scholarship from the Central Government for all eligible students.

- The Management arranges Scholarships from local NGOs such as HB Foundation, Islami Baitul Mal, Yateem Khana (Orphanage), Ambur Islamic Welfare Association, HM Trust, Khateeb Mohammed N aseeruddin, etc., During 2021-2022, 414 students received scholarship.
- Vaniyambadi Muslim Educational Society granted fee concession to 570 students to the tune of Rs.22,77,000/- (Twenty Two Lakhs Seventy Seven Thousand only)

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

## 6.5 - Internal Quality Assurance System

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

### Two practices

- Academic and Administrative Audit
- Green practices

The IQAC institutionalized the process of reviewing the teaching-learning process through student quality Mentor-Mentee Meetings, Students End Semester feedback, outgoing Students survey and Academic & Administrative audits. Feedback from the students, parents and alumni members is collected to take steps for mid course corrections. Academic and Administrative Audit is regularly conducted by the IQAC. At the beginning of the academic session, the committee collects an academic action plan including publication, extension activity, best practices, ICT-based activity, student's competitive exams like TNPSC, Tally, online course like SWAYAM, maintenance and upgradation of college Website etc., The reports for which are collected, analysed and recommendations are made at the year end.

IQAC strives to further cultivate various green practices to

maintain an eco- friendly college campus through activities like tree plantation, plastic eradication, maintain a clean and beautiful campus etc., IQAC organizes quality-enhancing workshops, seminars, orientation programs, personality development programs, student development programs and faculty development programs for both faculty members and students. Reactivation of INFLIBNET- N List, Digital Library along with renewal of existing and new subscriptions is sought as per requirement.

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

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

#### Two Examples

- Academic Review- Academic and Administration(AAA)
- Teaching and Learning reforms

A functional IQAC set up by the college as per norms includes members of Management, a Senior Administrative Officer, Teacher representatives, one nominee each from Local Society, Industry, and students, alumni, employers and parents. The IQAC works to - promote industrial involvement in academic practices by organizing industrial training, industrial visits, workshops, and guest lectures from industry experts, MOUs, etc. Implementation of outcome-Based education in each program is effected. It Introduces aptitude classes, Value Added Courses, specialized classes for slow and advanced learners, and soft skill classes for students to enhance personality and employability. Participation of college in quality audits NIRF, AISHE, etc., is carried out every year. It established numerous committees like Research, EDC, Consumer cell etc., to promote Research and entrepreneurship activities. It conducts quality programs, i.e., seminars, webinars, guest lectures, conferences, etc. It encourages and assists in the use of ICT tools to strengthen the teaching-learning process. It closely monitors the Mentor-mentee process for effective implementation. It takes efforts

to submit the Annual Quality Assurance Report (AQAR) annually to the NAAC.

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

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

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%206/Annual%20Report%202021-2022.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%206/Annual%20Report%202021-2022.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

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

economic empowerment, legal awareness etc.

**Gender Sensitization:** A Program on Gender Sensitization - Equal is not enough was organized by the IQAC to celebrate the International Women's Day.

**Women's Health** is focussed on by creating awareness on hygiene practices and sanitation methods. Various awareness drives with health related issues were conducted such as Cancer awareness, Deworming, Obesity etc.

**Placement cell:** Placement cell arranged various skill development and training programs such as Career Awareness Program by Avodha Edutech Pvt. Ltd., Bangalore, Employability Soft Skills and Aptitude Training Program, Company Secretaryship Workshop, Orientation Program for TNPSC, Civil services exam etc., to sharpen the skills of the students for placement.

**Entrepreneur cell:** This cell economically empowers the students to become entrepreneurs. Women Economic Empowerment workshop on "Role of ODOP in making India Self-reliant" motivated the students to create start-ups.

**Legal Awareness cell:** Created Awareness on Cyber Crime and Prohibitions on Child Marriage.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%207/1%207.1.1%20-%20Measures%20initiated%20by%20the%20Institution%20for%20the%20promotion%20of%20gender%20equity%20during%20the%20year.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%207/1%207.1.1%20-%20Measures%20initiated%20by%20the%20Institution%20for%20the%20promotion%20of%20gender%20equity%20during%20the%20year.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	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy**

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



**Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

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

**Solid waste management**

- To reduce waste in the institution, students and staff are educated on proper waste management practices.
- Waste is collected from various sources like Classrooms, Garden, Staff rooms and Canteen and it is separated as dry and wet waste.

**Liquid waste management**

- Waste water generated from Biochemistry, Chemistry and Nutrition labs containing acids and alkali are neutralized and disposed safely.

**Biomedical waste management**

- Biomedical waste Sharps like syringe and needle, besides gloves used for Biochemistry and DMLT Practicals, are safely disposed after sterilisation.
- Microbiology Practical microorganisms culture tubes and inoculation sticks are soaked and rinsed using dilute solution of Lysol or bleach.

**Food waste Management**

- Food waste includes organic wastes generated in Canteen, Staff room and Classroom. Both food waste and Litter are piled in the disposal pit. With worm composting and vermiculture, these worms feed on the organic material and produce high-quality nitrogen-rich Vermicomposting Manure.
- Manure obtained is used for Herbal and Kitchen garden plantation.

**E-waste management**

- The E-waste collected from Computer lab, English Language Lab, Office and the Departments are stored in store room and disposed every year accordingly.

**Hazardous Chemicals and Radioactive Waste Management**

NIL

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

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

A. Any 4 or all of the above

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

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

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

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

Our institution takes initiatives by organizing various programs and events to sensitize the students to become responsible citizens of the country. Our institute celebrates various National days like Independence Day, Republic Day, Flag day, International Women's Day etc.

Students are motivated to take part in various activities organized by NSS, NCC, Swachh Bharath, Unnath Bharath Abhiyan, YRC and RRC.

Outreach Program: The students took part in various cleaning activities organized by NSS and Swachh Bharath.

An Awareness Program on Personal Hygiene was conducted on 18.12.2021 in the Mandarakuttai Village.

**Social Responsibility:**

YRC organizes Blood donation camp every year as lifesaving practice for needy in emergency.

NSS organized Pledge against Social Evils for Women and Children. Tree Plantation by NSS Volunteers on Birthday of Dr. APJ Abdul Kalam.

UBA found that the adopted villages lacked transport facility. Thus an official requisition letter was given to the General Manager, Tamil Nadu State Transport Corporation Villupuram Ltd., Vellore, by Ms. Sudha, Co-ordinator of Swachh Bharat Abhiyan, requesting bus service between Jarapandai and Mandarakuttai which has greatly benefitted the residents of these villages.

**Environmental Consciousness:**

International Day for Disaster Risk and Reduction and National Pollution Control Day were conducted by the college.

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

Our college practices secularism and inculcates the constitutional obligations, values, rights, duties and responsibilities in both staff and students. Sign boards with phrases like "No caste and No creed" are boarded on strategic points as a reminder to practice unity.

In all PG programs, a subject on Human Rights is offered where the Constitution of India, its perspectives and special legislations are discussed. Further, students are made aware of redressal mechanisms made available in case of human rights violation within India.

In all UG programs, Value Education is offered to inculcate ethical and social values such as faith, service, secularism, social sense and commitment etc.,

Besides, college organizes sensitization programs regarding Legal Awareness, Cyber Crime, Gender Sensitization, Organ donation etc.,

The students are motivated to take part in Blood donation camp.

Enviro Club: To create environmental consciousness, under graduate students are taken to field visits to Natural environment and Industrial effluent treatment plant.

NSS and Swachh Bharath carries out Plantation and cleaning activities inside as well as outside the campus.

NCC: The cadets engage in numerous activities in and outside the

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

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%207/3%207.1.9%20-%20Sensitization%20of%20students%20and%20employees%20of%20the%20Institution.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%207/3%207.1.9%20-%20Sensitization%20of%20students%20and%20employees%20of%20the%20Institution.pdf</a>
Any other relevant information	Nil

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

A. All of the above

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

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

**1. International Women's Day: The College celebrates International Women's Day on March 8 every year to respect the role and contribution of women in the society.**

2. Independence Day: The College celebrates Independence Day on 15th of August every year with a Parade by the NCC cadets along with the hoisting of the National Flag by the Principal, in the presence of teaching fraternity and student community.

3. Republic Day Celebration: The College celebrates Republic Day on 26th of January every year with a Parade by the NCC cadets along with the unfurling of the National Flag by the Principal, in the presence of teaching fraternity and student community.

4. National Voter's day: The institution also conducts Voters' awareness program for the power of right to vote.

5. International Day of Non-Violence: On 04.10.2021, in view of International Day of Non-Violence, an Elocution competition was conducted on Leadership Qualities and Gandhiji's Philosophy on Non-Violence.

6. National Education Day: On the occasion of National Education Day a program was conducted on 11.11.2021 with Ms. Nadira Begum, HOD of Urdu, IWASC speaking on the topic Maulana Abdul Kalam Azad "Eminent Educationalist".

7. Yoga Day: Weekly Yoga classes were conducted and students then participated in International Yoga Day celebrations organised in collaboration with Islamiah college (A).

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 PRACTICES-1

**TITLE: Institutional Engagement in Community Development**

**OBJECTIVE:** To identify the requirements and problems of the six Villages adopted by the Unnat Bharat Abhiyan (UBA).

**CONTEXT:**

UBA team has identified a lack of bus transport facility between Jarapandai and Mandarakuttai.

**PRACTICE**

Through the Unnat Bharat Abhiyan, the college provided an official requisition letter to the General Manager, Tamil Nadu State Transport Corporation (Villupuram) Ltd., Vellore.

**EVIDENCE OF SUCCESS:**

After requisition, Transport Corporation arranged bus service benefitting school children and village residents.

**PROBLEM ENCOUNTERED**

We have identified in the adopted village lack of basic facilities like Water, Ration shop, drainage, Burial ground etc. To rectify the above issues financial support and government cooperation is necessary.

**BEST PRACTICES-2**

**TITLE:** Departmental Outreach programs

**OBJECTIVE:** To organize extension activities to sensitize students to enhance knowledge.

**CONTEXT:** The college is the forerunner in implementing various outreach program to nearby school children.

**PRACTICE:**

Basic grammar and maths were taught by our students with fun. We encouraged them by providing handmade aids and taught Arts & Crafts. To help them become physically strong, healthy food practices and personal hygiene habits were taught.

**EVIDENCE OF SUCCESS:**

After covid19 scenario, school children lacked the basic concepts



due to online classes. Our approach strengthened their participative learning.

#### PROBLEM ENCOUNTERED

Procedural delays encountered in acquiring permission from the authorities for implementing the practice.

File Description	Documents
Best practices in the Institutional website	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%207/6%207.2.1%20-%20Best%20Practices.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%207/6%207.2.1%20-%20Best%20Practices.pdf</a>
Any other relevant information	<a href="https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%207/7%207.2.1%20and%207.3.1%20Additional%20Information.pdf">https://www.islamiahwomensartsandsciencecollege.com/CRITERIA2/CRITERIA%207/7%207.2.1%20and%207.3.1%20Additional%20Information.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

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

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

### 7.3.2 - Plan of action for the next academic year

#### Future plan for the Academic year 2022-2023

1. To introduce B.Sc. Biotechnology, B.Sc. Mathematics with Computer Applications and M.Sc. Interior Design and Decor
2. To introduce department-wise certificate courses
3. To initiate foreign collaborations and form MOUs
4. Laboratories to be constructed for new courses
5. To introduce Skating, Silambam and other activities under the guidance of the Director of Physical Education.