

Annual Quality Assurance Report (AQAR)

For the Academic Year

2020-2021

SUBMITTED TO

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

NAGARBHAVI, BANGALORE - 560 072, INDIA



Internal Quality Assurance Cell (IQAC)

MAHENDRA ARTS & SCIENCE COLLEGE (AUTONOMOUS)

Affiliated to Periyar University, Salem.

Accredited by NAAC with 'A' Grade

Recognised u/s 2(f) and 12(B) of the UGC Act 1956

Kalippatti Po. - 637 501, Tiruchengode Tk. Namakkal Dt. Tamilnadu.



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution	MAHENDRA ARTS AND SCIENCE COLLEGE
• Name of the Head of the institution	Dr . S . ARJUNAN
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	9894264220
• Alternate phone No.	04288288302
• Mobile No. (Principal)	9894264220
• Registered e-mail ID (Principal)	principal@mahendraarts.org
• Address	Kalippatti
• City/Town	Namakkal
• State/UT	Tamil Nadu
• Pin Code	637501
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	12/03/2022
• Type of Institution	Co-education
• Location	Rural

- Financial Status **Self-financing**
- Name of the IQAC Co-ordinator/Director **Dr.K.Selvaraj**
- Phone No. **04288288323**
- Mobile No: **9894717781**
- IQAC e-mail ID **iqac@mahendraarts.org**

3.Website address (Web link of the AQAR (Previous Academic Year)) <https://mahendraarts.org/iqac/AQAR-2019-20.pdf>

4.Was the Academic Calendar prepared for that year? **No**

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

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.05	2016	19/02/2016	18/02/2021

6.Date of Establishment of IQAC **25/02/2011**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Nil	Nil	Nil	Nil	Nil

8.Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI [View File](#)

9.No. of IQAC meetings held during the year **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken **Yes**

uploaded on the institutional website?

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10. Did IQAC receive funding from any funding agency to support its activities during the year? Yes

- If yes, mention the amount Rs. 28,000

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

? Autonomous Extension Report submission and attend inspection. ? Preparation of AQAR 2020-21. ? Two new courses applied B.A. Political Science and B.A. Sociology. ? B.Com CA One Additional Section was applied to Periyar University ? Students Satisfaction Survey (SSS) conducted in online mode. ? Participation of NIRF 2020. ? Provision of placement services to students ? Submission of UGC compliance Report on Regulation/Guidelines to UGC ? Documentation of various academic activities held in the college. ? Two Online Orientation sessions for faculty. ? Construction of rainwater harvest tank in new building. ? Academic Audit was conducted with internal members.

12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
Apply for Ranking: NIRF 2020	Applied and secured 90th position in All India Level in 2020.
Awareness generation regarding revised NAAC Assessment and Accreditation	A special Lecture on the topic was organised and all the faculty members were sensitized regarding the revised NAAC Assessment and Accreditation process
Promotion of Research activities and research publications of the departments and faculty members.	30% - 40% faculty members involved in research activities such as * Research articles Publication in SCI/SCIE/ Scopus: 17 * Faculty Book Publication:4 *College was organised workshops/seminars on Research methodology, Intellectual Property Rights (IPR), entrepreneurship and skill development programme :7 *Faculty Participation in FDP: 90
Arrangement of various extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC	*8 awareness programmes and outreach activities were conducted through NSS, YRC and R.R.C.
Collection of feedback from students on teachers' performance in the class.	637 UG students and 77 PG students are participated Students Online Feedback survey. This Online feedback reports are collected and analysed at semester end. Consolidated reports were sent to the departmental heads through Principal for further remedial actions, if any. Students Online Feedback survey was published in College website.
Promotion of IIC activities	3.5 Golden Star Status received from MHRD

Enhancement of employability skills of students	20 Continuous placement training session was given to final year students and 08 Online placement drives were organised and 588 students participated and 190 students got placement order.
Encouragement to students to enrol in Online ICT Courses.	254 students enrolled and finished more than 100 ICT courses
Extension of science block	The construction is Completed August 2020
FDP/Workshop/Seminars and Development Programmes.	90 percent of the Faculty members attended various FDPs/ Workshops/ Seminars/ Conferences etc. Organized soft skills and personality development programmes for students.
Functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc.	2 functional MoUs with institutions of national, international importance.

13. Was the AQAR placed before the statutory body? Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
GOVERNING COUNCIL MEETING	17/12/2020

14. Was the institutional data submitted to AISHE ? Yes

- Year

Part A**Data of the Institution**

1.Name of the Institution	MAHENDRA ARTS AND SCIENCE COLLEGE
• Name of the Head of the institution	Dr . S . ARJUNAN
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	9894264220
• Alternate phone No.	04288288302
• Mobile No. (Principal)	9894264220
• Registered e-mail ID (Principal)	principal@mahendraarts.org
• Address	Kalippatti
• City/Town	Namakkal
• State/UT	Tamil Nadu
• Pin Code	637501
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	12/03/2022
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Self-financing
• Name of the IQAC Co-ordinator/Director	Dr . K . Selvaraj

• Phone No.	04288288323				
• Mobile No:	9894717781				
• IQAC e-mail ID	iqac@mahendraarts.org				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://mahendraarts.org/iqac/AQAR-2019-20.pdf				
4.Was the Academic Calendar prepared for that year?	No				
• if yes, whether it is uploaded in the Institutional website Web link:					
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.05	2016	19/02/2016	18/02/2021
6.Date of Establishment of IQAC			25/02/2011		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Provide details regarding the composition of the IQAC:					
• Upload the latest notification regarding the composition of the IQAC by the HEI	View File				
9.No. of IQAC meetings held during the year	4				
• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	Yes				

<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10. Did IQAC receive funding from any funding agency to support its activities during the year?	Yes
<ul style="list-style-type: none"> If yes, mention the amount 	Rs.28,000
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>? Autonomous Extension Report submission and attend inspection. ? Preparation of AQAR 2020-21. ? Two new courses applied B.A. Political Science and B.A. Sociology. ? B.Com CA One Additional Section was applied to Periyar University ? Students Satisfaction Survey (SSS) conducted in online mode. ? Participation of NIRF 2020. ? Provision of placement services to students ? Submission of UGC compliance Report on Regulation/Guidelines to UGC ? Documentation of various academic activities held in the college. ? Two Online Orientation sessions for faculty. ? Construction of rainwater harvest tank in new building. ? Academic Audit was conducted with internal members.</p>	
12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:	

Plan of Action	Achievements/Outcomes
Apply for Ranking: NIRF 2020	Applied and secured 90th position in All India Level in 2020.
Awareness generation regarding revised NAAC Assessment and Accreditation	A special Lecture on the topic was organised and all the faculty members were sensitized regarding the revised NAAC Assessment and Accreditation process
Promotion of Research activities and research publications of the departments and faculty members.	30% - 40% faculty members involved in research activities such as * Research articles Publication in SCI/SCIE/Scopus: 17 * Faculty Book Publication:4 *College was organised workshops/seminars on Research methodology, Intellectual Property Rights (IPR), entrepreneurship and skill development programme :7 *Faculty Participation in FDP: 90
Arrangement of various extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC	*8 awareness programmes and outreach activities were conducted through NSS, YRC and R.R.C.
Collection of feedback from students on teachers' performance in the class.	637 UG students and 77 PG students are participated Students Online Feedback survey. This Online feedback reports are collected and analysed at semester end. Consolidated reports were sent to the departmental heads through Principal for further remedial actions, if any. Students Online Feedback survey was published in College website.
Promotion of IIC activities	3.5 Golden Star Status received from MHRD

Enhancement of employability skills of students	20 Continuous placement training session was given to final year students and 08 Online placement drives were organised and 588 students participated and 190 students got placement order.				
Encouragement to students to enrol in Online ICT Courses.	254 students enrolled and finished more than 100 ICT courses				
Extension of science block	The construction is Completed August 2020				
FDP/Workshop/Seminars and Development Programmes.	90 percent of the Faculty members attended various FDPs/ Workshops/ Seminars/ Conferences etc. Organized soft skills and personality development programmes for students.				
Functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc.	2 functional MoUs with institutions of national, international importance.				
13. Was the AQAR placed before the statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name of the statutory body</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>GOVERNING COUNCIL MEETING</td> <td>17/12/2020</td> </tr> </tbody> </table>		Name of the statutory body	Date of meeting(s)	GOVERNING COUNCIL MEETING	17/12/2020
Name of the statutory body	Date of meeting(s)				
GOVERNING COUNCIL MEETING	17/12/2020				
14. Was the institutional data submitted to AISHE ?	Yes				
<ul style="list-style-type: none"> Year 					

Year	Date of Submission
2022	11/03/2022
15.Multidisciplinary / interdisciplinary	
16.Academic bank of credits (ABC):	
17.Skill development:	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	
20.Distance education/online education:	

Extended Profile

1.Programme

1.1 39

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 2518

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 912

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 912

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1 640

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 119

Number of full-time teachers during the year:

Extended Profile	
1.Programme	
1.1 Number of programmes offered during the year:	39
File Description	Documents
Institutional Data in Prescribed Format	View File
2.Student	
2.1 Total number of students during the year:	2518
File Description	Documents
Institutional data in Prescribed format	View File
2.2 Number of outgoing / final year students during the year:	912
File Description	Documents
Institutional Data in Prescribed Format	View File
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	912
File Description	Documents
Institutional Data in Prescribed Format	View File
3.Academic	
3.1 Number of courses in all programmes during the year:	640
File Description	Documents
Institutional Data in Prescribed Format	View File

3.2	119
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3	29
Number of sanctioned posts for the year:	
4.Institution	
4.1	1362
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	92
Total number of Classrooms and Seminar halls	
4.3	285
Total number of computers on campus for academic purposes	
4.4	54
Total expenditure, excluding salary, during the year (INR in Lakhs):	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The curricula for the undergraduate and post graduate programs are formulated strictly following the guidelines of UGC, TANSICHE, affiliating university and the stakeholder's feedback, aligning with the vision and mission of the Institution to meet the local/ national/ regional/ global developmental needs of the society. The curriculum is formulated in tune with the CO's, PO's and PSO's and is monitored by IQAC and Board of Studies at

regular intervals in each program. Report writing and Language laboratory enhance the communication skills of students. Major and minor projects presentation done by the students help them consolidate and apply their conceptual understanding of various subjects. The project work/ internship taken up in the final year enable the students to consolidate their knowledge to write and present technical reports. Co-curricular and extra-curricular activities aim to inculcate these qualities in order to bring about holistic personality development of students. Postgraduate Arts and Science programs are designed with advanced core and elective courses along with specific emphasis on laboratory and research work. The curriculum of postgraduate courses also deals with all the aspects outlined above. The success of curriculum design and development results in enhanced employability, increased placements and students securing admissions into higher education institutions, at national and international levels.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://mahendraarts.org/igac.php

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	No File Uploaded
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

465

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

133

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

22

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The main focus of the college is the overall development of the

students and the college has been working towards that end tirelessly. Various courses, namely, Human Values, Professional Ethics and Environmental Studies have been introduced as mandatory courses for all programs of students to address issues such as Gender Equality, Sustainability, Human Values and Ethics. Human values and Professional ethics: To instill Moral, Social and Ethical values, the college has introduced two courses on Human Values and Professional Ethics for all the programs. It emphasizes on the holistic understanding of ethical human conduct, trustful and mutually satisfying human behavior. Environmental Studies is an interdisciplinary course. The course is offered as a mandatory course in all the U.G and P.G programs. The course includes the study of natural resources with emphasis on renewable energy resources, the importance of conserving the present ecosystem, promoting biodiversity, perils of environmental pollution and raising awareness on environmental and social issues. Gender Sensitization 'Human Values and Professional Ethics' course includes a unit on Social responsibility, inculcating civic sense and virtues highlighting issues related to the dignity of women at home and workplace. Discussions, debates and guest lectures pertaining to gender sensitization are conducted periodically.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

16

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

664

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

1038

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	Nil
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	Nil
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

770

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

733

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Advanced Learners:

In the absence of regular classes, video links related to the subjects concerned were given to students. The concept of self-study was encouraged. Various subject-oriented activities were given to students for practice. They were given guidance about the content beyond syllabus. More and more problem solving science activities were given for them to develop their problem-solving ability. Selected motivational videos on entrepreneurship were identified and offered to students for

their understanding of the various nuances of business. Students were involved in online discussion and debate programmes. They were encouraged to write ICT Learnathon Course and Swayam course for upgrading their knowledge and to have experience of taking online examinations. They were introduced to some of the industrial defined problems and find out the ways and means of solving them. Video lessons were created and circulated among students for self-learning.

Slow-Learners:

Students were identified in the first internal test of each program, Continuous assessment through online tests in small units were conducted periodically through Google-Form to assess the students' understanding. Students were given a concept and asked to make a presentation. Listening assignments were given to improve the communicative skills. Question banks were issued to students online. Peer tutoring was arranged. They were asked to make power point presentation of the lessons. Assignments were given regularly to gain and improve the writing and knowledge skills

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/05/2021	2518	119

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

Since the whole year went through online mode of teaching, students were not facilitated with experiential learning.

However, very few lessons were taught through experiential learning.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

ICT-enabled classes were conducted through Google-Meet. Since it was done through personal mail id by most of the faculty, there was no record of the classes. Classes were conducted using ingenious power point presentations and digital pad.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	Nil
Upload any additional information	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

101

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Due to Covid 19, there was no calendar made available for the year. Since, the classes were conducted exclusively online, the individual faculties themselves prepared lesson plans and the required teaching-learning materials.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	No File Uploaded

2.4 - Teacher Profile and Quality

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

119

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

42

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	No File Uploaded
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

119

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

24

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The Examination Automation System (COXCO) was designed and developed using UBUNTU Operating System and PHP with MYSQL server for database by ESSVEE Systems & Software, Coimbatore. The scope of the entire work has been elaborated under various sections and sub-sections which were developed and designed as per the examination ordinance and guidelines. The system had been operational in a phased manner and our requirements validated by them up to the expectation of the Examination Section.

The following processes are done through the COXCO software:

- Students Bio Data entry
- Programme / Semester wise subjects and credits entry

- Students Nominal Roll entry
- Exam application generation
- Exam time table preparation
- Hall Ticket generation
- Seating arrangements
- Internal Marks Updating
- Central valuation - External Mark Updating
- Result processing
- Semester / Consolidate Mark sheet generation
- Generation of eligible candidates list for award of Degree.

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

2.6 - Student Performance and Learning Outcomes

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

Programme Outcomes and Course Outcomes for Arts and Science programmes are offered by the institution and stated and displayed on the website. The same is communicated to teachers and students.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	No File Uploaded
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Curriculum based on outcome based education (OBE) was introduced from 2019-20. By the end of academic year 2020-21, PG Programmes were completed under OBE syllabus. Hence, Programme outcomes and course outcomes were evaluated by the Curriculum Development Cell for PG Courses.

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

912

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

<https://mahendraarts.org/iqac.php>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The Research Advisory Committee is constituted and discussed the importance of recent developments in the thrust areas of Art and Sciences and provide the required guidance to faculty members and research scholars in research activities.

The committee provides advice and policy guidelines for the improvement and promotion of activities in Academic Research, Sponsored Research, Consultancy, Innovation and Patenting,

Industrial Training, Technology transfer, etc. The scope of activities envisaged for the committee include:

- To recommend research policy and guidelines for the sanction of seed money and various types of incentives for publications, project grant and start-ups.
- To suggest measures for improving the existing infrastructural facilities and sign MoUs for establishing Centres of Excellence for academic and sponsored research.
- To recommend emerging areas for writing project proposals seeking grant from State Government/Central Government/and other National/International funding agencies.
- To periodically review the progress of the research work of research scholars and offer suggestions for improvement.
- To deliver webinars/FDPs for faculty members, research scholars and students in the areas of research methodology, innovation, entrepreneurship, IPR, start-ups, etc.
- To publish the faculty members and research scholars research outcomes in International and National journals (SCI/SCI-E/SSCI/UGC-CARE).

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	Nil
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

40

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

6

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

0

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	No File Uploaded
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

An innovation ecosystem is created to inculcate the innovative ideas through the utilization of the libraries and laboratories by teachers and students. The Institution Innovation Cell (IIC) is created in the institute by Institution Innovation Council of MHRD, India. Our students are the members of this

cell and the faculty members are the ambassadors and mentor of this cell. The IIC members are took part in various activities and brought their hidden talents to develop various prototypes, concepts creations, science fictions and participating various competitions. During the Covid pandemic period most of the events were conducted by virtual mode. For empowering the innovative ideas among the student community by trained faculty members are providing hands on trainings andparticipating Webinars and conferences which ensure the creation and transfer of knowledge.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

4

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	View File

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	No File Uploaded
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

0

File Description	Documents
List of research papers by title, author, department, and year of publication	No File Uploaded
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

0.0420

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

12

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

4

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Students are exposed to cross-cutting and social issues through rallies, health and hygiene awareness, webinars, care of the old people, Gender sensitization, emergencies, environmental consciousness and values. The institution regularly conducts the extension activities in neighborhood society and adopted villages by NSS. These programmes aim to connect the Higher Education Institutions with the society. This will transform the outlook of the students and inculcate leadership qualities in the youth. They will prove good administrators, good humans with good moral behavior and responsible citizens in future. Such

citizens help in Nation building. During the COVID-19 pandemic the awareness quiz activities were conducted by virtual mode.

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

4

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

2

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

3543

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

0

File Description	Documents
Copies of documents highlighting collaboration	No File Uploaded
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

4

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

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 equipments, etc.

Mahendra Arts and Science College has adequate classrooms, laboratories, computing equipments, etc. The institute also abides by the norms of University Grants Commission (UGC) as well as Periyar University. The necessary infrastructure facilities are detailed below in order to meet the quality of the academic activities:

1) The Institute has 13 Departments comprise with Arts and Science courses with 85 classrooms & 15 Laboratories.

2) Class rooms: Each classroom is with adequate size and has

enough lighting, air ventilation and with good ambience.

3) The institution has also self sufficient number of well-furnished, well ventilated, spacious classrooms for conducting theory classes.

4) In addition with the above class rooms are equipped with ICT facilities to create ambient atmosphere for teachers and students.

5) All laboratories are operational, and well maintained not only for carrying out curriculum oriented lab practical's but also to carry out research activities.

6) Seminar Halls and Auditorium: The Institute has 7 seminar halls with public addressing systems; LCD projectors, etc are available. Nearly 100 to 1000 members can be accommodated in the seminar halls and auditorium respectively. These halls are regularly used for conducting seminars of state, national and international level lectures at the Institute.

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

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

The importance of extracurricular activities on institute campus has been well established. The institute keep on encourages and faculty members the students to participate in various cultural and sports activities to ensure team spirit and leadership skills among the students. A qualified physical director along with team of experienced faculty members looks after the extracurricular activities of the college.

These places of physical activities are regularly used by our students for recreation, practice and performance. The evening scenario in our college is full of enthusiasm, very sporty and all these sports areas are occupied according to the specific interests of the students. Some of our staff and faculty members too gets involved in such kind of cultural and sports activities with students keeping in mind the health benefits of working out

in nature centered zone and active environment. It is to be noticed that every year the participation of our students in inter-university inter-collegiate games is keep on increasing. We arrange special fitness and awareness lectures for girls keeping in mind their safety by self-defense. Not only for students but also for staff and faculty fitness sessions are also being arranged. Our college selects sports students' for interuniversity intercollegiate meets.

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

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

33

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

54.44

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

Library is automated since the academic year 2006-2007. It is totally cloud based application software specially designed with the due consultation with the library staffs by taking care of their as well as the needs of the clients that pertaining to all kinds of library operations. In addition with the above Journals/Periodicals, Various Reports modules and its corresponding remote accessibility facilitate for library staff and its users with web based library operations with the Notifications of the transactions and various reports can also be fetched through.

Integrated library management software designed and developed by the INFLIBNET Centre, Ahmedabad; designed and crafted upon the requirements of college and university libraries. The software was designed to automate all housekeeping operations in the library.

Central Library also has the Digital Library Software. It has been installed in the central library to organize, manage and provide an access to the institutional repositories and other digital collection of the library; wherein faculty publications, institute related newspaper clippings, Ph.D Thesis of the faculty members, College Magazine, Half Yearly Institutional Reports etc. have been stored and made accessible to the end users.

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

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

B. Any 3 of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

0.83

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

0

File Description	Documents
Upload details of library usage by teachers and students	No File Uploaded
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

IT Infrastructure and its associated facilities have been augmented periodically as and when there is a requirement and also to introduce new types of technology are being introduced to the student and faculty members. Computer systems are upgraded with latest configuration as per the need and requirements of the various departments and also for research purpose. From 2010 onwards, internet bandwidth speed was of 4 Mbps and the ensuing five years, it has been upgraded to 64

Mbps. Recently, the institute has commissioned and additional leased line from READY LINK that provides an appreciable speed of 64 Mbps speed. Around 80% of the desktops present on campus have been upgraded from Pentium IV and Intel Core2Duo types of mother boards. This is in tandem with the need of the hour to ensure that the teaching-learning process is fruitful and effectual. The monitors have been supplanted with LCDs/LEDs that ensure vision comfort especially due to extensive use by students, faculty members. Large screen LCDs have also been provided that helps the users. Plans are afoot to transform the classes into Smart Classrooms. Contingency plans are in place for augment the number of computers on campus based on the needs.

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2518	285

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 750 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development:

A. All four of the above

Facilities available for e-content development Media Centre Audio-Visual Centre Lecture

Capturing System (LCS) Mixing equipments and software for editing

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

15.82

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

Civil Infrastructure Maintenances are being carried out by sufficient Human resources in order to maintenance and upkeep of campus infrastructure. A maintenance supervisor and maintenance assistances (electricians and plumbers) are involving upkeep and maintenance of infrastructure facilities. These personnel are available 24 X 7 protocol to monitor the maintenance. The cleanliness of the campus and the hostels is out-sourced for the betterment of the students. The following itesm are maintained in effective manner.

Annual Pest Control Service Contract

Fire Systems Maintenance

Maintenance of UPS

Water Tank Cleaning

Drinking Water Testing

The institute has also dedicated staff members for overlooking the maintenance & upkeep of equipment & computing facilities of the institution. All the standalone and dedicated computers and network systems connecting these computers are taken care of by the respective departments, system department and technical assistants. All the electrical and electronics equipment are looked after by the team of electrical maintenance staff consisting of electricians and engineers. Routine Maintenance of Campus Infrastructures, computer maintenance, software installations, networking are handled also maintained by respective Departments.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

286

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

111

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology **A. All of the above**

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

2890

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances **A. All of the above**

through appropriate committees

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of outgoing students who got placement during the year**

190

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

162

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year**5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year**

6

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

1

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

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Men's cell and Women's cell are active throughout the year. The activities conducted by Men cell include intra-college competitions and cultural activities. There was a spectacular show of traditional exhibitions. Weavers' Exhibition was the cynosure of all exhibitions conducted. Food Festival reached out all students. Cultural programs were conducted on many occasions as part of conclusion. Women's cell was alive with various activities and skill-oriented training programs. An exhaustive training on Mural art was the eye-catcher among students. The response from the participants was highly encouraging. Motivational programs with renowned personalities like Lawyers and Doctors in chair were conducted successfully. A special session was dedicated to maintenance of personal hygiene. Experienced medical professionals shared their resources, stressing the need for hygienic practices among women. Many students served as volunteers in facilitating on-campus placement drives. Selected students were included in the college anti-ragging committee and they keep monitoring students throughout the year.

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

0

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	No File Uploaded
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The College Alumni Association was formed on 26/08/2013 and registered under Tamilnadu Societies registration act under 1975 (S1/NO. 114.2013 dated 26.08.2013). All the outgoing students of the college are inducted into the Alumni Association. From 2013, Annual Alumni Meets are conducted every year and large numbers of alumni actively participate in the meeting. Alumni Association not only arranges the reunion event, but also carries out the following activities:

- Conducting Career Oriented Programs for equipping the students for TNPSC and Bank examinations.
- A guest room is allotted where alumni can stay when they visit the college.
- Social networking groups in Whats App are formed comprising Principal, Secretary, HODs, and Faculty Members of the department along with alumni. Alumnus post regular updates about placement drives and career opportunities in the group that are immediately passed to the students both directly and in student Whats App groups.
- Share their knowledge and expertise with current students

through motivational talk and inspiring speeches within college premises.

- Act as resource persons in various workshops. Conferences. seminars conducted by the department and ignite the students in their prospective carrier
- Actively involved in Board of studies and extend their valuable suggestions in syllabus reformation according to current trends
-

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://mahendraarts.org/alumini.php

5.4.2 - Alumni’s financial contribution during the year **D. 2 Lakhs - 5 Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

“Education continuous process and Mahendra Arts & Science College will remain in the forefront and will strive to provide quality education coupled with the latest infrastructure facilities, which will leave a long lasting impression in the minds and hearts of all the students, parents, staff and dignitaries who have been fortunate enough to be associated with it and have passed through the portals of this "Temple of Learning".

MISSION

1. To impart quality education.
2. To adopt new techniques and improve student's skills
3. To train them to overcome any critical situation.
4. To develop leadership qualities.
5. To train them to become good citizens.

QUALITY POLICY

Mahendra Arts and Science College (Autonomous) strives to ensure the delivery of continued academic programme quality and excellence and adopts the necessary criteria to establish a functional and well documented quality assurance system with a view to enable continuous improvement through self-evaluation and action planning. Mahendra Arts and Science College (Autonomous) also aims to provide an outstanding student experience by ensuring the quality of our programmes, teaching, and infrastructure for learning and teaching.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://mahendraarts.org/index.php#

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

New portfolios are created at different time intervals as a decentralisation measure of general administrative responsibilities, and Deans are appointed for the same. The academic and administrative affairs of departments with one or more programmes are the responsibility of heads of departments. Programme Coordinators have the authority to strengthen each study programme and assist HoDs in providing outcome-based education. The overall quality is controlled by the ISO system, which includes an internal quality assurance cell (IQAC).

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented
The institutional Strategic/Perspective plan is effectively

deployed:

The Institute's quality policy is well conveyed from its vision and mission statements. Strategic plan and action plan are designed in such a manner that this quality policy is driven and deployed during every process. Each process is regularly reviewed by a monitoring mechanism.

Strategy to develop competences to serve the ever changing needs of the industry & society and strategy to empower the faculty, staff and aspiring graduates with essential knowledge and skills:

1. Applying the innovative teaching learning methods such as Cooperative learning, Group discussions, Seminars and Lab Demonstrations.
2. Arranging industrial visits, in-plant trainings and guest lecture for students. Organizing orientation programs, courses related to the curriculum.
3. Use of teaching aids such as Models, Multimedia Presentations, NPTEL video lectures.

Strategy to strengthen collaborative research and consulting environment with industry and other institutes

1. Establishing research labs in departments imparting PG programmes.
2. Encouraging the faculty for research publications.
3. Motivating the students for research by organizing technical competitions

Strategy to inculcate social and ethical values

1. Establishing NSS cell and organizing various social programs/ activities through this cell.
2. Establishing community and ethical value based cells and organizing awareness programs on various ethical issues through these cell

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Chairman of the Governing Council of Mahendra Arts and Science College (Autonomous) is the Managing Trustees of Mahendra Educational Trust, while the Secretary is the Principal. The seamless and effective operation of the institution is committed to the principal. New portfolios are developed at different time intervals as a decentralisation measure of general administrative responsibilities, and HOD's are chosen for the same. The academic and administrative affairs of the departments with one or more programmes are the responsibility of the heads of departments. Programme Coordinators have the authority to strengthen each study programme and assist HOD's in providing outcome-based education. Internal Quality Assurance Cell (IQAC) is used to manage overall quality.

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
Upload any additional information	View File
Paste link for additional Information	Nil

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) Documen	No File Uploaded
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	No File Uploaded
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Faculty members with a postgraduate degree are encouraged to pursue a Ph.D. in a reputable university, either full-time or part-time. Faculty members are also encouraged to take eligibility exams such as SET/NET to further their education, and eligible faculty members are recognised for their accomplishments. Faculty members are encouraged to collaborate with reputable universities and institutes in India and overseas to arrange international conferences, workshops, and seminars. Faculty members are also given assistance in publishing their conference proceedings in reputable publishing houses so that their papers can be indexed in Scopus/Web of Science. Faculty members are encouraged to attend national and international conferences, workshops, and seminars, both in the United States and overseas, in order to expand their expertise and network with recognised academics. Faculty are encouraged to participate in online courses offered by reputable organisations such as SWAYAM-based NPTEL., etc. Faculty contributions to the production of papers, books, projects, research accomplishments, and patents, among other things, are suitably recognised and honored. Non-teaching employees are encouraged to expand their knowledge and certifications. The college offers non-teaching personnel special training programmes to help them gain technical and administrative skills that are important for the effective operation of the college

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

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

15

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

7

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

15

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The college conducts two types of auditing, one internal auditing and the other external auditing. All bills, vouchers and payments are regularly sent for internal auditing. The audit report is prepared after meticulous scrutinization of all income and expenditures. The finance committee of the college reviews and approves the budget and income, expenditure statements two times a year. External auditing is done once in a year. There is no major objection by the external auditor.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The mobilisation of funding is critical since this is an opportunity for all teachers to display their skills in innovation and relevant issue solving to various government agencies and enterprises. It is overseen by the institution's president, and the faculty members and the HOD develop and accept the goals. The funding come from two sources: (a) a grant from the Tamil Nadu government, and (b) a private donation. (b) Tuition fee (c) UGC autonomous grant (d) Consulting activities and revenue (e) Continuing education programmes and fees received (f) Sponsored projects to supplement research facilities and research activities leading to the award of Ph.Ds. There is a defined budgeting method that has been given to the Tamil Nadu government, and it is available for salaries of aided workers as well as capital expenditure for aided programmes. The monies are dispersed from the fee received to the self-financing programmes' salaries and other expenses. The UGC-sanctioned autonomous grant is spent according to the UGC guidelines specified in the order (library facilities, academic council related expenses, and other autonomous functioning related expenses). The finance committee approves the funds allotted, and the college spends them in those heads.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Internal Quality Assurance Cell (IQAC) has made a significant contribution to institutionalising quality assurance strategies and processes, as evidenced by incremental quality improvements made in the previous year (in the case of the First Cycle). Incremental quality improvements made in the previous year and post-accreditation quality initiatives (Second and subsequent cycles). E-resources are available at the library on campus and at a distant location. It is possible to generate reports on publisher usage, publication usage, and content usage as an

administrator. Students can use the e-resources from anywhere. During the pandemic, it is quite beneficial. Furthermore, with a single click, everyone can access relevant results in a variety of content kinds. All students have access to the subscribed electronic resources and are familiar with them. The use of e-resources can be recorded and marketed to a specific user group. Less-used resources can be identified and eliminated in preparation for future purchases.

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Each department establishes Board of Studies (BoS) to monitor the teaching-learning process and its requirements in terms of curriculum development, the introduction of new courses, the creation of new facilities, and the training programmes required, among other things. Academic auditing is being planned to monitor and review the performance of all programmes at the school. The Academic Audit team assesses the procedures involved in curriculum design and development activities, teaching-learning processes, student learning assessment processes, resource quality to satisfy learning outcomes, curricular and extra-curricular activities. Furthermore, the academic audit team evaluates faculty competencies, as well as the quality and quantity of research and consultancy outcomes. A Self Assessment Report (a specific format developed by the institution) is prepared for each programme to quantify the efforts of the faculty and students and is submitted electronically. It is envisioned to elaborate on curriculum, teaching learning, research, infrastructure and learning resources, student support and progression, and student performance. The Principal In-charge appoints an audit team of two external academicians with accreditation expertise and professionalism. The audit team does offline / online evaluations by reviewing documents and interacting with stakeholders. An audit report with commendations and recommendations for improving the system is distributed.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://mahendraarts.org/nirf.php
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Mahendra Arts & Science College promotes equal opportunities to all without any gender discrimination. The institution has taken several measures for sensitization of gender equality for UG, PG and Research scholars. The two NSS units and the Physical Education department play a vital role in the development of the personality traits of the students. Adequate security measures are taken up for providing safe environment for girl students to be free from ragging and all kind harassment. An Anti-Ragging committee is functioning effectively to ensure ragging-free environment.

Incinerators with user guidelines are installed in girl's washrooms for the pollution-free disposal sanitary napkins. CCTV surveillance is installed at all points of congested student traffic in order to ensure safety and security of our students. The counselors identify the students with difficulty in learning or when the students with difficulty approach the counselors, they are helped by the counselors in settling their problems in learning. Equal placement opportunities are given to all boys and girls in the campus placement drives. The latest ICT infrastructure of the college and the online provisions are fully utilized by the Placement and Training Cell.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy plant Wheeling to the Grid energy conservation Use of LED bulbs/ power-efficient equipment

B. Any 3 of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Solid waste management

Solid waste is collected from different locations of the campus and disposed through vendors. Food waste and vegetable waste in the canteen are used in bio-gas plant thereby renewable source of energy is produced. The gas generated is used for preheating purpose in the kitchen.

Liquid waste management

Waste water from the college hostel is treated through water treatment plant and the treated water is used for gardening.

Over 10,000 litres of waste water is treated every day.

Biomedical waste management

Bio-waste is not generated in the campus.

E-waste management

All e-wastes from all departments are collected and dumped in a room. The accumulated e-waste is disposed off periodically.

Hazardous chemicals and radioactive waste management

Not generated in the campus

Waste recycling system

It is under process.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	No File Uploaded

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
Geotagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for

A. Any 4 or All of the above

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

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

B. Any 3 of the above

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions/awards
5. Beyond the campus environmental promotional activities

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

7.1.7 - The Institution has a disabled-

B. Any 3 of the above

friendly and barrier-free environment:
Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms
Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities:
accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Mahendra Arts & Science College provides an inclusive environment for the students through various student associations which play an important role in fostering the mind of the students a sense of tolerance and harmony. To give proper exposure to the students, many kinds of activities are conducted throughout the year. Special sessions on personality development and leadership are arranged. Events that inculcate socio-economic, cultural and linguistic diversity are a part of the academic activities. Due to COVID pandemic, most of the activities are conducted through online mode this year. The Penta Club of English Department conducted inter-college events in singing, drawing and verse composition. The event, "Swachh Bharat" promoted the concept cleanliness, both personal and societal, among the students. Webinars were conducted on topics like "Women's Equality Week", "Curb Violence against Women", "Women in Leadership" and on "Yoga and Its Physical Fitness for women" to sensitize students about the role played by women and their importance in the societal establishment.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

The Constitution of India has certain basic constitutional values that constitute its spirit and are expressed in various articles and clauses. It contains modern, universal, human and democratic values. It also helps as a set of principles, rules, guidelines and procedures to reach a consensus which is the basis of the Indian society. The human values like integrity, transparency, responsibility, accountability, fairness and public welfare are the guiding principles of the Indian Constitution. Mahendra Arts & Science College offers a mandatory course on 'Human Rights' for the post-graduate streams during the II semester. The study of the course helps the students get sensitized on the significance of upholding the constitutional values. The college celebrates Days of national Importance like Republic Day, Independence Day, and Constitution Day to make the students remember the leaders and imbibe their values.

Provision for scholarships / rewards for deserving and well performing students and faculty members is available. Well-planned and meticulously-executed professional training by experts from the beginning leading to laudable career guidance in placement, entrepreneurship and higher education are a part and parcel of the regular college activities. Teachers are facilitated for doing their higher studies.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this

B. Any 3 of the above

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 Annual awareness programmes on the Code of Conduct are organized

File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	No File Uploaded

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

The celebration of any event in the college goes a long way to help students understand and appreciate the culture and past glory of the nation. Days of national and international importance are celebrated with due significance. Independence Day and Republic Day are normally celebrated in all grandeur every year, although these events were celebrated without students this year due to Covid 19. Navarathri festival was celebrated online in a simple manner. Special Women's day programme found its online celebration. A series of talk was conducted relating to the opportunities for students in TNPSC and UPSC examinations, Entrepreneurship, Women Development, Women Entrepreneurship, and Importance of Healthy Food to lead Healthy Life.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

The institution was started at this rural belt with the sole aim of educating the underprivileged rural mass. To empower the students to get employment opportunities many add-on and B.Voc courses were introduced. The department of Computer Science offers the B.voc. courses, IT-TIES, Multimedia & Software Development which give an edge to the students in getting employment. Agriculture, Poultry Science & Management and Food Processing Technology from Biotechnology department prepare the students for entrepreneurship. The Commerce stream facilitates its students with Banking, Financial Service & Management that opens a vista of jobs. Media Technology is offered by JMC department. Most of the students are hailing from very humble background with meager income. Hence, the institution, besides getting governmental scholarships, constituted management scholarship to the needy on meritorious ground. The institutional scholarship amounted to Rs.54,29,200/- in the past five years, 2016-17 to 2020-2021. A total of 1,348 students were benefitted. Prominent sports persons are given concession in their fee. The institution extends a helping hand to the underprivileged youth in order to raise the standard of their life.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

As mentioned in the vision statement and the quality policy of the institution, the distinctive feature lies in the all-round development of students with special emphasis on good conduct and character. The uncompromising ethical values that our students learn in the course of their study form the basis of their character. They are taught human values that are fundamental to man-making education.

Institution Innovation Cell of the institution was established following the guidelines of Ministry of Education in the year 2018. The institution was recognized with 3.5 Star grade for promoting innovation and start-up activities in the year 2019-2020. Two innovative lecture programmes on "Leadership Talk - Innovation in Science" and "Leadership Talk innovation in Industry Sector" were conducted on 3rd September 2019 and 27th September 2019 respectively to sensitize the students. Two individual IIC lecture programmes on IPR (Intellectual Property Rights & Innovation) and "Successful Entrepreneurship for Sustainable Development in Agricultural Technology" were conducted on 6th March 2020 and 14th March 2020 respectively in order to inspire the students to take up entrepreneurial business in future.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The curricula for the undergraduate and post graduate programs are formulated strictly following the guidelines of UGC, TANSICHE, affiliating university and the stakeholder's feedback, aligning with the vision and mission of the Institution to meet the local/ national/ regional/ global developmental needs of the society. The curriculum is formulated in tune with the CO's, PO's and PSO's and is monitored by IQAC and Board of Studies at regular intervals in each program. Report writing and Language laboratory enhance the communication skills of students. Major and minor projects presentation done by the students help them consolidate and apply their conceptual understanding of various subjects. The project work/ internship taken up in the final year enable the students to consolidate their knowledge to write and present technical reports. Co-curricular and extra-curricular activities aim to inculcate these qualities in order to bring about holistic personality development of students. Postgraduate Arts and Science programs are designed with advanced core and elective courses along with specific emphasis on laboratory and research work. The curriculum of postgraduate courses also deals with all the aspects outlined above. The success of curriculum design and development results in enhanced employability, increased placements and students securing admissions into higher education institutions, at national and international levels.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://mahendraarts.org/iqac.php

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	No File Uploaded
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

465

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

133

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

22

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The main focus of the college is the overall development of the students and the college has been working towards that end tirelessly. Various courses, namely, Human Values, Professional Ethics and Environmental Studies have been introduced as mandatory courses for all programs of students to address issues such as Gender Equality, Sustainability, Human Values and Ethics. Human values and Professional ethics: To instill Moral, Social and Ethical values, the college has introduced two courses on Human Values and Professional Ethics for all the programs. It emphasizes on the holistic understanding of ethical human conduct, trustful and mutually satisfying human behavior. Environmental Studies is an interdisciplinary course. The course is offered as a mandatory course in all the U.G and P.G programs. The course includes the study of natural resources with emphasis on renewable energy resources, the importance of conserving the present ecosystem, promoting biodiversity, perils of environmental pollution and raising awareness on environmental and social issues. Gender Sensitization 'Human Values and Professional Ethics' course includes a unit on Social responsibility, inculcating civic sense and virtues highlighting issues related to the dignity of women at home and workplace. Discussions, debates and guest lectures pertaining to gender sensitization are conducted periodically.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

16

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

664

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

1038

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	A. All 4 of the above
File Description	Documents
Provide the URL for stakeholders' feedback report	Nil
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded
1.4.2 - The feedback system of the Institution comprises the following	A. Feedback collected, analysed and action taken made available on the website
File Description	Documents
Provide URL for stakeholders' feedback report	Nil
Any additional information	View File
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment of Students	
2.1.1.1 - Number of students admitted (year-wise) during the year	
770	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)	
733	

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Advanced Learners:

In the absence of regular classes, video links related to the subjects concerned were given to students. The concept of self-study was encouraged. Various subject-oriented activities were given to students for practice. They were given guidance about the content beyond syllabus. More and more problem solving science activities were given for them to develop their problem-solving ability. Selected motivational videos on entrepreneurship were identified and offered to students for their understanding of the various nuances of business. Students were involved in online discussion and debate programmes. They were encouraged to write ICT Learnathon Course and Swayam course for upgrading their knowledge and to have experience of taking online examinations. They were introduced to some of the industrial defined problems and find out the ways and means of solving them. Video lessons were created and circulated among students for self-learning.

Slow-Learners:

Students were identified in the first internal test of each program, Continuous assesment throughonline tests in small units were conducted periodically through Google-Form to assess the students' understanding. Students were given a concept and asked to make a presentation. Listening assignments were given to improve the communicative skills. Question banks were issued to students online. Peer tutoring was arranged. They were asked to make power point presentation of the lessons. Assignments were given regulary to gain and improve the writing and knowledge skills

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/05/2021	2518	119

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

Since the whole year went through online mode of teaching, students were not facilitated with experiential learning. However, very few lessons were taught through experiential learning.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

ICT-enabled classes were conducted through Google-Meet. Since it was done through personal mail id by most of the faculty, there was no record of the classes. Classes were conducted using ingenious power point presentations and digital pad.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	Nil
Upload any additional information	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

101

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Due to Covid 19, there was no calendar made available for the year. Since, the classes were conducted exclusively online, the individual faculties themselves prepared lesson plans and the required teaching-learning materials.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	No File Uploaded

2.4 - Teacher Profile and Quality

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

119

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

42

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	No File Uploaded
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

119

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

24

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The Examination Automation System (COXCO) was designed and developed using UBUNTU Operating System and PHP with MYSQL server for database by ESSVEE Systems & Software, Coimbatore. The scope of the entire work has been elaborated under various sections and sub-sections which were developed and designed as per the examination ordinance and guidelines. The system had been operational in a phased manner and our requirements validated by them up to the expectation of the Examination Section.

The following processes are done through the COXCO software:

- Students Bio Data entry
- Programme / Semester wise subjects and credits entry
- Students Nominal Roll entry
- Exam application generation
- Exam time table preparation
- Hall Ticket generation
- Seating arrangements

- Internal Marks Updating
- Central valuation - External Mark Updating
- Result processing
- Semester / Consolidate Mark sheet generation
- Generation of eligible candidates list for award of Degree.

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

2.6 - Student Performance and Learning Outcomes

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

Programme Outcomes and Course Outcomes for Arts and Science programmes are offered by the institution and stated and displayed on the website. The same is communicated to teachers and students.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	No File Uploaded
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Curriculum based on outcome based education (OBE) was introduced from 2019-20. By the end of academic year 2020-21, PG Programmes were completed under OBE syllabus. Hence, Programme outcomes and course outcomes were evaluated by the Curriculum Development Cell for PG Courses.

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

912

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

<https://mahendraarts.org/igac.php>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The Research Advisory Committee is constituted and discussed the importance of recent developments in the thrust areas of Art and Sciences and provide the required guidance to faculty members and research scholars in research activities.

The committee provides advice and policy guidelines for the improvement and promotion of activities in Academic Research,

Sponsored Research, Consultancy, Innovation and Patenting, Industrial Training, Technology transfer, etc. The scope of activities envisaged for the committee include:

- To recommend research policy and guidelines for the sanction of seed money and various types of incentives for publications, project grant and start-ups.
- To suggest measures for improving the existing infrastructural facilities and sign MoUs for establishing Centres of Excellence for academic and sponsored research.
- To recommend emerging areas for writing project proposals seeking grant from State Government/Central Government/and other National/International funding agencies.
- To periodically review the progress of the research work of research scholars and offer suggestions for improvement.
- To deliver webinars/FDPs for faculty members, research scholars and students in the areas of research methodology, innovation, entrepreneurship, IPR, start-ups, etc.
- To publish the faculty members and research scholars research outcomes in International and National journals (SCI/SCI-E/SSCI/UGC-CARE).

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	Nil
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

40

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

6

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

0

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	No File Uploaded
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

An innovation ecosystem is created to inculcate the innovative ideas through the utilization of the libraries and laboratories by teachers and students. The Institution Innovation Cell (IIC) is created in the institute by Institution Innovation Council of MHRD, India. Our students are the members of this cell and the faculty members are the ambassadors and mentor of this cell. The IIC members are took part in various activities and brought their hidden talents to develop various prototypes, concepts creations, science fictions and participating various competitions. During the Covid pandemic period most of the events were conducted by virtual mode. For empowering the innovative ideas among the student community by trained faculty members are providing hands on trainings and participating Webinars and conferences which ensure the creation and transfer of knowledge.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

4

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	View File

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	No File Uploaded
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

0

File Description	Documents
List of research papers by title, author, department, and year of publication	No File Uploaded
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

0.0420

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

12

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University**3.4.6.1 - h-index of Scopus during the year**

4

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	No File Uploaded

3.5 - Consultancy**3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)**

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Students are exposed to cross-cutting and social issues through rallies, health and hygiene awareness, webinars, care of the old people, Gender sensitization, emergencies, environmental consciousness and values. The institution regularly conducts the extension activities in neighborhood society and adopted villages by NSS. These programmes aim to connect the Higher Education Institutions with the society. This will transform the outlook of the students and inculcate leadership qualities in the youth. They will prove good administrators, good humans with good moral behavior and responsible citizens in future. Such citizens help in Nation building. During the COVID-19 pandemic the awareness quiz activities were conducted by virtual mode.

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

4

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

2

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

3543

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

0

File Description	Documents
Copies of documents highlighting collaboration	No File Uploaded
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

4

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

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 equipments, etc.

Mahendra Arts and Science College has adequate classrooms, laboratories, computing equipments, etc. The institute also abides by the norms of University Grants Commission (UGC) as well as Periyar University. The necessary infrastructure facilities are detailed below in order to meet the quality of the academic activities:

- 1) The Institute has 13 Departments comprise with Arts and Science courses with 85 classrooms & 15 Laboratories.
- 2) Class rooms: Each classroom is with adequate size and has enough lighting, air ventilation and with good ambience.
- 3) The institution has also self sufficient number of well-furnished, well ventilated, spacious classrooms for conducting theory classes.
- 4) In addition with the above class rooms are equipped with ICT facilities to create ambient atomosphere for teachers and students.
- 5) All laboratories are operational, and well maintained not

only for carrying out curriculum oriented lab practical's but also to carry out research activities.

6) Seminar Halls and Auditorium: The Institute has 7 seminar halls with public addressing systems; LCD projectors, etc are available. Nearly 100 to 1000 members can be accommodated in the seminar halls and auditorium respectively. These halls are regularly used for conducting seminars of state, national and international level lectures at the Institute.

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

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

The importance of extracurricular activities on institute campus has been well established. The institute keep on encourages and faculty members the students to participate in various cultural and sports activities to ensure team spirit and leadership skills among the students. A qualified physical director along with team of experienced faculty members looks after the extracurricular activities of the college.

These places of physical activities are regularly used by our students for recreation, practice and performance. The evening scenario in our college is full of enthusiasm, very sporty and all these sports areas are occupied according to the specific interests of the students. Some of our staff and faculty members too gets involved in such kind of cultural and sports activities with students keeping in mind the health benefits of working out in nature centered zone and active environment. It is to be noticed that every year the participation of our students in inter-university inter-collegiate games is keep on increasing. We arrange special fitness and awareness lectures for girls keeping in mind their safety by self-defense. Not only for students but also for staff and faculty fitness sessions are also being arranged. Our college selects sports students' for interuniversity intercollegiate meets.

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

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

33

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

54.44

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

Library is automated since the academic year 2006-2007. It is totally cloud based application software specially designed with the due consultation with the library staffs by taking care of their as well as the needs of the clients that pertaining to all kinds of library operations. In addition with the above Journals/Periodicals, Various Reports modules and its corresponding remote accessibility facilitate for

library staff and its users with web based library operations with the Notifications of the transactions and various reports can also be fetched through.

Integrated library management software designed and developed by the INFLIBNET Centre, Ahmedabad; designed and crafted upon the requirements of college and university libraries. The software was designed to automate all housekeeping operations in the library.

Central Library also has the Digital Library Software. It has been installed in the central library to organize, manage and provide an access to the institutional repositories and other digital collection of the library; wherein faculty publications, institute related newspaper clippings, Ph.D Thesis of the faculty members, College Magazine, Half Yearly Institutional Reports etc. have been stored and made accessible to the end users.

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

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

B. Any 3 of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

0.83

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

0

File Description	Documents
Upload details of library usage by teachers and students	No File Uploaded
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

IT Infrastructure and its associated facilities have been augmented periodically as and when there is a requirement and also to introduce new types of technology are being introduced to the student and faculty members. Computer systems are upgraded with latest configuration as per the need and requirements of the various departments and also for research purpose. From 2010 onwards, internet bandwidth speed was of 4 Mbps and the ensuing five years, it has been upgraded to 64 Mbps. Recently, the institute has commissioned and additional leased line from READY LINK that provides an appreciable speed of 64 Mbps speed. Around 80% of the desktops present on campus have been upgraded from Pentium IV and Intel Core2Duo types of mother boards. This is in tandem with the need of the hour to ensure that the teaching-learning process is fruitful and effectual. The monitors have been supplanted with LCDs/LEDs that ensure vision comfort especially due to extensive use by students, faculty members.

Large screen LCDs have also been provided that helps the users. Plans are afoot to transform the classes into Smart Classrooms. Contingency plans are in place for augment the number of computers on campus based on the needs.

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2518	285

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 250 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

A. All four of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

15.82

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

Civil Infrastructure Maintenances are being carried out by sufficient Human resources in order to maintenance and upkeep of campus infrastructure. A maintenance supervisor and maintenance assistances (electricians and plumbers) are involving upkeep and maintenance of infrastructure facilities. These personnel are available 24 X 7 protocol to monitor the maintenance. The cleanliness of the campus and the hostels is out-sourced for the betterment of the students. The following itesm are maintained in effective manner.

Annual Pest Control Service Contract

Fire Systems Maintenance

Maintenance of UPS

Water Tank Cleaning

Drinking Water Testing

The institute has also dedicated staff members for overlooking the maintenance & upkeep of equipment & computing facilities of the institution. All the standalone and dedicated computers and network systems connecting these computers are taken care of by the respective departments, system department and technical assistants. All the electrical and electronics equipment are looked after by the team of electrical maintenance staff consisting of electricians and engineers. Routine Maintenance of Campus Infrastructures, computer maintenance, software installations, networking are handled also maintained by respective Departments.

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

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year**

286

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

111

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File
5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	A. All of the above
File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	View File
Any additional information	No File Uploaded
5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year	
2890	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students'	A. All of the above

grievances Timely redressal of grievances through appropriate committees

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	No File Uploaded

5.2 - Student Progression
5.2.1 - Number of outgoing students who got placement during the year

190

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

162

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year
5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

6

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

1

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

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Men's cell and Women's cell are active throughout the year. The activities conducted by Men cell include intra-college competitions and cultural activities. There was a spectacular show of traditional exhibitions. Weavers' Exhibition was the cynosure of all exhibitions conducted. Food Festival reached out all students. Cultural programs were conducted on many occasions as part of conclusion. Women's cell was alive with various activities and skill-oriented training programs. An exhaustive training on Mural art was the eye-catcher among students. The response from the participants was highly encouraging. Motivational programs with renowned personalities like Lawyers and Doctors in chair were conducted successfully. A special session was dedicated to maintenance of personal hygiene. Experienced medical professionals shared their resources, stressing the need for hygienic practices among women. Many students served as volunteers in facilitating on-campus placement drives. Selected students were included in the college anti-ragging committee and they keep monitoring students throughout the year.

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

0

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	No File Uploaded
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The College Alumni Association was formed on 26/08/2013 and registered under Tamilnadu Societies registration act under 1975 (Sl/NO. 114.2013 dated 26.08.2013). All the outgoing students of the college are inducted into the Alumni Association. From 2013, Annual Alumni Meets are conducted every year and large numbers of alumni actively participate in the meeting. Alumni Association not only arranges the reunion event, but also carries out the following activities:

- Conducting Career Oriented Programs for equipping the students for TNPSC and Bank examinations.
- A guest room is allotted where alumni can stay when they visit the college.
- Social networking groups in Whats App are formed comprising Principal, Secretary, HODs, and Faculty Members of the department along with alumni. Alumnus post regular updates about placement drives and career opportunities in the group that are immediately passed to the students both directly and in student Whats App groups.

- Share their knowledge and expertise with current students through motivational talk and inspiring speeches within college premises.
- Act as resource persons in various workshops. Conferences. seminars conducted by the department and ignite the students in their prospective carrier
- Actively involved in Board of studies and extend their valuable suggestions in syllabus reformation according to current trends
-

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://mahendraarts.org/alumini.php

5.4.2 - Alumni's financial contribution during the year

D. 2 Lakhs - 5 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

"Education continuous process and Mahendra Arts & Science College will remain in the forefront and will strive to provide quality education coupled with the latest infrastructure facilities, which will leave a long lasting impression in the minds and hearts of all the students, parents, staff and dignitaries who have been fortunate enough to be associated with it and have passed through the portals of this "Temple of Learning".

MISSION

1. To impart quality education.
2. To adopt new techniques and improve student's skills
3. To train them to overcome any critical situation.
4. To develop leadership qualities.

5. To train them to become good citizens.

QUALITY POLICY

Mahendra Arts and Science College (Autonomous) strives to ensure the delivery of continued academic programme quality and excellence and adopts the necessary criteria to establish a functional and well documented quality assurance system with a view to enable continuous improvement through self-evaluation and action planning. Mahendra Arts and Science College (Autonomous) also aims to provide an outstanding student experience by ensuring the quality of our programmes, teaching, and infrastructure for learning and teaching.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://mahendraarts.org/index.php#

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

New portfolios are created at different time intervals as a decentralisation measure of general administrative responsibilities, and Deans are appointed for the same. The academic and administrative affairs of departments with one or more programmes are the responsibility of heads of departments. Programme Coordinators have the authority to strengthen each study programme and assist HoDs in providing outcome-based education. The overall quality is controlled by the ISO system, which includes an internal quality assurance cell (IQAC).

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The institutional Strategic/Perspective plan is effectively deployed:

The Institute's quality policy is well conveyed from its vision and mission statements. Strategic plan and action plan are designed in such a manner that this quality policy is driven and deployed during every process. Each process is regularly reviewed by a monitoring mechanism.

Strategy to develop competences to serve the ever changing needs of the industry & society and strategy to empower the faculty, staff and aspiring graduates with essential knowledge and skills:

1. Applying the innovative teaching learning methods such as Cooperative learning, Group discussions, Seminars and Lab Demonstrations.
2. Arranging industrial visits, in-plant trainings and guest lecture for students. Organizing orientation programs, courses related to the curriculum.
3. Use of teaching aids such as Models, Multimedia Presentations, NPTEL video lectures.

Strategy to strengthen collaborative research and consulting environment with industry and other institutes

1. Establishing research labs in departments imparting PG programmes.
2. Encouraging the faculty for research publications.
3. Motivating the students for research by organizing technical competitions

Strategy to inculcate social and ethical values

1. Establishing NSS cell and organizing various social programs/ activities through this cell.
2. Establishing community and ethical value based cells and organizing awareness programs on various ethical issues through these cell

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Chairman of the Governing Council of Mahendra Arts and Science College (Autonomous) is the Managing Trustees of Mahendra Educational Trust, while the Secretary is the Principal. The seamless and effective operation of the institution is committed to the principal. New portfolios are developed at different time intervals as a decentralisation measure of general administrative responsibilities, and HOD's are chosen for the same. The academic and administrative affairs of the departments with one or more programmes are the responsibility of the heads of departments. Programme Coordinators have the authority to strengthen each study programme and assist HOD's in providing outcome-based education. Internal Quality Assurance Cell (IQAC) is used to manage overall quality.

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
Upload any additional information	View File
Paste link for additional Information	Nil

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	No File Uploaded
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	No File Uploaded
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Faculty members with a postgraduate degree are encouraged to pursue a Ph.D. in a reputable university, either full-time or part-time. Faculty members are also encouraged to take eligibility exams such as SET/NET to further their education, and eligible faculty members are recognised for their accomplishments. Faculty members are encouraged to collaborate with reputable universities and institutes in India and overseas to arrange international conferences, workshops, and seminars. Faculty members are also given assistance in publishing their conference proceedings in reputable publishing houses so that their papers can be indexed in Scopus/Web of Science. Faculty members are encouraged to attend national and international conferences, workshops, and seminars, both in the United States and overseas, in order to expand their expertise and network with recognised academics. Faculty are encouraged to participate in online courses offered by reputable organisations such as SWAYAM-based NPTEL., etc. Faculty contributions to the production of papers, books, projects, research accomplishments, and patents, among other things, are suitably recognised and honored. Non-teaching employees are encouraged to expand their knowledge and certifications. The college offers non-teaching personnel special training programmes to help them gain technical and administrative skills that are important for the effective operation of the college

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

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

15

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

7

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

15

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The college conducts two types of auditing, one internal auditing and the other external auditing. All bills, vouchers and payments are regularly sent for internal auditing. The audit report is prepared after meticulous scrutinization of all income and expenditures. The finance committee of the college reviews and approves the budget and income, expenditure statements two times a year. External auditing is done once in a year. There is no major objection by the external auditor.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The mobilisation of funding is critical since this is an opportunity for all teachers to display their skills in innovation and relevant issue solving to various government agencies and enterprises. It is overseen by the institution's president, and the faculty members and the HOD develop and accept the goals. The funding come from two sources: (a) a grant from the Tamil Nadu government, and (b) a private donation. (b) Tuition fee (c) UGC autonomous grant (d) Consulting activities and revenue (e) Continuing education programmes and fees received (f) Sponsored projects to supplement research facilities and research activities leading to the award of Ph.Ds. There is a defined budgeting method that has been given to the Tamil Nadu government, and it is available for salaries of aided workers as well as capital expenditure for aided programmes. The monies are dispersed from the fee received to the self-financing programmes' salaries and other expenses. The UGC-sanctioned autonomous grant is spent according to the UGC guidelines specified in the order (library facilities, academic council related expenses, and other autonomous functioning related expenses). The finance committee approves the funds allotted, and the college spends them in those heads.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Internal Quality Assurance Cell (IQAC) has made a significant contribution to institutionalising quality assurance strategies and processes, as evidenced by incremental quality improvements made in the previous year (in the case of the First Cycle). Incremental quality improvements made in the previous year and post-accreditation quality initiatives

(Second and subsequent cycles). E-resources are available at the library on campus and at a distant location. It is possible to generate reports on publisher usage, publication usage, and content usage as an administrator. Students can use the e-resources from anywhere. During the pandemic, it is quite beneficial. Furthermore, with a single click, everyone can access relevant results in a variety of content kinds. All students have access to the subscribed electronic resources and are familiar with them. The use of e-resources can be recorded and marketed to a specific user group. Less-used resources can be identified and eliminated in preparation for future purchases.

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Each department establishes Board of Studies (BoS) to monitor the teaching-learning process and its requirements in terms of curriculum development, the introduction of new courses, the creation of new facilities, and the training programmes required, among other things. Academic auditing is being planned to monitor and review the performance of all programmes at the school. The Academic Audit team assesses the procedures involved in curriculum design and development activities, teaching-learning processes, student learning assessment processes, resource quality to satisfy learning outcomes, curricular and extra-curricular activities. Furthermore, the academic audit team evaluates faculty competencies, as well as the quality and quantity of research and consultancy outcomes. A Self Assessment Report (a specific format developed by the institution) is prepared for each programme to quantify the efforts of the faculty and students and is submitted electronically. It is envisioned to elaborate on curriculum, teaching learning, research, infrastructure and learning resources, student support and progression, and student performance. The Principal In-charge appoints an audit team of two external academicians with accreditation expertise and professionalism. The audit team does offline / online evaluations by reviewing documents and

interacting with stakeholders. An audit report with commendations and recommendations for improving the system is distributed.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://mahendraarts.org/nirf.php
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Mahendra Arts & Science College promotes equal opportunities to all without any gender discrimination. The institution has taken several measures for sensitization of gender equality for UG, PG and Research scholars. The two NSS units and the Physical Education department play a vital role in the

development of the personality traits of the students. Adequate security measures are taken up for providing safe environment for girl students to be free from ragging and all kind harassment. An Anti-Ragging committee is functioning effectively to ensure ragging-free environment.

Incinerators with user guidelines are installed in girl's washrooms for the pollution-free disposal sanitary napkins. CCTV surveillance is installed at all points of congested student traffic in order to ensure safety and security of our students. The counselors identify the students with difficulty in learning or when the students with difficulty approach the counselors, they are helped by the counselors in settling their problems in learning. Equal placement opportunities are given to all boys and girls in the campus placement drives. The latest ICT infrastructure of the college and the online provisions are fully utilized by the Placement and Training Cell.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

B. Any 3 of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Solid waste management

Solid waste is collected from different locations of the campus and disposed through vendors. Food waste and vegetable

waste in the canteen are used in bio-gas plant thereby renewable source of energy is produced. The gas generated is used for preheating purpose in the kitchen.

Liquid waste management

Waste water from the college hostel is treated through water treatment plant and the treated water is used for gardening. Over 10,000 litres of waste water is treated every day.

Biomedical waste management

Bio-waste is not generated in the campus.

E-waste management

All e-wastes from all departments are collected and dumped in a room. The accumulated e-waste is disposed off periodically.

Hazardous chemicals and radioactive waste management

Not generated in the campus

Waste recycling system

It is under process.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	No File Uploaded

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
Geotagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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. Any 3 of the above

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

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

B. Any 3 of the above

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Mahendra Arts & Science College provides an inclusive environment for the students through various student

associations which play an important role in fostering the mind of the students a sense of tolerance and harmony. To give proper exposure to the students, many kinds of activities are conducted throughout the year. Special sessions on personality development and leadership are arranged. Events that inculcate socio-economic, cultural and linguistic diversity are a part of the academic activities. Due to COVID pandemic, most of the activities are conducted through online mode this year. The Penta Club of English Department conducted inter-college events in singing, drawing and verse composition. The event, "Swachh Bharat" promoted the concept cleanliness, both personal and societal, among the students. Webinars were conducted on topics like "Women's Equality Week", "Curb Violence against Women", "Women in Leadership" and on "Yoga and Its Physical Fitness for women" to sensitize students about the role played by women and their importance in the societal establishment.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

The Constitution of India has certain basic constitutional values that constitute its spirit and are expressed in various articles and clauses. It contains modern, universal, human and democratic values. It also helps as a set of principles, rules, guidelines and procedures to reach a consensus which is the basis of the Indian society. The human values like integrity, transparency, responsibility, accountability, fairness and public welfare are the guiding principles of the Indian Constitution. Mahendra Arts & Science College offers a mandatory course on 'Human Rights' for the post-graduate streams during the II semester. The study of the course helps the students get sensitized on the significance of upholding the constitutional values. The college celebrates Days of national Importance like Republic Day, Independence Day, and Constitution Day to make the students remember the leaders and imbibe their values.

Provision for scholarships / rewards for deserving and well

performing students and faculty members is available. Well-planned and meticulously-executed professional training by experts from the beginning leading to laudable career guidance in placement, entrepreneurship and higher education are a part and parcel of the regular college activities. Teachers are facilitated for doing their higher studies.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	No File Uploaded

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

The celebration of any event in the college goes a long way to help students understand and appreciate the culture and past glory of the nation. Days of national and international importance are celebrated with due significance. Independence Day and Republic Day are normally celebrated in all grandeur every year, although these events were celebrated without students this year due to Covid 19. Navarathri festival was celebrated online in a simple manner. Special Women's day programme found its online celebration. A series of talk was conducted relating to the opportunities for students in TNPSC and UPSC examinations, Entrepreneurship, Women Development, Women Entrepreneurship, and Importance of Healthy Food to lead Healthy Life.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

The institution was started at this rural belt with the sole aim of educating the underprivileged rural mass. To empower the students to get employment opportunities many add-on and B.Voc courses were introduced. The department of Computer Science offers the B.voc. courses, IT-TIES, Multimedia & Software Development which give an edge to the students in getting employment. Agriculture, Poultry Science & Management and Food Processing Technology from Biotechnology department prepare the students for entrepreneurship. The Commerce stream facilitates its students with Banking, Financial Service & Management that opens a vista of jobs. Media Technology is offered by JMC department. Most of the students are hailing from very humble background with meager income. Hence, the institution, besides getting governmental scholarships, constituted management scholarship to the needy on meritorious ground. The institutional scholarship amounted

to Rs.54,29,200/- in the past five years, 2016-17 to 2020-2021. A total of 1,348 students were benefitted. Prominent sports persons are given concession in their fee. The institution extends a helping hand to the underprivileged youth in order to raise the standard of their life.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

As mentioned in the vision statement and the quality policy of the institution, the distinctive feature lies in the all-round development of students with special emphasis on good conduct and character. The uncompromising ethical values that our students learn in the course of their study form the basis of their character. They are taught human values that are fundamental to man-making education.

Institution Innovation Cell of the institution was established following the guidelines of Ministry of Education in the year 2018. The institution was recognized with 3.5 Star grade for promoting innovation and start-up activities in the year 2019-2020. Two innovative lecture programmes on "Leadership Talk - Innovation in Science" and "Leadership Talk innovation in Industry Sector" were conducted on 3rd September 2019 and 27th September 2019 respectively to sensitize the students. Two individual IIC lecture programmes on IPR (Intellectual Property Rights & Innovation) and "Successful Entrepreneurship for Sustainable Development in Agricultural Technology" were conducted on 6th March 2020 and 14th March 2020 respectively in order to inspire the students to take up entrepreneurial business in future.

File Description	Documents
Appropriate link in the institutional website	Nil
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. To encourage quality publications from the faculty and scholars to improve the h-index of the individual faculty as well as that of the college.

2. To increase the number of citations per faculty of the college benchmarking with colleges with higher ranks in NIRF rankings.

3. To increase the number of industry-linked PhDs by providing a platform for industries to interact with the research scholars through research conclaves.

4. To promote student innovation and entrepreneurship by encouraging them to participate in innovation contests like Hackathons, Learnathon etc. through financial and academic support.

5. To increase the number of Research projects from funding agencies.

6. To introduce more skill-oriented certificate courses.

7. To establish Incubation Centres in various departments.