

MUTHAYAMMAL
COLLEGE OF ARTS & SCIENCE
Rasipuram, Namakkal Dt. Tamil Nadu



To
The Director
National Assessments and
Accreditation Council
Bengaluru

**ANNUAL
QUALITY
ASSURANCE
REPORT
(2020-2021)**



MUTHAYAMMAL
COLLEGE OF ARTS
& SCIENCE
(Autonomous)
A UNIT OF VANETRA GROUP

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YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	MUTHAYAMMAL COLLEGE OF ARTS AND SCIENCE
• Name of the Head of the institution	Dr .S.P. VIJEIKUMAR
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04287222137
• Mobile no	9965587437
• Registered e-mail	info@muthayammal.in
• Alternate e-mail	principalarts@muthayammal.in
• Address	KAKKAVERI PO RASIPURAM TK
• City/Town	NAMAKKAL
• State/UT	Tamil Nadu
• Pin Code	637408
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Self-financing				
• Name of the Affiliating University	PERIYAR UNIVERSITY, TAMILNADU				
• Name of the IQAC Coordinator	S SANTHOSH				
• Phone No.	04287222137				
• Alternate phone No.	9965585437				
• Mobile	7540041437				
• IQAC e-mail address	headiqac@muthayammal.in				
• Alternate Email address	admin@muthayammal.in				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.muthayammal.in/pdf/AQAR2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.muthayammal.in/pdf/academic-caleder/staff/MCAS_Academic_Calendar_Staff_2020-2021-upd_V3--2-.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.04	2018	24/12/2021	31/12/2026
6.Date of Establishment of IQAC			21/03/2011		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Muthayammal College of Arts and Science, Dept of Physics Dr. K. Sangeetha	CRG	SERB	2019 ,3 YEARS	450000
Muthayammal College of Arts and Science, Dept of Microbiology , Dr. M. Maghimaa	Minor Research Project	TNSCST -Govt of Tamilnadu	2019, 2 YEARS	NIL
Muthayammal College of Arts and Science, Dept of Microbiology , Dr. N. Sudhakar	Extramural Research Grant	DBT	2019, 3 YEARS	556353
8. Whether composition of IQAC as per latest NAAC guidelines		Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 		View File		
9.No. of IQAC meetings held during the year		10		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been 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. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
<ul style="list-style-type: none"> • The IQAC of Muthayammal College of Arts Science initiated various quality activities for Higher educational Institutions during the Academic Year 2020-2021. The college applied for rankings such as NIRF Ranking 2021, ARIIA Ranking 2021 and got listed one among 177 in Non-Technical Band Beginners in 2021 and received a certificate from the Ministry of Education, Govt of India 	
<ul style="list-style-type: none"> • Internal Quality Assurance Cell has conducted Academic and Administrative Audit and Mock Visit by External experts to various departments to get readiness for facing UGC Autonomous Expert Committee during January and February 2021. The UGC Autonomous Expert 6 member Committee has visited Muthayammal College of Arts & Science on 27.02.2021 & 28.02.2021 and the report has been submitted to UGC Committee. As per the decision, the UGC standing committee constituted by UGC and decide to Grant of AUTONOMOUS status to " Muthayammal College Of Arts & Science, Rasipuram, Kakkaveri(Po), Namakkal District, Tamilnadu Affiliated to Periyar University, Salem, Tamilnadu for 10 years. A great milestone has been achieved successfully in the Academic year 2020-2021 	
<ul style="list-style-type: none"> • It has been a moment of pride as per the India Today MDRA ranking 2021, Microbiology department of Muthayammal College has been ranked 133rd among 178 best science colleges. The Commerce Department has been ranked 138th among the 200 best commerce colleges. Department of Computer Applications been created the 68th rank among the top 146 best colleges in India. The IQAC of Muthayammal College of Arts And Science has submitted the 6th AQAR to NAAC on 07th May 2021 as per the guidelines from NAAC and received acceptance on 17.05.2021. Tamilnadu State Council for Science and Technology offered grants Rs: 2.10 Lakhs project in the year 2020-21. Our Institution has Established the Institution Innovation Cell on 11.09.2020. A three days Energy Audit has been conducted from 18.01.2021 to 20.03.2021. NAAC Online Students Satisfaction Survey has been conducted in July 2021 	
<ul style="list-style-type: none"> • The IQAC of Muthayammal College of Arts and Science has been organized Two virtual Faculty development Programme titled i) " NAAC in Tune with revised Accreditation framework" on 12.08.2020 & 154 staff were participated. ii) "Challenges' in Online Admission, Classes and Examinations" on 11.09.2020 & 100 staff have 	

participated.

- Our College has been achieved a 100% result in Periyar University Examination during the AY 2020-2021 The IQAC of Muthayammal College of Arts and Science submitted the data required by AISHE 2020-21 of the ministry of MHRD on 14.03.2022

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

Plan of Action	Achievements/Outcomes
Skill Enhancement - Communication Skill	<ul style="list-style-type: none"> • Global Level BEC certification course has been conducted for 40 students and got certification in 2020-2021 Academic Year • Infosys "Skill Development Program" has been conducted for the students during the month of August, October & November in 2020-2021 year
Entrepreneurship Development	<ul style="list-style-type: none"> • A webinar on "Inspirational Entrepreneur" has been conducted on 07.06.2021, 85 students were participated in this program ? "Financial Blueprint for Budding Entrepreneur" a webinar program has conducted on 11.06.2021, 65 students participated ? "Sources of Funding for Business Aspirants" a webinar session has been conducted on 14.06.2021, 95 students were participated and benefitted
Community Services	<ul style="list-style-type: none"> • NSS has conducted a "Voters Awareness Programme" in 2021 ? NSS Units of our institution & Aravind Eye Hospital , Covai organizing an eye camp at Namagiripet on 29.01.2021, Publics were benefitted • A Road Safety Awareness Rally event was organized by NSS of our institution in collaboration with Rasipuram Deputy Superintendent of Police,

	<p>Rasipuram Police station start a Rally from Forest Range Office, Koneripatti, Rasipuram, 200 participants took part in this Awareness. • Rupees ₹19,90,000 has been donated towards COVID-19 relief by the Muthayammal Educational & Charitable Trust in 2020-2021 to Rasipuram Govt Hospital.</p>
Energy Audit	<ul style="list-style-type: none"> • A Licensed Energy Auditor has visited our college from 18.01.2021 to 20.01.2021 • Three days Electrical Audit has been conducted and certificate and Testing report has handover to the Head of the Institution
Academic & Administrative Audit	<ul style="list-style-type: none"> • Internal Quality Assurance Cell has conducted Academic and Administrative Audit and Mock Visit • 11 External experts from various colleges have visited our college during December 2020 and January 2021 • Experts gave his suggestions for Institutional growth and future development
Teaching Learning resources	<ul style="list-style-type: none"> • PALPAP e-resource management has been implemented in the academic year 2020-2021 for Teaching & Learning resources
Curriculum Enhancement	<ul style="list-style-type: none"> • CBCS Curriculum designed by Periyar University was implemented in 2017- 2018 • All the 1653 Students of (both UG/PG) who appeared for the final year Periyar University examinations during 2020-2021 had passed and registered 100% eligible for graduation
UGC Autonomy Status	<ul style="list-style-type: none"> • The UGC Autonomous Expert 6 member Committee has visited Muthayammal College of Arts &

	<p>Science on 27.02.2021 & 28.02.2021 and the report has been submitted to UGC Committee. As per the decision, the UGC standing committee constituted by UGC decide to Grant AUTONOMOUS status to</p>
Research Expertise Sharing	<ul style="list-style-type: none"> • DBT STAR College schemes have been completed for the AY 2020-2021 • Online PPT review meetings were successfully conducted and the DBT Annual report has been submitted to DBT, Ministry of Science and Technology
National Ranking & Achievements	<ul style="list-style-type: none"> • The college participated in rankings such as NIRF Ranking 2021 both College & Overall Category, • ARIIA Ranking 2021 and got listed one among 177 in Non-Technical Band Beginners in 2021 and received a certificate from the Ministry of Education, Govt of India • The India Today MDRA ranking 2021, Microbiology department of Muthayammal College has been ranked 133rd among 178 best science colleges. The Commerce Department has been ranked 138th among the 200 best commerce colleges. Department of Computer Applications been created the 68th rank among the top 146 best colleges in India
Cell Establishment	<ul style="list-style-type: none"> • Our Institution has Established the Institution Innovation Cell on 11.09.2020
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> • Name of the statutory body 	

Name	Date of meeting(s)
Governing Council	12/02/2021

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	01/02/2022

Extended Profile**1. Programme**

1.1	812
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	4423
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	1342
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	1653
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic	
3.1	226
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	226
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	85
Total number of Classrooms and Seminar halls	
4.2	724
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	519
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>Muthayammal College of Arts & Science is affiliated with Periyar University in Salem. The curriculum is designed and developed to promote the academic excellence of the learners.</p> <ul style="list-style-type: none"> This curriculum offers diversified programs to empower the learners and acquire the skills. It accommodates cognitive, effective, Innovation, diversification, and psychological aspects. Development is attained by follow up of Roadmap, Lesson Plan, 	

Lesson plan Tracking Sheet, Conducting the National and International Conferences, Technical Workshop.

- Students Participating Internship, Industrial Visit, Field Visit, Extra Courses Through Value Added.
- Promote the student to achieve the International Certification Courses and Certification in UGC, Swayam, NPTEL, etc.,
- In the college curriculum, the development and management cell is activated in a wide role
- Suggestions are sought from each faculty and subject expert from outside universities to effect enrichment or modification in the curriculum.
- The changes to be implemented are forwarded to the University for consideration.
- Some faculty members are nominated as 'Members and Chair Persons' of the BOS (Board of Studies) at Periyar University
- To incorporate 'Life-oriented syllabi' in the curriculum, Chair Persons and members of the BOS mainly focus on designing and developing an "Outcome-Based Education (OBE)".
- Feedback from the students, faculty, parents, alumni, employers, academic peers and all the stakeholders is periodically collected and analyzed.
- Innovative Suggestions to enrich the curriculum are forwarded to the University and the Board of Studies seeking them to implement effective changes.
- Certificate and Value Added courses to improve the student's technical skills.
- Opportunities are provided to the Rural students via UG, PG Courses, and Research courses.
- Program Outcomes (PO), Programme Specific Outcomes (PSOs) & Course Outcomes (Cos) have been prepared and updated on the college website.
- Faculty members have been encouraged to take up SWAYAM, BEC & UGC-MOOC courses.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.periyaruniversity.ac.in/SyllabusAffi2017.php

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

Internal Evaluation (CIE)

- At the commencement of every academic year, an academic calendar is prepared and provided to the faculty to enable the effective translation of the curriculum and improvement of the teaching practices and conducts CIE for students.
- Slip tests and unit tests have been conducted. Assignments are given to the students to scale their understanding of the syllabi taught.
- Internal examinations are conducted twice during the course of every semester
- Cumulative CIA is prepared based on students' attendance, assignment, class test, and student seminar.
- The results were analyzed into overall pass percentage, subject-wise analysis, and Gender wise analysis.
- Marks obtained in the tests and examinations are analyzed and submitted to the Principal and maintained in the Departments.
- Performance reports are maintained in the academic records of Departments and sent to the parents to make them aware of their wards' academic attainment.
- The students who fall into the below-average category are paid remedial attention. They are grouped under the 'Mentor-Mentee' system and remedial classes are conducted to improve their academic performance.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.muthayammal.in/pdf/academic-calendar/staff/MCAS Academic Calendar Staff 2020-2021.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the

B. Any 3 of the above

affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File
1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
38	
File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
1	
File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
250	

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

1. Professional ethics

University has designed the curriculum incorporating courses such as Network Security & Cryptography, Tally, Insurance, Marketing, ERP, BAKERY, Medical Laboratory Techniques (MLD), courses, etc.,

- Success is most important for everyone, students should learn moral values and guide the corporations or other businesses makes decisions.
- To provide knowledge of entrepreneurship and also provide necessary inputs for the creation of the new ventures.
- To familiarize the students with the different stages of project preparation and Entrepreneurship development activities undertaken by the Indian government.

2. Gender

Courses relevant to Gender offered in the Curriculum are FEMINIST WRITING and HUMAN RIGHTS.

- Every activity and program provides equal opportunity to bothboys and girls.
- Women's Forum, Anti sexual Harassment and Gender Violation Cell, and Anti Ragging Committees provide moral support to the female students.

3. Human Values

Courses relevant to Human Values offered in the Curriculum are HUMAN RESOURCE MANAGEMENT, MANAVALAKALAI YOGA, FICTION, DRAMA and etc.

- Human rights include the right to life and liberty, freedom from slavery and torture, freedom of opinion and expression, the right to work and education, and many more. Everyone is

entitled to these rights, without discrimination.

- Yoga can support the Healing Process, it can transform the energy.

4. Environmental Sustainability

A paper on "Environmental Studies" learning the way we should live and how we can develop sustainable strategies to protect the environment.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

22

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

722

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.muthayammal.in/igac.php
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.muthayammal.in/igac.php

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1397

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

1397

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses the learning levels of the students in two ways at the time of the commencement of the program. After the commencement of classes, Students are attending the online Entry test and at the completion of the first year again the students appear for the online Exit test.

Strategies adopted for slow learners:

? Remedial Classes are conducted to improve the academic performance of the slow learners.

? The mentor monitors academic performance and interacts frequently to understand and assist the students to improve their academic levels.

? Faculty members do periodic parent interactions about slow learners.

? Extra classes are organized to clarify doubts and re-explain critical topics for improving performance.

? Standard lecture notes/course materials have been provided.

Strategies adopted for advanced Learners:

? Students are encouraged to participate and present papers in various Seminars/ Conferences/ Workshops/ Inter-Collegiate

Competitions are organized by other colleges.

? Coaching is also given in Skill Development Programs like Communicative English, Aptitude and Placement, and competitive examination.

? Participation by the students in the in-house competitions such as Debate, Group Discussion, Problem Solving - Decision Making Exercises Quiz Programs assignment, and student seminars has been encouraged.

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

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

Number of Students	Number of Teachers
4423	226

File Description	Documents
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

The college is providing different student-centric learning methods to improve the student's learning ability, these include Mini projects, major projects, Internships, etc.

Students are having Mini projects at the UG level and Major projects at the PG level to promote their technical skills. Students are encouraged to do internships in industries to get real industry exposure. Students are advised to join the value-added course to enhance their knowledge.

Students are motivated to take part in the Entrepreneurship development cell, Training, and placement cell, and Institute innovation cell to promote their employability skills. Students are attending communication lab training to improve their oral and written communication.

The college is motivating participative learning by inviting industry experts and alumni to interact with students. The college had signed MOU with the industries to promote collaborative learning.

Due to the COVID-19 pandemic situation, the online learning experience is promoted through ICT tools, Powerpoint presentations, Smart class rooms, and AV Hall by the teacher. The students are motivated to enroll their names in e-learning portals like Swayam, and NPTEL.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

ICT Tools are used as follows:

Informative tools

Internet & Wi-Fi campus: Our institution has established internet & Wi-Fi connections in order to facilitate immediate, unlimited access to myriad online education resources from anywhere on our premises.

E-notes: An exclusive Edu Portal, in the name of e-notes has been developed. Faculty prepare and upload the e-contents with graphical. Students are given login credentials to download the e-notes whenever/wherever they are required.

Constructive tools: Frequently used in Smart classrooms are MS PowerPoint, YouTube, Adobe Photoshop, etc.

Communicative tools: Our institution has implemented aG-Suite mail system for all students and faculty. Mail id under the domain muthayammal.in. Assignments and circulars can be communicated directly between faculty and students.

Online feedback can be collected from students by creating a Google form.

For Online classes, we use Google Meet.

Learning & Assessment tools: Through the ICT cell, all the first-year students have conducted entry & exit tests through Google Form.

Smart classroom learning: It allows students to make presentations online and get instant feedback from their teacher. The Institution subscribes to e-journals to make the process of learning more comprehensive.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

206

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality	
2.4.1 - Number of full time teachers against sanctioned posts during the year	
226	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File
2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)	
2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year	
45	
File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
1655	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File
2.5 - Evaluation Process and Reforms	

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college has a separate examination cell to monitor all the exam activities. The exam cell has a separate coordinator and team members to do all the exam activities. The exam cell will conduct the centralized internal exam based on the academic calendar.

- Staff members are advised to prepare the question paper based on the university rules and regulations. Staff members have to send their question papers to the exam cell. The exam cell is conducting two internal exams per semester. The allotment of the invigilation duties, seating arrangements, and schedule of the subjects are done by the exam cell. Hall invigilation work is allotted to one faculty member in each classroom and also the internal squad team is constituted comprising senior faculty members in each department.
- Examination patterns, syllabus, schedule, and methods are intimated to the students before starts the exam. The exam cell is conducting both internal theory and practical
- After the Exam, the staff members are evaluating the paper and the answer script submitted to the students. Students can raise their doubts if they have any grievances. The exam cell has a good transparency system. It will help to make good bonding between the staff and students.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The Centralized Exam Cell:

? The Continuous Internal Evaluation system is centralized by the Institution and the Examination cell conducts the examinations.

? The exam cell has a coordinator and an assistant coordinator and also eighteen members from various departments to support

and strengthen its functions for their functionality.

? Exam Cell has prepared the calendar and sent notifications through mail to Heads of the departments and students

? As per University norms, question patterns were prepared Exams were conducted in during FN (10:00 am to 1:00 pm)/AN (2:00

pm to 5:00 pm) sessions

The UG candidate shall be declared to have passed the Theory examination if the candidate secures not less than 40 marks put together out of 100 marks {Minimum of 40% should be secured (30 out of 75)}. The candidate shall be declared to have passed the practical examination if the candidate secure not less than 40 marks put together out of 100 marks{Minimum of 40% should be secured (24 out of 60)}. For PG students the Passing minimum shall be 50% out of 75 marks (38 marks) in Theory Exam. Practical Evaluation Of Continuous Internal Assessment (Total: 40 Marks) and Semester Exam(Total: 60 Marks).

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The college has clearly stated the learning outcomes of the Programs and Courses.

The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

? Hard Copy of syllabi and Learning Outcomes are available in the departments.

? The importance of the learning outcomes has been communicated to the teachers in the College Committee meeting

? The students are also made aware of the same through Tutorial meetings

? Various programs are conducted for developing the Objectives and Learning outcomes at the college level

? The students are also communicated about the Programme outcomes, Programme Specific Outcomes, and Course outcomes

through Tutorial Meetings.

Program Outcomes (POs): These represent the knowledge, skills, and attitudes the students should have at the end of course completion of their respective programs.

Course Outcomes (COs): It gives the resultant knowledge and skills the student acquires at the end of each course. It defines the cognitive processes a course provides.

Program Specific Outcomes (PSOs): These are statements that define the outcomes of a program that make students realize the fact that the knowledge and techniques learned in this course have a direct implication for the betterment of society and its sustainability.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.muthayammal.in/pdf/2.6.2-Programme-outcomes-and-course-outcomes.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The Program Outcomes (POs) and Program Specific Outcomes (PSOs) are accomplished through Curriculum.

? Course Outcomes (COs) are defined for each course and they are mapped to POs and PSOs.

? A set of performance evaluation criteria is used for the quantitative assessment of COs.

? Thus the attainment of COs provides evidence of the attainment of POs and PSOs

Two Different Methods for Assessment, Evaluation, and Measurement of POs/PSOs

? Direct Assessment Methods

? Indirect Assessment methods

Direct Assessment methods:

? Continuous Assessment:

COs are assessed through Assignments, Examinations, and Lab records. The COs are mapped against each question and CO analysis is carried out by faculty for each course and documented. The contribution of COs is assessed at high, moderate, and low levels, toward the attainment of POs/PSOs.

? Semester-end Theory Examinations: The questions in semester-end examinations are tested pertaining to all COs, in varying

Bloom's Taxonomy Levels.

? Laboratory Records: Both continuous and semester-end examinations are conducted to test the CO's attainment.

Indirect Assessment Methods

? Program - Exit survey: This survey taken from the final year students, stands as the comprehensive curriculum feedback.

? Alumni Survey: Feedback was Collected from Alumni to obtain the inputs and suggestions on PO attainment in the real-time

societal environment

? Employer Survey: This survey is taken from the employer to measure the PO attainments.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.muthayammal.in/pdf/2.6.2-Program-me-outcomes-and-course-outcomes.pdf

2.6.3 - Pass percentage of Students during the year**2.6.3.1 - Total number of final year students who passed the university examination during the year****1653**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	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://www.muthayammal.in/pdf/2.7.1-student-satisfaction-survey.pdf>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****4467003**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

22

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

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

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://dbtindia.gov.in/

3.2 - Innovation Ecosystem**3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge**

The institution conducts workshops, and seminars on Intellectual Property Rights (IPR) and industry Academic innovative practices. Further, the Institute has set up Entrepreneur Development Cell (EDC), which is promoting the Entrepreneurship culture in students by conducting the programs such as workshops and camps, motivational speeches from entrepreneurs, orientation programs, etc. The Research and Development cell (R & D) is established for promoting the faculty to carry out Innovative research projects. Many of the faculty are applying for/ working on funded projects. Besides, The college has formed the Institution Innovation Cell to promote an innovative ecosystem on the campus that provides a forum for aspiring students with seed money to create new ideas and transform those ideas for the benefit and upliftment of mankind. The Animal House facility was designed and maintained as per the rule of the

Animal Ethical Committee, New Delhi. Our college has an e-Governance System. In our Medicinal garden, A variety of plants are grown here for medicinal purposes and research. Training on herbal medicine preparation is given to the students to enhance the usage of herbs and to encourage them to grow these herbs on their own. The vermicompost unit is used to enhance medicinal plant growth.

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

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

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

66

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

36

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

10

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The institution promotes extension activities and institutional social responsibility to contribute to good citizenship, service orientation, and holistic development of students. NSS volunteers

render service to the neighborhood community. They engage themselves in creating various awareness programs such as Road safety, Voters awareness, Polio awareness and road-laying, sapling planting, and cleaning of schools, hospitals, and temple premises. The students undertake adult education and assist the officials of the health department during polio drop administering. The students' volunteers render their service in regulating the traffic during public events and streamlining the devotees during temple festivals. YRC volunteers are engaged in organizing COVID 19 Vaccination camp and Eye camp for the benefit of the neighboring community. Besides organizing medical camps and awareness rallies, they dispense extension activities that are of social concern in nature. Since the students mostly mingle with the rural community during their extension activities, they are able to analyze the lifestyle of the common folk, their socio-economic status, and the delicate issues that they encounter in their life. The extension activities certainly kindle social consciousness in the minds of the students and promote institutional social responsibility. Currently, the younger generation is trying to contribute to the benefit of society.

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

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

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

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS

awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

19

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

4310

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

1

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Infrastructure:

- The institution substantiates learning resources and cares about maintaining the infrastructure to use them optimally.
- Classrooms are well furnished, spacious, and ventilated.
- Civil structures are added every year based on the necessity.

Computing Equipment and Facilities available:

- LCD to upgrade teaching
- Four Audio-Visual halls, one conference, and four meeting halls
- Language laboratory to enhance communicative skills.

- Computers with high configuration
- Printers and projectors
- Screens of various types and sizes
- Peripherals and networking equipment.
- UPS in sufficient numbers
- Generators

Hostel Facilities:

- Separate hostels for boys and girls.
- A recreation hall with a TV.
- Wi-Fi

Green House:

- A greenhouse and an Animal house with ethical clearance are in use.

Laboratories & other facilities:

- Incubation center with browsing facilities
- R&D laboratory with advanced research equipment like HPLC, PTIR,

RT-PCR, NANOSPECT, etc.,

- DST-FIST & DBT-STAR funded instruments.
- Offer of skill development courses
- Adequate volumes of text and reference books, National and International Journals in the library.

Entrepreneurial Development Centre (EDC).

- Separate halls/provisions for the students and the staff to rest during health issues.
- Mineral drinking water plants.
- Lift, ramps and wheelchairs.
- Open-air auditorium for organizing major events.
- Vehicles are ever at service to attend to the instant health needs of the students.
- Digital Signage.
- A vast playfield to facilitate sports.
- Water taps are fixed at various junctions.
- A full-fledged canteen.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.muthayammal.in/about-us.php

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

Sports & Games

- Necessary equipment and facilities are available for playing outdoor and indoor games and practicing gym.
- Outdoor courts are maintained regularly.

Privileges for sports students

- Scholarships to sports students excelling in-state/National/International sports events.

The college has of a playground and has the following facilities

- The playground includes:

A Football field (100*70Sq.Mts)

A Volleyball court (18* 9 Sq. Mts)

A Handball court (40*20Sq.Mts)

A Kabbadi court (12 ½*10 Sq.Mts)

A Hockey ground (91.14*55 sq.Mts)

A Kho-Kho ground (27*16 sq.Mts)

A Ball Badminton court(24*12 sq. Mts)

Cultural Activities

External expertise is invited to fine-shape the skills of the students in cultural, fine arts, and folk arts.

1. Dance club

The students who have enrolled in the club are enthusiastic in attending the training session conducted during the weekend days.

2. Music club

The students who have enrolled in these clubs are encouraged to competitive participation in various music-based internal-external events

3. Folk art club

This club opens the eyes and minds of the students to honor our traditions. Students are encouraged to expose their talents to traditional arts and sports.

- Apart from club activities, students are encouraged to participate in various fine arts activities like Pyramid Show, Miming, Fashion Show, Debate Show

4. Meditation and yoga

Meditation in Action Movement (MAM) is part of the curriculum under part IV Value Education for all I-year Undergraduate students. Students are trained by Yoga experts.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.muthayammal.in/about-us.php

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

85

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

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

146.28

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Library Automation

- The library is automated with PALPAP ERP Software with the modules such as Books in the library, Book Issue, Book Return, Book Renewal, and OPAC, etc.,

Particulars of the software available in the library:

- Name of the ILMS Software: iPALPAP ERP
- Nature of automation: Partial
- Version: 2021
- Year of automation: 2021
- New features included in the 2021 version are Self-check-in and self-check-out Systems.

INTERNET

- A Separate E-Library (B-BLOCK GROUND FLOOR - LAB VIII) is available with internet facilities to access e-resources such as e-books, e-journals, and e-databases.
- It Contains 30 PCs with internet bandwidth/speed of 8 Mbps that are useful to research scholars to enhance their quality of research activities.

UGC - INFONET DIGITAL LIBRARY

- The N-LIST programme provides access to more than 6000+ e-journals (including current issues with 5 - 10 year back files) and more than 1,99,500+ e-books and 6,00,000+e-books through NDL.
- The resources are accessible from <http://nlist.inflibnet.ac.in>

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.muthayammal.in/library/mcas_library.htm

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

5.09

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

4

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Our Institution frequently updates IT facilities inside the campus. It provides a free WiFi facility, Smart classrooms, Corp. Mail id access (G-Suite) to all the students and staff.

Digital Signage System is provided inside the campus to display the important events, achievements, and circulars.

VoIP phone systems are implemented for conducting Ad hoc meetings. The helpdesk is implemented using a VoIP phone. With this technology, the Helpdesk provides various services to all the stakeholders such as Dialing up to VoIP number 1000 to solve IT related issues, 2000 for solve Infrastructure damages, 3000 for solving Lab equipment issues.

Biometric attendance Tracking has been implemented and Staff Attendance reports are tracked on a daily basis at the administrative level.

Digital Assessments in association with TCS iON

Our institution has been recognized as a reputed online examination centre for conducting various online examinations as we are capable of providing the necessary IT infrastructure in terms of Higher-end computer systems, servers , Uninterrupted power supply.

iPALPAP ERP

Our Institution implemented an ERP system which provides easy and quick access to information about students, staff, timetables, examinations, admissions, fees, reporting, and so on. This helps the management to consider and analyze various aspects of the institution faster, leading to growth in planning capabilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://192.168.100.77/ERP/Default.aspx

4.3.2 - Number of Computers

519

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

366

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The policies of the college are framed under the guidance of the Governing Council of the college. The policies are well defined and executed.

Laboratories are well equipped and maintained regularly by the Laboratory assistants of the respective departments. A committee conducts an Annual audit and inspection. The members of the committee visit the departments and the Library, various cells, and transport and audit the available sources. Computer requirements, purchase, maintenance, and disposal are done with the consultation of the IT team. Civil and IT complaints on maintenance are recorded by civil and IT wings via VOIP. Smart classrooms are established and maintained by the respective departments. The maintenance of the generator, Power distribution, lighting, UPS, etc., are undertaken as per the schedules, guidelines by the suppliers are maintained by the civil team. For whitewashing and painting steel furniture and wooden furniture are outsourced.

Non-teaching Staff is designated in every block, for cleaning, maintenance of the classrooms and for administrative works, and also cleaning of the entire campus. Gardening is systematically done by the Housekeeping & Maintenance team. Hostels and cafeterias are available to the students and staff.

Instrumentation Centre (R&D Cell), laboratories, classrooms, sports complex, Gardening are maintained and serviced by the expert staff and technicians designated by the management.

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 benefited by scholarships and free ships provided by the Government during the year

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

391

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

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

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

1239

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above								
<table border="1"> <thead> <tr> <th data-bbox="86 439 550 506">File Description</th> <th data-bbox="550 439 1473 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 506 550 613">Link to Institutional website</td> <td data-bbox="550 506 1473 613">https://www.muthayammal.in/</td> </tr> <tr> <td data-bbox="86 613 550 680">Any additional information</td> <td data-bbox="550 613 1473 680">View File</td> </tr> <tr> <td data-bbox="86 680 550 824">Details of capability building and skills enhancement initiatives (Data Template)</td> <td data-bbox="550 680 1473 824">View File</td> </tr> </tbody> </table>	File Description	Documents	Link to Institutional website	https://www.muthayammal.in/	Any additional information	View File	Details of capability building and skills enhancement initiatives (Data Template)	View File	
File Description	Documents								
Link to Institutional website	https://www.muthayammal.in/								
Any additional information	View File								
Details of capability building and skills enhancement initiatives (Data Template)	View File								
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
258									
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
258									
<table border="1"> <thead> <tr> <th data-bbox="86 1200 550 1267">File Description</th> <th data-bbox="550 1200 1473 1267">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1267 550 1335">Any additional information</td> <td data-bbox="550 1267 1473 1335">View File</td> </tr> <tr> <td data-bbox="86 1335 550 1559">Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td> <td data-bbox="550 1335 1473 1559">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	View File	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File			
File Description	Documents								
Any additional information	View File								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File								
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above								

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

265

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

289

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

12

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

- **Importing of knowledge and development of academic skills will certainly pave way for the students' progression and achievements in all spheres. But necessarily the services in**

the form of co-curricular and extra-curricular supports are also indispensable to contribute to the vertical and horizontal growth of the students. These supports not only inspire the students, but also to develop their leadership quality, communication skills and spirit of team building.

- Students are given due-representations and engaged in various administrative, co-curricular and extra-curricular activities.
- Student - Representatives are nominated for each class. They play a supplementary role in the functioning of the teachers. They are a bridge between students and the staff and the students and the administrators. The representatives hold the discussions with their peers and collect feedback from them.
- Female students are given representations in a women's forum. Students are empowered with responsibilities to organize intra and intercollegiate events, seminars, workshops and conferences.
- Students enthusiastically take part in NSS activities. NSS volunteers render a great service to the society by cleaning the school campuses and the premises of Primary health centers, planting saplings, distributing pamphlets to create awareness about health hazards, insanitation and diseases.
- Students play an active role in organizing Eye Camp, Health Check-up camps and Medical camps to offer services to the societies on and off the campus.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

35

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

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

Describe contribution of alumni association to the institution within a maximum of 500 words

Alumni association of Muthayammal College of Arts & Science came into existence in the year 2014. The Alumni Association holds "Alumni Meet" and "Motivation Programmes" periodically. This Association has been formed by the institution with a view of maintaining a warm bonding with the former students. Concern departments arrange the Alumni-Interaction Programmes by inviting them to address the present students. The alumni staff members play a vital role in co-operating and organizing the Alumni meets. Alumni regularly visit the college and conduct free placement, training and job opportunities for students of various departments. They provide scholarships to the deserving students for higher studies.

Alumni cell invites older students who hold positions in some prominent concerns to deliver lectures, and interactions with the students help them to acquire knowledge to compete successfully at the interviews.

Alumni Association is organizing the following activities to strengthen the alumni network.

- Alumni interaction with current students.
- Batch wise alumni meet in the college.
- Creating alumni chapters in different locations.

Students are avail the following benefits through alumni association.

- Knowledge sharing.
- Helping economically poor students.
- Assisting placement cell.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Muthayammal College of Arts and Science was established in 1994. It is affiliated to Periyar University, Salem . It has a pragmatic approach, foresight and visionary thinking that leads to academic excellence in the campus in the form of inventive and innovative programs. Good governance and participative management and effective leadership has enabled the institution to keep a record of achievements in various zones.

VISION:

To redefine the scope of higher education by infusing each of our

pursuits, initiatives that will encourage intellectual, emotional, social and spiritual growth, thereby nurturing a generation of committed, knowledgeable and socially responsible citizens.

MISSION:

- Ensure state of the world learning experience
- Espouse value based education
- Empower rural education.
- Instill the spirit of entrepreneurship and enterprise
- Create a resource pod of socially responsible world citizens.

The college features well-equipped classrooms, laboratories, library, hostel, placement cell, English communication lab, Alumnice cell, ICT, NSS, YRC, Research & Development, Value added cell. The college provides modern teaching methods as well as the college supports the departments for carrying out the various Extra and Co Curricular Activities. The Department develops six-month action plan to ensure smooth processing.

File Description	Documents
Paste link for additional information	https://www.muthayammal.in/
Upload any additional information	View File

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

Educational institutions have to identify the needs and aspirations of the students to improve the quality of education. Decentralization and participative management are the two mechanisms inevitable to promote all academic activities..

Decentralization implies that each employee of the institution has to be involved in all activities to bring out instant, effective and productive outcomes. Allocation of work is carried out systematically to ascertain the quality improvement. The College has formed the Governing Council, which plays an important role in developing policies and conditions. The principal maintains a good rapport with the faculty, non-academic staff, students and all the stakeholders

to promote their leadership quality so that they can sustain the position better. Well-qualified and experienced staff members are designated as 'Head of the department' in order that they can share the responsibility of work. The college is divided into different domains, such as Skill Development, Student Progression, Social Activities; each domain has a separate Head to monitor the activities. Each domain has many cells, such as Research and Development Cell, Curriculum Development Cell, Examination Cell, Entrepreneurship Development Cell, Placement Cell etc., are instituted. Co-ordinators are nominated to streamline the effective function of the cells and to contribute to the quality improvement of the institution. The coordinator has to report to the Head of the domain.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan is developed, driven and deployed effectively. The college was driven and deployed effectively. The college has a clear vision and strategy in the long term perception of the overall development of the institution.

Research & Development:

The institutions have established a consultancy and research and development cell namely MCAR (Muthayammal College of Advanced Research) for promoting research activities.

An experienced faculty is nominated as Head of the R&D cell and a research committee has been set up to monitor and address the issues related to the research projects.

The institution facilitates the R&D cell to float a bi-annual research journal (Muthayammal Journal of Research) with ISSN and encourages the researchers to publish their findings.

Institution Innovation Cell:

The college has created an institution innovation cell to promote

student innovation and creativity. IIC's objective is to prepare the students with skills like critical thinking, Design Thinking, Innovative thought process and Entrepreneurial mindset.

To promote innovation and entrepreneurship among the students, IIC prescribes 4 types of follow activities to be done periodically throughout the year:

1. IIC Calendar Activity
2. MIC Driven Activity
3. Self- Driven Activity
4. Celebration activity

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.muthayammal.in/mcar.php
Upload any additional information	View File

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

Managing Committee:

Our institution has a statutory authority of Managing committee constituted of Chairman, Secretary, Treasurer, Executive Director, & Director Academics. The managing committee is responsible for the achievements of the aims and objectives of their institution. The members are both leaders and decision makers.

The governing Council acts as a policy making body of the institution. It determines the

General policies provide a forum for students, teachers, community, and the stakeholders and the institutions work continuously to enhance learning outcomes. The Principal is the Chief /Head of the institution. He is the chairperson for IQAC and various cells and clubs of the institutions. He acts as the chief superintendent of examinations.

Faculty high profiles and wider experience are designated as Deans of administration to monitor all the administrative activities.

Heads of the departments shoulder the responsibilities of proper functioning of the department activities. In order to boost the activities related to institutional betterments Heads for Social Activities, Student progression, Head Placement and skill Development cell & Head-R&D cell are nominated. Every cell and club has a coordinator to organize events or activities and to negotiate with others in order to ensure they work. They work under the supervision of Deans and Heads. Assistant coordinators and members are designated to work under the guidance of coordinators.

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

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	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The Muthayammal College of Arts & Science has providing many welfare schemes for the benefit of teaching and non teaching staff:

Providing Coverage under Group and Health Insurance.

Provision of Casual Leave, Compensation Leave and On Duty during Examinations and Evaluations.

- Maternity Leave upto one year.
- Emergency Medical Care Grant to all the Employees.
- Reimbursement of the Tuition Fees for Children of the Staff
- Financial support Employees at the times of need.
- Provision of Contributory Provident fund scheme.
- Conducting Medical Camps in the campus.
- Free Wi-Fi Connectivity and Free Transport Facility.
- Accommodations of the hostel staff at no cost.
- Organizing an annual get-together among the employees with their family members
- Financial Assistance to the faculty who intend to pursue a part-time Ph.D.

Honoring the faculty with awards and rewards for for their academic excellence and their contribution to the growth of the institution in all spheres

- Awarding Immediate increments to the faculty on acquiring Ph.D. or SET or NET
- Granting OD or Special Leave to the staff who are participating in the Faculty Development Programmes to update and upgrade their professionals skills
- Availability of centralized reprography facility.
- Facilitating the employees to get advances in the salary if needed or in case of exigency.
- Offering training to the employees who are non-skilled in computer operations or computer education.

- Giving orientations to the newly appointed staff to equip themselves with efficient teaching practices.

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
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 programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

13

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

A perfect performance appraisal system is adapted to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

Assessing the performance of the faculty

(i) On the analysis of the results produced in the university examinations.

(ii) On the principal's observation of the faculty while transacting the teaching learning process.

(iii) On the report of the HOD's whether the staff members execute the work plan as scheduled.

(iv) On identifying any lacuna or deficiency after reviewing the results of internal examinations.

1. On proper maintenance of notes, essays and reading or any other reference material prepared by the staff etc..

Our Institute is measure the performance of the staff by applying the ten-point structured scale give below

1. Teaching, Learning Evaluation associated activities

2. Professional Development related activities

3. Research Publications and Academic Contributions

4. Quality performance to acclaim best teacher Award

5. Application of innovative and creative strategies

6. MOU & Consultancy related activities

7. Steps taken to promote placements

8. Extension activities

9. Co-Curricular activities and

10. Best practices

The results of this assessment shall be taken into account for the following purposes:

(i) Award of annual increment in the pay scale (ii) Award of special increments and rewards in recognition of superior performance. (iii)

Award of career advancement / promotion (iv) Monitoring and recording the regular growth of each member of faculty for ready reference.

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

6.4 - Financial Management and Resource Mobilization

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

Muthayammal educational and charitable trust was registered on 05.06.2009. From the inception to till date, trust accounts are Internally & Externally audited by the Associates Chartered Accountants. The college has an internal accounts team to manage all the accounts and finance details. The internal accounts team will do the internal financial audit for every quarter. The internal audit team will check about all income and expenses. The internal audit will check the Balance sheet, purchase order, payroll, cash voucher, Budget, Invoices and other expenditure. Management has been conducting internal audits Four times per year. Next, Management had conducted external financial auditing for the financial year 2021 with help of a chartered accountant. Every year, we submit the overall income and expenditure details to the Income tax department after the auditing work.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during

the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The student fees are a basic income for the college. Being a self-finance college, the students have to pay the fees for the tuition, hostel, transport to the college management. Before starting the academic year, All the department heads, Various cell coordinators, Librarian and physical director have to submit the budget to the principal office. Next, the Principal calls the meeting of HODs, Coordinator, Librarian and IQAC to decide the budget. The college manages all the expenses in the form of the employee salary, infrastructure facilities such as Lab, sports material, Transport, classroom furniture and purchasing books, etc. as well as the college conducting department functions, student's promotional activities.

Apart from the students' fees, the college has received government funds such as DBT star scheme, FIST. The college has formed a separate team to monitor the government funds. All the funds utilized as per the government policies.

Besides, the Government is providing such/St scholarships to the students. The college is distributing the amount to the appropriate students as per the government norms.

The college has a separate team for monitoring all the accounts. Every year, the college will organize the external audit, all the expenses checked by an authorized chartered accountant. Finally, the college will submit the tax report to the government.

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

6.5 - Internal Quality Assurance System

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

The IQAC of Muthayammal College of Arts Science initiated various quality activities for Higher educational Institutions during the Academic Year 2020-2021. The college participated in rankings such as NIRF Ranking 2021, ARIIA Ranking 2021 and got listed one among 177 in Non-Technical Band Beginners in 2021 and received a certificate from the Ministry of Education, Govt of India PRACTICE-II ? Internal Quality Assurance Cell has conducted Academic and Administrative Audits and Mock visits by External experts to various departments to get readiness for facing the UGC Autonomous Expert Committee during January and February 2021. The UGC Autonomous Expert 6 member Committee has visited Muthayammal College of Arts & Science on 27.02.2021 & 28.02.2021 and the report has been submitted to UGC Committee. As per the decision, the UGC standing committee constituted by UGC decide to Grant AUTONOMOUS status to " Muthayammal College Of Arts & Science, Rasipuram, Kakkaveri(Po), Namakkal District, Tamilnadu Affiliated to Periyar University, Salem, Tamilnadu for 10 years. A great milestone has been achieved successfully in the Academic year 2020-2021

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

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

Online Class:

Due to Covid-19 the academic year 2020-21 was a very crucial period

for all the educational institutions. Due to the pandemic situation the physical classes were not happening. So, IQAC had decided to conduct the virtual classes. In this connection, IQAC had conducted the faculty development program for the faculties to understand the Google meet to take the classes as well as IQAC suggested all the department HODs to conduct the workshop on Google Meet to all the students before the start the regular class. IQAC advises the department HODs to prepare the time table, E-notes and lesson plan. All the faculty members prepared E-notes and uploaded them on the website. Students are having separate corporate login id to access the E-notes. IQAC has advised the faculty members to provide their lesson plan using google sheet after the everyday classes.

Online Placement Training :

Due to the pandemic situation, online business has grown. The IT and ITES based companies job opportunities have increased. So, The IQAC suggested a Placement cell to prepare a separate schedule for the online placement training. Placement cell has designed a schedule for online placement training. Placement cell has given online training to the students about Aptitude test, Technical interview and HR interview through google meet. After the placement online training , the placement cell had arranged online interviews for the benefit of the students.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.muthayammal.in/igac.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college has promoted the gender equity through the various cells. The college has provided safety, security and healthy environment to the students in the college campus.

Safety & Security:

The college has separate hostel for girls and boys. The college has appointed separate resident lady warden for girls hostel and separate resident gents warden for boys hostel.

- Inside the college, a separate room for girls has been provided with facilities for rest and relaxation. A single bed is provided to rest, a first aid kit is also provided for emergency. Woman-friendly campus means open space, security guards, separate toilets and most importantly, the assurance that our concerns, if any, will be dealt with immediately.

The college has fixed cctv camera in various places for safety and security purpose such as hostel, campus corridors, main campus building and common places.

- The college has set up an Internal Complaints Committee (ICC) as the Redressal mechanism to deal with matters of sexual harassment. This consists of a presiding officer & senior faculty members.
- The college has implemented different methods to make sure that students are aware of the Redressal system, and the

authorized persons to contact and report such issues.

- The reporting of incidents of sexual harassment can be done through different means like placing circulars on notice boards, setting up complaint boxes in accessible locations in the college
- The college is addressing women related issues through women's forum cell. This cell is organizing various awareness program to the girls students such as Women empowerment, Sexual harassment etc.,
-

The college has mentor-mentee system for counseling the students. Each staff handling 15 to 20 students. This system helps to improve the bonding between the students and staff. The mentor can understand the overall personality of the each student.

1. Implementation of guidelines of statutory/regulatory bodies
2. Organization wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely Redressal of the grievances through appropriate committees
5. Minutes of the meetings and prevention of sexual harassment were reported & recorded.

File Description	Documents
Annual gender sensitization action plan	https://www.muthayammal.in/pdf/7.1.1-A.-GENDER-EQUITY-&-SENSITIZATION-IN-CURRICULAR.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.muthayammal.in/pdf/7.1.1-B.-SAFETY-&-SECURITY-MEASURES.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy

D. Any 1 of the above

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

File Description	Documents
Geo tagged 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 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college has taken initiatives to keep the campus Eco-friendly. A great emphasis is laid on certain measures that are enumerated below to create Environment consciousness and to maintain a green environment at the campus.

*Energy conservation

*Water harvesting

*Carbon neutrality

*Plantation

*Hazardous waste management

Energy conservation:

It has become a must for the society at present because the people are highly energy-dependant. Boards displaying the slogans "SAVE WATER" and "SAVE ENERGY" are affixed at some prime points of the college.

*CFC and LED bulbs are used wherever possible.

Solid and liquid waste management

*Efforts are taken to prohibit the use of plastics in the campus.

*Metal tumblers are used instead of disposable cups in the canteens.

* The dry and wet wastes are collected in the dustbins separately.

These wastes are shifted to trolleys and dumped in the areas located away from the residential and academic area. Particularly these wastes are disposed into landfills to produce compost.

*Liquid wastes generated within the campus and the liquid wastes from the kitchen both rooms and toilet-sewages are collected through separate Chambers and pipelines.

*Reduction in the quantity of paper usage is effected by making the students take printout when assignments are given.

*The waste paper stored in the department and laboratories are cleared off at regular intervals and are disposed for recycling.

Water harvesting and waste water management.

*Now a days water is considered a precious commodity. Availability of hygienic drinking water has been endangered by water pollution. Provisions have been made available for rain water harvesting both at the college and the hostels.

*The waste water treatment plant is installed at the college. The plant is used to recycle waste /used water and converts it to be used for watering the plants and trees.

*The reverse osmosis treatment plant is in operation in the college to supply drinking water to the college community.

Efforts of Carbon Neutrality

*Burning of coal, fossil fuels like petrol and diesel has to be minimized to maintain carbon neutrality. Day scholars from the neighboring localities are asked to use bicycles to come to the college.

*The best way to maintain carbon neutrality is to create a green environment. NSS volunteers plant saplings and grow trees not only in the college campus but also in the villages nearby.

*Plant residues are collected and disposed off at remote areas for composting. Apart from planting of saplings, proposals are there to bring more areas under lawn -laying.

Hazardous waste management

*A small amount of hazardous waste accumulated in the science

laboratories are disposed off as per the standard procedure.

e- waste management

e-waste is normally managed by the state pollution control board . e-wastes are managed by handing over them to the original suppliers.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	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

B. Any 3 of the above

File Description	Documents
Geo tagged 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 are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the 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 socioeconomic and other diversities (within 200 words).

7.1.8 Institutional efforts / initiatives in providing an inclusive environment

The college has taken many steps to improve tolerance and towards cultural, regional, linguistic, communal, social economic among the students by doing many programmes. The college has celebrated the national festival like Republic Day with the students and staff. During the Republic Day celebration students and staff are asked to take pledge..

The college has separate NSS unit. The NSS team had adopted the nearby villages. The nss volunteers are planting the tree, cleaning the in and around the villages and helping the people during the local function and celebration. The NSS unit supporting to conduct the Blood donation camp and Vaccinated camp.

Many of our students from socially backward. So, the college had decided to give the global language like English to meet the global market. In this connection, the college had started communication lab. All the first-year students have to go weekly one hour undergone training.

The college has provided ramp , wheel chair and lift facilities for the physically disabled student staff.

The college has providing dance club, Music club and photographic club to promote the student's talent. The college has separate fine arts cell to promote the cultural activities. The college had provided mask and grocery things to the public during the covid-19

pandemic situation

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

Muthayammal College of Arts & Science sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as responsible citizens. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institution takes pride in launching the Plantation Programme wherein the focus does not stop with the academic foundation of the student community but it moves a step forward to develop them as better citizens of the country. The College ensures that the students participate very enthusiastically in all such activities. Blood Donation Every year institute organizes blood donation camp in association with YRC and RRC. The students are sensitized on the importance of the activity and are encouraged to participate in saving the lives of citizens of India. The students are encouraged to participate in the activities of spreading the awareness among citizens on social issues like road safety. The institute conducted awareness programs on cleanliness, Swachh Bharat, etc. involving students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.muthayammal.in/pdf/7.1.9-HUMAN-VALUES-AND-PROFESSIONAL-ETHICS.pdf
Any other relevant information	Nil

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

A. All of the above

a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

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

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

Republic Day is celebrated with much passion in a VANETRA Muthayammal Institution. The commencement of the occasion is always a somber souvenir of the sacrifice of the martyrs who passed away from the country in the freedom movement & the succeeding wars for the protection of the sovereignty of their nation. Honored all the freedom fighters through the flag hoisting program. After the flag hoisting program, all students have to take the pledge. The college is educating the human values and responsibilities of the citizen through the pledge. The college has conducted a polio awareness program and the college has conducted awareness about the value of the voting system.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format

provided in the Manual.

BEST PRACTICE I

Title

Corporate Social Responsibility

Objective

- To prepare the students to meet the industry expectations.
- To train the students in Employability skills, Basic Corporate etiquette, and Aptitude skills.
- To promote economically underprivileged students.
- To promote Women's empowerment.

Context

There is a big gap between the industry and academia. Due to this, Students are not fulfilling the skills that the industry is actually expected. Besides, the competition level has increased in the job market.

The Practice

The college brought the CSR activities of TCS and Infosys inside the campus to promote our students. Infosys was providing the CSR activities in the name of the student's development program as well as TCS is providing the CSR activities in the name of Affirmative Action. The training would happen batch by batch. We are admitting the students based on the company batch size. The company-appointed trainers handled the classes. The training would be on communication, Presentation, team building, corporate etiquette, and written tests. The trainers are handling the class through activity class-based. All students participate in the events and showcase their skills. This training is building the student's confidence level and leadership quality. The student's attendance is very important. End of the training students will get a certificate.

Evidence of the Success

The training session was handled by well-trained trainers. So, the training session was very informative. Students' confidence level had increased in terms of communication, and presentation skills. The outcome of the training was very good. Maximum students got placed in well-reputed companies.

Problems encountered and Resources needed

Initially, the CSR activities had been conducted through physical mode. But, Due to the Covid-19, the training was conducted through online mode. The problem was online training because online training was a new method of training for the students. Due to the online training, the students have to use advanced mobile phones or laptops with high bandwidth internet connections. It is a big challenge for the students.

BEST PRACTICE II

TITLE

English Communication Laboratory

OBJECTIVES

To provide the training on the basic grammar

To promote the students in Written and oral communication

To prepare the students to meet the global standard

THE CONTEXT

Most of the students had joined the college socially and economically backward class. Besides, most of the students completed their schooling in their regional language. So, it might be very difficult for our students to meet the global standard.

PRACTICE

The college has a communication lab specifically for training students in English communication. The training software was installed on all the machines. Weekly one hour is allocated for each department. This training was provided to all the first-year students. But, Due to the pandemic situation, The English communication training was conducted in a blended model. Students attended online training through google meet and physical training in the communication lab. A separate coordinator has been appointed for handling all the training activities. The separate attendance register is there to maintain the student's attendance.

EVIDENCE OF SUCCESS

Before starting the training, an entry test was conducted for the first-year students. The entry test mark has been recorded for future reference. Due to the pandemic situation, The Questions were prepared on google forms and sent it through their mail ids, and received the replies with the automated valuation marks. The question was consisting of basic grammar. After the training the, exit test was conducted. After the exit test, we came to know that, the student's level of English communication had improved.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

Students faced Technical issues and network issues faced while sending forms and obtaining forms online. Students could not get the real impact of the communication lab through online mode.

File Description	Documents
Best practices in the Institutional website	https://www.muthayammal.in/pdf/BEST-PRACTICE-2020-2021.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

- Muthayammal College of Arts & science embarked on its career towards success in 1994 and still, it is relentless to serve the cause of the rural students.
- It has been relentless in its mission to seek, strive and achieve dizzy heights in arts and science by imparting quality education and well-disciplined college for the twenty-six years of excellence in education.
- The management of our intuitions gave scholarships for the economically weaker section, SC/ST, Sports & Meritorious students to the upliftment of Education
- Our Institution has the exclusive authorized center for conducting the Cambridge examination and one among Periyar University affiliated colleges
- Staff and students welfare measures the institution has covered Medical and Accidental insurance

- The college got it approved by the Tamil Nadu Government in 1994 (G.O No: 748, dated: 31/08/1994).
- A modern animal house is the latest addition and this institution is the first among the colleges affiliated with Periyar University to obtain ethical clearance from the Ministry of Environment and Forests (Reg. No. 1416/a/11/CPCSEA).
- It sounds pleasant to specify that MCAS has been feathered with NAAC „A? grade and 2(f) & 12 (B) status affiliated to Periyar University, Salem, Tamilnadu India.
- UGC recommended conferring the status "AUTONOMY" for the period of 2021-2022 to 2030-2031
- Department of Biotechnology (DBT) and the Ministry of Science and Technology recognized our College with the "STAR SCHEME" cap and five Departments (Computer Science, Biotechnology, Biochemistry, Microbiology, Chemistry) have been sheltered under the star scheme. MCAS has been awarded FIST -DST (Department of Science and Technology).
- Our Institution got Grants from the Tamilnadu State Council for Science and Technology (TNSCST) " consequently
- UGC has Approved for conducting of NSQF Certificate level courses Level-4 in our Institution
- Our College has established the Institution Innovation Council (IIC) as per the Ministry of Education, Govt Of India in 2020 ? The rural Entrepreneurship Development Cell has been established in 2020
- As one of the top-ranked institutions ranked 86th in the college category by National Institutional Ranking Framework -2017, Ministry of Human Resource Development, Government of India.
- A patent was granted by the Australian government to Dr.N.Sudhaker for the title "Developing an Artificial Intelligent immune system network for industrial Application" in 2017
- It has been a moment of pride in the history of Muthayammal College of Arts & Science two faculty published a patent in Govt of India. Intellectual Property Rights in 2021
- Dept. of Microbiology Ranked Among Top 138th Best Science Colleges in India By India Today and MDRA Ranking 2021
- Dept. of BCA Ranked Among Top 68th Best BCA Department in India By India Today and MDRA Ranking 2021
- Dept. of Commerce Ranked Among Top 133rd Best Commerce college in India By India Today and MDRA Ranking 2021
- The college offers 17 Undergraduate, 13 Postgraduate, 8 M.Phil, and 5 Ph.D. programs catering to the changing needs of the industry. The learning environment in the college brings

together the best of infrastructure and human resources enriching the treasure trove of knowledge the students aspire for.

- The total student strength of our institution is about 4423 and it's a Co-Education • A fleet of 84 buses provides transport to day scholars.
- The college encourages the students to undertake a few of the 37 value-added programs for purpose of which MCAS has signed 30 MOUs with the respective associations. The curriculum is also enriched by conducting some certificate courses. ? Our institution functioning with 40 various cells & clubs
- Community college functions with 3 courses tailoring, baking & computer to train external participants. ? Staff members published their research findings in 97 research journals of national/international repute. 625 Citation index in Web of Science and Scopus. The value of the impact factor is 0.1 to 5.31.
- Our college stands at the top with her crown studded with 111 Gold medals and 759 (since 2003) Ranks in the Periyar University examinations. ? Our college has breezed past other institutions and registered her stamp in sports and games too.
- During the Academic Year 2020-2021, we won 25 Gold medals, 34 Silver medals, 11 Bronze medals at National levels, South Zone Levels, and State Level Championship held at various places in India. Totally 70 medals had been bagged.
- The University Weight Lifting Championship (Men) for The 13th Consecutive Year. ? The University Weight Lifting Championship (Women) for the 12th Consecutive Year. ? The University Power Lifting Championship (Women) for the 12th Consecutive Year.
- The University Boxing Championship (Men) for the 9th Consecutive Year.
- The University Power Lifting Championship (Men) -11 Year Winners.
- The University Judo Championship (Women) - 4 Year Winners.
- The University Hockey Championship (Men) - 4 Year Winners.
- The University Ball Badminton Championship (Men) - 3 Year Winners.
- The University Cross Country Championship (Women) - 2 Year Winners.
- The University Judo Men (Men) - Winner.
- MCAS imparts higher education by infusing initiatives in all our endeavors and encourages intellectual, emotional, and spiritual growth. The college aims at nurturing a committed, knowledgeable, and socially responsible generation.
- The college adopts strategies to attain milestones without compromising the quality of education. The college fondly

works at the grass-root levels by making education their intimate duty. It enriches their skills and eventually extricates them from the clutches of social and economic binds.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- To conduct the Faculty development program to enhance the faculty knowledge and skills
- To apply the proposal for getting NAAC grants
- To implement the Outcome-based education
- To participate ARIIA Ranking
- To participate NIRF Ranking
- To Promote the department and facultymembers to apply for the awards.
- To participate in India Today MDRA Ranking.
- To motivate the students to do swayam and other online courses.
- To promote the students to take part in the Internship



AQAR REPORT REVIEW

MUTHAYAMMAL COLLEGE OF ARTS AND SCIENCE

Aishe id : C-9490

Submitted for : 2020-2021

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Over all Comments : accepted

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