



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		ANNA ADARSH COLLEGE FOR WOMEN
• Name of the Head of the institution	Dr R SHANTHI	
• Designation	PRINCIPAL	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	04426212089	
• Mobile no	7299940295	
• Registered e-mail	college.annaadarsh@gmail.com	
• Alternate e-mail	principal@annaadarsh.edu.in	
• Address	AI, II STREET, 9TH MAIN ROAD, ANNA NAGAR	
• City/Town	CHENNAI	
• State/UT	TAMIL NADU	
• Pin Code	600040	
2.Institutional status		
• Affiliated /Constituent	Affiliated	
• Type of Institution	Women	
• Location	Urban	

• Financial Status	Self-financing
• Name of the Affiliating University	University of Madras
• Name of the IQAC Coordinator	Dr. SHIRLINE DAVID
• Phone No.	04426212018
• Alternate phone No.	04426212089
• Mobile	9840533464
• IQAC e-mail address	iqac@annaadarsh.edu.in
• Alternate Email address	shirlinedavid@annaadarsh.edu.in
3. Website address (Web link of the AQAR (Previous Academic Year))	https://annaadarsh.edu.in/wp-content/uploads/2023/03/AOAR-2021-2022-FINAL.pdf
4. Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://annaadarsh.edu.in/about-iqac-2/#1665038817931-7cf44c24-8bd1

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	A++	3.59	2023	19/05/2023	18/05/2030
Cycle 2	A+	3.54	2017	12/09/2017	11/09/2022
Cycle 1	A	3.20	2011	16/09/2011	15/09/2016

6. Date of Establishment of IQAC

22/06/2009

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
NIL	NIL	NIL	NIL	NIL

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	16
<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
<ul style="list-style-type: none"> • If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
Submission of IIQA in September 2022	
Submission of Self Study Report in November 2022	
Framed significant policies for smooth Academic and Administrative conduct	
Prepared the Institution for Peer Team Visit	
Secured A++ Grade in NAAC 3rd Cycle	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	

Plan of Action	Achievements/Outcomes
<p>POLICIES: The IQAC will conduct a comprehensive assessment of existing academic and administrative processes, identify areas for improvement, and collaborate with stakeholders for feedback to formulate Policies . Implementing data-driven strategies, continuous monitoring, and fostering a culture of quality will be key in framing policies that enhance overall educational excellence and institutional effectiveness.</p>	<p>The IQAC finalised 25 Policies for all academic and administrative processes, and achieved quality outcomes through its well-framed policies. This success reflects the effectiveness of proactive quality enhancement measures, emphasizing continuous improvement and adherence to established policies. Ongoing monitoring and feedback mechanisms played a crucial role in ensuring sustained excellence.</p>
<p>NEWSLETTERS: As part of our commitment to continuous improvement and quality enhancement, the Institutional Quality Assurance Cell (IQAC) has initiated a mandatory Newsletter featuring Events/updates from the departments. This newsletter aims to foster collaboration and highlight the collective efforts of students, staff and department activities.</p>	<p>These newsletters serve as a dynamic conduit for disseminating information across various departments, fostering communication and collaboration. The biannual Newsletters meticulously capture the essence of events, providing a comprehensive documentation of activities undertaken by each department. The newsletters, embedded within the broader reporting framework, play a crucial role in showcasing the vitality of our college initiatives and progress over time.</p>
<p>13. Whether the AQAR was placed before statutory body?</p>	<p>Yes</p>
<ul style="list-style-type: none"> Name of the statutory body 	
<p>Name</p>	<p>Date of meeting(s)</p>
<p>College Governing Council</p>	<p>17/03/2023</p>

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022	18/03/2022

15. Multidisciplinary / interdisciplinary

Our Institution's vision articulates our aspirations to emerge as a highly respected multidisciplinary and student centric centre and together with the support and dedicated efforts of all the stakeholders, in the coming years the College will achieve a greater level of excellence and distinction in the higher education arena at national level. The College envisages to create centers of excellence for providing knowledge, education, training and research facilities of high order in the field of science, commerce, management, humanities and other related professional education as per its current status and such other manner as may develop in future, including continuing education and distance learning. The college has started the process of moving on to an autonomous status and subsequently plans to integrate curriculum in a manner that generates an understanding of themes and ideas that cut across disciplines and of the connections between different disciplines and their relationship to the real world. The college offer programs in the fields of business administration, business economics, social work, and public administration, with a special focus on a multidisciplinary and international curriculum.

16. Academic bank of credits (ABC):

A digital learning portal is embedded in the college website for facilitating students. The students will be able to earn credits and get programs completed. Anna Adarsh College shall abide by the curriculum and structure prepared by the affiliating university in this regard. On attaining an autonomous status the Institution proposes to register with the ABC. This step will permit the institution to lodge and maintain the integrity, the authenticity and confidentiality of student credits, enable credit transfer through digital mode, credit recognition and allow multiple entry and multiple exit for students. NEP2020 improves transparency and helps to build a more flexible approach to curriculum design and development.

17. Skill development:

The institution is in the process of addressing this skill gap through comprehensive efforts in skill development of the students. Training in soft skills, personality development, computing skills,

proficiency in foreign languages etc is provided to students. In collaboration with the Central Palmugur and Palm Products Institute, Khadi and Village Industries Commission, Ministry of MSME, Govt of India the Institution provides training in various crafts and guides students to set up their own entrepreneurial ventures. Students are given credit points in the final semester for their participation in such training programmes.

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

Cultural awareness and expression are among the major competencies considered important among students as it provides them with a sense of identity, belonging, as well as an appreciation of other cultures and identities. At Anna Adarsh College teaching in the bilingual(Tamil/English)mode is encouraged wherever possible, conducting more experiential Tamil language learning, inviting outstanding local artists, writers, crafts persons, and other experts as master instructors in various subjects of local expertise are other ways in which knowledge of Indian culture is promoted. It is also proposed that in the coming years after obtaining autonomy to include traditional Indian knowledge viz tribal and local content into the curriculum, across humanities, sciences, arts, and sports, wherever relevant.

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

Outcome-Based Education (OBE) is a student-centric teaching and learning methodology in which the course delivery, assessment are planned to achieve stated objectives and outcomes. It focuses on measuring student performance i.e. outcomes at different levels. The institution encouraged the faculty to participate in numerous webinars to update themselves on Bloom's taxonomy and outcome based learning. This step improved the confidence of the faculty and they were able to define and prepare CO, POs, PSO etc.

20.Distance education/online education:

An online teaching and learning strategy framework was developed to provide an active and personalized mode of education for all the students. In order to continue offering quality education, careful planning was done for the transition from formal classroom education to online education with the help of virtual classes and other pivotal online tools. Software such as Google Classroom (GCR) was initiated through GSuite Education. Special faculty training was provided in the usage of GSuite tools. Teachers could communicate with learners anywhere with Google Meet, Chat and Gmail, and engage students directly within the classroom to provide clear guidance.

GMeet provided the hosting platform to conduct live webinars for learning, skill training, faculty-oriented programs, and meetings. The students were introduced to new apps and ICT tools to supplement their learning. Learning was made more interesting through fun learning apps like "book widgets", "Word scramble", "Grammar Wizard", etc. Study materials were posted in the GCR which gave the students flexibility in usage.

Extended Profile

1. Programme

1.1 Number of courses offered by the institution across all programs during the year	1049
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File Description	Documents
Data Template	View File

2. Student

2.1 Number of students during the year	5428
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File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	722
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File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	1637
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File Description	Documents
Data Template	View File

3. Academic

3.1	224
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	224
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	81
Total number of Classrooms and Seminar halls	
4.2	538.76
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	300
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College ensures effective curriculum planning and delivery through a well planned and documented process as outlined below.

- The Heads of the Department and the faculty plan timely completion of syllabus through Lesson Plan, assignments, seminars, practicals, projects etc.
- The College prepares the Master Timetable with inputs from the Departments each semester. Department Timetable is framed and strictly adhered to. Few courses like Mathematics, Accounts etc

have more hours of teaching.

- **Continuous Internal Assessment: Students' performance is assessed continuously through periodic tests, four internal assessments, two model examinations, assignments, presentations and practical examinations are conducted on the days indicated in the calendar.**
- **The institution assesses the learning levels of the students periodically and organizes special programmes for High Achievers and Bloomers (Slow learners) by the following measures:**
 - Walk the scholar program for advanced learners
 - Developing self-learning materials ,
 - Orientation, Bridge courses
 - Scholar support program, Remedial teaching,
 - Providing peer tutoring by high ability classmates for Bloomers

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NIL

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

- **Academic calendar is framed as per University guidelines. It includes - reopening and closing date, number of working days, holidays, internal examination schedule, tentative dates for theory examination etc. This calendar is circulated to all the staff and students.**
- **Continuous Internal Assessment: Students' performance is**

assessed continuously through periodic tests, four internal assessments, two model examinations, assignments, presentations and practical examinations are conducted on the days indicated in the calendar.

- Being a Non- autonomous institution the internal and external assessment procedures are followed as per the affiliated University.

Mechanism to conduct internal assessment is transparent and robust

- Internal Assessment has been meticulously designed by the Examination Committee comprising the Principal, IQAC member and senior faculty members from various departments. Orientation programme is conducted for first year UG and PG students at the beginning of the academic year on CIA. Apart from the three internal tests, two Model examinations, one for each semester, Class tests are conducted regularly. Internal assessment is followed as per the Mechanism given above.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NIL

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.

A. All of the above

Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	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

29

File Description	Documents
Any additional information	No File Uploaded
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)

53

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

5428

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

Professional Ethics and Human values:

- Value education and Professional ethics are offered to III UG students where they learn about human values, issues related to equal rights, human dignity and freedom are discussed as universal values. The constitutional values of our country like socialism, secularism, democracy, justice, liberty, equality, fraternity and international peace are discussed to make them responsible citizens.
- The College celebrates important events like Independence Day, Republic Day, Women's Day, Teacher's Day, International Yoga Day, Traditional day, Heritage day, Human Rights day, Science day and World Ozone day.

Gender Sensitization:

- Departments regularly organize programmes on gender equality, gender discrimination, domestic violence, women empowerment etc. by conducting awareness programme, mentoring the students and a full time professional counsellor is present in the campus for their benefit.
- The Departments of Public Administration, Social Work and English Literature offer papers on Gender Studies as part of their curriculum.

Environment and Sustainability:

Students of II UG (100%) are sensitized on Environmental issues by means of a paper on Environmental Studies as part of the curriculum. Group projects on environmental issues are undertaken.

The Enviro club & Students Exnora club organizes programmes regularly focussing on sustaining a green and clean 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

17

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	No File Uploaded
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

993

File Description	Documents
Any additional information	No File Uploaded
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 **A. All of the above**

**syllabus and its transaction at the institution
from the following stakeholders Students
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	https://annaadarsh.edu.in/wp-content/uploads/2023/12/1.4.1-STAKEHOLDERS-FEEDBACK-ANALYSIS.pdf
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	View File
URL for feedback report	https://annaadarsh.edu.in/wp-content/uploads/2023/12/1.4.1-STAKEHOLDERS-FEEDBACK-ANALYSIS.pdf

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

2066

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

722

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 periodically and organizes special programmes for High Achievers and Bloomers (Slow learners) by the following measures:
- Walk the scholar program for advanced learners
- Developing self-learning materials ,
- Orientation, Bridge courses
- Scholar support program, Remedial teaching,
- Providing peer tutoring by high ability classmates for Bloomers
- Teacher induces an interactive learning process for theoretical concepts which emphasizes students to engage in discussion, critical thinking and open ended questioning.
- Field trips for all final year UG/PG students.
- Interactive classrooms
- Students participated in Quiz, Debates, Group discussions, Inquiry-based learning, Case study, Problem Based learning,

and Project Based learning, Peer teaching, Scholar Support Programme for Bloomers and Walk with the Scholar Programme for Advanced Learners.

- Additional Skills Acquisition Programme and Short - Term Certificate courses(53)are also offered in the campus.
- International Conferences and National Conferences / Seminars / workshops(254)are organized for the students wherein, research papers are presented on contemporary topics to enrich their learning experience.

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/2.2.1-Scholar-Support-Programme.pdf
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
5428	224

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

Teaching learning process routes students to an environment to acquire and apply their knowledge gained through practical scenarios.

Course Handout is provided to students before commencement of classes for each semester which includes all details regarding the course plan, objectives, learning outcomes, text book and assessment details.

Experiential Learning is undertaken by engaging students in hands-on experiences and reflection; understand theory and knowledge learned in the classroom to real-world situations and is enhanced for:

- 9 Postgraduate, 4 Undergraduate programmes for students to undertake mandatory project work as part of the curriculum. Research is based on industries, social issues, sustainable livelihood, with 4 weeks internship during their course.

Participative Learning Measures

The teacher induces an interactive learning process for theoretical concepts which emphasizes students to engage in discussion, critical thinking and open ended questioning.

Students are encouraged to enrol in web-based courses in the Massive Open Online Courses (MOOC) provided by the M.H.R.D and access ICT initiatives of MoE, like SWAYAMPRAKASH: digital courses on TV, to access journals and e-books through National Digital Library, e-PG Pathshala, Shodhganga and e-ShodhSindhu

File Description	Documents
Upload any additional information	View File
Link for additional information	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/2.3.1-EXPERIENTIAL-LEARNING.pdf

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

Information and Communication Technology (ICT) has boosted the learning process and benefited both teachers and student community by contributing high quality lessons and has potential to increase students' motivation to support in and out class learning, which is supervised by the HODs'. Skills such as Critical Inquiry, Design Thinking, Cross Cultural Competence and Adaptive learning are given importance.

Various devices/technology in ICT includes:

- Access of course materials through remote devices,

- Online digital repositories for lectures, course materials, and digital library,
- Interactive White Boards, Smart Boards, G- Suite, Kahoot (ABL education)
- Use of Social Media Tools, Audio players, Projector devices etc.
- Licensed softwares and freewares are used. Course specific ICT tools like (SPSS, Tally) and other freely available tools are used.

File Description	Documents
Upload any additional information	View File
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

224

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

224

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

138

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

2573

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.

Mechanism to conduct internal assessment is transparent and robust

- Transparent policy and institutional mechanism for student grievance are available with due representation of students.
- Examination Orientation programme is conducted by the examination committee for all the students at the beginning of the academic year on CIA (Continuous Internal Assessment)
- All the records and data bank of attendance in internal Examinations, Question papers, valued answer sheets/copies, summary of marks sheets, are properly maintained by the teachers for academic monitoring/academic audit.

Internal Assessment has been meticulously designed by the Examination Committee comprising the Principal, IQAC member and senior faculty members from various departments. Apart from the three internal tests, two Model examinations, one for each semester, Class tests are conducted regularly. Internal assessment is followed as per the Mechanism given above.

Mechanism for Examination Grievance Redressal

- It shall consider grievances related to the University/internal question paper like out-of-syllabus, repeated questions, improper split of marks, marks missed, wrong question number during semester exams are noted and represented to the concerned authority for action.
- Grievances regarding university examination are sent through the Chief Superintendent that is the Principal of the college to the Controller of Examination of the University for necessary actions.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/2.5.1-EXAM-POLICY-COMMITTEE&CIRCULAR.pdf

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

Being a Non- autonomous institution the internal and external assessment procedures are followed as per the affiliated University.

- Examination committee is constituted every two years to coordinate and conduct the internal and external examination.
- Periodical examination committee meetings are held under the guidance of the Principal.
- Assignments, Seminars and Project Work are other major evaluation criteria wherein students perform either individually or in groups.
- Question Bank is maintained by all the departments which include University and Model Exam Question Papers.
- Formative Evaluations provide information to help instructors improve their instruction and teaching which is collected midway through a unit using exit tickets.
- Summative Evaluations measure instructor performance following a sustained period of teaching with focus on identifying the effectiveness of instruction.

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.

Curriculum offered in the college is prescribed by the University of Madras. In strict compliance with the guidelines given by the University, the objectives of Outcome Based Education (OBE), Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are framed by the department offering the concerned program after rigorous consultation with all faculty and the stakeholders. During the students induction program POs, PSOs, COs and Rubrics are discussed. These details are displayed in the Department notice board. After attainment of consensus, the same are widely publicized

through various means specified hereunder.

- POs, PSOs, COs for all programs offered are clearly stated, displayed on the College website which can be accessed by all the stakeholders namely Faculty, Students, Industry and Alumni.
- All students are appraised and mailed a copy of Course handout comprising of the POs, PSOs, objectives, syllabus, assessment strategy and expected outcomes of their programme during the Orientation programs, class committee meetings and faculty meetings
- Hard Copy of syllabi and Learning Outcomes are available in the college/departments library for ready reference. Its importance is communicated to the faculty in every IQAC Meeting and Institution Committee Meeting.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	NIL
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.

Outcomes Assessment Process

Program outcomes are mainly achieved through the curriculum delivery and assessment. IQAC has identified a set of assessment tools to monitor student progress in achieving the outcomes. The assessment instruments fall into four general categories: evaluation, surveys/feedback, student performance results and student progression.

Formative Evaluations provide information to help instructors improve their instruction and teaching.

Summative Evaluations measure instructor performance following a sustained period of teaching with focus on identifying the

effectiveness of instruction.

Summative assessments: End-of-unit or -chapter tests, Final projects.

.Student performance assessment:

The Course outcome attainment is computed considering the performance of the students in Assignments, Quiz, Internal Examination, End of Semester Examination. The graduate programmes follow a credit-based continuous evaluation system. The Cumulative Grade Point Average (CGPA) score is one of the important measures of the extent of fulfillment of the PSOs.

Students Progression:

The success of a programme is reflected in the upward progression of students. Majority of the students have progressed to higher education and are placed in renowned organizations.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/2.6.2-RESULT-ANALYSIS.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

1586

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	No File Uploaded
Paste link for the annual report	https://annaadarsh.edu.in/about-igac-2/#1668496544123-6752f746-7d05

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://annaadarsh.edu.in/about-igac-2/#1665039262683-55e5172d-3045>

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)

17.27

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

10

File Description	Documents
Any additional information	View File
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	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

- The institution provides a lively ecosystem that encourages innovation, entrepreneurship activities, knowledge generation, networking and partnership. Entrepreneurial Development Cell (IIC) was formed to provide start-up support to students and to train them in skill development.
- Since there is a need to provide opportunities for creativity and innovation into education, the existing entrepreneurial development cell in AAC is upgraded to Institution's Innovation Council registered under Ministry of Education's Institution Innovation Council (IIC) imparting skill development programmes.

To further enhance the pragmatic experience of students, training beyond classroom takes place through Institution's 35 MoUs and Linkages comprising academic institutions, corporate houses and research organizations such as Anna University, EXNORA International, Indian Institute of Banking & Finance, Dr.M.G.R Educational and Research Institute, World Vision India etc.

- There are three functional units of NSS one unit of NCC and 14 clubs such as Rotaract Club, Youth Red Cross, Enviro Club, Red Ribbon and Anti- Drug Club, etc providing extension activities. 43 Extension activities and outreach programmes were organised with 80% student participation rendering 30 hours of service on socially relevant themes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/3.2.1-ECOSYSTEM-FOR-INNOVATIONS.pdf

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

26

File Description	Documents
Report of the event	No File Uploaded
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

6

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

76

File Description	Documents
Any additional information	No File Uploaded
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

43

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

Extension activities organized at regular intervals for students and community created a persistent impact.

Special Camps are organized every year in city outskirts by NSS, the vigorous service rendered by 150 volunteers in campus cleaning, educating the community and creating awareness on social issues created an impact to more than 500 beneficiaries.

The institution collaborated with GCC for organizing Voting Awareness drives and rallies

Under the aegis of GCC, the Department of Social Work conducted bridge course for Standard-IV English Medium students in Chennai Primary School at Bazaar Road, Saidapet, Chennai.

Visits to old age homes, orphanages, homes for mentally challenged, programmes on tree plantation, cancer awareness, skill building

programmes, anti plastic awareness and consumer awareness & rights brought about a holistic development to nearly 5000 students.

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/3.4.3&3.4.4-EXTENSION-AND-OUTREACH-PROGRAMME.pdf
Upload any additional information	No File Uploaded

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

9

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

43

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

4691

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

627

File Description	Documents
e-copies of related Document	No File Uploaded
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

35

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.

CLASSROOMS

The 76 spacious and well ventilated classrooms have an average seating capacity of 50-80 students, covering a total area of 44580.807 sq.ft. All these rooms are provided with Wi-Fi/LAN facilities, of which 52 of these have LCD facilities and 2 are Smart Classrooms.

LABORATORIES

- English Language Lab - 1 Air-Conditioned Lab, measurement area of 460.2 sq.ft. with 25 Desktops and Headsets
- Physics - 4 Labs, totally measuring 4072.73 sq.ft.
- Chemistry - 5 Labs, totally measuring 4983.17 sq.ft.
- Home Science - Nutrition, Food Service Management & Dietetics - 5 Labs, totally measuring 6322.64 sq.ft. with centralized gas pipelines
- Psychology - 1 Lab, measuring 629.64 sq.ft.

COMPUTER LAB

- Computer Science - 4 Air-Conditioned Labs, totally measuring 3923.07 sq.ft. with 128 Desktops
- BCA - 1 Air-Conditioned Lab, measuring 679.71 sq.ft. with 40 Desktops
- Students and Staff have i5 variation Generation desktop which is genuine running the latest Win 10 operating system with 64-bit specifications
- All the systems are fully networked under LAN environment using Hybrid Topology
- Stock Registers are consistently maintained

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

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

CULTURAL ACTIVITIES

Institutional emphasis on holistic development of the students is apparent in tapping their hidden talents. Manjari, an exclusive cultural event for the freshers; Neharika, an Inter-Collegiate Fest and Meghmalar, an Inter-departmental event is conducted every year. Nearly 60-70% of the students, trained by the Staff and Students' Council, display their creative faculties in these events. The following amenities enable the smooth conduct of cultural activities:

- Centrally air-conditioned auditorium with balcony covering a total area of 8864 sq.ft. that can accommodate 1500 members at a time, equipped with ICT facilities, VIP Lounge, green-rooms and restroom

- Air-Conditioned Conference Hall with a seating capacity of 300 members, with LCD screen, overhead projectors, speakers, microphones and emergency exit doors

SPORTS

A large ground measuring 63830 sq.ft. with playing courts and excellent coaching for outdoor games; multipurpose hall for Indoor games, gym and yoga space measuring 1323 sq.ft., multipurpose in-house gallery for 350 people and an open air dais are additional features.

GYMNASIUM

The Gymnasium is equipped with cardio machines such as treadmill, elliptical fitness cross-trainer, medicine balls for plyometric exercise, dumbbells, stationary bicycle for aerobic workout, resistance bands, training bench for weight training, stability ball for core training and yoga mats.

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

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

81

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/4.1.3-CLASS-ROOMS&SEMINAR-HALL.pdf
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)

297.55

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)

The library has a well-structured and functional policy, with 'Read to Lead' as its motto. It is housed in a tranquil and spacious area of 3714.15 sq.ft. providing updated information for boundless learning including a well-equipped, air conditioned digital library with 25 computers. It offers a wide range of subject-centric, knowledge-centric books and e-resources with a capacity to accommodate roughly 250 users at a time.

INTEGRATED LIBRARY MANAGEMENT SYSTEM (ILMS)

- The library is fully automated and managed by Autolib Software with Advanced Version using JAVA in 2006 and updated with SQL

Version with 12 modules in 2017 using Wi-Fi and LAN connectivity for the purpose of e-gate entry, member data entry, book data entry, book issue/return reports, counter service and OPAC

SUBSCRIPTION TO E-RESOURCES

- N-LIST has been subscribed with a subscription fee of Rs.35,400 p.a
- National Digital Library of India (NDLI) allows free access of 100218178e-resources
- Our college ranks 8th among the top ten N-LIST users in India

PER DAY LIBRARY USAGE

The per day usage by teachers and students for this year is 18.27 percent (1032 users /day).

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

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

File Description	Documents
Upload any additional information	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)**4.96**

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****1032**

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****IT FACILITIES**

- Active directory and Domain controllers for managing user accounts
- Systems in the campus are networked through Intranet
- 24/7 Wi-Fi facility with latest gigabit switching with fiber connectivity for staff and students
- Official Email IDs are provided through the college domain for staff and students
- Virtual Controller and Access Points - Model Type IAP 305
 - High Performance 802.11ac Wave 2 (Wi-Fi 5) Access points

- Number of access points installed is 46
- Each access point is limited to 50 devices
- The campus is inter-connected with a planned telecom network providing intercom facility across all the departments

SERVER DETAILS

- 5 Servers, whose model types and specification are-
- ML110 HP Server - HPE ProLiant ML110 Gen 10 Tower Server
- ML10 HP Server - HPE ProLiant ML10 Gen 9
- ML30 HP Server - HPE ProLiant ML30 Gen 9

BANDWIDTH

- 100 Mbps Leased line connection as primary internet bandwidth from TATA Teleservices
- 350 Mbps standby PPPOE (Point to Point Protocol Over Ethernet) connection as secondary internet Bandwidth for zero internet failure inside campus from ACT
- Bandwidth usage is monitored monthly to recognize the traffic patterns and ensure equitable distribution of facilities across the campus

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

4.3.2 - Number of Computers

300

File Description	Documents
Upload any additional information	No File Uploaded
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)

429.16

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.

ICT FACILITIES

Technologically empowered, the Wi-Fi enabled campus includes 52 classrooms, smart rooms, 21 laboratories, MIS data center, Administrative Office, Auditorium, Conference and Seminar Halls, Library and Staff rooms.

DIVYANGJAN FRIENDLY FACILITIES

Disabled friendly ramp, lift, wheelchair and washroom are available.

ADDITIONAL ROOMS/ OTHER FACILITIES

The additional rooms include Board room, Exam Committee room, NSS room, Strong room, Compactor room, Alumni room, Students' council room, Career Guidance and Placement Cell, Internal Complaints Committee room, Institution's Innovation Council and Students Counseling center.

- ATM facility
- Photo studio
- Digital notice board
- 73 Fire extinguishers and hose pipes
- 24x7 CCTV surveillance
- A well (25000 litres) and 25 collection bores for Rainwater harvesting
- 20 KVP grid roof top solar power generating system
- Dispensary for medical emergencies
- Women's hostel with 76 rooms
- Remote access digital library of our institution offers more than 305809 e-books and more than 11293e-journals
- Browsing facility for differently abled students
- Periodic screening and orientation are provided to the students on book reviews and ways to access e-resources using INFLIBNET
- Institutional membership with American Library, Connemara Public Library, British Council Library, Madras University Library

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://annaadarsh.edu.in/wp-content/uploads/AOAR-2022-23/4.4.2-PROCEDURE-FOR-MAINTAINING-PHYSICAL-AND-ACADEMIC-FACILITIES.pdf

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

195

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
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

95

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

File Description	Documents
Link to Institutional website	NIL
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

5428

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

5428

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited 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

A. All of the above

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

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	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

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

572

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

508

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
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

43

File Description	Documents
Upload supporting data for the same	View File
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.

57

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)

Students' Participation in administrative, co-curricular and extracurricular activities:

Students' participation in leadership role is an integral part of institutional governance. The College Student Council, a group of democratically elected students play a vital role in planning, organising, coordinating, and executing several Curricular, Co-curricular and extra-curricular events for students, by actively participating in arranging sponsors, inviting guests, maintaining rapport with other college participants. Student council also ensures representation of the Institution in intercollegiate competitions. Students learn the importance of being socially responsible through the activities of various clubs in which they also take leadership roles.

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/wp-content/uploads/2022/11/17.STUDENT-COUNCIL-POLICY.pdf
Upload any additional information	View File

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

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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

The Anna Adarsh Alumni Association was registered on 05-Aug-2022. The Alumni have contributed significantly through cash, kind & services during the last five years. Outgoing students contributed to the infrastructure of the college by donating many utilities like Water dispensers, Storage Cupboards, Bookshelves, Bureau, Printers, Desktops/Laptops, etc. They have also donated hundreds of books to their department book bank and the college central library for student's reference. In some departments the alumni have created endowment prizes for meritorious students.

Our college is proud to state that 40 Alumni are working as faculty members and 6 Alumni are engaged as administrative staff. The association has also taken initiatives to conduct skill-based workshops for the non-working alumni members. Alumni referred candidates are given weightage during admissions, acknowledging their special bonding to the alma mater. A minimum 5% of the seats are earmarked for alumni referred candidates. Employee referrals by successful alumni has helped many of their juniors take up lucrative jobs. Alumni feedback is collected every year and all their insights are taken into consideration and the institution is constantly striving to meet their requirements.

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/wp-content/uploads/2022/11/5.4.1-Alumni-Engagement.pdf
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

<https://annaadarsh.edu.in/vision-and-mission/>

Nature of Governance

The College Governing Council is composed of the members of the Management Punjab Association, the Principal, Vice Principal, University Representative and representatives of the faculty. Decisions on key functional/financial aspects, policies of the institution are debated and approved during the Governing Council meetings in accordance with the vision and mission of the institution. Decisions of the governing council are executed by the staff council, composed of Principal, Vice Principal, four deans (Academics, Student Affairs, Computational Studies, Research and Development) Heads of the department, Physical director, and librarian. The Conveners of various committees, cells, clubs along with the staff representatives and administrative sections play a vital role in implementing the decisions pertaining to their respective functionalities framed by the governing council. The Heads of the Department lead, manage and execute the activities of the department to ensure it achieves the highest possible standards. The Department faculty monitors the academic progress and other activities of the students in order to hone their all-round potential.

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/vision-and-mission/
Upload any additional information	View File

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

Decentralisation in Academic Process

Decentralisation for example is practised at the department level for curriculum delivery, internal assessment, and discipline related issues. It is accomplished through a detailed planning process, augmentation of adequate human resources, providing relevant training and creating accountability for stakeholders. At the onset of the semester a departmental staff meeting is called for delegating the academic tasks to the faculty. The staff are allotted subjects and are made responsible for the preparation and execution of their teaching pedagogy.

Participation of Teachers as decision makers

Teachers, as one of the important stakeholders, are represented in various administrative and academic committees. The roles and responsibilities of the committee members are well defined. The committee meets frequently and makes major decisions. Annual plan is drafted by the committee with adequate finance and manpower. Key Performance Areas and Indicators are drawn. Mid-Course corrections are carried out to implement the program successfully. The participatory role of faculty members is crucial in enhancing the professional competency and social responsibility of young women students, which reflects the vision and mission of the college.

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/wp-content/uploads/AOAR-2022-23/6.1.2-DEPARTMENT-MINUTES.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Anna Adarsh College has undertaken a visionary approach to education by implementing a mandatory internship program for all second-year students, exemplifying a successful deployment of a strategic plan. This initiative goes beyond traditional classroom learning, providing students with real-life exposure and hands-on training in their respective fields. By integrating internships the college ensures that theoretical knowledge is complemented by practical experience, preparing students for the challenges of the professional world. This strategic plan deployment not only aligns with the college's commitment to holistic education but also addresses the evolving needs of industries. Students emerge not only with academic excellence but also with a profound understanding of the practical applications of their knowledge, fostering a seamless transition from academia to the workforce. Anna Adarsh College's innovative approach serves as a model for institutions aiming to bridge the gap between theory and practice in education.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://annaadarsh.edu.in/naac/#1668020937719-5074dfa1-8c79
Upload any additional information	No File Uploaded

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

The leadership of the institution follows a participative management model through a structured organisational mechanism. The Management of the college is the Punjab Association, the highest decision-making body. The Governing council composed of the representative members of the Management, the Principal, Vice Principal, University Representative and faculty representatives, decides on issues pertaining to finance, infrastructure and all areas related to the overall development of the college. The day-to-day functioning of the college is managed by the Principal, under the able guidance of the Correspondent. For efficient administration, the Principal along with Vice Principal and four Deans (Academics, Student Affairs, Computational Studies, Research and Development) directly oversees

seven broad functions- Academics, Administration, IQAC, Research, Student Council, Committees, Clubs and Cells. The IQAC establishes quality parameters for various academic (steered by staff council) and administrative activities (steered by administrative division). Centre for Research & Development is involved in research activities. There are various Committees, clubs and cells with well-defined functions.

The college has framed its service rules & regulations, and procedures, based on the guidance and framework of the University of Madras and UGC

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/policies-and-procedures/
Link to Organogram of the institution webpage	https://annaadarsh.edu.in/organogram-4/
Upload any additional information	No File Uploaded

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	No File Uploaded
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

Welfare measures, to empower and support the faculty:

- On Duty facility for attending orientation programmes/refresher courses/ seminars/ conferences/ training programmes
- Organising Staff development programmes for skill up-gradation and need-based programmes.
- Faculty are motivated to be members of the Board of Studies, Subject experts, External examiner, Resource person, Inspection Committee, External Academic Audit and enrol for Ph.D.
- Eligible Faculty members are encouraged to register as Guides for Ph.D Research Scholars to strengthen the research profile of the college
- Casual leave, Earned Leave, Medical Leave and Maternity Leave are given as per policy.
- Full salary is given to the staff availing maternity leave.
- Medical Insurance paid by Management for all the faculty

Welfare measures for non-teaching staff

- Literacy program, health and hygiene awareness programme.
- Wards of employees are given admissions on a preferential basis and fee concession is also provided
- Annual health check-up

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

76

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

6.3.3 - Number of professional development /administrative training 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

8

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

112

File Description	Documents
IQAC report summary	View File
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 well-structured performance appraisal questionnaire is in place.

Process

The objectives of the appraisal process are defined by the IQAC and communicated to the participants.

The performance norms are specified at the beginning of the academic year and the standards of performance are communicated to the appraiser and appraisee.

The next step is administering the appraisal form at the appropriate time and the results of the appraisal are communicated to the participants.

From result analysis, the necessary actions to be taken were enumerated. Appropriate follow up action is taken by the Principal individually and collectively.

The main objective of performance appraisal is to improve the long-term performance of the faculty by giving necessary faculty orientation and development programmes.

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

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

The resource mobilisation focuses on attaining the goals of the institution ensuring accountability and transparency. The institutional budget is prepared based on the requirements of the departments, committees and clubs towards achieving the goals and strategic plans of the institution. Being a self-financing institution, mobilising funds is a challenge. But with its constraints, the college could mobilise funds from Governmental (only for student extension activities) and Non-Governmental organisations.

Internal Financial Audit

Accountant of the college checks all the daily Financial transactions. An Internal auditor, is deputed by the management to carry out the continuous internal audit. The internal auditor checks receipts and payments with fee receipts, vouchers, and necessary supporting documents. He ensures that all transactions are duly authorised. Performance audit is given due importance.

External Financial Audit

The external audit is conducted, every year, by a Professional agency- Chartered Accountants Rajesh Kumar Shah & Co. The annual income and expenditure and Balance Sheet are submitted to them for the external audit.

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)

12.44

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 funds are mobilized through the following sources :

- Collection of fees is the prime source of funds
- Financial support by creation of Endowment, CSR activity from

Shyam Kothari Foundation. (Rs.5,00,000)

- Financial sponsorship for departmental activities.

Philanthropic contributions by Adarsh Educational Trust

Funds generated are utilised for the overall development of the College:

- Disbursal of staff salary.
- Infrastructure augmentation such as renovation of staff rooms, purchase of books, equipment and software for the library.
- ERP and ICT improvement.
- Funds for routine maintenance of infrastructure and equipment.
- Organising Seminars/Endowments lectures, conferences, workshops, training programmes.
- Financial support to individual departments to conduct Conferences/Seminars/Workshops/Faculty Development programs for strengthening teaching learning practices.
- Sports and cultural events such as Intercollegiate Sports Meet, Annual Sports day, Cultural programme.
- Funds are allocated to enhance the social responsibilities of the institution through NSS.

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

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 Anna Adarsh College has undertaken a visionary approach to education by implementing a mandatory internship program for all second-year students, exemplifying a successful deployment of a strategic plan. This initiative goes beyond traditional classroom learning, providing students with real-life exposure and hands-on training in their respective fields. By integrating internships the college ensures that theoretical knowledge is complemented by practical experience, preparing students for the challenges of the professional world. This strategic plan deployment not only aligns with the college's commitment to holistic education but also addresses the evolving needs of industries. Students emerge not only with academic excellence but also with a profound understanding of

the practical applications of their knowledge, fostering a seamless transition from academia to the workforce. Anna Adarsh College's innovative approach serves as a model for institutions aiming to bridge the gap between theory and practice in education.

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/newsletter/
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

As part of our commitment to continuous improvement and quality enhancement, the Institutional Quality Assurance Cell (IQAC) has initiated a mandatory newsletter featuring updates from your department. This newsletter aims to foster collaboration and highlight the collective efforts of students, staff, and department activities.

These newsletters serve as a dynamic conduit for disseminating information across various departments, fostering communication and collaboration. The biannual Newsletter meticulously captures the essence of events, providing a comprehensive documentation of activities undertaken by each department. The newsletters, embedded within the broader reporting framework, play a crucial role in showcasing the vitality of the institution's initiatives and progress over time.

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/newsletter/
Upload any additional information	View File

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,

A. All of the above

national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://annaadarsh.edu.in/about-igac-2/#1668496544123-6752f746-7d05
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 promotion of gender equity is executed by declaring a policy, creating a set of learning resources, arranging training programmes, awareness sessions and using multimedia material.

The following measures help eliminate all types of abuse and exploitation in the public and private space.

- 71 CCTV cameras, 24x7 security at the gate, and a Complaint box are provided in the campus.
- The Internal Complaints Committee and the Student Council work for the students' welfare, the in-house professional counsellor and faculty members counsel the students and take measures to enhance safety and security.
- Eminent police personnel are invited to counsel, create awareness on cybercrimes, harassment and other safety issues.
- Training and Skills development - Self-defense training like Silambam, Karate, and wellness training like yoga, programs like Personality development and aptitude training for competitive exams are given.

Gender Equity Programs - Seminars, awareness campaigns on gender-

sensitization, challenging gender stereotypes, laws relating to women's rights, and women's wellness are conducted by the departments and clubs.

File Description	Documents
Annual gender sensitization action plan	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/7.1.1-GENDER-EQUITY-POLICY-BOOK&ICC.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://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/7.1.1-GENDER-EQUITY-EVENTS.pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Waste recycling system

The right methods for waste disposal, purchase of environment-friendly supplies, and an effective recycling process are some of the practices ingrained into the system. Reduce, Reuse, Recycle is one of the best practices of the Institution. All the waste generated in the campus are taken care of as per norms.

Solid Waste Management

The campus is wi-fi enabled and hence circulars and other communication is done online minimizing paper wastage. Sanitary napkin incinerator is installed in the campus. Separate colour coded bins for different types of waste are placed at various places. A composting pit is also maintained in the campus to recycle organic waste.

Liquid waste

The waste water is discharged through pipelines and regulated drain channels.

E waste management

E Waste is carried out as per the E waste policy of the Institution. The working computers that cannot be upgraded is donated to the orphanage run by our management. Electronic goods are put to optimum use. The equipment which cannot be refurbished for re-use is dismantled and disposed off as recyclable.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
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 C. Any 2 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: A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
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

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

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.

A. Any 4 or all of the above

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

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	View File

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

The college, in its efforts to emphasize an inclusive environment, takes the following measures:

- The campus is free from all barriers of caste, community, colour, religion, and language, which is evident from the diversity of the students.
- Students are admitted from various socio-economic backgrounds.
- Financial support in the form of scholarships and fee concessions are provided.
- Reciting verses from holy books during the Friday prayer, promoting tolerance and understanding of different religions.
- To promote cultural diversity, the institution celebrates all major Indian festivals. Traditional day is celebrated with great enthusiasm when students come dressed in the traditional attire of state, culture of their choice.
- All festivals like Diwali, Onam, Christmas, etc. are celebrated with equal fervour. The college celebrates and protects cultural, regional, linguistic, communal, and socio-economic diversities through student programs. The Hindi Department celebrates Hindi Diwas and organizes inter-departmental competitions and programs under the auspices of Central Hindi Directorate, Ministry of Human

Resources Development, Education Department, Government of India, New Delhi. Programs are conducted by the Tamil and French departments to create linguistic harmony.

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	View File

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

The college ensures the sensitization of stakeholders to the constitutional obligations: values, rights, duties, and responsibilities.

- The college encourages the students to be a part of the Adarsh Seva Yojna and contribute in service and kind and carry out other community service programs to create social responsibility.
- Value education classes that are part of the curriculum teach the students the values for life, social values, human rights, duties, and responsibilities to the environment and society, and provide great opportunities for discussions on inclusive environments.
- All the students of the institution exercise their democratic rights and duty to cast their votes during the student council election, while they realize the importance of voting as a democratic right during elections.
- The college celebrates important occasions like Independence Day, Republic Day, Women's day, Teacher's day, World Mental health day and many more to instill moral, social and ethical values in students.

Seminars, Awareness programs, rallies, competitions and cultural activities are organized to sensitize the students on values, rights, duties, and responsibilities of citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/7.1.9-VALUES-DUTIES-RESPONSIBILITIES.pdf
Any other relevant information	<u>NIL</u>

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

4. Annual awareness programmes on Code of Conduct are organized

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

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

The Institution celebrates national and international commemorative days, events, and festivals to inculcate inclusivity and communal harmony among the staff and students. Every year, the Republic Day, Independence Day, and Teacher's Day are celebrated with great fervour and enthusiasm. Festivals like Pongal, Christmas, Navratri, and Diwali are celebrated in grandeur. All the departments and clubs have their calendar brimming with programs related to celebration of commemorative days. In the year 2022 -2023, more than 40 programs were conducted celebrating National and International commemorative days. Competitions, awareness programs, rallies, seminars, quiz,

outreach programs, and culturals form part of these celebrations. Some of the highlights are International Women's day, World Ozone day, World Suicide Prevention Day, World Mental Health Day, World Food Day, World Students' Day, UN Day, National Unity Day, World Aids Day, National Pollution Control Day, National Voters Day, National Youth Day and National Science day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
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 - 1

Title of the Practice - Adarsh Seva Yojana

Objectives of the Practice-To uplift and support the needy, and to provide a platform for students to dedicate their selfless service to society.

The Context: The Institution teaches values like selflessness, dedicated service, integrity of character, and tolerance.

The Practice

Need-based community programs executed by various departments and clubs are included under this program.

Evidence of Success:

Students have developed greater social sensitivity and self-confidence.

Problems Encountered and Resources Required: Time and resource constraints are the main challenges.

Best Practice- II

Title of the Practice - H.E.L.P

Helping & Empowering through Life-skills programs.

Objectives of the Practice:

Life skills education is imparted so that the students can become competent and confident.

The Context:

The College provides life-skills training through various activities and training.

The Practice

Training through yoga, self-defense, personality Development, aptitude, skill-based training, value education, communication skills courses, add on and diploma courses for hands-on training.

Evidence of Success

97%pass percentage, excellent admissions, low attrition rate of the students are some of the achievements

Problems Encountered and Resources Required

Balancing academics and Life-skills programs is a challenge to the students.

File Description	Documents
Best practices in the Institutional website	https://annaadarsh.edu.in/about-igac-2/#1665039152924-f8c52cf3-9186
Any other relevant information	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/7.2-BEST-PRACTICES.pdf

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

Adarsh Stree Shakti - Women Entrepreneurs

One of the best practices of the institution is to promote an entrepreneurial mindset amongst the students and create a conducive ecosystem for women to become entrepreneurs. The entrepreneurial traits are promoted through the following:

The IIC provides training in start-up support to students. Students were trained to promote innovation and creativity. Exhibition Entrepreneur Expo-2022 showcased budding entrepreneurs.

Skill development training programs in Bakery, Beautician, and Aari work are conducted to provide the skill-sets necessary to set up a small-scale or cottage industry. Several workshops and programs were organized to motivate the students to choose entrepreneurship as a career. Adarsh Angadi is an event of exhibition and sale of the indigenous products of the students to tap the business competency of the students. True to the vision of the institution, the management takes many initiatives. One such unit created for this purpose is an industrial school recognised by the government of Tamilnadu which gives training in tailoring, embroidery, etc. Over the years, the institution has moulded generations of graduates, given shape to their aspirations, created successful entrepreneurs, and the number of students who have chosen to become entrepreneurs has steadily risen.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College ensures effective curriculum planning and delivery through a well planned and documented process as outlined below.

- The Heads of the Department and the faculty plan timely completion of syllabus through Lesson Plan, assignments, seminars, practicals, projects etc.
- The College prepares the Master Timetable with inputs from the Departments each semester. Department Timetable is framed and strictly adhered to. Few courses like Mathematics, Accounts etc have more hours of teaching.
- Continuous Internal Assessment: Students' performance is assessed continuously through periodic tests, four internal assessments, two model examinations, assignments, presentations and practical examinations are conducted on the days indicated in the calendar.
- The institution assesses the learning levels of the students periodically and organizes special programmes for High Achievers and Bloomers (Slow learners) by the following measures:
 - Walk the scholar program for advanced learners
 - Developing self-learning materials ,
 - Orientation, Bridge courses
 - Scholar support program, Remedial teaching,
 - Providing peer tutoring by high ability classmates for Bloomers

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NIL

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

- Academic calendar is framed as per University guidelines. It includes - reopening and closing date, number of working days, holidays, internal examination schedule, tentative dates for theory examination etc. This calendar is circulated to all the staff and students.
- Continuous Internal Assessment: Students' performance is assessed continuously through periodic tests, four internal assessments, two model examinations, assignments, presentations and practical examinations are conducted on the days indicated in the calendar.
- Being a Non- autonomous institution the internal and external assessment procedures are followed as per the affiliated University.

Mechanism to conduct internal assessment is transparent and robust

- Internal Assessment has been meticulously designed by the Examination Committee comprising the Principal, IQAC member and senior faculty members from various departments. Orientation programme is conducted for first year UG and PG students at the beginning of the academic year on CIA. Apart from the three internal tests, two Model examinations, one for each semester, Class tests are conducted regularly. Internal assessment is followed as per the Mechanism given above.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NIL

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

A. All of the above

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

29

File Description	Documents
Any additional information	No File Uploaded
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)**53**

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**5428**

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

Professional Ethics and Human values:

- Value education and Professional ethics are offered to III UG students where they learn about human values, issues related to equal rights, human dignity and freedom are discussed as universal values. The constitutional values of our country like socialism, secularism, democracy, justice, liberty, equality, fraternity and international peace are discussed to make them responsible citizens.
- The College celebrates important events like Independence Day, Republic Day, Women's Day, Teacher's Day, International Yoga Day, Traditional day, Heritage day, Human Rights day, Science day and World Ozone day.

Gender Sensitization:

- Departments regularly organize programmes on gender equality, gender discrimination, domestic violence, women empowerment etc. by conducting awareness programme, mentoring the students and a full time professional counsellor is present in the campus for their benefit.
- The Departments of Public Administration, Social Work and English Literature offer papers on Gender Studies as part of their curriculum.

Environment and Sustainability:

Students of II UG (100%) are sensitized on Environmental issues by means of a paper on Environmental Studies as part of the curriculum. Group projects on environmental issues are undertaken.

The Enviro club & Students Exnora club organizes programmes regularly focussing on sustaining a green and clean 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

17

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	No File Uploaded
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

993

File Description	Documents
Any additional information	No File Uploaded
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	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	https://annaadarsh.edu.in/wp-content/uploads/2023/12/1.4.1-STAKEHOLDERS-FEEDBACK-ANALYSIS.pdf
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	View File
URL for feedback report	https://annaadarsh.edu.in/wp-content/uploads/2023/12/1.4.1-STAKEHOLDERS-FEEDBACK-ANALYSIS.pdf

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

2066

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

722

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 periodically and organizes special programmes for High Achievers and Bloomers (Slow learners) by the following measures:
- Walk the scholar program for advanced learners
- Developing self-learning materials ,
- Orientation, Bridge courses
- Scholar support program, Remedial teaching,
- Providing peer tutoring by high ability classmates for Bloomers
- Teacher induces an interactive learning process for theoretical concepts which emphasizes students to engage in discussion, critical thinking and open ended questioning.
- Field trips for all final year UG/PG students.
- Interactive classrooms
- Students participated in Quiz, Debates, Group discussions, Inquiry-based learning, Case study, Problem Based learning, and Project Based learning, Peer teaching, Scholar Support Programme for Bloomers and Walk with the Scholar Programme for Advanced Learners.

- Additional Skills Acquisition Programme and Short - Term Certificate courses(53)are also offered in the campus.
- International Conferences and National Conferences / Seminars / workshops(254)are organized for the students wherein, research papers are presented on contemporary topics to enrich their learning experience.

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/wp-content/uploads/AOAR-2022-23/2.2.1-Scholar-Support-Programme.pdf
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
5428	224

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

Teaching learning process routes students to an environment to acquire and apply their knowledge gained through practical scenarios.

Course Handout is provided to students before commencement of classes for each semester which includes all details regarding the course plan, objectives, learning outcomes, text book and assessment details.

Experiential Learning is undertaken by engaging students in hands-on experiences and reflection; understand theory and knowledge learned in the classroom to real-world situations and is enhanced for:

- 9 Postgraduate, 4 Undergraduate programmes for students to undertake mandatory project work as part of the curriculum. Research is based on industries, social issues, sustainable livelihood, with 4 weeks internship during their course.

Participative Learning Measures

The teacher induces an interactive learning process for theoretical concepts which emphasizes students to engage in discussion, critical thinking and open ended questioning.

Students are encouraged to enrol in web-based courses in the Massive Open Online Courses (MOOC) provided by the M.H.R.D and access ICT initiatives of MoE, like SWAYAMPRAKASH: digital courses on TV, to access journals and e-books through National Digital Library, e-PG Pathshala, Shodhganga and e-ShodhSindhu

File Description	Documents
Upload any additional information	View File
Link for additional information	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/2.3.1-EXPERIENTIAL-LEARNING.pdf

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

Information and Communication Technology (ICT) has boosted the learning process and benefited both teachers and student community by contributing high quality lessons and has potential to increase students' motivation to support in and out class learning, which is supervised by the HODs'. Skills such as Critical Inquiry, Design Thinking, Cross Cultural Competence and Adaptive learning are given importance.

Various devices/technology in ICT includes:

- Access of course materials through remote devices,
- Online digital repositories for lectures, course materials, and digital library,
- Interactive White Boards, Smart Boards, G- Suite, Kahoot

(ABL education)

- Use of Social Media Tools, Audio players, Projector devices etc.
- Licensed softwares and freewares are used. Course specific ICT tools like (SPSS, Tally) and other freely available tools are used.

File Description	Documents
Upload any additional information	View File
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

224

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

224

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

138

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

2573

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.

Mechanism to conduct internal assessment is transparent and robust

- Transparent policy and institutional mechanism for student grievance are available with due representation of students.
- Examination Orientation programme is conducted by the examination committee for all the students at the beginning of the academic year on CIA (Continuous Internal Assessment)
- All the records and data bank of attendance in internal Examinations, Question papers, valued answer sheets/copies, summary of marks sheets, are properly maintained by the teachers for academic monitoring/academic audit.

Internal Assessment has been meticulously designed by the Examination Committee comprising the Principal, IQAC member and senior faculty members from various departments. Apart from the three internal tests, two Model examinations, one for each semester, Class tests are conducted regularly. Internal assessment is followed as per the Mechanism given above.

Mechanism for Examination Grievance Redressal

- It shall consider grievances related to the University/internal question paper like out-of-syllabus, repeated questions, improper split of marks, marks missed, wrong question number during semester exams are noted and represented to the concerned authority for action.
- Grievances regarding university examination are sent through the Chief Superintendent that is the Principal of the college to the Controller of Examination of the University for necessary actions.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://annaadarsh.edu.in/wp-content/uploads/AOAR-2022-23/2.5.1-EXAM-POLICY-COMMITTEE&CIRCULAR.pdf

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

Being a Non- autonomous institution the internal and external assessment procedures are followed as per the affiliated University.

- Examination committee is constituted every two years to coordinate and conduct the internal and external examination.
- Periodical examination committee meetings are held under the guidance of the Principal.
- Assignments, Seminars and Project Work are other major evaluation criteria wherein students perform either individually or in groups.
- Question Bank is maintained by all the departments which include University and Model Exam Question Papers.
- Formative Evaluations provide information to help instructors improve their instruction and teaching which is collected midway through a unit using exit tickets.
- Summative Evaluations measure instructor performance following a sustained period of teaching with focus on identifying the effectiveness of instruction.

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.

Curriculum offered in the college is prescribed by the University of Madras. In strict compliance with the guidelines given by the University, the objectives of Outcome Based Education (OBE), Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are framed by the department offering the concerned program after rigorous consultation with all faculty and the stakeholders. During the students induction program POs, PSOs, COs and Rubrics are discussed. These details are displayed in the Department notice board. After attainment of consensus, the same are widely publicized through various means specified hereunder.

- POs, PSOs, COs for all programs offered are clearly stated, displayed on the College website which can be accessed by all the stakeholders namely Faculty, Students, Industry and Alumni.
- All students are appraised and mailed a copy of Course handout comprising of the POs, PSOs, objectives, syllabus, assessment strategy and expected outcomes of their programme during the Orientation programs, class committee meetings and faculty meetings
- Hard Copy of syllabi and Learning Outcomes are available in the college/departments library for ready reference. Its importance is communicated to the faculty in every IQAC Meeting and Institution Committee Meeting.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	NIL
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.

Outcomes Assessment Process

Program outcomes are mainly achieved through the curriculum delivery and assessment. IQAC has identified a set of assessment tools to monitor student progress in achieving the outcomes. The assessment instruments fall into four general categories: evaluation, surveys/feedback, student performance results and student progression.

Formative Evaluations provide information to help instructors improve their instruction and teaching.

Summative Evaluations measure instructor performance following a sustained period of teaching with focus on identifying the effectiveness of instruction.

Summative assessments: End-of-unit or -chapter tests, Final projects.

.Student performance assessment:

The Course outcome attainment is computed considering the performance of the students in Assignments, Quiz, Internal Examination, End of Semester Examination. The graduate programmes follow a credit-based continuous evaluation system. The Cumulative Grade Point Average (CGPA) score is one of the important measures of the extent of fulfillment of the PSOs.

Students Progression:

The success of a programme is reflected in the upward progression of students. Majority of the students have progressed to higher education and are placed in renowned organizations.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/2.6.2-RESULT-ANALYSIS.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

1586

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	No File Uploaded
Paste link for the annual report	https://annaadarsh.edu.in/about-igac-2/#1668496544123-6752f746-7d05

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://annaadarsh.edu.in/about-igac-2/#1665039262683-55e5172d-3045>

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)

17.27

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

10

File Description	Documents
Any additional information	View File
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	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

- The institution provides a lively ecosystem that encourages innovation, entrepreneurship activities, knowledge generation, networking and partnership. Entrepreneurial Development Cell (IIC) was formed to provide start-up support to students and to train them in skill development.
- Since there is a need to provide opportunities for creativity and innovation into education, the existing entrepreneurial development cell in AAC is upgraded to Institution's Innovation Council registered under Ministry of Education's Institution Innovation Council (IIC) imparting skill development programmes.

To further enhance the pragmatic experience of students, training

beyond classroom takes place through Institution's 35MoUs and Linkages comprising academic institutions, corporate houses and research organizations such as Anna University, EXNORA International, Indian Institute of Banking & Finance, Dr.M.G.R Educational and Research Institute, World Vision India etc.

- There are three functional units of NSS one unit of NCC and 14clubs such as Rotaract Club, Youth Red Cross, Enviro Club, Red Ribbon and Anti- Drug Club, etc providing extension activities.43Extension activities andoutreach programmes were organised with 80% student participation rendering 30 hours of serviceon socially relevant themes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/3.2.1-ECOSYSTEM-FOR-INNOVATIONS.pdf

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

26

File Description	Documents
Report of the event	No File Uploaded
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

6

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

76

File Description	Documents
Any additional information	No File Uploaded
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

43

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

Extension activities organized at regular intervals for students and community created a persistent impact.

Special Camps are organized every year in city outskirts by NSS, the vigorous service rendered by 150 volunteers in campus cleaning, educating the community and creating awareness on social issues created an impact to more than 500 beneficiaries.

The institution collaborated with GCC for organizing Voting Awareness drives and rallies

Under the aegis of GCC, the Department of Social Work conducted bridge course for Standard-IV English Medium students in Chennai Primary School at Bazaar Road, Saidapet, Chennai.

Visits to old age homes, orphanages, homes for mentally challenged, programmes on tree plantation, cancer awareness, skill building programmes, anti plastic awareness and consumer awareness & rights brought about a holistic development to nearly 5000 students.

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/3.4.3&3.4.4-EXTENSION-AND-OUTREACH-PROGRAMME.pdf
Upload any additional information	No File Uploaded

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

9

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

43

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

4691

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

627

File Description	Documents
e-copies of related Document	No File Uploaded
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

35

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.

CLASSROOMS

The 76 spacious and well ventilated classrooms have an average seating capacity of 50-80 students, covering a total area of 44580.807 sq.ft. All these rooms are provided with Wi-Fi/LAN facilities, of which 52 of these have LCD facilities and 2 are Smart Classrooms.

LABORATORIES

- English Language Lab - 1 Air-Conditioned Lab, measurement area of 460.2 sq.ft. with 25 Desktops and Headsets

- Physics - 4 Labs, totally measuring 4072.73 sq.ft.
- Chemistry - 5 Labs, totally measuring 4983.17 sq.ft.
- Home Science - Nutrition, Food Service Management & Dietetics - 5 Labs, totally measuring 6322.64 sq.ft. with centralized gas pipelines
- Psychology - 1 Lab, measuring 629.64 sq.ft.

COMPUTER LAB

- Computer Science - 4 Air-Conditioned Labs, totally measuring 3923.07 sq.ft. with 128 Desktops
- BCA - 1 Air-Conditioned Lab, measuring 679.71 sq.ft. with 40 Desktops
- Students and Staff have i5 variation Generation desktop which is genuine running the latest Win 10 operating system with 64-bit specifications
- All the systems are fully networked under LAN environment using Hybrid Topology
- Stock Registers are consistently maintained

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

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

CULTURAL ACTIVITIES

Institutional emphasis on holistic development of the students is apparent in tapping their hidden talents. Manjari, an exclusive cultural event for the freshers; Neharika, an Inter-Collegiate

Fest and Meghmalar, an Inter-departmental event is conducted every year. Nearly 60-70% of the students, trained by the Staff and Students' Council, display their creative faculties in these events. The following amenities enable the smooth conduct of cultural activities:

- Centrally air-conditioned auditorium with balcony covering a total area of 8864 sq.ft. that can accommodate 1500 members at a time, equipped with ICT facilities, VIP Lounge, green-rooms and restroom
- Air-Conditioned Conference Hall with a seating capacity of 300 members, with LCD screen, overhead projectors, speakers, microphones and emergency exit doors

SPORTS

A large ground measuring 63830 sq.ft. with playing courts and excellent coaching for outdoor games; multipurpose hall for Indoor games, gym and yoga space measuring 1323 sq.ft., multipurpose in-house gallery for 350 people and an open air dais are additional features.

GYMNASIUM

The Gymnasium is equipped with cardio machines such as treadmill, elliptical fitness cross-trainer, medicine balls for plyometric exercise, dumbbells, stationary bicycle for aerobic workout, resistance bands, training bench for weight training, stability ball for core training and yoga mats.

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

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

81

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/4.1.3-CLASS-ROOMS&SEMINAR-HALL.pdf
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)

297.55

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)

The library has a well-structured and functional policy, with 'Read to Lead' as its motto. It is housed in a tranquil and spacious area of 3714.15 sq.ft. providing updated information for boundless learning including a well-equipped, air conditioned digital library with 25 computers. It offers a wide range of subject-centric, knowledge-centric books and e-resources with a capacity to accommodate roughly 250 users at a time.

INTEGRATED LIBRARY MANAGEMENT SYSTEM (ILMS)

- The library is fully automated and managed by Autolib Software with Advanced Version using JAVA in 2006 and

updated with SQL Version with 12 modules in 2017 using Wi-Fi and LAN connectivity for the purpose of e-gate entry, member data entry, book data entry, book issue/return reports, counter service and OPAC

SUBSCRIPTION TO E-RESOURCES

- N-LIST has been subscribed with a subscription fee of Rs.35,400 p.a
- National Digital Library of India (NDLI) allows free access of 100218178e-resources
- Our college ranks 8th among the top ten N-LIST users in India

PER DAY LIBRARY USAGE

The per day usage by teachers and students for this year is 18.27 percent (1032users /day).

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

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	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)

4.96

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

1032

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

IT FACILITIES

- Active directory and Domain controllers for managing user accounts
- Systems in the campus are networked through Intranet
- 24/7 Wi-Fi facility with latest gigabit switching with fiber connectivity for staff and students
- Official Email IDs are provided through the college domain for staff and students
- Virtual Controller and Access Points - Model Type IAP 305

- High Performance 802.11ac Wave 2 (Wi-Fi 5) Access points
- Number of access points installed is 46
- Each access point is limited to 50 devices
- The campus is inter-connected with a planned telecom network providing intercom facility across all the departments

SERVER DETAILS

- 5 Servers, whose model types and specification are-
- ML110 HP Server - HPE ProLiant ML110 Gen 10 Tower Server
- ML10 HP Server - HPE ProLiant ML10 Gen 9
- ML30 HP Server - HPE ProLiant ML30 Gen 9

BANDWIDTH

- 100 Mbps Leased line connection as primary internet bandwidth from TATA Teleservices
- 350 Mbps standby PPPOE (Point to Point Protocol Over Ethernet) connection as secondary internet Bandwidth for zero internet failure inside campus from ACT
- Bandwidth usage is monitored monthly to recognize the traffic patterns and ensure equitable distribution of facilities across the campus

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

4.3.2 - Number of Computers

300

File Description	Documents
Upload any additional information	No File Uploaded
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)**

429.16

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.

ICT FACILITIES

Technologically empowered, the Wi-Fi enabled campus includes 52 classrooms, smart rooms, 21 laboratories, MIS data center, Administrative Office, Auditorium, Conference and Seminar Halls,

Library and Staff rooms.

DIVYANGJAN FRIENDLY FACILITIES

Disabled friendly ramp, lift, wheelchair and washroom are available.

ADDITIONAL ROOMS/ OTHER FACILITIES

The additional rooms include Board room, Exam Committee room, NSS room, Strong room, Compactor room, Alumni room, Students' council room, Career Guidance and Placement Cell, Internal Complaints Committee room, Institution's Innovation Council and Students Counseling center.

- ATM facility
- Photo studio
- Digital notice board
- 73 Fire extinguishers and hose pipes
- 24x7 CCTV surveillance
- A well (25000 litres) and 25 collection bores for Rainwater harvesting
- 20 KVP grid roof top solar power generating system
- Dispensary for medical emergencies
- Women's hostel with 76 rooms
- Remote access digital library of our institution offers more than 305809 e-books and more than 11293e-journals
- Browsing facility for differently abled students
- Periodic screening and orientation are provided to the students on book reviews and ways to access e-resources using INFLIBNET

- Institutional membership with American Library, Connemara Public Library, British Council Library, Madras University Library

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://annaadarsh.edu.in/wp-content/uploads/AOAR-2022-23/4.4.2-PROCEDURE-FOR-MAINTAINING-PHYSICAL-AND-ACADEMIC-FACILITIES.pdf

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

195

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
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

95

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
File Description	Documents
Link to Institutional website	NIL
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	
5428	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
5428	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited 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	A. All of the above

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

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	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

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

572

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

508

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
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

43

File Description	Documents
Upload supporting data for the same	View File
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.

57

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)

Students' Participation in administrative, co-curricular and extracurricular activities:

Students' participation in leadership role is an integral part of institutional governance. The College Student Council, a group of democratically elected students play a vital role in planning, organising, coordinating, and executing several Curricular, Co-curricular and extra-curricular events for students, by actively participating in arranging sponsors, inviting guests, maintaining rapport with other college participants. Student council also ensures representation of the Institution in intercollegiate competitions. Students learn the importance of being socially responsible through the activities of various clubs in which they also take leadership roles.

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/wp-content/uploads/2022/11/17.STUDENT-COUNCIL-POLICY.pdf
Upload any additional information	View File

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

26

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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

The Anna Adarsh Alumni Association was registered on 05-Aug-2022. The Alumni have contributed significantly through cash, kind & services during the last five years. Outgoing students contributed to the infrastructure of the college by donating many utilities like Water dispensers, Storage Cupboards, Bookshelves, Bureau, Printers, Desktops/Laptops, etc. They have also donated hundreds of books to their department book bank and the college central library for student's reference. In some departments the alumni have created endowment prizes for meritorious students.

Our college is proud to state that 40 Alumni are working as faculty members and 6 Alumni are engaged as administrative staff. The association has also taken initiatives to conduct skill-based workshops for the non-working alumni members. Alumni referred candidates are given weightage during admissions, acknowledging their special bonding to the alma mater. A minimum 5% of the seats are earmarked for alumni referred candidates. Employee referrals by successful alumni has helped many of their juniors take up lucrative jobs. Alumni feedback is collected every year and all their insights are taken into consideration and the institution is constantly striving to meet their requirements.

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/wp-content/uploads/2022/11/5.4.1-Alumni-Engagement.pdf
Upload any additional information	View File

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

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

<https://annaadarsh.edu.in/vision-and-mission/>

Nature of Governance

The College Governing Council is composed of the members of the Management Punjab Association, the Principal, Vice Principal, University Representative and representatives of the faculty. Decisions on key functional/financial aspects, policies of the institution are debated and approved during the Governing Council meetings in accordance with the vision and mission of the institution. Decisions of the governing council are executed by the staff council, composed of Principal, Vice Principal, four deans (Academics, Student Affairs, Computational Studies, Research and Development) Heads of the department, Physical director, and librarian. The Conveners of various committees, cells, clubs along with the staff representatives and administrative sections play a vital role in implementing the decisions pertaining to their respective functionaries framed by the governing council. The Heads of the Department lead, manage and execute the activities of the department to ensure it achieves the highest possible standards. The Department faculty monitors the academic progress and other activities of the students in order to hone their all-round potential.

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/vision-and-mission/
Upload any additional information	View File

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

Decentralisation in Academic Process

Decentralisation for example is practised at the department level for curriculum delivery, internal assessment, and discipline related issues. It is accomplished through a detailed planning process, augmentation of adequate human resources, providing relevant training and creating accountability for stakeholders. At the onset of the semester a departmental staff meeting is called for delegating the academic tasks to the faculty. The staff are allotted subjects and are made responsible for the preparation and execution of their teaching pedagogy.

Participation of Teachers as decision makers

Teachers, as one of the important stakeholders, are represented in various administrative and academic committees. The roles and responsibilities of the committee members are well defined. The committee meets frequently and makes major decisions. Annual plan is drafted by the committee with adequate finance and manpower. Key Performance Areas and Indicators are drawn. Mid-Course corrections are carried out to implement the program successfully. The participatory role of faculty members is crucial in enhancing the professional competency and social responsibility of young women students, which reflects the vision and mission of the college.

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/6.1.2-DEPARTMENT-MINUTES.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Anna Adarsh College has undertaken a visionary approach to education by implementing a mandatory internship program for all second-year students, exemplifying a successful deployment of a strategic plan. This initiative goes beyond traditional classroom learning, providing students with real-life exposure and hands-on training in their respective fields. By integrating internships the college ensures that theoretical knowledge is complemented by practical experience, preparing students for the challenges of the professional world. This strategic plan deployment not only aligns with the college's commitment to holistic education but also addresses the evolving needs of industries. Students emerge not only with academic excellence but also with a profound understanding of the practical applications of their knowledge, fostering a seamless transition from academia to the workforce. Anna Adarsh College's innovative approach serves as a model for institutions aiming to bridge the gap between theory and practice in education.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://annaadarsh.edu.in/naac/#1668020937719-5074dfa1-8c79
Upload any additional information	No File Uploaded

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

The leadership of the institution follows a participative management model through a structured organisational mechanism.

The Management of the college is the Punjab Association, the highest decision-making body. The Governing council composed of the representative members of the Management, the Principal, Vice Principal, University Representative and faculty representatives, decides on issues pertaining to finance, infrastructure and all areas related to the overall development of the college. The day-to-day functioning of the college is managed by the Principal, under the able guidance of the Correspondent. For efficient administration, the Principal along with Vice Principal and four Deans (Academics, Student Affairs, Computational Studies, Research and Development) directly oversees seven broad functions- Academics, Administration, IQAC, Research, Student Council, Committees, Clubs and Cells. The IQAC establishes quality parameters for various academic (steered by staff council) and administrative activities (steered by administrative division). Centre for Research & Development is involved in research activities. There are various Committees, clubs and cells with well-defined functions.

The college has framed its service rules & regulations, and procedures, based on the guidance and framework of the University of Madras and UGC

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/policies-and-procedures/
Link to Organogram of the institution webpage	https://annaadarsh.edu.in/organogram-4/
Upload any additional information	No File Uploaded

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	No File Uploaded
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

Welfare measures, to empower and support the faculty:

- On Duty facility for attending orientation programmes/refresher courses/ seminars/ conferences/ training programmes
- Organising Staff development programmes for skill up-gradation and need-based programmes.
- Faculty are motivated to be members of the Board of Studies, Subject experts, External examiner, Resource person, Inspection Committee, External Academic Audit and enrol for Ph.D.
- Eligible Faculty members are encouraged to register as Guides for Ph.D Research Scholars to strengthen the research profile of the college
- Casual leave, Earned Leave, Medical Leave and Maternity Leave are given as per policy.
- Full salary is given to the staff availing maternity leave.
- Medical Insurance paid by Management for all the faculty

Welfare measures for non-teaching staff

- Literacy program, health and hygiene awareness programme.
- Wards of employees are given admissions on a preferential basis and fee concession is also provided
- Annual health check-up

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

76

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

6.3.3 - Number of professional development /administrative training 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

8

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

112

File Description	Documents
IQAC report summary	View File
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 well-structured performance appraisal questionnaire is in place.

Process

The objectives of the appraisal process are defined by the IQAC and communicated to the participants.

The performance norms are specified at the beginning of the academic year and the standards of performance are communicated to the appraiser and appraisee.

The next step is administering the appraisal form at the appropriate time and the results of the appraisal are communicated to the participants.

From result analysis, the necessary actions to be taken were enumerated. Appropriate follow up action is taken by the Principal individually and collectively.

The main objective of performance appraisal is to improve the long-term performance of the faculty by giving necessary faculty orientation and development programmes.

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

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

The resource mobilisation focuses on attaining the goals of the institution ensuring accountability and transparency. The institutional budget is prepared based on the requirements of the departments, committees and clubs towards achieving the goals and strategic plans of the institution. Being a self-financing institution, mobilising funds is a challenge. But with its constraints, the college could mobilise funds from Governmental (only for student extension activities) and Non-Governmental organisations.

Internal Financial Audit

Accountant of the college checks all the daily Financial transactions. An Internal auditor, is deputed by the management to carry out the continuous internal audit. The internal auditor

checks receipts and payments with fee receipts, vouchers, and necessary supporting documents. He ensures that all transactions are duly authorised. Performance audit is given due importance.

External Financial Audit

The external audit is conducted, every year, by a Professional agency- Chartered Accountants Rajesh Kumar Shah & Co. The annual income and expenditure and Balance Sheet are submitted to them for the external audit.

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)

12.44

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 funds are mobilized through the following sources :

- Collection of fees is the prime source of funds
- Financial support by creation of Endowment, CSR activity from Shyam Kothari Foundation. (Rs.5,00,000)
- Financial sponsorship for departmental activities.

Philanthropic contributions by Adarsh Educational Trust

Funds generated are utilised for the overall development of the College:

- Disbursal of staff salary.
- Infrastructure augmentation such as renovation of staff rooms, purchase of books, equipment and software for the library.
- ERP and ICT improvement.
- Funds for routine maintenance of infrastructure and equipment.
- Organising Seminars/Endowments lectures, conferences, workshops, training programmes.
- Financial support to individual departments to conduct Conferences/Seminars/Workshops/Faculty Development programs for strengthening teaching learning practices.
- Sports and cultural events such as Intercollegiate Sports Meet, Annual Sports day, Cultural programme.
- Funds are allocated to enhance the social responsibilities of the institution through NSS.

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

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 Anna Adarsh College has undertaken a visionary approach to education by implementing a mandatory internship program for all second-year students, exemplifying a successful deployment of a strategic plan. This initiative goes beyond traditional classroom learning, providing students with real-life exposure and hands-on training in their respective fields. By integrating internships the college ensures that theoretical knowledge is complemented by practical experience, preparing students for the challenges of the professional world. This strategic plan deployment not only aligns with the college's commitment to holistic education but also addresses the evolving needs of industries. Students emerge not only with academic excellence but also with a profound understanding of the practical applications of their knowledge, fostering a seamless transition from academia to the workforce. Anna Adarsh College's

innovative approach serves as a model for institutions aiming to bridge the gap between theory and practice in education.

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/newsletter/
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

As part of our commitment to continuous improvement and quality enhancement, the Institutional Quality Assurance Cell (IQAC) has initiated a mandatory newsletter featuring updates from your department. This newsletter aims to foster collaboration and highlight the collective efforts of students, staff, and department activities.

These newsletters serve as a dynamic conduit for disseminating information across various departments, fostering communication and collaboration. The biannual Newsletter meticulously captures the essence of events, providing a comprehensive documentation of activities undertaken by each department. The newsletters, embedded within the broader reporting framework, play a crucial role in showcasing the vitality of the institution's initiatives and progress over time.

File Description	Documents
Paste link for additional information	https://annaadarsh.edu.in/newsletter/
Upload any additional information	View File

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,

A. All of the above

NBA)	
File Description	Documents
Paste web link of Annual reports of Institution	https://annaadarsh.edu.in/about-igac-2/#1668496544123-6752f746-7d05
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	
<p>The promotion of gender equity is executed by declaring a policy, creating a set of learning resources, arranging training programmes, awareness sessions and using multimedia material.</p> <p>The following measures help eliminate all types of abuse and exploitation in the public and private space.</p> <ul style="list-style-type: none"> • 71 CCTV cameras, 24x7 security at the gate, and a Complaint box are provided in the campus. • The Internal Complaints Committee and the Student Council work for the students' welfare, the in-house professional counsellor and faculty members counsel the students and take measures to enhance safety and security. • Eminent police personnel are invited to counsel, create awareness on cybercrimes, harassment and other safety issues. • Training and Skills development - Self-defense training like Silambam, Karate, and wellness training like yoga, programs like Personality development and aptitude training for competitive exams are given. <p>Gender Equity Programs - Seminars, awareness campaigns on gender-sensitization, challenging gender stereotypes, laws relating to</p>	

women's rights, and women's wellness are conducted by the departments and clubs.

File Description	Documents
Annual gender sensitization action plan	https://annaadarsh.edu.in/wp-content/uploads/AOAR-2022-23/7.1.1-GENDER-EQUITY-POLICY-BOOK&ICC.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://annaadarsh.edu.in/wp-content/uploads/AOAR-2022-23/7.1.1-GENDER-EQUITY-EVENTS.pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Waste recycling system

The right methods for waste disposal, purchase of environment-friendly supplies, and an effective recycling process are some of the practices ingrained into the system. Reduce, Reuse, Recycle is one of the best practices of the Institution. All the waste generated in the campus are taken care of as per norms.

Solid Waste Management

The campus is wi-fi enabled and hence circulars and other

communication is done online minimizing paper wastage. Sanitary napkin incinerator is installed in the campus. Separate colour coded bins for different types of waste are placed at various places. A composting pit is also maintained in the campus to recycle organic waste.

Liquid waste

The waste water is discharged through pipelines and regulated drain channels.

E waste management

E Waste is carried out as per the E waste policy of the Institution. The working computers that cannot be upgraded is donated to the orphanage run by our management. Electronic goods are put to optimum use. The equipment which cannot be refurbished for re-use is dismantled and disposed off as recyclable.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
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

C. Any 2 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:

A. Any 4 or All of the above

1. Restricted entry of automobiles

2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	
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File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
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
--	-----------------------

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

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 :	A. Any 4 or all of the above
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**Human assistance, reader, scribe, soft copies
of reading material, screen reading**

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	View File

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

The college, in its efforts to emphasize an inclusive environment, takes the following measures:

- The campus is free from all barriers of caste, community, colour, religion, and language, which is evident from the diversity of the students.
- Students are admitted from various socio-economic backgrounds.
- Financial support in the form of scholarships and fee concessions are provided.
- Reciting verses from holy books during the Friday prayer, promoting tolerance and understanding of different religions.
- To promote cultural diversity, the institution celebrates all major Indian festivals. Traditional day is celebrated with great enthusiasm when students come dressed in the traditional attire of state, culture of their choice.
- All festivals like Diwali, Onam, Christmas, etc. are celebrated with equal fervour. The college celebrates and protects cultural, regional, linguistic, communal, and socio-economic diversities through student programs. The Hindi Department celebrates Hindi Diwas and organizes inter-departmental competitions and programs under the auspices of Central Hindi Directorate, Ministry of Human Resources Development, Education Department, Government of

India, New Delhi. Programs are conducted by the Tamil and French departments to create linguistic harmony.

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	View File

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

The college ensures the sensitization of stakeholders to the constitutional obligations: values, rights, duties, and responsibilities.

- The college encourages the students to be a part of the Adarsh Seva Yojna and contribute in service and kind and carry out other community service programs to create social responsibility.

- Value education classes that are part of the curriculum teach the students the values for life, social values, human rights, duties, and responsibilities to the environment and society, and provide great opportunities for discussions on inclusive environments.

- All the students of the institution exercise their democratic rights and duty to cast their votes during the student council election, while they realize the importance of voting as a democratic right during elections.

- The college celebrates important occasions like Independence Day, Republic Day, Women's day, Teacher's day, World Mental health day and many more to instill moral, social and ethical values in students.

Seminars, Awareness programs, rallies, competitions and cultural activities are organized to sensitize the students on values, rights, duties, and responsibilities of citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/7.1.9-VALUES-DUTIES-RESPONSIBILITIES.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 committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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

The Institution celebrates national and international commemorative days, events, and festivals to inculcate inclusivity and communal harmony among the staff and students. Every year, the Republic Day, Independence Day, and Teacher's Day are celebrated with great fervour and enthusiasm. Festivals like Pongal, Christmas, Navratri, and Diwali are celebrated in grandeur. All the departments and clubs have their calendar brimming with programs related to celebration of commemorative days. In the year 2022 -2023, more than 40 programs were

conducted celebrating National and International commemorative days. Competitions, awareness programs, rallies, seminars, quiz, outreach programs, and cultural events form part of these celebrations. Some of the highlights are International Women's day, World Ozone day, World Suicide Prevention Day, World Mental Health Day, World Food Day, World Students' Day, UN Day, National Unity Day, World Aids Day, National Pollution Control Day, National Voters Day, National Youth Day and National Science day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
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 - 1

Title of the Practice - Adarsh Seva Yojana

Objectives of the Practice-To uplift and support the needy, and to provide a platform for students to dedicate their selfless service to society.

The Context: The Institution teaches values like selflessness, dedicated service, integrity of character, and tolerance.

The Practice

Need-based community programs executed by various departments and clubs are included under this program.

Evidence of Success:

Students have developed greater social sensitivity and self-confidence.

Problems Encountered and Resources Required: Time and resource constraints are the main challenges.

Best Practice- II

Title of the Practice - H.E.L.P

Helping & Empowering through Life-skills programs.

Objectives of the Practice:

Life skills education is imparted so that the students can become competent and confident.

The Context:

The College provides life-skills training through various activities and training.

The Practice

Training through yoga, self-defense, personality Development, aptitude, skill-based training, value education, communication skills courses, add on and diploma courses for hands-on training.

Evidence of Success

97%pass percentage, excellent admissions, low attrition rate of the students are some of the achievements

Problems Encountered and Resources Required

Balancing academics and Life-skills programs is a challenge to the students.

File Description	Documents
Best practices in the Institutional website	https://annaadarsh.edu.in/about-igac-2/#1665039152924-f8c52cf3-9186
Any other relevant information	https://annaadarsh.edu.in/wp-content/uploads/AQAR-2022-23/7.2-BEST-PRACTICES.pdf

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

Adarsh Stree Shakti - Women Entrepreneurs

One of the best practices of the institution is to promote an entrepreneurial mindset amongst the students and create a conducive ecosystem for women to become entrepreneurs. The entrepreneurial traits are promoted through the following:

The IIC provides training in start-up support to students. Students were trained to promote innovation and creativity. Exhibition Entrepreneur Expo-2022 showcased budding entrepreneurs.

Skill development training programs in Bakery, Beautician, and Aari work are conducted to provide the skill-sets necessary to set up a small-scale or cottage industry. Several workshops and programs were organized to motivate the students to choose entrepreneurship as a career. Adarsh Angadi is an event of exhibition and sale of the indigenous products of the students to tap the business competency of the students. True to the vision of the institution, the management takes many initiatives. One such unit created for this purpose is an industrial school recognised by the government of Tamilnadu which gives training in tailoring, embroidery, etc. Over the years, the institution has moulded generations of graduates, given shape to their aspirations, created successful entrepreneurs, and the number of students who have chosen to become entrepreneurs has steadily risen.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The college ensures that quality education is provided for learners of diverse cultures, including economic background and geographical regions. To improve the quality of education and for the smooth functioning, the College has well defined policies. Among its multifaceted schemes for the future, the institution's plans include:

- Autonomous status for the Institution
- Integrative & multifaceted undergraduate education
- Administer UGC sponsored faculty & student development programmes
- Develop quality circles in the institution
- Continue green initiatives.
- Alignment of plans & programmes with NEP 2020
- Review the existing best practices