SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

K.M.G.COLLEGE OF ARTS AND SCIENCE

RAILWAY STATION ROAD, AMMANANKUPPAM
635803
www.kmgcollege.edu.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

December 2022

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

K.M.G. College of Arts & Science founded in 2000, has been managed by KUNJA KOUSALYA AMMAL GOVINDARAJAN EDUCATIONAL AND CHARITABLE TRUST formed by Shri. K.M.Govindarajan, Founder and Philanthropist. The College is permanently affiliated to Thiruvalluvar University, Serkkadu, and recognized by UGC under section 2(F) & 12 (B) of the UGC Act 1956. The college has acclaimed the status of one of the best colleges in Vellore district. Students from various social backgrounds are pursuing their education. The students who learn here are capable of elevating themselves at multiple levels. The institution is committed towards the upliftment of youths from low economical background and to all aspiring students to excel in life by developing academic excellence, fostering values, creating civic responsibility, and building national competencies in a hostilic academic environment.

The College now seeking its 2nd cycle re-accreditation provides 10 UG Programs, 08 PG Programs, 05 M.Phil Programs & 04 PhD Programs. The College also offers several certificate and Value added courses.

Vision

Empower young men and women by educating them in the pursuit of excellence, character building and responsible citizen.

Mission

Offer higher education in the field of Arts & Science and Management to the needy and make them fully self-dependent.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. A Plastic- free, green and eco-friendly campus
2. An officially recognized alumni association that actively participates in Alma meter and creates networking possibilities
3. Compassionate and learner-centered teaching
4. 14,710 books and 6, 000, 00 e-books in a well-stocked library that supports academic requirements
5. Feedback from students, Parents, alumni and other stakeholders is solicited on a regular basis, and it is given the weight it deserves when corrective action is done to improve the teaching- learning process.
6. Enrichment and extension activities are promoted on campus through systematic participation in clubs, athletics and NSS, YRC and RRC activities.
7. Every year, the maximum numbers of University blues are produced. Fee reductions for state, Divisional and Interdivisional Players.
8. Qualified, competent and dedicated faculty members with extensive experience.

9. Placement cell that seeks opportunities from corporate entities and organizes expert talks on topics such as resuming writing etc.
10. MOU with number of institutions.
11. Our administration offers free seat to the wards of scavengers and maid servants who work in the same institution.
12. A successful parent-teacher association.
13. Good infrastructure and the availability for expansion of existing facilities.
14. Free bus service for employees.
15. Wi-Fi is available on campus.
16. To seize job opportunities all new skills are taught through spoken tutorial to students in order to prepare them for the job
17. All the departments regularly organize international conferences, seminars, workshops, and symposiums.
18. Rs.2,000 fee reduction for post graduate students who completed undergraduate studies at the same college.
19. The management recognizes and appreciates the work of the faculty members who improve their research work through high-quality publications over the academic year by providing 50% of the expenses towards the same.

Institutional Weakness

1. NCC is dormant.
2. Research consultancy and skills to be improved.
3. Girl students from conservative backgrounds who desire to settle down with family obligations after marriage show this preference in their academic achievement.
4. Most students forgo studying in their mother tongue while attending school. They cannot communicate in English, thus the faculty members struggle with instructing the students is a drawback.
5. Students from vernacular origin.

Institutional Opportunity

1. Hostel strength may be increased
2. In future we may go for autonomous
3. Potential for excellence
4. Additional sections may be introduced for few programmes
5. New courses and some blended courses may be introduced

Institutional Challenge

1. Promoting self-employment awareness
2. Many students with below-average grades are admitted. It is a difficult task to teach them.
3. Because of the agrarian school education, students struggle to perform well in University exams due to a lack of English language proficiency
4. There is a decline in enrollment in certain courses
5. Increasing dropouts

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The Curricular aspects of the College are governed by the guidelines of the Thirvalluvar University to which it is affiliated and adheres to the CBCS pattern prescribed. Before the commencement of the academic year, the academic calendar is prepared, which outlines the activities and timeline particularly on information regarding the holidays, important days, CIA test, Date of practical commencement and examination schedule etc. Implementation of the curriculum is ensured through lesson planning, ICT enabled teaching, documentation and effective monitoring.

The college has limited academic freedom as it follows the University prescribed syllabus. However, the College attempts flexibility to the extent possible through certificate and value added courses, MOOC courses through NPTEL, library and online information resources like INFLIBNET. Horizontal flexibility is initiated through Non-major electives in UG programmes. The teachers share lecture notes, question bank, PPTs and e-content materials to the students.

The curriculum is further enhanced and enriched through opportunities of experiential learning in the form of field and industrial visits, project-based learning, internships, and practical courses. Value Education and Environmental Studies orient the students to social issues and environmental concerns that require awareness and intervention. Also we teach our pupils about professional ethics. In addition to teaching the pupils are taught on rules and regulations, dress code etc., Certificate and Add-on courses are offered in collaboration with other department through College to facilitate students to acquire knowledge on different subjects.

The college conducts many programmes on gender equity and gender-based violence for all the students. For the benefit of the female students, several buses are operated from various sites. Also the college has a common area and sick room for the girls students. The female students are given equal importance to take part in all the curricular and co-curricular activities. The College is equipped with numerous CCTV cameras in prominent places for women's safety. Women welfare club, Internal complaints committe and Anti ragging cell functions in the College. The College is open and transparent about obtaining direct feedback from all stakeholders. Various feedback mechanisms are in place and administered effectively and analyzed and shared with each Department and concerned individuals for prompt action at different levels through the year.

Teaching-learning and Evaluation

The institution focuses on holistic development of the students. Right from admission, the college follows a well-administered and transparent procedure with ease of availability of information on our website.

The admission of students is done according to the guidelines of the Thriuvalluvar University and the Government of Tamil Nadu. The Admission Committee monitors and provides them with advice to aid in admissions. The student profile, which represents the student community's socioeconomic, cultural, and educational backgrounds, shows the institution's attempts to provide equity and wide access. A mentor-mentee system is in effect. The students : teachers ratio is about1:25.

Student-centered pedagogies are developed at the departmental level through brainstorming sections like group discussions with the goal of fostering critical and creative thinking. Low achievers are given remedial sessions,

which may include retests, simple notes, additional practice or material clarifications.

High achievers receive support for their projects as well as competition guidance to help them gain valuable practical experience. To give students more information, add-on courses are conducted in the departments. The departments hold competitions like designing posters, writing essays, reading poems, seminars and elocution contests. Colleges use a variety of methods for evaluating students, including projects, oral exams, homework assignments and tutorials.

The Teachers are appointed against sanctioned post. Out of 95 teachers 22 teachers have completed Ph.D., 15 teachers have qualified SET/SLET and 09 teachers have qualified NET examination. The institution has a robust and transparent evaluation system as evidenced by the functioning of the examination committee, the evaluation mechanism, the grievance redressal mechanism etc. Programme Outcomes, Programme Specific Outcomes and Course Outcomes for all programs offered by the Institute are clearly stated and displayed on the college website. Teaching plans are prepared and followed. ICT based teaching learning mechanism in the institution helps the process easier. Cumulatively, out of 3464 students, 3053 students have passed out in the university examinations for the past five years with 88.90 pass percentage.

Research, Innovations and Extension

Research is essential to the growth of academic institutions. Research efforts across all areas are regularly enco uraged in our institution. The college offer Ph.D. and M.Phil. Programmes in Biochemistry, Chemistry, Microbi ology, Mathematics, and Computer science. More number of papers are presented and published by faculty and students in UGC listed journals with ISSN/ISBN as well as national and international conferences.

Our institute arranges field trips and industrial visits, so that students can apply their expertise in the workplace. Our college offers courses in a variety of subjects that are enhanced by value-added instruction and cutting-edge methodologies. To excellence in research is attained through seminars, conferences and workshops.

Our institution regularly engages in extension programmes inside and outside of the campus for the benefit of the local community. NSS, YRC, Rotary Club, Citizen Consumer Club, ICC, Health Club, Enviro club and IIC all conduct extension programmes. Our college has run numerous awareness campaigns to sensitize students on AIDS, breast cancer, Tuberculosis, energy conservation, blood donation and eye screening. All club events are being actively participated by the students. Their capacity for leadership and social responsibility grows as a result.

Our college has received recognition from numerous Governmental and Non-Governmental organizations for a variety of activities, including organizing blood drives, conducting free eye-screening camp, painting school walls, building a dining hall for patients at the Government Hospital in Gudiyattam, contributing to the COVID-19 relief fund, establishing scholarships through the Universal Higher Education Trust and backing on the construction of the Rotaract club building etc.,

In order to foster information sharing among the faculty and staff, Memorandum of understanding were developed between various research institutions and colleges. Memorandum of understanding between our college and ICT, ABBS Biotech, Chennai, Xcellogen Biotech India Pvt. Ltd, Kerala, Exon bioscience, Chennai, Auxillium college,Katpadi,VIS Education and Training Centre, Official partner-Tally Institute of Learning, Arivu Thirukovil ,Gudiyattam Manavalakalai Mandram arakattalai, C.Abdul Hakeem College, Melvisharam. Islamiah College(Autonomous), Vaniyambadi, BCX Bio organics, Hosur, Government Thirumagal mills

college, Gudiyattam, Sri Bharathi velu Arts and science college, Sholingur enables to share information and knowledge between staff and students.

Infrastructure and Learning Resources

The College campus spread across 15 acres of land in two blocks with well-furnished 60 class rooms. All classrooms and staff rooms are facilitated with college announcement system (PAS). ICT Classrooms are available for teaching learning process and a Language lab is providing tools to students for their communication skill development. A seminar hall with AC & ICT facility and two spacious auditoriums available for regular usage for conducting programmes. Auditorium–1 is also used to conduct yoga classes and indoor games. Fully air-conditioned, well equipped laboratory with 100 mbps speed internetconnection is available for the usage ofstudents and staff.The science departments have two well-equipped laboratories for UG and PG students.

A big ground, tennis and basket ball courts provide the facility to sports students to enrich their skills. The students who are involved in sports are given a special concession in their tuition fee. Staff members are encouraged to participate in various sports events. A sick and recovery room with first aid box and three beds is available. A well-equipped gym is avaiilable for the students usage to maintain good physique. Suggestion boxes are kept in each floor. Four spacious parking areas available in different places for the utilization of students with CCTV surveillance facility. The college has a library with totally air-conditioned reading room, books, journals, e-resources, periodicals and newspapers. A digital library with ten computers with 100 mbps speed internet is functioning for the benefit of the users. The activities of the library are totally maintained through automated ROVAN LMS version 6.0 since 2019. The library has collections of previous years question papers to the student reference.The college is a part of NDL membership and INFLIBNET is subscribed through which access to e-sources are possible. also it under . Faculty attendance is monitored by Biometric system.

Student Support and Progression

Teachers identify needy and deserving students for scholarship. Once their eligibility and requirements are scrutinized by the office, freeships/scholarships are given to students. Some of the students are given exemption or concession in fees and/or facility of paying fees in instalments. For the last five years **2840** of our students are benefited by scholarship.

Our college publishes "KMG magazine", to showcase the talents of the students. K.M.G. College has an Internal Complaints Committee (ICC) constituted under Sexual Harassment of Women Act 2013 and UGC Guidelines 2016. Grievance Redressal Cell has been functioning in the college. Suggestion boxes are kept at strategic places in the College where students can drop-in any compliant/grievance without any fear. We are proud to say that there is 0% complaint about ragging in our college.

Number of students pursuing higher education and getting suitable employment has increased over the years. For the last five years **1623 o**f our students were progressed to higher education & placed in many esteemed institutions.

Our students are taught basic qualities of soft skills necessary to adapt to changing environment. Yoga is taught as certification course through "Vedathri Magarishi's Manavalakalai Mantram". Through ICT Academy and

Spoken Tutorial, basic computer knowledge and advanced technical skills are being taken for the students.

Professional Trainers/Coaches are appointed for some Sports. College also pays entry fees as well as travelling expenses for all participating students in cultural events organized by both in campus & off campus.

The College has a registered alumni Association. Alumni are invited as visiting faculty and to other events to share their expertise, and ideas. Our NRI alumni took classes for our students during covid-19 through online mode. We are proud to say that each department of our College has at least one or two studious alumni working as faculty members.

Governance, Leadership and Management

Our College has an atmosphere that facilitates personal commitment to the educational success of the students that values multiplicity and society. The management has designed the strategic plan in a systematic way to get the optimum results. A hierarchal set up is established to clearly demark the authorities and responsibilities. The Principal, after getting suggestions from the authorities concerned, provides all the suggestions for the development of the College and quality initiatives. HODS are keeping a vigilant watch on the activities of respective association by coordinating for the success of all academic and non-academic activities of the departments concerned. The various clubs formed in the campus are the chief architects of all successful events including outreaching program and extension activities.The administration work is followed by the administrative officer and finance officer with the support of clerical assistant and cashier. The examination cell is well assisted by the staff in organizing CIA tests and end semester University examinations.

The institution recognizes all its employees as the most valuable resources and provides supportive working environment to all staff which enables them to develop and optimize their full potential. To enhance quality the management framed strategies which are participative by all the stakeholders and also focused on the stated vision and mission.

For continuous, sustained growth and enhancement of quality of teaching, faculty development programmes are being conducted for the staff members. Inter-institutional collaboration made to improve quality in teaching, learning and research activities. A thorough internal and external audits are conducted periodically. The College has framed various welfare measures for staff and students.

Institutional Values and Best Practices

The College carried out Green Audit, Environment Audit, Energy Audit and Waste Management Audit to raise awareness of environmental problems and climate change, and runs programmes to promote the use of renewable energy sources. The College also received Green Campus Award for its tranquil and green atmosphere. The College has implemented a number of best practices that have benefited both teachers and students. Yoga sessions, good morning discussions, cultural competitions between colleges, daily morning prayers, retreats for staff and students and the implementation of student guidance are all part of our efforts to promote the overall development of the students.

Numerous events, such as commemorating International Yoga Day, Republic Day, Independence Day, Women's Day, and Ramanujam's birthday, are planned and organised. For improving collaboration, the institution has signed MoUs with national and international institutes.

The College prioritises energy conservation, thus all of the incandescent lighting has been swapped out for CFLs. Users on campus have been told to turn off their computers and monitors when not in use. All lights, fans, air conditioners, and other electrical devices are turned off immediately after usage throughout the College community. The plumbers at the College are constantly looking for ways to stop water leaking from faucets and pipes in order to save water waste.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	K.M.G.COLLEGE OF ARTS AND SCIENCE
Address	Railway Station Road, Ammanankuppam
City	GUDIYATTAM
State	Tamil Nadu
Pin	635803
Website	www.kmgcollege.edu.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	M. Senthilraj	04171-227306	8438938269	04171-227600	kmgcollege@gmail.com
IQAC / CIQA coordinator	G. Shobarani	04171-227906	6384001559	04171-227600	kmgiqac@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	

State	University name	Document
Tamil Nadu	Thiruvalluvar University	[View Document](#)

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	11-01-2012	[View Document](#)
12B of UGC	23-02-2017	[View Document](#)

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Railway Station Road, Ammanankuppam	Rural	14.8	10783

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	HSC	English	70	19
UG	BBA,Business Administration	36	HSC	English	154	154
UG	BCom,Commerce	36	HSC	English	77	77
UG	BCom,Commerce Computer Applications	36	HSC	English	77	77
UG	BCA,Computer Applications	36	HSC	English	110	110
UG	BSc,Computer Science	36	HSC	English	110	110
UG	BSc,Biochemistry	36	HSC	English	55	55
UG	BSc,Microbiology	36	HSC	English	55	55
UG	BSc,Mathematics	36	HSC	English	50	28
UG	BSc,Chemistry	36	HSC	English	55	55
PG	MA,English	24	DEGREE	English	40	3
PG	MCom,Commerce	24	DEGREE	English	40	5
PG	MCom,Commerce Computer Applications	24	DEGREE	English	40	11
PG	MSc,Computer Science	24	DEGREE	English	26	9
PG	MSc,Bioche	24	DEGREE	English	26	14

	mistry					
PG	MSc,Microbiology	24	DEGREE	English	26	14
PG	MSc,Mathematics	24	DEGREE	English	30	6
PG	MSc,Chemistry	24	DEGREE	English	26	17
Doctoral (Ph.D)	PhD or DPhil,Commerce	36	PG DEGREE	English	12	2
Doctoral (Ph.D)	PhD or DPhil,Biochemistry	36	PG DEGREE	English	1	0
Doctoral (Ph.D)	PhD or DPhil,Microbiology	36	PG DEGREE	English	1	0
Doctoral (Ph.D)	PhD or DPhil,Chemistry	36	PG DEGREE	English	1	0
Pre Doctoral (M.Phil)	MPhil,Commerce	12	PG DEGREE	English	30	0
Pre Doctoral (M.Phil)	MPhil,Computer Science	12	PG DEGREE	English	30	0
Pre Doctoral (M.Phil)	MPhil,Biochemistry	12	PG DEGREE	English	15	0
Pre Doctoral (M.Phil)	MPhil,Mathematics	12	PG DEGREE	English	20	0
Pre Doctoral (M.Phil)	MPhil,Chemistry	12	PG DEGREE	English	1	0

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				1				34				71
Recruited	1	0	0	1	21	13	0	34	33	38	0	71
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				67
Recruited	43	24	0	67
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	1	0	0	0	0	0	0	0	0	1
Ph.D.	0	0	0	9	6	0	6	3	0	24
M.Phil.	0	0	0	11	6	0	21	22	0	60
PG	0	0	0	0	0	0	7	14	0	21
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	490	0	0	0	490
	Female	250	0	0	0	250
	Others	0	0	0	0	0
PG	Male	32	0	0	0	32
	Female	47	0	0	0	47
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	1	0	0	0	1
	Female	1	0	0	0	1
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Pre Doctoral (M.Phil)	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	97	73	80	87
	Female	70	72	82	90
	Others	0	0	0	0
ST	Male	1	0	2	3
	Female	1	0	0	0
	Others	0	0	0	0
OBC	Male	345	329	349	359
	Female	191	168	180	258
	Others	0	0	0	0
General	Male	19	15	8	14
	Female	8	7	5	11
	Others	0	0	0	0
Others	Male	2	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		734	664	706	822

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Since the College's inception, K.M.G. College has offered interdisciplinary courses in the arts, humanities, and sciences. Microbiology and Biochemistry are two examples of blended programmes offered at our college's UG, PG, M.Phil, and PhD levels. The College's vision is to empower young men and women by educating them in the pursuit of excellence, Character building and responsible citizen. It plans for becoming a comprehensive, multidisciplinary institution. The goal of our College is to provide higher education in the humanities, sciences, and arts. The institution has a regulation stating that during the induction programme, each student in a separate discipline is

required to learn the fundamentals of all other disciplines. The institution already provides a flexible curriculum based on the Choice Based Credit System (CBCS), which allotted credit points for community service, environmental education, and value-based education beginning in the first year for the development of the whole person and of various academic fields. Since our college is affiliated to Thiruvalluvar University, we have planned to offer certificate programmes to undergraduate students in their first, second, and third years of study while upholding the standard of instruction. To mention few Business English, Personality Development, Tally and GST, Computer Type Writing Course (CTC), Problem solving strategies, General Aptitude, C & C++ Aptitude, Basic of Food Science, Waste Water management, Chemistry for Health care, Mathematics for competitive Examinations, Phonetics, CA Foundation, CA Intermediate, CA Final, CA Intermediate Course – Accounting, MS-Office Tools, Web Page Designing,HTML, Java Script, PHP, Herbs in day today life, Basic Hematology Techniques, Industrial Microbiology, Tissue Culture Technology, Adulterant Detection and Food Safety, Introduction to MATLAB, Journalism, Airport Management, Advanced Accountancy, Embroidery Design, Computer Literacy Program, Web Designing, Basics of Computer Programming, MS- Power Point, Mushroom Cultivation, DMLT, Human Microbial Diseases and Management, Microbial Products and Entrepreneurship Development, Tissue culture technology, Household Chemistry, Quantitative Aptitude for Competitive Examinations, Yoga – Foundation course. For difficulties and challenges facing society, our College conducts multidisciplinary research, particularly in the Department of Microbiology and Biochemistry. The College has a good habit of establishing more ties and links with international organisations for learning.

2. Academic bank of credits (ABC):	Our College has taken action, but it should be strengthened. The College collaborates with top international academic institutions to advance learning. The Add on Courses and Value Added Courses team at our College are driven to develop the curriculum and create study materials, among other things. One of the best practices at the College,

	Academic Bank Credit encourages staff, students, and other stakeholders to use this resource.
3. Skill development:	In our College, skill development courses are offered to all programmes in accordance with the Thiruvalluvar University syllabus. Additionally, Vocational courses are provided in accordance with a separate arts, humanities, and science curriculum. Information about the Departments' free vocational programmes for students. ? Human Microbial Diseases and Management ? Microbial Products and Entrepreneurship Development ? Milk Microbiology ? Journalism ? Airport Management ? Embroidery Design ? Web Designing ? Basics of Computer Programming ? MS- Power Point ? Basic of Food Science ? Quantitative Aptitude for Competitive Examinations ? Preparation of soap oil and Phenyl-Household Chemistry All Departments provide value-based education and value-added courses to both their own students and students from other Departments, with the curriculum for value-added courses taking into account human, ethical, and constitutional principles. Additionally, Thiruvalluvar University provides value-based education in areas like environmental awareness and human rights. The qualities of truth, righteous behaviour, peace, love, non-violence, etc., are improving as a result of these courses. College implements skill-development programmes with good practise: K.M.G. offers students on campus infrastructural facilities for starts up and skill development programmes. Production of soap oil, bleaching powders, and phenyl is done in a separate section. The College campus has all the necessary resources for mushroom production, including land, hut soil, manicure, packaging materials for product marketing, etc.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Since our College is in a rural region, the UG level courses are taught in both Tamil and English. Staff members are already taking classes and undergoing teaching in both Tamil and English. The students communicated with one another in both Tamil and English. The usage of bilingual instruction is employed to help pupils understand the subject matter, while Thiruvalluvar University required all of its students to take their exams in English. Tamil Mandram is preserving and promoting the Indian language in our College. In contrast, the fine arts group works to preserve heritage, culture, etc. The

	College library is promoting and maintaining a collection of extremely rare books, Palm-leaf manuscripts, paintings, stamps, coins, idols, and other items.
5. Focus on Outcome based education (OBE):	Being an affiliated College, the institution adheres to the syllabus framed by the Thiruvalluvar University, which is an outcome-based approach. During each stage of the teaching-learning process, the teacher verifies the results based on student feedback, CIA test results, model examination results, performance in assignment submission, etc. Thiruvalluvar University recently developed a curriculum centered on education with outcomes. As a result, the College adheres to the same standards for all programmes.
6. Distance education/online education:	It is currently quite difficult for the institution to offer vocational courses using ODL mode. In the future, we will be able to complete all vocational courses distant or online. Colleges must improve blended learning and create and use technological tools for imparting knowledge in blended learning activities. The College must start the distance learning programmes. Currently, the College serves as a study centre for the University of Madras in Chennai.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, Electoral Literacy Club has been setup in our college on 25th January 2018.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, Staff coordinator and student's coordinator appointed by the College Principal and lis is submitted to District Election Officer, Vellore. The ELC has actively conducted various programmes in our college through out every year.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior	Our College ELC conducted various awarness programmes such has Young Electoral Enrolments Camp, Voters awarness rally, Drawing competition on behalf of National Voters Day celebration on January 25th every year. Students voluntarily contribute towards the electoral process by registering themselves in voters registration of students communities.

citizens, etc.	
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The Club Conducted awarness drives such as Aadhar correction/Updation camps and linking of EPIC card and Aadhar card in democratic values of our nation.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	Yes, the age of above 18 years students enrolled in Young Electoral roll and also the ELC is conducting camp drives in our College campus.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1994	2013	2127	2133	1913

File Description	Document
Institutional data in the prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 98

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
98	96	98	96	87

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
249.78	338.14	529.65	453.97	370.08

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Curriculum Planning and Delivery:

Our institution is a part of Thiruvalluvar University in Vellore, and it adheres to the curriculum that the university has authorised. Being BOS members, many of our College's faculty members participate in the development of the University's curricula. We guarantee successful curriculum delivery by adhering to a well-planned and documented approach based on the policies and annual calendar of the University.

The College creates an academic calendar which is in sync with University's calendar. It includes the beginning and end of the semester, the number of working days, start of the CIA and semester exams, holidays, and other information. Co-curricular and extracurricular activities as well as the regular teaching-learning process are conducted according to the calendar. 0At the beginning of the semester, the department heads assign workload for the teachers, and a timetable is created. The teachers prepare the lesson plan well in advance and conduct classes in accordance with it. ICT, demonstration, projects and field studies, group discussions and participatory teaching-learning process are used to implement the lecture technique. The daily activities related to teaching and learning are noted in a work diary, which is periodically countersigned by the Principal and frequently confirmed by the department heads. On the basis of our curriculum, several events are being conducted, including seminars, workshops, field trips, educational tours, quiz programmes, and intra and inter departmental competitions.

Rovan Software:

The College has a fully automated ERP software called Rovan since 2019 to help us manage the academic activities. It includes every significant module including admission, Student Enrollment, Transfer Certificate and Other Certificates, Student Fees, Attendance, Time Table, Examination, Transport, Library, Staff Leave, Permission, New Staff Enrollment, Biometric Registration and Store.

Induction Programme and Bridge Courses:

On the day of the College's inauguration, an induction programme is held for first-year students to introduce them to the college's facilities, clubs, and other aspects. The multidisciplinary bridging course is being conducted, which places a greater focus on Basic English, because the majority of the students had studied in Tamil medium and from rural regions. This serves as an icebreaker, encourages the novices to grow comfortable using English vocabulary and communicating, and unifies the class.

Continuous Internal Assessment:

The Continuous Internal Assessment Examinations are conducted as per the College calendar. The Affiliated University's guidelines are followed when conducting the Continuous Internal Assessmen, which

is carried out and kept under observation in the examination cell by a group of committed individuals. Students receive their internal marks depending on their performance on the CIA exams & assignments. In order to maintain transparency and objectivity, the subject teachers distribute the evaluated answer scripts to the students. The examination committee oversees the upload of the grades into the Rovan Software and thereafter into the University portal. Low achievers are identified based on their performance, interests, and CIA scores. We then set up remedial programmes for these students in an effort to assist them improve academically.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 10

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 29.07

1.2.2.1 **Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
586	700	1159	514	00

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

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

Response:

The institute offers courses like Value Education, Environmental Studies, Human Rights, etc., as part of the normal curriculum in an effort to integrate crosscutting concerns related to human values and the environment into the curriculum.

In addition to the courses, other initiatives are being carried out to foster social and ethical ideals among the students, including awareness campaigns, special lectures and seminars.

The personal and comprehensive norms of conduct required for professionals are included in professional ethics. Through this, we set up several rules, such as the dress code that requires guys to wear formal attire with a tuck and shoes. In addition to teaching the pupils about rules and regulations, formal attire for ladies, etc., we also emphasize punctuality, time management, discipline, and the development of leadership skills.

All UG programmes must include a paper on value education in their curricula. It fosters moral and ethical principles and aids in character development.

All first-year UG students are required to complete an environmental studies paper. It addresses environmental problems and is connected to the ecology. This course raises awareness of the value of preserving the environment and its importance to all living things.

All PG first-year students, studying Human rights paper in their curriculum as a compulsory subject. It deals with numerous human rights regulations that are outlined in international documents including the Indian Constitution, the National Human Rights Commission and the Universal Declaration of Human Rights of the UN, among others. The fundamental and unalienable human rights of life, liberty, property, and the pursuit of happiness are taught to students.

The institution runs a number of programmes on gender equity, girls' access to buses, women's safety, gender-based violence, a common area, Sick room, sporting events and a women welfare club and also Anti ragging etc., which aid students in understanding the worth and equality of women. Through all of these endeavors, we uphold the standards set forth by the university curriculum.

File Description	Document
Upload Additional information	[View Document](#)

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 14.84

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 296

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 70.54

2.1.1.1 **Number of students admitted year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
734	664	706	822	831

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1031	1055	1042	1094	1104

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Response: 95.87

2.1.2.1 *Number of actual students admitted from the reserved categories year - wise during the last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
510	458	487	547	552

2.1.2.2 **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
516	528	521	547	552

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 20.35

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 using ICT tools

Response:

EXPERIENTIAL LEARINING

Students "learn by doing" through experiential learning, an active learning process.

- Laboratory resources are used for hands-on education. Lab sessions are done in accordance with the syllabus.

- Additional courses on cutting-edge technologies include spoken tutorials, MOOCs, and NPTEL, SWAYAM.

- Students do projects using the newest technology, with working prototypes displayed during technical fests.

- Industrial Visits, where they participate in hands-on training while touring the company.

- Study Tours are organised to expose students to real-world situations; this experiential education results in a practical understanding of the subject.

- Workshop on mushroom cultivation and home products has been conducted in the department of Biochemistry and Chemistry to enable the students to startup their own business in future.

(B) Participative Learning

- A reflective learning technique, sometimes known as a learner-centered teaching strategy, includes the participatory learning approach.

- Using e-classroom encourages the use of improved pedagogical tools in classrooms as well as laboratories. It facilitate more interactive learning sessions

- The college set up required facilities and organized events like college level elocution competitions, debates and other such activities to help students develop the abilities they needed. These activities helped people better comprehend current and pertinent concerns.

- Low achievers are given remedial coaching so they can participate in the main stream of learning exposure. The students' performance increased as a result of this.

- Flip learning through Google Meet, MS Teams and Zoom.

(C) Problem Solving Methodologies

Students learn how to solve problems effectively and efficiently through problem-solving activities. The following methodilogies are followed in teaching-learning process.

- Creation of mini projects for Undergraduate and Postgraduate students
- An online test offered by MS-TEAMS periodically
- Seminar presentations by students
- Debates
- Thesis written by M.Phil. students
- Black-board presentation: Using this technique, a specific question is distributed to each student. The student is required to write their solution on the black board.
- Assignments were given to the students in typical area based on the curriculum
- Case studies that follows the syllabus

File Description	Document
Upload Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Response: 97.54

2.4.1.1 **Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:**

2021-22	2020-21	2019-20	2018-19	2017-18
96	99	102	100	90

File Description	Document
Upload supporting document	[View Document](#)

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 38.32

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
40	41	42	33	26

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The College conducts Continuous Internal Assessment (CIA) tests and model examinations for every programme periodically as per the schedule given in the college calendar. This helps to assess the students performance continuously. The regulation of Thiruvalluvar University is strictly adopted in the college. The answer scripts of all these internal examinations are evaluated by the teacher concerned and evaluated answer scripts are distributed to the students to view their performance. The internal marks awarded to the students are recorded in the student's performance register and signatures are obtained so as to maintain transparency and establish the objectivity in assessment. The internal marks are also stored in the database of a centralized Software(ROVAN) which is being maintained in the college. Also, the internal marks are entered in the progress cards and the performance of the students in Continuous Internal Assessments are shown to the parents during parent-teacher meetings. If the students have any discrepancies related to the examinations, it is immediately brought to the knowledge of the head of the department through the tutor concerned. The Head of the department forwards these discrepancies to the exam cell after getting approval from the principal. In the same manner, the external marks awarded by the university are informed to the students as soon as the University results are released. If the students have any discrepancies like spelling

mistakes in name and Date of Birth printed in the certificates issued by the University and the results with held if any by the university for unknown reasons are forwarded to the university immediately through E-Mail by the exam cell with the knowledge of head of the department and the Principal. Also, any kind of examination related detail is shared with the students through the official students group in Whatsapp. Each class has an official whatsapp group which is being properly maintained and carefully monitored by the college authorities in a safe and secure manner. Therefore the system of internal and external assessment is fair, transparent and robust which ultimately helps the students to improve their knowledge and learning skills.

File Description	Document
Upload Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Response:

Program outcomes, Program specific outcomes and Course outcomes for Undergraduate, Postgraduate and research programs offered by the Institute are clearly stated, displayed on the college website and communicated to the teachers and students in the induction programs. Our college is affiliated to Thiruvalluvar University. After receiving the regulation from the University, Head of the Department explained the curriculum and the curriculum framework to all teachers in department meetings. Course outcomes of all the course are clearly defined by the Board Of Studies which are incorporated in the regulation.

Head of the department allot the subjects to the staff members as per the workload. The subject teachers educate the regulation of the course to the students with the help of learning objectives, POs, PSOs and COs. After mapping course outcomes with program outcomes, the assessment and evaluation are found less cumbersome. The outcomes of the course and program are evaluated by means of the progress of the students in Continuous Internal Assessments, Model examinations, End Semester Examinations and the placements obtained by the students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2 Pass percentage of Students during last five years

Response: 88.91

2.6.2.1 **Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
564	724	728	540	497

2.6.2.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
639	724	735	711	625

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.44

File Description	Document
Upload database of all students on roll	[View Document](#)

Criterion 3 - 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 last five years (INR in Lakhs)*

Response: 0

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

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

Response:

K.M.G College of Arts and Science develops a strong research Community with a knowledge base that will result in a significant amount of research. In order to keep up with international research standards, the College aspires to forge strong and fruitful relationships with partner institutions in the region as well as further with National and International institutions. The goal of using research as a teaching tool is to have a positive effect, expand the disciplines of knowledge, and disseminate knowledge more widely. In an endeavour to attain excellence in research, many departments have been organizing seminars, conferences, workshops and symposium. Our institution offers research programmes of M.Phil., and Ph,D., in commerce, Biochemistry, Microbiology, Mathematics and Chemistry. We provide a healthy physical environment that is eco-friendly. A well-maintained campus of the college, complete with labs, library (NDL), and other facilities. Maintaining a green campus enables us to preserve a healthy environment. To guarantee an eco-friendly environment, our college has done Green Audit, Energy Audit, Environmental Audit and Waste Management Audit through recognized orirganization. The College has also got "Best Green Campus Award" for the green and tranquil ambience.

The campus provides the resources 100 Mbps of unlimited Internet in both the blocks, Adequate licensed software, Windows NT server, Office 2007, Visual Studio 2008, Server, Vista Business, Windows10 Pro 64-Bit and a computing facility. The use of well-equipped seminar hall and two auditorium halls with seating for over 200/500 audience members is permitted for conducting seminars, workshops, guest lectures, and discussions on the presentation of technical papers and projects, as well as for cultural events

and the showing of educational films with informative content. As resource persons, eminent individuals who have made a substantial contribution to research, social activities, or industries are welcomed. ICT-related workshops and seminars are held, and they have been useful for benefits students.

The entrepreneurial cell of our college fosters creative ideas and business endeavors to the students. The vibrant and activeness of the college is well reflected in the newsletter and it is impressive to see the activities conducted by the faculty members and participation of the students. Extension Activities Our College vision and mission is to shape the students into socially conscious and responsible citizens. In accordance with the vision's purpose, the College established centers and programmes to educate students on a variety of social concerns and expose them to different social responses. In an effort to reduce organic waste, which makes up 30% of the trash in landfills, Students are making compost fertilizer out of the trash from our college's canteen and garden. Herbal gardening and mushroom cultivation maintained by our students. We have trained all of our college's department students in addition to doing skill-based training as a pastime, and we are working to create a skill-based business in this area. Our college library is the member library in NDL and our faculty is Life time member in Indian association of Applied Microbiologists.

File Description	Document
Upload Additional information	[View Document](#)

3.2.2 *Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

Response: 29

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
10	07	03	05	04

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1 *Number of research papers published per teacher in the Journals notified on UGC care list during the last five years*

Response: 0.94

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
17	21	18	19	17

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.22

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
01	06	04	06	05

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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 last five years.

Response:

K.M.G. College arranges neighborhood outreach events to educate students about neighborhood concerns, gender inequality, and social injustice as well as to instill society's ideals and sense of responsibility.

The NSS which has two units host a seven-day special camp every year at one of their adopted villages like Keelalathur, Ammanankuppam and Vanniyarpatti. Last year our NSS volunteers served 7 days camp from 22.04.2022 to 28.04.2022 at Ammanankuppam and Vanniyarpatti. Our NSS volunteers raise awareness on environmental cleanliness and tree planting. Several programmes on legal aspects, road safety awareness rally, campaign to ban plastic rally, International Women's day rally, awarness on safety aspects of girl child were conducted. Medical, and social awareness programmes were implemented through various activities.

S.No	Academic Year	Venue	NSS Special camp date
1	2017-18	Keelalathur	26.01.2018-01.02.2018
2	2018-19	Keelalathur	24.12.2018-30.12.2018
3	2019-20	Ammanankuppam and Vanniyarpatti	27.02.2020-04.03.2020
4	2021-22	Ammanankuppam and Vanniyarpatti	22.04.2022-28.04.2022

On 1.12.2021 for AIDS Awareness Day, NSS volunteers planned a programme, and on 26.03.2022 they held a blood donation camp.

Our college organizes blood donation camps each year in partnership with public and private organizations.

The community praised the work that our students did in cleaning the Robinson pond in the Gudiyattam town on 12.03.2022.

At Ammanankuppam, the Department of Biochemistry, NSS, and RRC collaborated to conduct a one-day blood grouping camp on 10.12.2021. Numerous villagers and school children had their blood types and hemoglobin counts examined.

The painting at the Panchayat Union Elementary School in Keelalathur Village, Katpadi Taluk, has the backing of our college.

Our College has funded for the construction of a dining hall for patients and convicts at the Government hospital in Gudiyattam.

Our College provided financial support of Rs. 25,50,751 to various social activities in last five years

Our students visited St. Anne's Old Age Home at Gudiyattam on 21.04.2022, IELC School for Mentally Retarded Children at Pernambut Town on 21.03.2022 and Poigai Orphanage in Poigai Village on 28.04.2022 through the Youth Red Cross Society, where they donated food and other essentials to the inhabitants.

The health club organized a program on 07.04.2022 to raise awareness on 'Tuberculosis' and how to prevent it. To raise awareness about it, a rally was held close to the college.

The Rotract Club organized a awareness program on 'Tamil lifestyle and immunity' on 08.09.2021.

A program on managing e-waste on 24.09.2021, banning the use of plastic and their consequences on recycling and energy saving was organized by the Enviro club on 10th October 2019. As part of the club's efforts to keep the College campus green, members donated various plants. The club looks after the campus's cleanliness and educates students about environmental issues and cleanliness.

A Programme on Intellectual Property Rights was conducted by our college's IIC to raise awareness among the faculty and students on19.05.2022.

A programme on sexual harassment in the workplace was organized by our college ICC on 09.12.2021.

An educational workshop and special lecture on consumption were planned by the Citizen Consumer Club on 05.03.2020.

Our staff members participated as subject matter experts in numerous seminars and webinars held by various educational institutions, and they were commended for their contributions.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The Government Hospital Gudiyattam in the Vellore District honored Our K.M.G. College for organizing annual campaigns for voluntary blood donations on 14.06.2022.

K.M.G. College has received a certificate of appreciation from Christian Medical College Blood Bank for their voluntary blood donation programme, which was held on March 3, 2020.

K.M.G. College was given the SARNAS Award for 2022 by the ALL India sarnas Martial Arts and Sports Development, International Research Center.

Contribution for the free eye screening programme at the Kovai Sankara Eye Hospital on February 23, 2019 and Rotary club of Gudiyattam on February 2, 2019.

From December 24 to December 30, 2018, assistance was provided in painting the primary school in Keelalathur, Katpadi Taluk, panchayat union.

On January 9, 2019, 3.5 lakh rupees was donated towards the construction of a dining hall for patients and convicts at the Government hospital in Gudiyattam.

On December 24, 2018, support was given a patient's treatment for acute myeloid leukaemia(Rs.20,000).

Received recognition from the Association of Self-Financing Arts, Science, and Management Colleges of Tamilnadu for a donation towards the COVID-19 relief fund.

Contribution of Rs. 500000 to the Rotary club of Gudiyattam for a building construction on June 23, 2021.

In order to support our students' studies, establish a scholarship through the Universal Higher Education Trust -2019.

Received recognition to the education institute from ministry of petroleum and natural gas 2020-21.

Our college obtained a membership appreciation certificate for associate member of ICT Academy, Membership NO :12147, Valid till 31 Oct 2026.

Our college NSS Program officer received recognition and appreciation from International lions club, Gudiyattam for her social work on 24.06.2022.

The ESN Publications' Teaching Excellence Award on 30.01.2021, PIMS Award from the international internship University for contribution in proposing innovative ideas during 2021 and the Sarvepalli Radhakrishnan Teacher Award during 2021 from Puduchery Research Institute of Management Education & Science for outstanding contribution in the field of Teaching, Administration, and Research were given to our faculty for the exceptional efforts and high calibre work in the fields of education, publications, research and development.

A member of our staff has been recognised for language addiction with the 'Mahakavi Bharathi Award' by the 'Elagiri Bharathi Sangam' on 27.09.2019.

Our staff members participated as subject matter experts in numerous seminars and webinars held by various educational institutions, and they were commended for their contributions.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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 organised in collaboration with industry, community and NGOs) during the last five years

Response: 36

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., year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
15	04	04	06	07

File Description	Document
Upload supporting document	[View Document]()
Institutional data in the prescribed format	[View Document]()

3.5 Collaboration

3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 26

File Description	Document
Upload supporting document	[View Document]()
Institutional data in the prescribed format	[View Document]()

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

The College encompasses a well maintained lush green campus spread 15 acres of land ensuring adequate availability and optimal utilization of physical infrastructure for teaching learning activities. To maintain the quality and sustainability of our campus we have external audits for Green, Environment, Energy and Waste water management. The College has also got "Best Green Campus Award" for the green and tranquil ambience. Sixty well-furnished and spacious classrooms for conducting classes it also facilitated with PAS system. Smart Classrooms are available for teaching learning process, with multimedia learning and internet access. Language lab is available to development the students communication skills. 150 seating capacity seminar hall with AC & ICT facility and two spacious auditoriums with 1000 seating capacity for regular usage to conducting conference and programs. Auditorium–I is also used to conduct cultural programs, indoor games and other college events. Fully air-conditioned, well equipped laboratory with 100 mbps speed internet connection is available for the usage of students and staffs. The Science departments have two well-equipped laboratories for UG and PG programmes separately.

Our sports grounds are used to the maximum benefits. Provisions are made to conduct various outdoor games. All the neighboring educational Institutions, District and State Level sports organizations utilize our grounds for their important sports meet and other activities. Well designed tennis and basket ball courts are constructed in the campus. Apart from physical directors, a boxing coach is appointed to train the students. Our students have participated in boxing competitions and won prizes. Inter-Collegiate sports events are being conducted to encourage the students who are involved in sports and Fee concession is given to students. Financial support is offered to both faculties and students to participate in tournaments . Every year we conduct inter house matches in our College and the prizes are distributed during the sports day. One sick room with first aid box and three beds and a common room is available for the students. Every lab has one first aid kit for the emergency. College has separate rooms for a doctor and a psychologist to the students care and guidance. Also well-equipped gym is available for the student to maintain good health. We have a student coordinator room to guide and solve the student issues and suggestion boxes are available in each floor to provide an opportunity to our students to express their suggestions. There are four spacious parking areas available with CCTV facility. The college has a well established canteen with three dining hall for both faculties and students. The food is sold at a subsidized rate. Two common rooms one for securities and one for drivers are available to their own use. The College has herbal garden to educate the herbal values to students. A hut for Mushroom cultivation is maintained in the campus. Various clubs are available to conduct events in our college, among these the Fine Arts Club is conducting all culture events. It also conducts competitions like Singing, Dancing, Debate etc., for staff and students. Students are also encouraged to participate in various inter-collegiate cultural competitions. A ATM center of Indian Overseas Bank is available to meet the needs of staff and students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 13.95

4.1.2.1 **Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
45.42	38.23	34.72	111.5	40.95

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

The college has a spacious and well equipped library with reading room, books, journals, E-resources, Periodicals and newspapers. The Library is totally Air-Conditioned with seating capacity of 100 students. The Library also has ten computers with 100 mbps speed internet installed in the reading room exclusively for students to access e-journals and refer the e resources. We have a fully automated, integrated library management system ROVAN LMS version 6.0 since 2019. The LMS does main activities like search, issue, return, renewal and accession which saves good amount of time of the library staff, it also provides conformation to students and faculties through automated message. All the available books are updated in LMS for easy accessing. The registration maintained in the Library through E - gate register, it is kept at the entrance of the library.

In our library we have a separate centre as Library and Information resource centre for the collection of coins, stamps, historical sculptures which collected surroundings of our college, to provide knowledge to the students and faculties.

The centralized college library house has large volume of text books, journals, educational CDs & DVDs,

magazine, annual reports, annual books and e-books.

The volume of text books gradually raised in the each academic years in the college library. In the 2017 – 18 academic year total volume of books is 11,886. To the next academic year 2018 – 19 the total volume raised 12454 text books, in the 2019 – 20 academic the total volume of text books are 13543, followed by the next 2020 – 21 academic year total number of text books in the library is 13689, in the last academic year 2021 - 22 the total volume of text books are 14330.

Many of the important journals are bound and preserved. The facility of Open Access System (OPAC) is adopted in the library. A Separate reading room is available. New arrivals are displayed on the notice board of the library. The Dissertations / Thesis submitted by students are kept for reference.

The college Library has 30 journals access to search data, 1440 back volume of journals and magazines, 242 M.Phil & Ph.D thesis,
671 e – sources (CDs & DVDs), 6000 e-resources in N-List, 1,64,300 e-journals and e-books, 6,00,000 e-books in NDL and 1050 downloaded e-books.

The library has collections of previous years question papers to the student reference.

The library is under CCTV surveillance INFLIBNET is subscribed through which access to e-books, e-journals and e-magazines can be done. The college is a part of NDL membership.

In our college each department have their own department library with reference books. The department library have the collections of PG student project reports and field study reports.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Response:

The institution strives to update the IT facilities in the College annually. The College has three computer laboratories with internet access, one net lab, a language lab and one seminar hall to cater various needs. Four smart class rooms are provided to teach the students. Fully systemized Biometric system and face reader are used to monitor the faculty attendance. The whole campus of our college is under surveillance camera for the safety purpose.

We have the landline as well as wifi internet facilities with 100 Mbps speed, Cisco Router, Cisco Switch, Cyberom Firewall and Rail wire. Initially in 2017 – 18 academic year the speed of internet is 5 – 10 mbps,

in successive academic years it has improved graduallyto 100 mbps. wifi facility is utilized in administrative and IQAC offices. Fully automated ROVAN software is used for Bulk SMS service to communicate the students, parents and alumni. Also the ROVAN software system is used for the easy functioning of Administrative office, Academic process and Library functions.

Well Internet equipped system with INFLIBNET services is exists in our Library. In our library established e-resources are available for student knowledge gaining purpose, it has the subscription of e-books, magazines and e-journals via INFLIBNET, NDL.

All the departments, library and administrative blocks are equipped with computers and LAN connectivity. The number of computer is periodically increased in each academic year. In 2017 – 18 185 computers were used by the faculties and students. In the next academic year 2018 – 19 it reaches up to 193 computers, now 2021 – 22 academic year we have totally 195 computers.

All the necessary details of the College is given in our college website. The college programs, plans and functions are also update in our website at periodical time interval.

The college has student information centre to provide printing and Xerox facilities to the students and faculties.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2 Student – Computer ratio (Data for the latest completed academic year)

Response: 10.23

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 195

File Description	Document
Upload supporting document	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

Response: 8.94

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
18.39	31.40	36.45	39.63	47.67

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 25.41

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
498	484	515	548	542

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.2 *Capacity building and skills enhancement initiatives taken by the institution include the following*

   1. *Soft skills*
   2. *Language and communication skills*
   3. *Life skills (Yoga, physical fitness, health and hygiene)*
   4. *ICT/computing skills*

Response: B. 3 of the above

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 19

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
200	311	462	516	445

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 50.08

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
384	214	424	345	256

5.2.1.2 **Number of outgoing students year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
639	573	729	620	680

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 63.04

5.2.2.1 *Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
09	05	09	06	00

5.2.2.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
24	05	09	06	02

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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 last five years

Response: 16

5.3.1.1 *Number of awards/medals for outstanding performance in sports/cultural activities at*

national/international level (award for a team event should be counted as one) year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
08	00	05	03	00

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 14.8

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
20	00	25	16	13

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response:

K.M.G. College of Arts and Science has an Alumni Association, registered under the Tamil Nadu Societies Registration Act 1975 on 3rd July 2017 with the Alumni Association Registration Number: 238/2017.The Core Purpose of Alumni Association is to stay connected together and maintain relationship with the Institution. It extends financial and general support to the overall growth and development of the Institution.

- Alumni Members of Biochemistry (Batch2021-2022 and 2019-2020) have contributed the Books worth of Rs.10000 to the Department Library.
- Alumni Members of Chemistry (Batch2017-2019) have provided a TLC kit worth of Rs.7000 to the Department for Research Purpose.
- Alumni Members of BCA (Batch 2019-2021) have contributed Almirah and Pedestal Fan worth of Rs.9000 to the Department Benefit.
- Alumni Members of BBA (Batch 2017-2020) have contributed HP Printer cum Scanner worth of Rs.12000 to the Department Benefit.
- Alumni Share their Professional Experience and Support the out gone Current Students to get a job.
- Studious Alumni are given preference when apply job at KMG.
- The Alumni Enthusiastically take part in Special Lectures conducted for the Students and gives motivation speech and career guidance.
- The amount collected from the Alumni is used to construct Gym.
- To construct Gym, a partial amount is taken from the contribution of Alumni, while the major amount was spent by the management.
- The Alumni, who are settled in Foreign Countries, act as the Resource Persons either in online mode/offline mode. They even visit the College and motivate the Students by interacting with them.
- The Alumni are invited to attend College Day, Sports Day and other Department activities. The interaction with the Students brings confidence among the Students.
- The College conducts Alumni meeting twice in a year, to know the current development in their respective field.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

The Vision of the College is to educate students in the pursuit of greatness, character, and responsible Citizen.

The College mission is to provide the underprivileged with higher education in the dimensions of the Arts, Science, and Management in order to help them become completely independent.

Our College governing body is so reflective and its prime focus is on the vision and mission of the Institute. Our institution has an atmosphere that facilitates personal commitment to the educational success of the students. Being the head of the institution, the Principal gives timely instructions to the heads of the departments through council meeting. For the smooth functioning of the institution, number of committees is framed such as IQAC, Library advisory committee, Discipline committee, Anti-ragging committee, Internal Complaints cell, Exam committee and service oriented clubs like NSS, Rotaract Club, Women's Welfare Club, Enviro club, Health club and Fine Arts which plans and implements many activities to achieve the vision and mission of the college.

For the trouble-free and smooth administration of the college,the responsibilities are divided among IQAC, various Clubs and heads of the departments.

Principal:

The Principal is the head of the institution and all the suggestions for the development of the college and quality initiatives are proposed by him. He is assisted by a team of faculty members who are taking care of various departments and cells.

IQAC:

The prime function of IQAC is to monitor the quality assurance strategies and progress of services being provided by the institution to its stakeholders.

Head of the Departments:

The Head of the Department strive to achieve the highest possible standard of excellence in all its activities. They oversee the workload, timetable, teaching plan, discipline and draw Annual plan and Annual Budget for conducting seminars, workshops, competitions and strive to execute them successfully.

Committees and Cells:

Every committee constituted at college level has the faculty member as convener with one or more faculty

members as committee members. The convener of the Committee will look after the committee's activities and events.

Office Administrator:

The role of office administrator is Coordination of all the activities to secure efficiency and compliance to college policies. The office Administrative officer is assisted by junior assistant. she looks after the admission register and TC register, incoming and outgoing letter, bonafide and conduct certificate to the students, maintains the staff movement register, store keeping register and staff related documents.

Finance Officer:

The finance officer is assisted by cashier and accountant. The finance officer has to approve all the day to day activities related to the finance department and arrangement for internal and external audit. The cashier monitors, receives and checks all cash transactions done by others within campus. The accountants maintains cash book, day book. He makes entries in Tally ERP software and ensures timely bank payment.

Software Administration:

The software admin maintains all the modules in Rovan software like admission , bus fees, timetable, the attendance process of student and staffs, CIA marks, enrolling the employee through biometric, daily sending the SMS to the parents about their wards absence.

File Description	Document
Upload Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

Administrative Set Up:

The Principal is the academic head of the institution. The HODs are in charge of the respective departments. The College Development Council comprising all HODs presided over by the Principal discusses and chalks out the program for developing the college. After thorough discussions, they framed and placed before the management for consideration and execution. Thus participatory management system is ensured in the college.

Management has designed in a scientific way with transparency to get the optimum results out of it. A hierarchical setup is established the level clearly demarking the duties, responsibilities, Accountability and Authorities at every stage. The College has an effective organizational structure which monitors and

improves the Institution.

Appointment and Service rules: The appointment of teaching and non-teaching staff is carried out as per the guidelines of The Tamil Nadu Private Colleges (Regulation) Act1976. The management takes utmost care to ensure the academic standards of the teachers by screened thoroughly and interviews are conducted by a panel of experts during recruitment process.

Policies have been created and carried out all the way as per the college vision. It includes advancements in education, infrastructure development, community outreach initiatives, the promotion of the fine arts and sports, awareness of the need for an eco-environment, personal spiritual development, and the stimulation of vocational training.

Highlights of the executed and ongoing strategic plans:

Academic.

- Fresh UG portions were added.
- Certificate courses, Add-on courses, Value added courses, vocational classes have begun.
- New PG, M.Phil, and Ph.D., programmes were introduced.
- By Conducting the tutor-ward system, parent-teacher meeting for discussing the CIA marks and remedial classes.
- Students receive vocational training, allowing them to make money as they learn.
- Initiated MoUs with other organisations, businesses and placement programmes at the national and international levels.
- Peer education is encouraged.
- MOOCs have a chapter in college, says Swayam.

• **Infrastructure**

- A new gym, cafeteria and also separate building was constructed for storing sport equipment and multipurpose.
- Expansion work is done for the computer lab to the students.
- More books and articles have been added to the library.

- Built a conference room with air conditioning and ICT amenities
- Installed 46 surveillance cameras for student safety.

Extension exercises

- The NSS unit chose two villages, Ammanankuppam and keelalathur for the wellbeing of the villager's resident by donating second hand books, clothing, food and money.
- Faculty and students participated in the village-wide blood grouping.
- During the Covid-19 pandemic, staff and students volunteered on the front lines and also college vehicle have been used to carry oxygen cylinders to Chennai, Ranipet, Ponneri, etc.,
- Hospitals and orphans received lunch from the NSS units.
- During the Gangaiamman festival season, Students volunteered at Gangaiamman Temple.

• **Sports and the arts**

- Every year, students participate in intercollegiate sporting activities, university youth festivals within and outside the campus.

File Description	Document
Upload Additional information	[View Document](#)

6.2.2 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

The Institution recognizes all its employees as the most valuable resource and provides a caring and supportive working environment to all staff which enables them to develop and optimize their full potential.

Existing welfare measures for Teaching staff:

- The maximum numbers of casual leaves in a calendar year are 12 days.
- Five days special leave can be granted /availed in case of emergency situations.
- Women employees may be granted maternity leave for a period of 3 months. After maternity leave special leave for Half-a day leave for mothers are given during lactation period.
- The Institute permits On- duty to any staff member to take special assignments with other institutions or industrial units for any official purpose, to attend faculty development programs, conferences, seminars, workshops for professional and research enhancements, observer duty during election period.
- Every year registration fee is given to attend and present papers in the national and international conferences.

Free transportation facilities, PF contribution is provided to the

- Teaching staff

- 50% of cash reimbursement in publication cost for publishing research papers in reputed journals
- Interest free Loan are given to meet medical expenses, educational expenses etc
- Group health insurance and Covid insurance schemes has been taken
- The management encourages the teachers by rewarded who produce 100% results in the papers taught by them
- Free lab facilities provided for research purposes of Staff members
- The faculty of long term service was given priority in promotions
- Advance salary is being given on request
- Through ICT Academy Staff welfare programs are conducted related to research and development, personality development, soft skill development in order to improve the self development of the faculties to improve their academic research work
- Management encourages the staff members to join part time Ph.D research program
- Rent free accommodation was made available to the principal
- Once the eminent qualified faculty members are selected, their services are recognized and special increments are given to them periodically

Self performance appraisal of teaching staff is submitted to the Principal by the Heads of the departments.

Welfare measures for Non-teaching staff:

- Medical leave, marriage leave and maternity leave are granted with full pay
- Free education for the children of non teaching staff
- Free transportation facilities were provided
- PF contribution is provided
- Advance salaryis being given on special occasions
- Group health insurance and Covid insurance schemes has been taken
- Interest free Loan is given to meet medical expenses, educational expenses etc.,
- Free Uniform

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 14.11

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
05	10	08	18	26

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

Response: 46.93

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
99	100	05	122	26

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
55	55	55	55	55

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Our College is a self-financing college and managed by Kunja Kousalya Ammal Govindarajan Educational Trust. The student tuition fee is the major source of income of the college.

Utilization of funds:

Amount collected from the Students is spent on the salary of the Teaching and non Teaching staff. Sufficient funds are allotted for the effective teaching learning practices such as organizing seminars, training programmes, workshops for staff and students and for the up gradation of the library and infrastructure. The faculty members are honoured for their achievements in research publications and professional services. Cash prizes are awarded to the students for their achievements in studies and sports. The alumni of the students are given fee concession when they join Post Graduate in our institution. Free education is given for the wards of non-teaching staffs.

On the basis of student intake, faculty requirements, Lab/library/material need and infrastructural need, the details of funds requirement are examined.

A resource mobilization plan is prepared based on the following broad outlines:

1. Estimated fee receipts.

2. Estimated receipts from NGOs, Alumni Membership fees, Sponsorship/grants, interest etc.,

3. Cash outflow based on already running programmes, new acquisitions, enhancement in expenditures, maintenance, administrative expenditure and depreciation.

4. Deficit due to difference between cash inflow and outflow met by the Management.

Our College accounts are audited regularly by the registered chartered accountants. The College has a mechanism for internal audit. In addition to that external auditor verify and certify the entire Income Expenditure and the Capital Expenditure of the College every year. External Auditor statement shows the Mean value of Expenditure as fee of the students. Our College is non-commercial organization. The audited statements are filed with the office of the Registrar of Trust every year.

File Description	Document
Upload Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Academic review through periodical meetings:

Internal Quality Assurance Cell (IQAC) carries out activities that encompass all aspects of the Institute's functioning. The College IQAC meets regularly.

The IQAC prepares, evaluates and recommends the following for approval by the relevant authorities:

- To prepare and submit Annual Quality Assurance Report (AQAR)
- To facilitate preparation of AISHE and NIRF Reports
- To collect and analyze Self Appraisal System from teachers
- To frame and collect Feedback from Stakeholder's, analyze and take necessary action.
- To conduct Internal and External Academic Administrative Audit (AAA)
- Organising FDP periodically
- Evolving Best Practices of the Institution to enhance Quality Education in the Campus especially Teaching-Learning process
- Facilitating the Departments and various clubs to organize seminars / Conferences / Workshops / Career Guidance Programmes / Skill Development Programmes / Add-on and Certificate courses etc.,

The IQAC conduct periodical meetings with IQAC members throughout the academic year. Important issues are discussed in meetings with IQAC and HODs. This setup has evolved into successful review methodology for improvement in teaching and learning process. Since online classes had become compulsory in the pandemic period, training programme on using ICT tools and meeting applications like MS Teams, use of e-mail, handling ICT instrument etc had been conducted. The Principal meets the departments individually to discuss about the feedback and takes appropriate corrective actions. The students' performances are monitored by conducting various internal examinations, assignments and seminars. High and Low Achievers are identified and appropriate care is given to them. Further, Mentor-Mentee system is in practice through which the students are closely monitored and the mentors try their best to sort out the problems of the students. Thus, the IQAC keeps track of the continuous development of teaching-learning process.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)/ membership of international networks**
3. **Participation in NIRF**
4. **any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**

Response: B. Any 3 of the above

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 7 - 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 and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

K.M.G. College of Arts and Science has initiated several steps to promote Gender Equality among students. So, we organized a program titled '**MathiNirainthaMadhare**' on 20.01.2021. The Health Club also organized an awareness programme on **"Menstrual Hygiene," h**eld on 29-08-2019.

Our college conducted Tamil essay writing competition and Drawing Competitionentitled 'The Importance of Gender Equality' held on 04.03.2022.

International women's Day

Women's welfare club conducted a competition on "**Women Empowerment 2018**" on 06.03.2018.

International Women's Day was celebrated on 07.03.2020. Mrs. P.A. Ragavi addressed the gathering on '**Pride of Women'.**

BehavioralCounseling

Women's Welfare Club organised a Counselling programme for all the girl students on 19.08.2019.

Benefits of Yoga

Our college Women's Welfare Club conducted a program 'Benefits of Yoga', held on 11.12.2021.

Women's Welfare Club organized a special program on behalf of International yoga day on 21.06.2022.

Women Safety: CCTV Surveillance

Women safety is our priority, thus our campus is well protected with video surveillance, the CCTV monitors are installed at Principal's Cabin, and 46 surveillance Cameras are mounted on the walls in every possible view.

Sick Room

A common problem like fainting spells, abdominal pain and other ailments receive primary treatment.The sick room is located in the Arts Block Room No. 8.

FIRST AID BOX

Our College's first aid boxes are available in all blocks.

Suggestion Box:

Suggestion boxes are placed near seminar hall, Library, ICC, Principal room, BBA and Commerce staff rooms. It is opened on every Saturdays and appropriate actions are taken.

Emergency vehicle for students

The College provides College vehicle for the use of staff, students and parents.

Maternity Leave

Our management gives maternity benefits for staff as well as students.Employees receive a maternity benefitofthree months full day leave and three months half-a-day with salary.

Transport

K.M.G College has a full-fledged Transport facility to staff and girls students.The college operates 18 buses to students from various locations with excellent transportation options.

Girls Counseling

K.M.G. College was established with the goals of empowering girl students, addressing all issues pertaining to women, and making the college campus a safe place for female students and faculty. A Psychologists is appointed in the campus for the same.

World Consumer Awareness Programme

Our college'Citizen Consumer Club' conducted a various competition on **"World Consumer Rights"**on 02-03-2022.

National Mathematics Day

National Mathematics Day is celebrated on 22December every year on 22.12.2021 on memory of Ramanujam birthday.

Dr. KalaignarKarunanidhi's Birthday

Department of Tamil has celebrated the former Chief Minister of Tamilnadu,Dr. M. Karunanidhi's birthday on 02-06-2022.

SubramaniaBharathiyar's 140thBirthday

Department of Tamil celebrated SubramaniaBharadhiyar's 140thBirthday Anniversary', on 02-06-2021.

National Science Day - 2022

PG and Research Department of Chemistry organized, a Quiz Programmeon Behalf of 'National Science Day on 03.03.2022. Department of Microbiology celebrated National science Day on 28.02.2022 and

conducted Quiz program.

World Earth Day

World Earth Day was celebrated on 22.04.2022. The "ENVIRO CLUB andROTARACT CLUB" jointly organized various competitions like Slogan contest, and Drawing for the students.

National Deworming Day

The Health Centre of Pasumathur along with our collegeHealth Club organized an Awareness Program"**National Deworming Day**"on 26.02.2018.

File Description	Document
Upload Additional information	[View Document](#)

7.1.2 The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Upload supporting document	[View Document](#)

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and

Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Republic Day

India has celebrated its first Republic Day in 1950 on the 26th of January. The country got Independence in 1947, and then there was a constituent assembly formed for making the Constitution. On praising the formation of Constitution law, Republic day was celebrated in our college campus on 26-01-2017,26-01-2018, 26-01-2019, 26-01-2021, 26-01-2022 Staffs and students have participated in flag hoisting ceremony and the principal of our college delivered a speech on Indian Constitutional Values.

Independence day

On this day in the year 1947, India became independent from British colonial rule. This day we celebrate by unfurling the flag, singing the national anthem, remembering our freedom fighters, etc.

Independence Day celebrated 15.07.2017,15-08-2018,15-08-2019,15-08-2021,and15-08-2022 with grandeur manner in our college campus. More than 100 student volunteers participated in the flag hoisting ceremony.

Vinayagarchaturti

VinayagarChaturti festival was celebrated on 30-08-2022 in our college campus. Our students performed various classical dances, devotional songs and received prizes.

Krishna Jayanthi

Celebration of Krishna Jayanthi festival was held on 18-08-2022 in our college premises.Our students performed pooja and classical dance for the lord Krishna and distributed prasatham at the end.

Vijayadashami

Dasara is a famous festival celebrated in our country India. 9 steps were formed to represent the nine days of Navratri, the steps are covered with a decorative cloth and the dolls are placed on it. After the prayer they were gifting 'Thambulam' and 'Prasadam' among the students and staff the day was filled with joy and cheer. We celebrated in our college campus on 13-10-2021.

Gandhi Jayanthi

Gandhi Jayanti is celebrated annually on 2ndOctober to mark the birthday of Mahatma Gandhi. Our college students and faculty have paid their homage on 02 October 2021. His day signifies his birth anniversary.

National Voters Day Celebration

The National Voters' Day (NVD) iscelebrated across the country to mark the foundation day of Election

Commission of India, the autonomous constitutional authority responsible for conducting elections. Voting is a constitutional right. People may choose to vote for someone who could bring changes to their lives.

Our College Electoral Literacy Club organized an awareness Programme on National Voters Awareness Contest-2022 on28.03.2022to observe National Voters Day.

National Voters Awareness Day

National Voters' Day is celebrated every year with the theme of "No voter to be left behind". On this day, the government holds campaigns to encourage voters (particularly young voters) to participate in the political process.

Our College Electoral Literacy Club organized National Voters Awareness Day held on 07.03.2022.

SamathuvaPongalVizha

"SamathuvaPongalVizha"wascelebrated in our college on 14-01-2019.The students from various departments prepared Pongal and worshiped god.InPongalfest,our college students paricipatedin rangoli& cultural competitions..

YOUTH AWAKENING DAY (REMEMBRANCE OF BHARAT RATNA DR. A.P.J. ABDUL KALAM)

Our college NSS organized an awareness rally on "Youth Awakening Day in remembrance of Bharat Ratna Dr. A.P.J. Abdul Kalam. Nearly 300 students took part in this rally.

Founder's Day:

Every year our college celebrated Founder's day.Because our founder is the backbone of Gudiyattam.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Response:

BEST PRACTICE 1

1. Title:

Financial Aid for staff and students

2. Objectives

- The primary objective is to encourage the faculty members to concentrate on research-related activities, and to publish research articles in reputed international and national refereed journals
- To improve the students' participation in curricular and extracurricular activities
- To motivate the students to pursue Post Graduate Degrees

3. Context

The faculties were encouraged to conduct research in addition to their duties as administrators and teachers. The practice also provides financial assistance for faculties in order to encourage high-quality research and increase the number of research publications.

Financial support will boost the student participation in academic and extra-curricular activities.

Encourage the students to join Postgraduate by availing financial assistance.

4.The Practice

The fund is generated through the generous contribution of the Management to provide research incentive for staffs and fee concession for the students. Apart from concessions in the tuition fee, students are also given a meal token at a less subsidy.

Financial support has been given to the students who are participating in sports, fine arts, and other academic and extra-curricular activities.

Fees concession has been given to the students who are joining postgraduate after completing their Under Graduate Courses in our college.

5. Evidence of Success

The success of this practice is seen in the way that there is a steady rise in the number of faculty members who have received the research incentives. Every year, the students' participation in Curricular and extra-curricular activities has been increased. A wide range of awareness has been created among the students to pursue the post graduate education.

6. Problem Encounter& Resources required.

Lack of interest, family constraint, poverty, and immediate economic need causes disinterest among the students to pursue postgraduate degree even there is some financial support offered by the institution. It is true that the college needs greater financial support to reach out this practice. To achieve this, the college explores various means/sources to augment the fund generation.

BEST PRACTICE 2

1. Title:

Free resources to the society (Ground, Auditorium, Seminar hall, Bus facility)

2. Objectives:

It is a benevolent practice to provide the outsiders with free resources by taking care of their material needs.

3. Context:

The practice provides free resources for the advancement of society as a whole in addition to adapting social harmony. The institute has developed systematic methods in providing resources through these facilities.

4. Practice:

Beneficiaries send requests to management in the form of letters. The letters are looked at by management, who then provides them according to their needs. On a need-by-need basis, a group of twenty student volunteers is assigned to run the program.

5. Evidence of success:

The development of society as a whole is a reflection of the system's success with the assistance of the Institution. The number of people who benefit from this plan in a variety of ways outside of the college has slightly increased.

6. Problem Encountered and Resources Required:

Resources have to be tapped to create an exclusive fund for the sole purpose of reaching out to the needy because the institute is in a rural area. It is challenging to change the mindset of the society toward improvement and social harmony by using the provided resources.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

The K.M.G. College of Arts and Science (K.M.G.) has been instrumental in giving the nearby rural communities access to higher education. The institute's site is blessed with the beauty, tranquility, and serenity of nature. Since its founding in 1999 and continuing to the present day, K.M.G. has been innately and spiritually connected to nature and committed to providing a healthy environment for its staff and students.

The region where this institution was initially constructed was dry land. It is really difficult to make it green. However, the Institution was obstinate about going green and began yearly tree planting. a haven for thousands of birds, and the chirping they make creates a nice atmosphere, especially in the morning and evening.

Implementing healthy procedures and practices

To advance, safeguard, and maintain the environment is the goal of practicing the green initiatives.

To develop a sustainable and green campus.

To impart the importance of protecting non-renewable resources and the environment.

Context:

The provision of a safe and healthy environment for humans has now taken on such global significance that Article 51-A(g) of the Indian Constitution considers "Environmental Protection" to be a fundamental responsibility of every citizen of this nation. The institution has adopted a holistic approach to environmental management, which consists of the following; Understanding the legal, social, and moral relevance of providing a healthy environment for the staff, students, and society.

Environmental Aspects in the Curriculum:

The subject Managing for Sustainability is taught to all second-year students as part of the university curriculum in order to raise awareness among the students about the environment and its preservation. Students are encouraged to participate in sustainable and environmental-friendly activities through the curriculum and homework.

Programmes and actions promoting environmental awareness

Through commemorating days like World Environment Day, World Water Day, etc. and activities like Tree Plantation Drive, Cleanliness Program, Swatch Bharat Abhiyan, SwachataPakhwara, etc. as the initiative of environmental awareness in society, the institution has been carrying out various environmental extension activities as the initiatives for maintaining and protecting environment of its surrounding areas.

Enviro Club

The college Enviro Club conducts plantation and follow-up activities both inside and outside the

building. Every year, it purchases saplings from the forest department.

Campus that is pollution-free:

The institute is situated in a serene environment away from pollution. The campus of the institute is surrounded by vegetation in the form of grass, evergreen trees, and flowering plants. In order to establish a healthy environment for students to focus on their studies, the institute makes sure that there is no pollution on the campus.

Management of Renewable Energy:

The institution has a solar PV system.

Solid and liquid waste management:

The institute disposes of its garbage in a methodical manner. Dustbins for dry and wet waste were positioned in various parts of the institute before being removed for proper disposal.

Through a suitable drainage system, waste water produced by sanitary blocks, basins, etc. is disposed of. RO waste water is applied to landscaping.

Pure Water for Drinking

A water purification facility has been set up on the college campus. The students are provided with drinking water at various locations through purifiers.

Environmental, energy, and green audits:

In order to keep the campus eco-friendly, the Institute performs Green Audits, Energy Audits, and Environment Audits in order to compare the effects of various actions on the environment to predetermined standards. All of the aforementioned audits were carried out by a recognised organisation.

Green Initiatives

All staff members and students have been informed about the institution's adoption of green practices

Common bus transportation

Offered to students in order to raise their awareness of environmental deterioration and to discourage the inappropriate use of finite energy sources like gasoline and diesel. The personnel and students of the institute use vehicle and bike sharing services to get to the institution, decreasing pollution emissions.

Rainwater Harvesting:

A Rainwater Harvesting Project has been established to collect, store, and use rainwater for landscape irrigation and other uses in order to combat the issue of water scarcity.

Using an LED bulb

As a recent move to cut campus energy use, the institute decided to use LED bulbs in its academic and administrative buildings.

Students have instilled the principles of valuing and protecting nature, which is evidence of success.

All initiatives and activities promoting environmental awareness now include student volunteers. importance of others appreciating the initiatives taken.

Lowering the waste of all kinds.

Village Panchayats expressed interest in the measures adopted by the institute and honoured our efforts with awards.

Rainwater Harvesting:

To overcome the problem of water shortage, a Rainwater Harvesting tank has been installed for collecting, storing and using rainwater for landscape irrigation and other purposes.

Use of LED bulb:

Recently the institute decided & implemented the use LED bulb in its academic & administrative blocks as an initiative for reducing energy consumption in the campus.

Evidence of Success:

Students have inculcated the values of respecting and preserving nature.

Student volunteers are becoming a part of all environmental awareness of programs and activities. Importance of the initiatives undertaken being appreciated by others.

Reduction of waste of all types.

Village Panchayat award was conferred to our institution.

List of Plants along with its botanical name at Institute:

S. NO	TREE NAME	BOTANICAL NAME	NUMBERS
1.	Mango	MangiferaIndica	01
2.	Coconut	CocosNucifera	73
3.	Neem	AzadirachtaIndica	18
4	Jamun	SyzygiumCumini	18
5	Bamboo	Bambusoideae	14

| 6 | Areca Palm | DypsisLutescenes | 106 |

5. CONCLUSION

Additional Information :

The institution has a robust and transparent evaluation system as evidenced by the functioning of the examination committee, the evaluation mechanism, and the grievance redressal mechanism. Suggestion boxes are kept at premeditated places in the college where students can drop-in any compliant/ grievance without any fear.The admissions criteria, curriculum, and welfare programs are all designed to provide an inclusive education to students from all backgrounds, with a focus on the less fortunate.

Our college buildings are facilitated with rain water harvesting system. Our college initiates solar energy panels as alternative energy system which is ECO friendly.One of our best practices is herbal garden, mushroom cultivation and compostmaking. The college is a part of NDL membership and INFLIBNET is subscribed through which access e-sources, also it is under CCTV surveillance.

The college provides students with an academically stimulating environment by offering numerous online courses that facilitate both virtual and real teaching. Add-on courses are also organized by some departments to provide extra knowledge to students. Student's advancement achieved with students involvement in academic and research. Clubs and Committees strives to help the students to groom their talents and to develop their interests in a variety of areas.

Concluding Remarks :

K.M.G. College of Arts and Science is an emblem of Gudiyatham which fosters outcome-based education and the self-evaluation of scholars while also producing dynamic and employable stakeholders.The academy is committed to help students comprehend the granularity of the business world.

The institution has implemented the feedback provided by stakeholders and accrediting authorities and updated the curriculum to enhance students' job prospects.Policies, procedures, electives, online courses, add-on courses, field trips, co-curricular and extracurricular activities, teaching and learning methods, and the appropriate use of ICT tools all contribute significantly to their professional skill development for placements.They become better citizens with values and responsibilities to society as a result of extension activities.

To conclude, the increasing discipline satisfies the knowledge thirst.The quest for knowledge has been fulfilled by outcome-based education which is extended to every stake holders.Whereas, college's infrastructure is tremendously pleasant and peaceful, to meet the students' expectations, and provides harmonious environment to pursue education.Overall, we are pleased that our faculty and students to favor a democratic society.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.1	**Number of Add on /Certificate/Value added programs offered during the last five years** Answer before DVV Verification : Answer After DVV Verification :10
1.2.2	**Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years** 1.2.2.1. **Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years** Answer before DVV Verification: 	2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
672	700	1159	514	00 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
586	700	1159	514	00	
2.1.2	**Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)** 2.1.2.1. *Number of actual students admitted from the reserved categories year - wise during the last five years* Answer before DVV Verification: 	2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
510	458	487	567	573 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
510	458	487	547	552 | 2.1.2.2. **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years** Answer before DVV Verification: | 2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
516	528	521	547	552	 Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
516	528	521	547	552

Remark : Admitted seats can not be more than e marked seat.

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 organised in collaboration with industry, community and NGOs) during the last five years**

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., year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
21	06	05	07	09

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
15	04	04	06	07

Remark : apart from NSS/NCC/YRC programs are not considered.

5.1.1	**Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years**

5.1.1.1. Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
558	556	572	548	606

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
498	484	515	548	542

5.1.2	*Capacity building and skills enhancement initiatives taken by the institution include the following*

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)

	4. ICT/computing skills Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. 3 of the above Remark : supporting documents 3 of the above is considered.
6.3.3	**Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years** 6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years** Answer before DVV Verification: 	2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
99	100	05	122	26 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
99	100	05	122	26 | 6.3.3.2. **Number of non-teaching staff year wise during the last five years** Answer before DVV Verification: | 2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
73	73	73	63	57 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
55	55	55	55	55	 Remark : as the sanction seats for non teaching is 55.
6.5.2	**Quality assurance initiatives of the institution include:** 1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements** 2. **Collaborative quality initiatives with other institution(s)/ membership of international networks** 3. **Participation in NIRF** 4. **any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc** Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. Any 3 of the above

Remark : as per supporting documents any three may be considered.

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):** Answer before DVV Verification : 135 Answer after DVV Verification : 98
1.2	**Number of teaching staff / full time teachers year wise during the last five years** Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
96	99	102	100	90

Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
98	96	98	96	87

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