YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	ANNAI VELANKANNI COLLEGE
• Name of the Head of the institution	Dr. J. JOHNSON
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04651234651
• Mobile no	9443412218
• Registered e-mail	avcprincipal2018@gmail.com
• Alternate e-mail	johnsonmuta@gmail.com
• Address	ANNAI VELANKANNI COLLEGE, THOLAYAVATTAM
• City/Town	KANYAKUMARI DISTRICT
• State/UT	TAMILNADU
• Pin Code	629157
2.Institutional status	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**Self-financing**	
• Name of the Affiliating University	**MANONMANIAM SUNDARANAR UNIVERSITY, TIRUNELVELI**	
• Name of the IQAC Coordinator	**Dr. M. ANTO**	
• Phone No.	**04651235270**	
• Alternate phone No.	**9487614009**	
• Mobile	**9486207669**	
• IQAC e-mail address	**iqac.avct@gmail.com**	
• Alternate Email address	**antorbjm@gmail.com**	

3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.annaicollege.edu.in/iqac/AQAR_2019_-_20.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.annaicollege.edu.in/index.php/login/handbook2020_21

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**2.79**	**2016**	**16/12/2016**	**15/12/2021**

6.Date of Establishment of IQAC	**09/05/2014**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**NIL**	**NIL**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	6	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

Professional Development Programmes for the Teaching Staff on online Teaching-Learning and Evaluation.

Teachers were encouraged to attend online Webinars/FDPs.

Students were encouraged to attend online Webinars/Quizzes.

An attempt was made to make improvements to teaching-Learning and Evaluation process.

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

Plan of Action	Achievements/Outcomes
To prepare a schedule of the following meetings, namely i) IQAC ii) Criterion Team Leaders Meetings with IQAC convener iii) Criterion Team Leaders meetings.	i)Six IQAC meetings were held during 2020 - 2021. ii) Criterion leaders had a one to one meeting with the Convener, IQAC. ii) Criterion Team Leaders' Meetings – Criterion leaders had meeting with the members of the team once in two months. iii) A total number of 19 such meetings were held during 2020 – 2021.
To organize Intellectual Property rights related Seminar/ conference/ orientation programmes	IQAC organized two days' virtual orientation programme on Intellectual Property Rights on 17/12/2020 & 18/12/2020
Regarding inculcation of Research Culture among Teaching Staff, all possible steps to be taken to identify and encourage them to publish research articles.	45 Research papers were Published in the reputed journals and 35 articles/chapter in the Seminar/ conference by the Teaching Staff.
To organize Orientation Programme on Revised NAAC Accreditation Process	Organized NAAC Awareness Programme (NAP) on 18.01.2021. 65 staff members benefited.
To Organize Faculty Development Programme/Workshop on Outcome Based Education	Organized one day Faculty Development Programme (FDP) on Outcome Based Education on 16.04.2021. 64 staff members benefited
An induction programme to be arranged for the first year UG and PG students	Conducted Virtual Orientation Programme on "The power of Personal Change for emerging students" on 18.03.2021. 250 students benefited.
Departments to organize virtual Seminars/Conferences.	• Department of English organized a Workshop on Creative Writing on 19.11.2020. • Department of Commerce organized one day online webinar on Personal Development Goals

	Related to One's Career and Self Growth on 05.12.2020. • Department of Physics organized international E- conference on Nanostructured materials on 17/03/2021 & 18/03/2021. • Department of English organized ICT power webinar on Goal Setting on 21.04.2021. • Department of Physics organized one day Webinar on Thin Films Preparation and Characterization on 21.05.2021. • Department of English organized an ICT power webinar on Self-Management on 27.05.2021.
Staff members to participate virtual Faculty Development Programme, Virtual Certificate Course, Virtual seminar/ conferences	Faculty Development Programme - 57 Virtual Certificate course - 16 Virtual Seminar/Conference- 6
Women's cell to organize women empowerment programes.	• Women Cell organized an Online Webinar on Exploration of Opportunities for Women Empowerment on 30.11.2020. • Organized women empowerment programs, Leadership for women on 02/03/2021. • Women's Day Celebration on 08.03.2021.

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Annai Velankanni College Administrative Board	19/02/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020 – 2021	12/03/2022

Extended Profile

1.Programme

1.1	31
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	487
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	485
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	577
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	69
Number of full time teachers during the year	

File Description	Documents
Data Template	[View File](#)

3.2 Number of sanctioned posts during the year	**70**

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1 Total number of Classrooms and Seminar halls	**60**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**8685074**
4.3 Total number of computers on campus for academic purposes	**151**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

While revision and up gradation of the syllabi is done at the University level, the college has a mechanism for effective, documented curriculum delivery. To ensure effective curriculum delivery, every faculty member submits a syllabus teaching plan called master plan to the Principal at the beginning of each semester. In departments, bridge courses are held in order to make the curriculum delivery more holistic and effective. Participative learning and peer assisted learning are encouraged. Inter-personal skills are enhanced through Value Education. The students are encouraged to do mini projects and major projects. Critical thinking is encouraged through the various debates, role playing and group discussions. The curriculum is enhanced through projects and field trips giving insights beyond the syllabus. Most of the classrooms are ICT equipped and the campus is Wi-Fi enabled. This provides for

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interactive classroom learning. The college also has a large library that subscribes to numerous journals so that both students and Professors can keep abreast of changing trends in their respective subjects. We also subscribe to E-journals, INFLIBNET. The progress of the students is monitered through regular class tests, Internal assessment, model exam and semester end exams.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

Assessment is an integral form of teaching learning process. As a part of sound educational strategy, the institution adopts Centralized Continuous Internal Evaluation (CIE) System to assess all aspects of a student's development on a continuous basis throughout the year and academic calendar is followed.

The Academic Calendar represents planning and a systematic tabulation of activities carried out in the College for the whole academic year. It provides awareness to the teachers and students about important dates-driven information and deadlines for important academic requirements. The calendar talks about academic and non-academic activities in addition to cultural events. The sole purpose of incorporating academic calendar is to improve the teaching-learning qualities, to finish the assigned task within the scheduled time and instill among teachers and students the importance of professional standard. The Academic calendar includes:

- Allotment of Internal marks as framed by the affiliating University
- Rules and regulations of the College
- Opening day of the semester
- Internal assessment and model examination schedule
- Festivals and Celebrations
- End term theory examination schedule
- Date of beginning and end of semester
- Vacation schedule
- University curriculum, semester wise subject name and subject code

Schedule of co-curricular activities and extra-curricular activities

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://www.annaicollege.edu.in/index.php/login/handbook2020_21

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

31

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

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

35

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1502

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

1.3 - Curriculum Enrichment

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

In order to integrate the cross cutting issues relevant to gender, environment and sustainability, human values and professional ethic, the university has imbibed different types of courses in the curriculum.

Professional Ethics: Four compulsory courses namely Professional English for Physical Science, Professional English for Life Sciences, Professional English for Arts and Social Sciences and Professional English for Commerce and Management are framed by TANSCHE.

The Skill Based Common course on Computers for Digital Era is needed for the profession in the present era.

Gender: The following courses are based on gender issues – Thalithiyam, Women's Writing, Literature and Gender, Diasporic Women's Writing and Entrepreneurship and Industrial law

Human Values: Social Value Education imparts the need and importance for Value Based Living.

Environment and Sustainability: The following courses deal with awareness on Environmental Issues - Environmental Studies, Literature and Ecology, Sitilakkiyam, Green Chemistry, Basics of Biodiversity and conservation, Plant Biotechnology and Legal frame work of business.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

1

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

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

678

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	**Nil**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	View File
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

487

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

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

485

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

2.2 - Catering to Student Diversity

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

The preliminary assessment of learners' learning levels is done via different assessment stages to identify the learners' learning quotient and their abilities of learning range to classify slow learners and advanced learners. The following are the stages where students had to pass through Bridge course Test for UG students and Entrance Test for PG students. Preliminary Class Test and preliminary assignments are taken into consideration.

Various teaching styles are followed to reach the learning level of advanced and slow learners. Teachers prepare a Teaching plan for each unit which includes objectives, outcomes, learning levels, activities and assessment etc. The delivery is effectively recorded in the teacher's work done book which is monitored by HODs.

Advanced learners are encouraged to be the members of professional bodies – Quiz club and Literary Association.

Remedial Teaching classes are given to slow learners to cope up with slow pace of learning and also to enhance their holistic development. During the academic year 2020 - 2021 the College identified and categorised 394 students, across all UG and PG Programmes, as slow learners. Peer Tutoring is given to slow

learners using advanced learners. Advanced learners are directed to take micro classes for slow learners.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
1473	**69**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

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

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

Experiential Learning

Industrial visits, field trips, court visits and study tours are organized. The Periodic Softskills programme is conducted by ICT Academy for first year undergraduate students to develop their societal values and communication skills.Press Visit Programme is organized to enhance the experiential learning of the students. Project based learning ideated that all final year PG students' project works made them learn the scholastic value of the subject. Exhibition Cell is the frontrunner in organizing exhibitions for the students' contributions. Science albums and herbarium are developed and used by the science department students.

Participative learning:English Literary Club, Tamil Literary Club and Chem Club organized periodic programmes for English, Tamil and Chemistry department students. Classroom discussions are conducted at the end of every topic. Academic fests are organized to conduct a series of programmes and activities. The Peer teaching of advanced

learners for part II English and major subjects is conducted to enable them in participatory learning. Seminars, conferences, workshops, orientation programmes and exhibitions are conducted in the college. Departments are using Hot Potato, Nearpod, Kahoot and Quizizz as learning tools for participatory learning. The department of Zoology is rearing fish in the campus pond and also maintaining a medicinal garden.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

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

- Staff members started YouTube channels for learning content creation in video format and these would be streamed to students through smart classroom boards.
- Programmed learning materials – Desmos, Symbolab, Web 2.0 are used in the Department of Maths to increase the productivity of learning.
- Google classroom is used to manage and post course related information and learning materials, quizzes, lab submissions, evaluations, and assignments.

- Faculties utilized the benefits of power-point presentations in their teaching in a smart classroom. Smart classrooms are integrated with digital libraries, and academic websites for an effective presentation in a smart classroom.
- Seminars and Conference rooms are digitally equipped to conduct guest lectures, expert talks and various competitions that are regularly organized for students in online and offline modes.
- Faculties conducted online quizzes for students after the completion of each unit with the help of GOOGLE FORMS.

Students are counseled with the help of Zoom / Google meet application during covid19 days. Mentors created separate whatsapp groups for mentees and conducted periodic mentoring sessions

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

69

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

2.4 - Teacher Profile and Quality

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

69

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

41

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

848

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

- **As per the Manonmaniam Sundaranar university norms, there are three internal examinations conducted for students every semester. After the completion of every internal exam, concerned subject teachers evaluate the internal exam papers within three days using the parameters and weightage articulated by the university norms. Evaluated marks are filled in a dedicated mark entering sheet. Further, the students verify their marks and sign the document. After this confirmation, the concerned subject teacher would upload the marks in Exampro software (University's marks entering portal). Printouts of mark sheets after submission in portal are submitted to Head of the department. The Head of the department forwarded the mark sheets to the Principal.**

- **Practical Examination and Evaluationis done with transparency based on different parameters – teachers' assessment, practical records, performance and Viva-Voce.The final practical marks are to be signed by the students to ensure**

transparency in the verification process. Thus, the college is pro transperent in aligning with student centric approach in executing proper communication and verification manifested in the process of practical exam system.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

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

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

The evaluated answer sheets are given to students in class and clarify the doubts of students. The faculty undertakes individual grievances with a student on the paper if the student requires. After giving answer sheets, the faculties record their marks in internal mark sheets and direct the students to verify their marks and get signed for final entry in online software (Exampro) from university. If any student reports any issue regarding marks, this would be resolved by the concerned staff with an immediate effect. Staff members have to write an action taken report after addressing the issue. The exam grievance cell addresses any issue related to the exam and would resolve within two days in case of any issue.

The department level grievance mechanism addresses the students' grievances regarding classroom seminars and assignments pertinent to assessment. Students could register their grievances to HOD through tutors. The concerned Head of the department discusses the matter with the subject teacher to resolve the issue immediately. Hence, the grievances are addressed effectively using this time bound mechanism.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://docs.google.com/forms/d/e/1FAIpQLSdy7FSsUX7rLAm0a2u23wEU96P-7xeu7KdR_TTpqNeLRDft4A/viewform

2.6 - Student Performance and Learning Outcomes

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

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

The Programme outcomes and Course outcomes are incorporated in the curriculum for display on the University website which can be accessed by all the stakeholders. They are discussed elaborately in the first classroom session to devise a proper road map to achieve those course outcomes. Competencies and the performance Indicators for each of the programmes are defined and which in turn lead to design of comprehensive course level competencies and performance indicators. Lesson plan and assessment strategy for each course is devised to realize the specific outcomes at the end of the course which in turn contribute to the outcomes of the programme.

All classroom academic activities (seminars, Unit tests, and assignments) are put into place for each course by the respective faculty to achieve the comprehensive course outcomes of education. To maintain transparency, students are made aware of the evaluating methodology. Course outcomes of laboratory courses are published in the respective laboratory notice board.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://www.annaicollege.edu.in/iqac/2_6_1_Course_outcomes.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

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

The college has taken utmost care of measuring and evaluating the level of attainment of POs, PSOs and COs and judiciously followed formal mechanism for the measurement of attainment of the outcomes

- **Faculties prepared an elaborate MASTERPLAN containing unit wise outcomes and strategies and tasks for each course based**

on Bloom's new taxonomy to achieve the course outcomes at the end of each semester. Master plan based strategies worked out for real time classroom situation are used to amplify the course outcomes. Feedback for each course is collected from the students at the end of the course and consolidated for outcome evaluation.

- The institution organizes seminars and webinars for students related to their learning subject to reinforce the Course outcomes aspect for overall objective.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

577

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	http://www.annaicollege.edu.in/iqac/ANNUAL_REPORT_-_2020_-_2021.pdf

2.7 - Student Satisfaction Survey

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

https://docs.google.com/forms/d/1b0AKTNS5DRJdDNsvO0TBnkoW2CsoPl1-fsnVir1Pf1c/edit

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

28

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

Our Annai Velankanni College Administrative Board has created an ecosystem for both under-graduate and post-graduate students to explore their new innovative ideas and sharing of their knowledge with other likeminded in their areas of interest. Students with innovative ideas can approach the specialized teachers who are guiding them in their work and later their work is presented in competitions or seminars conducted by the affiliated colleges of the same University and other Universities. The Research committee of our college inculcates research culture among the Students and encouraging them for critical thinking. This research platform provides an opportunity for students to express their academic talent and promotes interaction among academia. Our college has also taken initiative steps towards developing ecosystem for innovations and knowledge sharing methods. The faculty members are empowered to take up research activities utilizing the inherent skills. The Research committee of our institution motivates students and faculty members to extend the scope of exploring their new ideas in the field of research and development. This research committee extends its techniques for students and faculty to know how to write research papers. It also arranges research methodology workshops for development of the faculty and students and motivates students and staff for presenting the research papers at national/international seminars or conferences. Our campus avail the needful facilities for the students and faculty to carry out their research activities, such as;

- Wi-Fi throughout the campus
- Internet facility of 35 Mbps is available to students and staff.
- Computing facility is available and adequate licensed software is also available.

Well-furnished Seminar hall and Auditorium with a seating capacity of over 900 audience are available to conduct seminars, workshops, guest lectures, and discussion on technical paper/project presentations, cultural activities, and screening of informative educational movies.

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

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

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

4

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

3.3 - Research Publications and Awards

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

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

18

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

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

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

45

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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

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

35

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

3.4 - Extension Activities

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

Our College organises students participation in various extension activities with a dual objective of not only sensitizing students about various social issues, but also contribute to community and strengthen community participation. NSS units of college take part in various initiatives like Camps, Swachh Bharath Missions, Awareness programmes, and Programmes of Utilitarian Purpose.

Programmes of Utilitarian Purpose

Sl.No.

Date

Participation

Event Name

```
Place / Resource Person


    1.

April-2021

15 NSS Men Volunteers

Election Duty Willingness

Karungal Police Station

2

22-01-2021

10 NSS Volunteers

Medical Camp

Government Higher Secondary School, Ozliparai, Keezkulam.

3

27-5-2021

25 NSS Volunteers

Vaccination Camp AVC

Govt. Primary Health Centre, Killiyoor
```

File Description	Documents
Paste link for additional information	http://www.annaicollege.edu.in/index.php/log in/allgallery
Upload any additional information	View File

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

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

0

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

1

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

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

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

25

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

3.5 - Collaboration

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

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

5

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Annai Velankanni, college has 162643.16 sq.mts of land with a built-up area of 18765.21 sq. mts. from the very first outset of its establishment, the college has been maintaining its standards in infrastructure provisions. The college has adequate number of

classrooms as per the requirements of the statutory body. At present 60 classrooms fulfill the needs of the student community. There are 10 smart classrooms for UG and 5 smart classrooms for PG. Laboratories are elaborately equipped to provide practical for students at undergraduate, post graduate and research level. There are 5 UG and 4 PG Laboratories, 3 Research labs, 7 Research centers and a common computer lab. The Research centers have their own separate Research rooms and libraries.

The library has a vast collection of Books, Journals News papers and it is substantially computerized and the icampus barcode system is adopted.

OPAC system of Catalogue is used.

Campus is provided with free WiFi through seven access points.

INFLIPNET and N-LIST is also for online access.

The library provides open access to all faculties and students

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

There is a spacious multipurpose hall and a mini hall for cultural and other activities. They are well facilitated with audio-visual systems, which are maintained regularly.

The multipurpose hall 723.55 sq.mts. can accommodate around 900 students which is the venue for the cultural activities.

The mini hall is used as Yoga Centre, and can accommodate around 300 students.

The college has necessary outfits and garbs for classical and modern cultural activities .

The college has a large playground which is well maintained. The 9310 sq.mts of sports field with ample space for indoor and outdoor

games.

Outdoor games:

Basket ball ground 30*16= 480 sq.mts

Volley ball gound 3*(20*12)= 3*240=720 sq.mts

Kabbadi ground 2*(12*16)= 2*192=384 sq.mts

Kho kho 2*(29*16)= 2*464= 928 sq.mts

Badminton ground 6.5*14= 91 sq.mts Ball badminton ground 25*13= 325 sq.mts

Foot ball ground 110*50= 5500 sq.mts

Hand ball ground 42*21= 882 sq.mts Indoor games

Table tennis Chess board Carom board

Track Events

Long jump pit and sectors for throwing events Adequate first aid facilities

A stock room and dressing room for players

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

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

18

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

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

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

8685074

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

4.2 - Library as a Learning Resource

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

Name of ILMS software : i-campus

Nature of automation (fully or partially) Version : Fully

Year of Automation : 2019

Library is automated using integrated library management system

The college library has furnished room of 766.3 sq.mts area. It provides open access library facility which helps easy to use library and act as a learning knowledge centre which is fully automated

Library is substantially computerized and the icampus barcode system

is adopted.

Online Public Access Catalogue (OPAC) system.

Free wi-fi facility is provided to students and staff

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

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

B. Any 3 of the above

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

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

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

141515

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

14

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

4.3 - IT Infrastructure

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

Recognizing the significance of technology in education, the institute has launched many measures to modernize its IT infrastructure. Annai Vellankanni College,Tholayavattam employs information technology to gain a competitive advantage in its primary fields of teaching and research. It also includes data, Wi-Fi campus, a learning management system, online services, and email.

The Institute attempts to provide IT services to its students 24 X 7. Classes were held online for students across all programmes during the lockout due to the Covid epidemic. During this time, our IT infrastructure is capable of running the courses smoothly. The institute's IT network is the foundation of all Institute-related activity.

The institute's network is entirely based on the BSNL internet infrastructure. All users on campus now have secure Wi-Fi access thanks to BSNL equipment. Our college's IT infrastructure is updated on a regular basis since it feels that an organization's IT is evolving at a rapid pace.

The IT budget allocation is in accordance with current requirements and anticipates future ones. Every year, a budget is set aside to enhance the present setup and replace worn-out and obsolete equipment. The institute recently invested around 39,350 rupees in the upkeep alone.

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

4.3.2 - Number of Computers

151

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

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

8685074

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

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

Established systems and procedures of Annai Velankanni College are upheld and perpetuated by the faculty members of the institution and skilled staff appointed by the management.

Policy for Physical, Academic and Support facilities:

- **Maintenance of the laboratories, library, sports complex, classrooms etc are under the supervision of HODs, Librarian and Physical Director.**
- **Separate stock registers are maintained in each section.**
- **Students are made to use the laboratory, library and play ground as per the timetable and outside the class hours.**
- **The maintenance of the whole of the College is being monitered by the Vice Principal.**

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

125

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

195	

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0	

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

0	

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

24

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

220

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

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

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

1

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

5.3 - Student Participation and Activities

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

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

0

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

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

STUDENTS REPRESENTATIVE COUNCIL

Students Representative Council is a central campus body of a shared governance process which is meant to serve as a bridge of integrated effective implementation of inclusive system. It is primarily responsible for the potent execution of co curricular and extracurricular activities through students' committees.

Students' representative council

- **Students' representative council is an active and dynamic body to promote cordial relations between students and teachers, and also to support the implementation process of students' beneficial activities and programmes.**
- **Every class in every department selects a class representative. All the class representatives come together to form "Departmental student's council" . The council conducts regular meetings with Tutor which are supervised by the Head of the department. Class committee is formed in every class consisting of five members including boys' representative and girls' representative. They used to meet frequently to discuss their class agenda in regular meetings and the minutes of which are recorded in class committee register.**

- **The prime objective of the students' representative council is enabling the students' Council in cooperation and participation of the students of all levels in academic, administrative, extra-curricular, cultural, social and other activities.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

1

File Description	Documents
Report of the event	[View File](#)
Upload any additional information	[View File](#)
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

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

Annai Velankanni College Alumni Association is an integral embodiment of our college. It has been in forefront in executing the financially supporting programmes to the presently studying students of the college. Alumni Association is officially registered under section (S.No -34/2015) of Tamil Nadu Societies regulation act, 1975.Alumni association's annual meet will be held on 26th of December of every year. The meeting is conducted to socialize among the alumni, join hands together for a good cause and also to share their memories of this college. Since the inception of the alumni association, 29 batches of students passed out of this college. The alumni of the college are placed in small and medium scale industries, education, business, professional fields, entertainment and media industry, academics and social work domains.

Alumni's financial contributions

- **The Physics department has got Rs.43500/- through alumni's contribution in 2020-21.**
- **The chemistry department alumni contribution Rs. 10000/-.**
- **The BBA department alumnus contributed Rs. 15000 tuition fee for economically weaker students.**

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Nature of Governance:

The institution follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration. The Governing Body delegates authority to the Secretary/Correspondent and Principal who, in turn share it with the different levels of functionaries in the college. The Heads of Departments, the Conveners of various committees and cells along with the staff representatives on higher decision-making bodies play an important role in determining the institutional policies based on the vision and mission statement of the Institution and implementing the same.

File Description	Documents
Paste link for additional information	http://www.annaicollege.edu.in/index.php/login/vision
Upload any additional information	View File

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

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

Decentralization

Institution has a mechanism for delegating authority and providing operational autonomy to all the functionaries to work towards decentralized governance system.

Principal Level

The governing body delegates all the academic and operational decisions based on the opinion of the Staff Council headed by the Principal in order to fulfil the vision and mission of the institution.

HOD Level

Every department is headed by the HOD and he/she is responsible for the smooth functioning and the discipline of their students and should plan ahead to achieve the vision and mission oftheir department by getting the full co-operation from their department colleagues.

Faculty Level

Faculty members are given representation in various committees/cells and allowed to conduct various programmes to show their abilities. They are encouraged to develop leadership skills by being in charge of various academic, curricular, co-curricular, and extracurricular activities. They are given authority to conduct industrial visit, study tour, extension programmes, awareness programmes and to have tie up with industries and industry experts and appointed as coordinators and convenors for organizing seminars/webinars/workshops/online workshops/conferences/FDPs, etc

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic/perspective plan

The strategic/perspective plan of Annai Velankanni College as a joint venture of priests and the laity for the next five years for administrative effectiveness and achievement includes moving up with full-fledged Higher Education Institution with permanently affiliatied to University, conducting job oriented and self-employment oriented courses, upgrading the undergraduate courses into Post-Graduation, Pre-PhD, and research centers, working towards excellence in NAAC accreditation, and obtaining autonomy.

It is effectively deployed to focus on bringing quality improvements in the areas of: 1. Curricular Planning and Implementation 2. Teaching- Learning Processes 3. Research, Collaboration and Extension Activities 4. Academic infrastructural facilities 5. Student Support Activities and Student Progression 6. Internal Quality Assurance System 7. Institutional Values and Best Practices 8. Governance, Leadership and Management At the beginning of the academic year, various bodies and committees that constitute the Organogram of the institution, chalk out the strategic plan of events and activities which will support the growth and development in these key areas and at the end of the year, a review is taken about implementation and the outcomes of the perspective plans.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	http://www.annaicollege.edu.in/iqac/STRATEGIC_PLAN.pdf
Upload any additional information	[View File](#)

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

The Institutional Body Comprises of the President, Secretary, Joint Secretary, Treasurer, Principal, Vice Principal, Heads of various Departments, Office Superintendent, Staff, non-teaching staff members and drivers. The Academic Council comprising the Principal, Vice Principal and Heads of Departments meets periodically and need basis during the academic year for planning and executing the activities of the college. On the basis of the academic calendar of the affiliated University, the number of working days, programmes and examination schedule is followed. Based on the University Calendar a college calendar is prepared mentioning the year plan of the college for executing it as per the schedule. All the planning and the execution of academic programmes are monitored regularly by the management people.

Committees are created for the purpose of rapid multifaceted development of our institution. Vice Principal of our college is given charge of specifically managing the public relations, oversees the prayer and announcement given for students and also take care of the issues on sexual harassment and ragging. Association and clubs are formed for student's enrichment in arts, literature and science. Steps are taken by the management such as providing special training, nutritional food and sports accessories in order to develop student's interest in sports.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://www.annaicollege.edu.in/iqac/ORGANOGRAM.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	[View File](#)
Screen shots of user inter faces	[View File](#)
Any additional information	[View File](#)
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

Christmas Gift for all teaching and nonteaching faculty members. The institution pays Gratuity while retirement. The management provides medical leave for 10 days per annum with half pay, lady staff entitles to take Maternity Leave for 90 days. Institution honours Ph.D. holders through public media and also with ponnadai during college day celebrations. College appreciates the teaching staff with Paper Publication awards and Book Publication awards during College Days. The college management enhances two increments in salary structure on completion of Ph.D. for teaching staff. The institution allows Voluntary Retirement scheme for teaching staff at the age of 55. Management provides grants for paper presentation and publication in conferences/workshops. The institution honours the faculty of both teaching and nonteaching who have completed 25 years of service in our esteemed institution with an award. The Management is keen on extending the benefits of "Employees Provident Fund" to the employees of AVC. Eligible regular employees are registered under the EPF scheme as per Government norms. The management participates in all the invited functions of both teaching and nonteaching staff. The College also honours the staff members who serve unanimously without taking any casualty leave in an academic year.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

2

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

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

3

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

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

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

24

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

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

The teacher's performance is appraised through his/her implementation of innovative methodologies in classroom teaching, tutorials, course delivery, seminars, question paper setting and evaluation, updating of materials, etc. Besides the above criteria, the feedback from the students and the pass percentage of the courses handled by the concerned faculties are also considered. The teaching faculties fill the above set performance appraisal report in a given prescribed proforma which includes all the above set related to points and sub points. Filled report is revised by the HOD in order to assess the attitudinal, behavioral and professional aspects of the faculty concerned. Appreciation and encouragement is given to the efficient faculties who is proficient.

For Non Teaching Staff technical contribution of individuals such as subject knowledge, awareness, quality, productivity, diligence, innovation, willingness to learn, etc. Besides, non- teaching staff are also assessed by our management for their behavioral aspects like group behaviour, acceptability, punctuality etc. They are appreciated and encouraged for their honest work.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit

objections within a maximum of 200 words

The institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit may evaluate and improve the effectiveness of risk management and governance processes in the institutions. On the other hand, an external audit is carried out by independent auditors in accordance with the law. The institution follows a well-defined financial policy for effective and optimal utilization of financial resources for academic and administrative purpose. The budget is prepared well in advance by taking into consideration the financial requirement of every department. In the institution, both internal and external audits are conducted regularly. The external audit is done by chartered accountants Arockiasamy and Charles regularly as per the government rules.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

1381424

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

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

The Institution has a transparent and well planned financial management system.

Optimal Utilisation of Resources

- **The Institution is a centrally managed non-profit organization with honorary governing body members which ensures the income generated is spent optimally in the institution itself.**
- **Funds are provided to meet the infrastructure requirement of the institution while construction of buildings, starting new programmes, research centres, modifying the grounds and making the campus loveliness.**
- **The management spends and provides finance to seminars/workshops/expert talks/Association activities/Faculty Development programmes**
- **The extra curricular activities of the students are a major concern and adequate funds provide for Sports and Cultural activities**
- **Scholarships to the deserving students**
- **Provident fund(PF) benefits is provided to the Management appointed staff**

Mobilisation of Funds

- **The funds are mobilised through the fees paid by the students, voluntary contributions collected from students and others, funds raised by alumni association.Fees is also collected from the students for Job-oriented training programmes, for driving course, and transportation charges are collected who all avail the college bus.**
- **Transparency and accountability is ensured by conducting an annual audit of the financial statement**

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

6.5 - Internal Quality Assurance System

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

Annai Velankanni College, Tholayavattam, has a strong culture of institutional functioning that involves all stakeholders, particularly professors, students, and non-teaching personnel. Throughout every level of the institution's operation, the IQAC has worked to institutionalize quality assurance methodologies and processes. The IQAC took the responsibility for maintaining the quality of the college's administrative and academic sections'

operations. The teaching staff is inspired and motivated to use ICT tools for regular teaching in the campus. To make them aware of present and future problems and possibilities, we have conducted various ICT training programs for both teaching and non-teaching staff members

From developing techniques to improve the teaching-learning process through increasing use of ICT to broadening the use of ICT in the classroom, enlarging the library's breadth, developing it into a multifaceted knowledge platform, and signing Memorandums of Understanding with research institutes to re-define the parameters of a vitalizing, education that is both relevant and comprehensive. The IQAC has been an active participant in the whole process and procedure of benchmarking.

IQAC determined to expand usage of ICT facilities and to provide insight into the facility throughout the daily learning process.

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

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

It has been one of the primary concerns of IQAC to adopt practices, which will provide quality education to the students through an effective and meaningful teaching-learning process. This plays an instrumental role in enhancing the quality of the academic and co-curricular endeavours of the College in keeping with its vision and mission. IQAC achieves this through mainly two practices, viz.

Regular meeting of the IQAC is conducted in a well-planned manner and we execute the decisions taken in that. It includes collecting feedback from stakeholders like students, parents, staff and alumni to facilitate teaching-learning reforms. This helps in obtaining an unbiased and honest opinion about the institutional performance especially in academics. Student feedback of teachers is conducted regularly. A careful analysis of the feedback received is done and communicated to the teachers to enable them to enhance their teaching skills and their relationship with the students.

Every year our College participate inNIRF Ranking process it gives us to promote a competitive excellence in the higher educational institutions. The NIRF Ranking will also benefit students who are aspiring to pursue higher education in our College.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

`C. Any 2 of the above`

File Description	Documents
Paste web link of Annual reports of Institution	http://www.annaicollege.edu.in/iqac/ANNUAL_REPORT_-_2020_-_2021.pdf
Upload e-copies of the accreditations and certifications	[View File](#)
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The College gives more importance to safety and security of the girl students and women faculties. To ensure their safety and security some measures are taken in this college. The Discipline Committee of this college monitoring the security and safety of the campus. Frequent programs are organized to enhance the confidence for the

girl students. Enough light arrangements are provided in the campus and all the rooms.

- The whole college is under the surveillance of CCTV cameras. The college has provided separate staircase with grill for the girl students to ensure their safety.
- The institution provides separate common room for girls.
- To maintain hygiene incinerator is provided in the separate rooms provided for the girls.
- Programs regarding the violence against girls, women empowerment, leadership for women, gender equity etc., are conducted in the college.
- Health awareness programmes are conducted frequently.
- Legal awareness programmes are also conducted in the college.

File Description	Documents
Annual gender sensitization action plan	http://www.annaicollege.edu.in/studentcorner menu/Women_Cell_Action_Plan_2020_-_2021.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.annaicollege.edu.in/studentcorner menu/FACILITIES_FOR_GIRLS.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college maintains its green campus which is clean and eco-friendly. Producing waste at lower extent is practiced in the campus

by the faculties and students.

- **Bins are kept at different places on the college campus. Roller Box Bins are kept in every block to collect the road waste.**
- **To collect the non-degradable waste Parrot Bin, Dolphin Bin, Monkey Bin, Rabbit Bin, Fish Bin are kept in the campus.**
- **The waste is collected separately as degradable and non-degradable.**
- **The degradable waste collected from the campus such as fire wood and paper waste are converted into fertilizer by the compost pit available in the campus.**
- **The non-degradable waste such as glassware, plastic etc are collected by the municipality as per needs.**
- **The food waste is handed over to pig farm.**
- **The sewage water is used to the nearby trees by partial waste recycling system in the college.**
- **The chemical waste from the laboratories is made to undergo a process of leaching and purified.**
- **Waste management committee of our college sends the non working laboratory equipments, computers, monitors, printers, batteries etc to scraps.**

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and	A. Any 4 or all of the above

facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

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

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

The college provides best inclusive environment. The local people and the students from the nearby villages are studying in this college. Even in the admission process, the college follows the government rules and regulations. The statutory committee of this college takes more care in admitting the students from each category.

- **Onam is celebrated in this college and Onam competitions are conducted.**

- **Every year in the inaugural day, reading of holy books of all religion is practiced and encouraged.**
- **The institution celebrates Independence Day, Republic Day, Gandhi Jayanthi, National Integration Day, Martyr's Day and teachers' Day every year.**
- **To make the students aware of the contributions of the great Indian Scientists, the college organizes various programmes to celebrate their birthday.**
- **To enhance the sense of brotherhood the college celebrates religious and cultural festivals.**
- **Students from different religions and cultures celebrate together with zest to propagate unity in diversity.**
- **Festivals like Christmas, Deepavali are celebrated in this**

college.

- Harvest festivals like Pongal and Onam celebrated to mark the significance of unity through cultural prospects.
- SC/ST cell conducted awareness programmes in the college regarding the Role of Human Rights in Equality and Social Justice.

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

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

Annai Velankanni College organises activities that strengthen our constitutional values and responsibility towards our nation.

The college conducts the following Programmes inseminating citizens' responsibilities

- The college has conducted Awareness programme on Duties and Responsibilities of Citizen

- Teachers day is celebrated every year.

- The college enshrines the sovereign and democratic values of our nation by commemorating the Independence Day and the Republic Day annually.
- Voter's Day and Voter's Awareness Programmes are organised in the college to create awareness of youth towards their constitutional rights and duties.
- To inculcate the patriotism among the students, giving respect to National Anthem is practiced in the college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://www.annaicollege.edu.in/studentcorner menu/7_1_9_DOCUMENT_NEW.pdf
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**B. Any 3 of the above**

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

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

Annai Velankanni College Tholayavattam celebrates national festivals, birth and death anniversaries of the great Indian personalities.

- **The institution celebrates Independence Day, Republic Day, National Integration Day, Martyr's Day, Education Development Day and teachers' Day every year.**
- **The students imbibe the feeling of patriotism and the ideologies of non-violence and valuable contribution of our leaders.**
- **To make the students aware of the contributions of the great**

Indian Scientists, the college organizes various programmes to celebrate their birthday.

- To inspire the role of women and to enhance the upliftment of women, the college celebrates women's day every year on March 8th.
- Various achievements of women in social, economic, cultural and political sector is highlighted through these celebrations.
- The Institution commemorates the birth / death anniversaries of great Indian personalities like Dr.A.P. J Abdul Kalam, Dr. Srinivasa Ramanujan, R.K.Narayan and Mahatma Gandhi.
- World soil day is celebrated and a hands-on training given to PG students.
- Charles Babbage birth anniversary is celebrated every year.
- The national anthem is sung in all the functions and the National Anthem is sung at the end of the class hours in the evening every day.

Thamizh Thaai Vaazhthu is used to sing every morning after the prayer

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

7.2 - Best Practices

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

Best Practice- 1

PTA Meeting

The Practice:

Report of the Previous Meeting, will be read. The Principal tells the activities of the College and changes in the existing system will be informed to the parents through this meetings, which is followed by interactive session, during which time parents opens their views and queries which will be answered. After the Meeting,

the parents visit the departments where they have an interaction with the Tutors and Heads. In the departments, academic growth of the wards are appraised to the parents.

Evidence of Success:

Totally 490 Parents participated in the meeting.

Problems encountered:

Parents away fromdue to their occupations unable to attend the meetings.

Best Practice - 2

Providing National English daily to all students.

Goals:-

To provide opportunities to students to enhance their General knowledge in different fields, develop their reading habits and spoken language.

Evidence of success:-

"The Hindu" newspaper is delivered on daily basis in a concession rate to the students through their departments.

Problems encountered:-

It is hard to assess whether the students go through the daily newspaper, so a monitoring system can be implemented.

File Description	Documents
Best practices in the Institutional website	http://www.annaicollege.edu.in/iqac/Best_Practices11.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Achieving the Vision of our college by setting year wise thrust areas is the distinctiveness of our college. The thrust area of the year 2020-2021 is the Year of Integral Well being. The theme of the thrust area aims to help our students and the communities to thrive in the pandemic environment. The pandemic situation distorted the financial, physical and mental health of the students. To improve the mental health of our students, counseling cell of our college conducted counseling programmes through online.

Our institution carried out several activities based upon this inside and outside the campus. The villages adopted by our college during the pandemic period get benefits through these activities.

1. In the academic year, our institution functioned as rehabilitation centre for the Corona quarantine wards of the fishermen community of Thengapattanam who returned from Iran.
2. Covid-19 vaccination camp for our students, staff and the public of the nearby communities.
3. To know the importance of medicinal plants and palm trees, medicinal plants gardening and planting palm trees (state tree of Tamilnadu) in the campus are done.
4. Issuing masks to adopted villages.
5. Pond cleaning is done by the NSS volunteers of our college in adopted village.

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

7.3.2 - Plan of action for the next academic year

1. Apart from the existing canteen, we are constructing a new Canteen very soon so as to meet the demand of the group population in the college,

2. To construct 200 mts track for strengthening athletics ,

3. To upgrade science laboratories with new equipments,

4. To invest more in the teaching learning tools so as to achieve Academic Excellence