



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

1. Name of the Institution	GOVERNMENT ATRS COLLEGE FOR MEN
Name of the head of the Institution	Dr .R.Jayachandran
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	044-24351048
Mobile no.	9444337980
Registered Email	gacatchn35@yahoo.co.in
Alternate Email	iqacgac35@gmail.com
Address	329, Annasalai, Nandanam
City/Town	CHENNAI
State/UT	Tamil Nadu
Pincode	600035

#### 2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	13-Aug-2004
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr S C Bamarani
Phone no/Alternate Phone no.	04424310589
Mobile no.	9500079268
Registered Email	gacatchn35@gmail.com
Alternate Email	iqacgac35@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://gacnandanam.com/wp-content/uploads/2021/01/AQAR%202018-19.pdf">http://gacnandanam.com/wp-content/uploads/2021/01/AQAR%202018-19.pdf</a>
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### 4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:  
Weblink :

[http://gacnandanam.com/wp-content/uploads/2019/01/nan\\_June\\_to\\_april](http://gacnandanam.com/wp-content/uploads/2019/01/nan_June_to_april)

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	B	2.68	2012	10-Mar-2012	09-Mar-2017
3	C	1.86	2019	08-Feb-2019	07-Feb-2024

### 6. Date of Establishment of IQAC

18-Aug-2006

### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Introduction of	04-Feb-2019	16

Certificate Course in Communicative Skills in English (Level )	30	
UGC Sponsored International Workshop on 'NEXTGEN' Technologies Data Science and Machine Learning with Python	21-Aug-2019 1	126
TANSICHE sponsored National Conference on Conserving Plants for Generating Livelihood - 2020	13-Mar-2020 2	160
Six days webinar series on Living through Literature:Conventions and Connotations	22-Jun-2020 6	215
National Webinar on 'Covid-19 and its Implications on the Tourism Industry'	12-Jun-2020 1	269
Webinar on Effective Strategies to Eradicate Bonded Labour in TN	29-Jun-2020 1	395
Webinar on 'Impact of Covid-19 on Immigrants & Migrants'	13-Jun-2020 1	393
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**8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2020 0	0
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<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes

Upload the minutes of meeting and action taken report	<a href="#">View File</a>
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
1. Initiatives to start new certificate courses 2. Technical help from IQAC for online E Quiz and Webinars 3. Prompt updation ( though digitalisation) of the academic activities like webinar etc of the faculty 4. IQAC organised an E QuizEvent registered under UN World Environment Day 5 5. IQAC has taken initiative to form EcoClub along with Dept. of Botany.	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achivements/Outcomes
to invite eminent Alumni as Guest Speakers	Dept of Botany invited one such emiment alumnus
To organise seminars and conferences	TEN seminars (including online) and 7 Online Quiz
To encourage the faculty to participate in seminars	Faculty members' participation via online owing to pandemic : 35 state level webinars, 695 national level webinars, 166 international level webinars, One state level, 19 national level and 22 international level Seminar/Conferences
To begin certificate course	A Certificate course in Communicative Skills in English -Basic Level 1 was launched by the Dept of English
Online Performance Appraisal	Performance Appraisal of the Faculty members have been collected through mail and Faculty members are encouraged to submit all the documents in the form of soft copy.
To develop econtent	EContent developed by the departments were uploaded in the college website
<a href="#">View File</a>	
14. Whether AQAR was placed before statutory body ?	Yes
Name of Statutory Body	Meeting Date
College Council	09-Aug-2021

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	<b>Yes</b>
Date of Visit	<b>26-Oct-2018</b>
<b>16. Whether institutional data submitted to AISHE:</b>	<b>Yes</b>
Year of Submission	<b>2017</b>
Date of Submission	<b>28-Dec-2017</b>
<b>17. Does the Institution have Management Information System ?</b>	<b>No</b>

### Part B

#### CRITERION I – CURRICULAR ASPECTS

##### 1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
<b>MSc</b>	<b>NIL</b>	<b>Nil</b>	<b>Nil</b>
<b>No file uploaded.</b>			

1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
<b>BA</b>	<b>English</b>	<b>29/04/2019</b>	<b>English for Competitive Examination 191521</b>	<b>29/04/2019</b>
<b>BA</b>	<b>Economics</b>	<b>29/04/2019</b>	<b>Entrepreneurial Development 191361</b>	<b>29/04/2019</b>
<b>BBA</b>	<b>HRD</b>	<b>25/04/2019</b>	<b>NMEC</b>	<b>25/04/2019</b>
<b>MSc</b>	<b>Physics</b>	<b>29/04/2019</b>	<b>M.Sc: MICROPROCESSOR 8086 AND MICROCONTROLLERS (196223); RESEARCH METHODOLOGY, COMPUTATIONAL METHODS AND C PROGRAMMING (196211)</b>	<b>29/04/2019</b>

<b>Nil</b>	<b>Computer Science</b>	<b>25/04/2019</b>	<b>166612-Machine Learning Techniques</b>	<b>25/04/2019</b>
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## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>Nil</b>	<b>nil</b>	<b>Nil</b>
<a href="#">View File</a>		

### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
<b>Nil</b>	<b>already adopted</b>	<b>Nil</b>

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>Value Education</b>	<b>25/04/2019</b>	<b>959</b>
<b>EVS</b>	<b>26/04/2019</b>	<b>959</b>
<b>Soft skills</b>	<b>25/04/2019</b>	<b>1190</b>
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
<b>MA</b>	<b>Tamil</b>	<b>12</b>
<b>MA</b>	<b>English</b>	<b>26</b>
<b>MA</b>	<b>Economics</b>	<b>18</b>
<b>MA</b>	<b>History</b>	<b>24</b>
<b>BBA</b>	<b>HRD</b>	<b>40</b>
<b>MSc</b>	<b>Physics</b>	<b>19</b>
<b>MSc</b>	<b>Chemistry</b>	<b>12</b>
<b>MSc</b>	<b>Botany</b>	<b>20</b>
<b>MSc</b>	<b>Aquaculture</b>	<b>9</b>
<b>MSc</b>	<b>Computer Science</b>	<b>15</b>
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## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No

Alumni	No
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

#### Feedback Obtained

The College adopts an online Feedback System. The aim of the system is to take into consideration the feedback provided by the students and make considerable changes wherever necessary. The faculty members are given the inputs based on the evaluation of the feedback. This in turn makes the teaching, learning and evaluation process function efficiently. A standard feedback format is given online which consists of aspects like Subject knowledge, Teaching skill, Punctuality, Evaluation etc. Students are also encouraged to give constructive feedbacks through tutors or the student cell. Based on the questionnaire the performance is evaluated. The feedback committee looks into the metrics and evaluates the feedback. Feedback in general pertaining to infrastructure and other facilities are dealt by the Principal and the committee. Necessary steps are taken and action related to the same is followed up. Thus the formative feedback is used in the improvement of quality of course design and delivery, as well as student learning experiences.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	All PG Courses MA/M.COM/M.Sc	418	750	177
BA	All UG Courses BA/BBA/ B.COM/B.Sc	1226	3300	1074
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### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1074	177	10	Nil	160

### 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
170	114	8	6	2	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes. Mentor system is one of the key factors in establishing an efficient teaching learning system. The college has one such effectual system wherein the tutor and the ward are in constant touch with each other. The tutor-ward system functions right from the day of admission. The tutors keenly follow the admission process and maintain a record of the same. The students are given an orientation on the first day by the Principal and the Head of the department followed by the tutor so as to help them understand the rules and regulations and the academic scenario like infrastructure facilities, teaching learning methodologies, opportunities for participating in cocurricular and extracurricular activities and training and placement. The tutors constantly monitor the students' attendance and their academic progress. The tutors maintain an individual personal record of all the students in the personal biodata record issued to every tutor. The record includes Personal Information, academic Record, academic performance, scholarships/awards received, co-curricular and extra-curricular activities. The mentors meet the students periodically/as and when needed and monitor their performance and activities. in academics, career advancement, campus/hostel, personal issues etc. Parents are intimated if there is an issue. The Tutor Ward system witnessed its fullest success during the COVID pandemic in augmenting the students to appear for the online evaluation process. Without such an efficient system the evaluation process would not have been successful at a crucial time.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3066	170	1:18

### 2.4 – Teacher Profile and Quality

#### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
182	170	10	Nil	122

#### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. K. Selladurai	Assistant Professor	Aasiriyar Semmal Award
2019	Dr. K.K. Muruganantham	Assistant Professor	Tamil Nithi Viruthu
2019	Dr. R. Bhavani	Professor	Best Teacher Award
2019	Dr. Mujeera Fathima	Professor	Senior Botanist Award
2019	Dr. S. Malathy	Assistant Professor	Dr. Abdul Kalam Teaching Excellence Award
2019	Dr.R.Kothandaraman	Assistant Professor	Noolahar Kalaimani Virudhu 2019
2019	Dr.R.Kothandaraman	Assistant Professor	Outstanding Service Award 2019

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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MCom	60,72	4,2020	28/09/2020	12/10/2020
MA	51,53,55,56	4,2020	28/09/2020	12/10/2020
BBA	18	6,2020	28/09/2020	12/10/2020
BCom	30,32	6,2020	28/09/2020	12/10/2020
BSc	22, 24, 25,21,23,26	6,2020	28/09/2020	12/10/2020
BA	11,13,15,16	6,2020	28/09/2020	12/10/2020
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
Nil	Nil	Nil

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<a href="http://gacnandanam.com/course-outcomes/">http://gacnandanam.com/course-outcomes/</a>
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2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
16	BA	Tamil	67	64	96
15	BA	English	61	58	95
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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<a href="http://gacnandanam.com/feedback-form/">http://gacnandanam.com/feedback-form/</a>
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## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No
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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
National	nil	NIL	Nill	Nill
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### 3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	365	TNSCST	7500	7500
Major Projects	730	SFRI	880000	540000
Minor Projects	365	ICCSR	300000	125000
Minor Projects	365	TANSCH	100000	Nill
Students Research Projects (Other than compulsory by the University)	365	TANSCH	15000	15000
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

4
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### 3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
A seminar on Quality Initiatives	IQAC	12/12/2019
UGC Sponsored International Workshop on NEXTGEN Technologies Data Science and Machine Learning with Python.	Computer Science	21/08/2019
National Webinar on Covid-19 and its Implications on the Tourism Industry	History	12/06/2020
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### 3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
nil	Nill	Nill	Nill	Nill
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### 3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
nil	Nill	Nill	Nill	Nill	Nill
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## 3.4 – Research Publications and Awards

### 3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Tamil	2
Commerce	4
BBA	1
PHYSICS	1
Chemistry	1
Botany	5
Zoology	3
Aquaculture	1
Computer Science	6

### 3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Tamil	26	Nill
National	English	1	6.3
National	Corporate Secretaryship	1	Nill
National	BBA	2	5.1
National	Chemistry	4	2.2
International	Botany	4	3.2
International	Zoology	20	Nill
International	CSC	12	.95
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### 3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Tamil	3
English	3
History	1

Economics	2
Commerce	9
Mathematics	9
Chemistry	1
Physics	19
Botany	2
Zoology	1
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#### 3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
nil	Nil	Nil	Nil
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#### 3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Growth and spectroscopic studies on the L-Tartaric acid doped ammonium dihydrogen phosphate non-linear optical single crystals 1	Arulmani, S., Venkatesan, A., Rajasaravanan, M.E., Senthil, S.	Materials Today: Proceedings	2019	1	Govt. Arts College (Autonomous), Nandanam, Chennai	1
Studies on growth, thermal, vibrational and optical characterization of a novel nonlinear organic single crystal of L-Isoleucine hydrogen maleate hemihydrates (LIM)	Hemalatha, A., Deepa, K., Venkatesan, A., (...), Madavan, J., Senthil, S.	Materials Today: Proceedings	2019	1	Govt. Arts College (Autonomous), Nandanam, Chennai	1

The preparation of dye sensitized solar cells using natural dyes extracted from Phytolacca icosandra and Phyllanthus reticulatus with ZnO as photoanode	Sanjay, P., Isaivani, I., Deepa, K., Madhavan, J., Senthil, S.	Materials Letters	2019	2	Govt. Arts College (Autonomous), Nandanam, Chennai	2
Synthesis, growth, optical, mechanical and dielectric studies on NLO active monometallic zinc iodate [Zn (IO <sub>3</sub> ) <sub>2</sub> ] crystal for frequency conversion	G.J. Shanmuga Sundara S.M. Ravi Kumar M. Packiyaraj S. Selvakumar D	Materials Research Bulletin	2019	Nill	Department of Physics, Governments Arts College (Men), Nandanam, Chennai, 600 073, Tamil Nadu, India	Nill
Prenatal exposure to bisphenol A altered miRNA-224 and	Dr. S. Winkins Santosh	Journal of Biochemical and Molecular Toxicology (JBMT)	2020	Nill	Government Arts College for Men, Nandanam, Chennai-35	3
Evaluation of total phenolic and flavonoid content in gonad of seaurchin Stomopneustes variolaris and seaweeds.	Dr. K. Mahesh kumar	Uttar Pradesh Journal of Zoology	2020	5	Department of Zoology, Government Arts College for Men (Autonomous), Nandanam, Chennai-35	Nill

A Green systematic approach of carbon/CuO nano composites using Aris tolochia b racteolata by response surface methodology	Selvaraj Mohana Roopan. Harsh Sharma, Gaurav Kumar, Abhishek Mishra, Venu Agarwal, Harsshit Agrawaal, Ganesh Elango, Kasinathan Irukatla D amodharan, Kuppuswamy Elumalai.	Journal of Cluster Science - Springer	2019	39	Govt. Arts College (Autonomous), Nandanam, Chennai	Nill
Synthesis of silver nanoparticles using Rosmarinus officinalis leaf oil and its antimicrobial activity against vaginal candidiasis	Asha Nancy B. and K. Elumalai	International Journal of Pharmacy and Biological Sciences- IJPBS	2019	16	Govt. Arts College (Autonomous), Nandanam, Chennai	Nill

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#### 3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Natural dyes extracted from fruits of phyllanthus reticulatus as sensitizers in ZnO nanorods based dye sensitized solar cells	Sanjay, P., Deepa, K., Madhavan, J., Senthil, S.	Materials Toda Proceedings	2019	Nill	Nill	Government Arts College for Men

Growth, spectral and electrical properties of L-Isoleucine doped ammonium dihydrogen phosphate (ADP) single crystal a nonlinear optical application	Venkatesan, A., Arulmani, S., Senthil, S., Rajasaravanan, M.E.	Materials Today: Proceedings	2019	Nill	Nill	Government Arts College for Men
Synthesis and characterization of L-threonine lithium chloride (LTLCL): A new semiorganic nonlinear optical single crystal for laser applications	N Indumathi, A Hemalatha, E Chinnasamy, A Venkatesan, ME Raja Saravanan, K Deepa, P Matheswaran, S Senthil, K Kaviyarasu, R Uthrakumar	Materials Today: Proceedings	2020	Nill	Nill	Government Arts College for Men
Synthesis, growth, structural, optical, thermal and mechanical studies on cadmium nitrate p-nitrophenol: A semi-organic nonlinear optical application	E Chinnasamy, N Indumathi, A Hemalatha, A Venkatesan, ME Raja Saravanan, R Uthrakumar, K Deepa, S Senthil, K Kaviyarasu	Materials Today: Proceedings	2020	Nill	Nill	Government Arts College for Men
Growth and characterization of L-Leucine	Venkatesan, A., Arulmani, S., Senthil, S., Rajas	Materials Today: Proceedings	2019	Nill	Nill	Government Arts College for Men

doped Ammonium Dihydrogen Phosphate (ADP) single crystal a nonlinear optical application	ravanan, M.E.					
Dye-Sensitized Solar Cells Using Natural Dye as Light-Harvesting Material Extracted From the Leaves of Peltophorum Pterocarpum	P Sanjay, K Deepa, M Victor Antony Raj, J Madhavan, S Senthil	Materials Today: Proceedings	2019	Nill	Nill	Government Arts College for Men
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#### 3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	202	794	38	119
Presented papers	60	46	Nill	Nill
Resource persons	8	21	Nill	Nill
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### 3.5 – Consultancy

#### 3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
nil	Nill	Nill	Nill
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#### 3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
nil	Nill	Nill	Nill	Nill
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### 3.6 – Extension Activities



3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
SERVICE TO HUMANITY IS SERVICE TO GOD - MMF at Kalaivanar Arangam, Chennai.	DDGNCC	1	30
COMMUNITY SERVICE - FOP at Saidapet, Chennai.	GREATER CHENNAI CITY POLICE, ASST COMMISSIONER OF POLICE	2	20
CANCER AWARENESS CYCLE RALLY at CANCER INSTITUTE WIA ADAYAR, DR. SHANTHA FLAGGED OFF THE RALLY	CANCER INSTITUTE WIA ADAYAR	1	50
ORPHANAGE SERVICE BY YRC VOLUNTEERS	11/12/2019-CHARU OLD AGE HOME CIT NAGAR-T NAGAR-17	1	42
Yoga Training Programme	Sky Yoga	1	700
Workshop: Yoga and Self Discipline	Sky Yoga	1	500
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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Participation of NCC Army Wing in IGC-TSC 2019	Certificate of Appreciation	Trg. Officer Major Janardhanan TV	Nill
Commendation-Lt. D. Pugazhendhi	Commendation	Commodore Vignesh kumar Garg, VSM, Dy. Director General NCC	Nill
Webinar: Yoga for stress management	Resource Person: Dr.A.Kala	Easwari Engineering College	200
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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activities
Swachhta Abhiyan	NCC Navy in association with NCC Army,	Clean India Mission	1	25

	NSS, Yoga and YRC			
COMMUNITY SERVICE - FOP at Saidapet, Chennai.	ASST COMMISSIONER OF POLICE, GREATER CHENNAI CITY POLICE	NCC Navy-COMMUNITY SERVICE - FOP at Saidapet, Chennai.	1	20
SOCIAL SERVICE- SWATCH BHARATH ABHIYAN	NCC Army	SOCIAL SERVICE- SWATCH BHARATH ABHIYAN	1	50
COMMUNITY SERVICE - FOP at Saidapet, Chennai.	ASST COMMISSIONER OF POLICE, GREATER CHENNAI CITY POLICE	NCC Army-COMMUNITY SERVICE - FOP at Saidapet, Chennai.	1	20
Serving old people	11/12/2019-CH ARU OLD AGE HOME CIT NAGAR-T NAGAR-17	YRC-ORPHANAGE SERVICE BY YRC VOLUNTEERS	1	42
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### 3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Colloborative Research	Dr.Mujeera Fathima, Associate Prof. of Botany	SFRI	540
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3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Academics	Internship	BIOZONE RESEARCH TECHNOLOGIES- CHENNAI	02/12/2019	31/05/2020	15
No file uploaded.					

3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Chennai Organic Farmers	21/03/2020	To implement internships/summer projects and to conduct certificate	50

courses on Organic Farming

No file uploaded.

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
20	20

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Newly Added
Class rooms	Newly Added
Class rooms	Existing
No file uploaded.	

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Nil	Partially	Nil	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	1027	203100	607	221400	1634	424500
Reference Books	560	285389	406	147600	966	432989
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
B. Devi Kamala	Employability Skills Workbook	bharatskills.gov.in	01/08/2019
Dr. Raghuraman	e-book for visually challenged	bookshare library	01/02/2020
All the departments	E-Content Syllabus	http://gacnandana m.com/econtent/	01/04/2020
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### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others
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	Computers	Lab		Centers	Centers		Internet	Bandwidth (MBPS/GBPS)	
Existing	90	9	31	2	2	1	51	80	6
Added	15	3	15	1	1	0	15	0	2
Total	105	12	46	3	3	1	66	80	8

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

20 MBPS/ GBPS
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4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
College Website	<a href="http://gacnandanam.com/econtent/">http://gacnandanam.com/econtent/</a>

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1607000	1607000	20	20

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

Infrastructure The College infrastructure includes spacious, airy classrooms, 8 classrooms are ICT equipped and two are SMART classrooms. The College Maintenance committee headed by Principal monitors the development, maintenance and utilization of the College physical facilities. Construction of Science block is completed and will be ready for the student's occupancy, once the pandemic is overcome. Campus Maintenance Committee takes measures in sustaining the campus eco-friendly since upkeeping a clean and green campus is one of the foremost practices of the college. The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received by the college as per the requirements in the interest of students. The maintenance staff regularly clean the campus. In case of any repair work, the principal addresses the issue to the PWD Social Work and Electrical Departments of the State. Skilled workers from PWD attend to the repair work pertaining to buildings, furniture and electrical work. The NSS students also clean the campus and segregate the green waste under Swachh Bharat mission. The Physical Education Department always maintains the ground ready to play any sport and more suitable for cricket and kabadi. LABORATORY: The labs are well-maintained and the procurement for the same is taken care of at the beginning of each semester/year. The departments concerned take care of the labs and the audits are done periodically. LIBRARY: The Library is equipped with facilities like books, journals, printer, scanner and a computer with Wi-Fi network. The internet centre caters to the needs of the students. SPORTS: The Department of Physical Education takes care of the sports room and the sports items are maintained properly. The sports committee takes care of the requirements and takes steps to procure the same. The ground is also well maintained.

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	BC/MBC AND SC/ST Scholarship	1998	9762152
b) International	nil	Nill	Nill
No file uploaded.			

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Workshop: YOGA FOR ACADEMIC EXCELLENCE	24/09/2019	200	SKY YOGA
orientation Course	26/08/2019	993	YRC
Life Skills	17/12/2019	85	yoga club
Soft Skills	18/06/2019	1074	Dept of English
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#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	GUIDANCE TO CRACK COMPETITIVE EXAMS at KALAIVANAR ARANGAM	35	Nill	Nill	Nill
2019	BSNL	20	20	5	5
No file uploaded.					

#### 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nill	Nill	Nill

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
16	500	352	Nil	Nil	Nil
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### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
Nil	1	BA	English	Annamalai University	M.A linguistics
2020	2	BA	English	TAMIL NADU open university	M.A linguistics
2020	1	BA	ENGLISH	Sri Renugambal institution of college education	B.ed
2020	1	BA	English	Sri Eshwar Reddy Law College.	LLB
2020	1	B.Sc	CSC	EVR Periyar Engineering College	MCA
2020	1	B.Sc	CSC	Presidency College	MCA
2020	8	B.Sc Maths	Maths	Government Arts College for Men Nandanam Chennai 35	M Sc Maths
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### 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	Nil
No file uploaded.	

### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Debate	Inter Departmental	6

Kolam	Inter Departmental	9
Dance	Inter Departmental	5
poetry Recitation	Inter Departmental	9
Oratorical	Inter Departmental	6
Poem writing	Inter Departmental	15
Essay Writing Competition	Inter Departmental	12
No file uploaded.		

### 5.3 – Student Participation and Activities

5.3.1 – 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	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

nil
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### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

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5.4.2 – No. of registered Alumni:

173
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5.4.3 – Alumni contribution during the year (in Rupees) :

0
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5.4.4 – Meetings/activities organized by Alumni Association :

nil
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## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Decentralisation and participative management play a crucial role in uplifting the status of the college. The institution has many committees which work for the welfare of the students. Decentralisation is adopted right from the curriculum designing to the evaluation process. Academic council, Management committees, Examination Cell, IQAC, Admission committee, Research Cell, NCC, NSS, YRC, Sports committee work together towards achieving the goal of student progression. The two main practices to be highlighted for the present academic year are the admission process and student profile record under Tutor-Ward system. These are highlighted amidst various other practices as these two are student-centric which demands decentralisation and participation from all the

department faculty. The Admission Process is decentralised. o The College Council with the Admission committee lay the norms for the admission adhering to the prescribed rules and regulations. o The Admission Sub-Committee plays a pivotal role in streamlining the process and closely monitors the updates along with the Departments. o Each department's admission committee takes care of the admission process. The department admission committee functions efficiently by admitting the students based on the ranks and the quota. o The Sub-Committee keeps track of the department's admission status and bridges the gap between the Core committee and the departments making the job further easy. o The Core Committee goes through the admission process and approves the same. o Admission process is one of the active practices that involves participation from every side. Student profile Record - Tutor-Ward System o Tutor -Ward system one of the effectual practices of the college takes to its credit the maintenance of the student profile in a well-framed register designed by the college council. o Every Department has tutors for a set of students. The tutors are provided with the student profile record once the students are admitted in the first year. o The record has several parameters from the personal to the academic profile and achievements of the students. o The tutor maintains the records and it stands as a testimony to the students. o Every department maintains a record for each student and this banks the details of each and every student making the accessibility of their profile better.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Human Resource Management	The work style of the college is that it allows faculty participation in decision making. the healthy green ambience motivates the student and the faculty in maintaining wellness. The policy and the management strategy ensure an efficient functioning.
Research and Development	The promotion of research is a main factor that the college has been striving to achieve. The research departments provide ample opportunities to promote research culture. The college has produced more than 20 doctorates in 2019-2020. Science departments do take collaborative research. All the PG departments send the final year PG for an internship program and also allow them to take a project in the final year. This seeds the research interest in the students. The faculty publish articles in journals .
Examination and Evaluation	Examination Cell plays a major role in the process. Examination and evaluation system of the college aims at getting students exposed to the various assessment levels making the final exam easier. This makes the



students study regularly. The two assignments are consciously chosen by the teachers that it adds to the credits of the students knowledge level and grades as well. Examination cell works diligently in the conduction of the exam and in the maintenance of the online submission of the marks. The faculty in-charge of the subjects update the assignment and assessment marks online. During the pandemic the examination cell hardly failed to discharge its duties. The tutor ward system helped the process during the pandemic. The system would have failed dismally (owing to the pandemic) if not for the efficiency of the exam cell and the coordination of all the departments.

#### Curriculum Development

The institution strategically designs the curriculum considering the process of teaching -learning and promoting research. The curriculum ensures adequate academic flexibility, social commitment , employability opportunities and also promotes ethics and values. The curriculum undergoes periodic restructuring and updating of the courses to match the quality standard taking guidance from academic experts.

#### Teaching and Learning

Teaching and learning are integrally related. The process has been carried out with scrupulous attention concentrating on the factors like preparing academic calendar, course schedules and outcomes, ways to use e-resources (especially during pandemic), conducting orientation programmes for the first year students, arranging for remedial classes, the evaluation process including the assessment as a main factor. The faculty members are encouraged to participate in Refresher, FDP and other short term courses to promote teaching and learning for a sustainable future .

#### Library, ICT and Physical Infrastructure / Instrumentation

The college library updates its repository every year and the department library as well. The college has a clean and serene infrastructure to make it student friendly. A new block constructed for science and few arts depts, Major structural repairs and renovation of toilets and electrical repairs wherever necessary, expanded CCTV coverage, digital board

are the new initiatives. Steps are taken to maintain the campus as Eco friendly green campus. Departments are also given WIFI facility. The internet capability includes BSNL broadband with 80 MBPS is available.

#### Admission of Students

The Head of the Institution, the College Council and each and every faculty member of the college is actively involved in the admission process. The admission process is quite transparent and follows the quota system so as to provide education for all and from all the corners of students from the state. The college is mostly thronged by the students from the interior and rural parts of North Tamilnadu and the admission process is carefully scrutinized by the Principal and the Admission Committee comprising the senior members of the college. The Admission Sub Committee works diligently to support the main committee and thus renders a smooth and fair functioning of the admission process. The merit list is prepared and the admission is done based on the list. Since there is a demand. 20 increase for a few courses is adhered to.

#### Industry Interaction / Collaboration

The Placement and Career Guidance cell is established to support the students of both UG and PG to get placed in renowned companies. Placement and Career Guidance cell coordinates with companies in order to get them for at campus drives. It also conducts awareness sessions for the students making them ready to appear for the placement drives. The Departments organizes industrial visits and invites experts as resource persons to enlighten and encourage the students. Internship is encouraged for the final year PG students.

### 6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Student Admission and Support	e-governance adapted in receiving applications, scrutinising and Publishing rank holders for admission through self-made software using MS Excel/Access.
Examination	Internal Mark Entry, Assignment Mark entry, Receiving Examination fee and publishing results are online and

during pandemic exams were conducted online.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	nil	Nill	Nill	Nill
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	An Institution level workshop on Quality Enhancement organised by IQAC	Nill	12/12/2019	12/12/2019	126	Nill
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher course English	1	23/12/2019	04/01/2020	14
Refresher Course English	1	28/11/2019	11/12/2019	14
Refresher Course English	1	20/09/2019	03/10/2019	14
Refresher Course- English	3	27/08/2019	09/09/2019	14
Refresher Course -English	5	17/10/2019	30/10/2019	14
Orientation course NSS	2	25/02/2020	02/03/2020	7
Orientation course NSS	3	13/02/2020	19/02/2020	7

Refresher Course-Tamil	2	15/10/2019	28/10/2019	14
Refresher Course English	1	02/12/2019	14/12/2019	14
Refresher Course- History	1	12/09/2019	25/09/2019	14
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
170	170	24	24

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
THRIFT Society functions for the welfare of the Teaching	THRIFT Society function for the welfare of the NonTeaching	Student co-operative society functions for the welfare of the students in the college campus.

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Regular financial audits are conducted by the audit team of Directorate of Collegiate Education, Government of Tamilnadu. They look into the matters of budget allocation and expenditure made. They verify the relevant documents whether they are kept in order and whether the expenditure is made as per Financial code Vol 1 and Vol 2. Also Office of the Accountant General conduct financial audits regularly and checks whether the expenditure is made as per provisions laid down from time to time. Occassionally Local fund audit is done in case of the issues related to salary dues.
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
nil	Nill	Nill
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6.4.3 – Total corpus fund generated

0
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## 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Experts from other institutions	Yes	Departments
Administrative	Yes	Accounts General	Yes	Faculty members constituted by

#### 6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Through the Tutor-Ward system the Tutors constantly keep in touch with parents in the following cases: A. Informing wards attendance to their parents in case of regular absenteeism, B. Seeking parents help in case of absenteeism and discipline issues, C. Parents are asked to meet the tutors in person if the situation demands. 2. Parents feedback is taken for consideration during the one to one meet with Tutors, HoD and Principal, 3. Parents suggestions are also given importance while framing the syllabus 4. Parents are encouraged to visit the annual, sports day and graduation day celebrations to see their wards receiving recognition

#### 6.5.3 – Development programmes for support staff (at least three)

Yoga Programme for stress relief and physical fitness Health check up like eye check up. Organising sports and other activities and duly awarding them Mobilizing funds for their emergency needs.

#### 6.5.4 – Post Accreditation initiative(s) (mention at least three)

1.Student support and progression 2.Infrastructure 3.Introduced certificate course 4. Online feedback

#### 6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

#### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Introduction of certificate course -English	01/02/2019	01/02/2019	31/07/2019	16
2019	A seminar on Quality Initiatives	12/12/2019	12/12/2020	12/12/2020	126
2020	IQAC organised an E Quiz Event registered under UN on World Environment Day	05/06/2020	05/06/2020	06/12/2020	173
2020	E-Quiz on NAAC Awareness conducted by the Dept. of	25/05/2020	25/05/2020	04/06/2020	295

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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Nil	Nill	Nill	Nill	Nill

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Plantation of trees by NSS, Model Organic farming inside the premises of college, Vermicompost, Water saving/recharging, Hostels are close to the campus and so the students walk to college, Initiatives to reduce the usage of paper by making IQAC 100 digitalised.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	110
Ramp/Rails	Yes	110
Braille Software/facilities	Yes	40
Scribes for examination	Yes	98
Rest Rooms	Yes	110

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	Nill	1	09/02/2020	1	Hands on Training on Fire Fighting and Rescue'	Fire fighting training	25
2020	Nill	1	11/12/2019	1	YRC -Charu Old Age Home, CIT	Served the destitute	42

					Nagar, T.Nagar		
2019	Nill	1	05/06/2019	1	SERVICE TO HUMANITY IS SERVICE TO GOD - MMF by NCC	Serving Humanity	30
2019	Nill	1	21/06/2019	1	Fifth International Yoga Day with Indian Bank	Importance of Yoga	52
2019	Nill	1	16/10/2019	1	'Community Service - FOP' lead by Asst. Commissioner of Police, Greater Chennai City Police.	Serving the community	20
2019	Nill	1	31/12/2019	1	Community Service - FOP' lead by Asst. Commissioner of Police, Greater Chennai City Police.	Serving the community	20
2020	Nill	1	01/01/2020	1	Community Service - FOP' lead by Asst. Commissioner of Police, Greater Chennai City Police.	Serving the community	20
2020	Nill	1	04/02/2020	1	Cycle Rally, Human Chain	Cancer Awareness	50

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### 7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
College Calendar	01/08/2019	Students are instructed to follow basic ethics now and then by the Tutors. Programmes associated with Police Department organised to spread the values among the student community. Yoga, NSS, NCC, YRC, etc helps to spread awareness on Human values and ethics

### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
A workshop on 'Yoga and Self Discipline'	29/01/2020	30/12/2020	500
A workshop on Life Skills, Life Skills Trainer Mr. A.T. Rajkumar trained the students.	17/12/2019	17/12/2019	85
A workshop on 'Yoga for Academic Excellence'	24/09/2019	25/09/2019	200
Eighth All Faith Memorial Service	01/07/2019	01/07/2019	30

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### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1.50 NCC Army Cadets took part in the College Campus Clean Campaign under Swachh Bharath Abhiyan on 13-12-2019. 2. 25 NCC Navy Cadets involved in the College Clean Campaign under the Swacchta Abhiyan on 30-9-2019 and 1-10-2019 3. Organic farming in the college premises to initiate the importance of organic farming 4. Following the norms in disposing the hazardous materials and e-waste. 5. Vermicomposting

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

BEST PRACTICES 2019-2020 1.Tutor -Ward System 2. Developed E content and uploaded in the college website 3. Certificate Course 4. Green Initiative 5. Extension Activity- NCC, Yoga Sine two practices are to be explained in detail, two benchmark practices are highlighted. Practice I 1. Title of the practice: Tutor-Ward System 2. The context that required the initiation of the practice: Tutor-Ward system, initiated with the motive of developing a rapport with each



and every student academically, socially and personally, occupies a predominant role in instructive process. Since most of the students come from remote areas of Tamilnadu and are first generation students, the system demanded a one-one approach with students. The Tutor ward system was established to create a platform to communicate with students thereby comprehending the issues that stand as obstacles for their academic involvement. The system aims at creating a growing, healthy relationship.

3. Objectives of the practice : ? To bridge the gap between the students and the teachers ? To provide the wards with guidance and counselling in academic and personal problems ? To establish a trusting relationship with accountability and responsibility from the tutor and ward. ? To constantly keep in track the records of the ward ? To develop confidence in the wards at the time of crisis

4. The Practice: The high point of the practice is that the tutor's duty starts right from the admission process till the student receives his graduation. The tutor for a class is assigned before the commencement of admission. The tutor closely monitors the admission process coordinating with the department and the admission committee. Once the students are admitted, the tutors orient the wards to the specified academic ambience. The tutors handle a major paper for the wards so as to meet them regularly. The Tutors fill the Students Profile register and update the same when required. The register is designed in such a way that it holds the records of the wards for further reference. The tutor maintains direct interface with the students and provide guidance. If the case requires special consideration, it will be informed to the higher authorities. The tutor is in-charge of the following: 1. Tutor-Ward Register 2. Students Attendance 3. Maintenance of student attendance register 4. Students' counselling by meeting them at frequent intervals. 5. Instilling values in students 6. Encouraging and motivating the students to perform well in curricular and extra-curricular activities 7. Identifying and solving the issues with the higher authorities and the parents/guardian of the students. During the pandemic, the tutors rose to the occasion by using the whatsapp group effectively. The examination process and the online classes were updated with the students regularly. This system played a vital role in the smooth conduct of the exams and classes during pandemic. When students faced technical glitches during the exams at the time of pandemic, the COE could resolve the issues with the massive support of the tutors.

5. Obstacles faced if any and strategies adopted to overcome them: The tutor resolve the hesitation of the fresh-men by adopting their own strategies. Lack of motivation is the biggest threat and this is solved by the tutors keeping in constant messages so as to make the students come online for classes during pandemic.

6. Impact of the practice The tutor ward system gradually occupied a predominant position in the process of teaching-learning and evaluation. The attendance and the overall performance have improved. The civic values are instilled. Students are informed about the scholarship and the process of applying for the same is monitored by the tutors.

Practice II

1. Title of the practice: Certificate Course

2. The context that required the initiation of the practice: The certificate courses were introduced by many departments. Dept of English introduced a certificate course titled Communication Skills in English (Basic Level 1) and Dept of Botany introduced a certificate courses titled Mushroom Cultivation and Organic Farming. Certificates courses can play an important role in job applications - as proof of job skills as well as exhibits personal commitment as a learner. The details of one course is drafted here.

Name of the Course: Communication Skills in English (Basic Level 1)

Eligibility: UG

3. Course Objectives ? To provide opportunities for students to use LSRW skills through familiar concepts. ? To hone their productive skills - speaking and writing. ? To train students read and comprehend content in English. ? To enable students use English confidently for social and academic purposes.

4. The Practice: The course is open to all interested students. Twenty students registered for the course. The certificate course titled Communication Skills in English (Basic Level 1) was taught to the

registered students of Under Graduate classes. The course began in February 2019. Classroom teaching was done till the Covid 19 Lockdown announced on March 17th. The course continued online through Google Classroom till July 31. The date for the submission of the final project was extended till October 31. Students completed 30 hours of the course and have submitted their assignments and projects. Syllabus Topics : 1. Vocabulary 3 6. Paragraphing 3 2. Grammar 3 7. Writing 3 3. Concord 3 8. Listening 3 4. Reading 3 9. Pronunciation 3 5. Key Functions 3 10. Speaking 3 Total Hrs: 30 (Theory:10/Practical:20) Credits: 3 Course Materials: TANII's Content and Language Integrated Learning to Enhance Communication Skills - ENGLISH workbook. Assessment: The assessment is based on the CEFR (Common European Framework of Reference). Grades instead of marks will be mentioned on the certificate. Evaluation method: Internal tests (on basic grammar for speaking writing simple sentences) were conducted during the regular class hours before lockdown and the final project was done online. For the project, students were asked to demonstrate the ability to introduce and talk about themselves for 3 to 5 minutes, record and submit it. It was assessed by the co-ordinators and the head of the department. An Assessment Rubric was prepared based on the course level to measure the performance levels of the students. Grades were used to describe the levels of the students 5. Course Impact: Students will be able to - ? speak about their subject and describe concepts in English confidently. ? read content with increased comprehension. ? write their own sentences with proper grammar. ? use English in real-life situations. 6. Obstacles faced if any and strategies adopted to overcome them: Students joined the course but the registration was not as expected. Teachers explained the significance of the course and there was a good number of entries. Owing to pandemic here was a halt but the teachers took the course to the online platform. The assignments and the tests were conducted and around 16 students wrote the exam.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://gacnandanam.com/igac/>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust. The College believes in attaining the vision by creating a suitable ambience for the students to achieve success in both educational and employment. As a whole, the college is committed to planning and execution in achieving the same. The college solely believes in the educational success of students, and so the Academic committee consisting of Principal, senior faculty members and COE prepares the academic calendar in advance before every semester. The faculty members prepare the lesson plan to make themselves goal-oriented. The following methods are adopted to create a suitable academic environment: ? Developed E-Content and uploaded in college website which was useful for students during the pandemic. ? Introducing students to online - content and other Video lectures to support the Class - room teaching. ? During the pandemic, the students' queries were addressed through the tutors and special workshop for students were conducted to reduce their anxiety level during the pandemic crisis. ? The Research Cell of the college functions efficiently by encouraging staff members towards research. ? Students are encouraged to present seminars, poster and oral paper presentations. ? To make the tutor - ward system more effective, the wards are encouraged to participate both in curricular and extra- curricular activities. ? Seminars are organised and eminent professors are invited to enlighten the students ? Students are encouraged to take up Project work and are taken for

Short term Industrial visit or Internships. ? Students give feedback about the faculty at the end of each session or semester. ? Yoga, Personality development programs and seminars are being conducted from the first year to• improve communication skills soft skills of the students. ? NSS, NCC and YRC work in instilling social responsibility. All these have helped in achieving a holistic education. To explain one in detail the research acumen and the participation in research oriented activities widened in the year 2019-2020. 1. The Faculty published 19 articles in National Journals and 58 articles in International Journals. 2. Research Guides produced 24 Ph.Ds and 2 M.Phils. In addition to this 53 Full Time Scholars and 84 Part-time Scholars belong to different departments are pursuing Ph.D. 3. The faculty's eminence as experts - 24 Text books, 5 chapters in books and 6 self - authored books 4. Published papers in 10 conference proceedings- national level and 18 conference proceedings - international level 5. Faculty members active participation : Workshop : attended 119 Institution level, 3 state level, 42 national level workshop and 12 International Workshops. In addition to this 38 Faculty members attended National online and 2 Faculty members attended International online workshops. Presented research papers : 1 national e-conferences and 13 international e-conferences, 45 National level and 47 international level seminars/ Conferences/ Symposia Webinars: attended 35 state level webinars, 695 national level webinars, 166 international level webinars, One state level, 19 national level and 22 international level Seminar/Conferences Resource Person :

Provide the weblink of the institution

<http://gacnandanam.com/igac/>

#### 8.Future Plans of Actions for Next Academic Year

1. To take efforts to obtain financial support from various govt. and non govt. funding agencies. 2. To conduct an External Academic Audit -IQAC 3. To start Eco-Club 4. To acquire an effective management information system. 5. To initiate the process of Research Dept. Status for English dept. 6. To motivate the faculty to participate in online research oriented activities. 7. To bring out a college e-magazine