



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

| | |
|--|---|
| 1.Name of the Institution | |
| | MADURAI INSTITUTE OF SOCIAL SCIENCES |
| • Name of the Head of the institution | Dr .M.NISANTH |
| • Designation | Principal (In-Charge) |
| • Does the institution function from its own campus? | Yes |
| • Phone No. of the Principal | 04522531742 |
| • Alternate phone No. | 9894884467 |
| • Mobile No. (Principal) | 9629616474 |
| • Registered e-mail ID (Principal) | mdu.miss@gmail.com |
| • Address | No.9, Alagar Koil Road |
| • City/Town | Madurai |
| • State/UT | Tamilnadu |
| • Pin Code | 625002 |
| 2.Institutional status | |
| • Autonomous Status (Provide the date of conferment of Autonomy) | 27/01/2009 |
| • Type of Institution | Co-education |
| • Location | Urban |

| | | | | | |
|--|---|----------------|-----------------------------|---------------|-------------|
| • Financial Status | UGC 2f and 12(B) | | | | |
| • Name of the IQAC Co-ordinator/Director | Dr.P.Jaya Kumar | | | | |
| • Phone No. | 04522537142 | | | | |
| • Mobile No: | 9894884467 | | | | |
| • IQAC e-mail ID | missiqac@gmail.com | | | | |
| 3.Website address (Web link of the AQAR (Previous Academic Year)) | http://www.misscollege.edu.in/quality_report.html | | | | |
| 4.Was the Academic Calendar prepared for that year? | Yes | | | | |
| • if yes, whether it is uploaded in the Institutional website Web link: | http://www.misscollege.edu.in/academic_calendar.html | | | | |
| 5.Accreditation Details | | | | | |
| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
| Cycle 1 | B++ | 80.50 | 2007 | 31/03/2007 | 30/03/2012 |
| Cycle 2 | A | 3.07 | 2014 | 05/05/2014 | 04/05/2019 |
| Cycle 3 | B+ | 2.72 | 2019 | 15/11/2019 | 14/11/2024 |
| 6.Date of Establishment of IQAC | | | 29/07/2007 | | |
| 7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)? | | | | | |
| Institution/ Department/Faculty/School | Scheme | Funding Agency | Year of Award with Duration | Amount | |
| Nil | Not Applicable | NA | 01/02/2021 | 0 | |
| 8.Provide details regarding the composition of the IQAC: | | | | | |
| • Upload the latest notification regarding the composition of the IQAC by the HEI | | | View File | | |

| | |
|--|------------------|
| 9.No. of IQAC meetings held during the year | 2 |
| <ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? | Yes |
| <ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report | No File Uploaded |
| 10.Did IQAC receive funding from any funding agency to support its activities during the year? | No |
| <ul style="list-style-type: none"> If yes, mention the amount | |
| 11.Significant contributions made by IQAC during the current year (maximum five bullets) | |
| Faculty Induction Programme, Effective implementation of online classes, Student Induction Programme, Soft Skill Development programme | |
| 12.Plan of action chalked out by IQAC at 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 | | | | |
|--|--|----------------------------|--------------------|-----------------|------------|
| Webinars | Performance Management systems, Talent Management, Learning Disability, Social Workers In The Mental Health Landscape, Status of Girl Child in India, Trends in IT Recruitment | | | | |
| Awareness Programme | Nutritional Wellbeing, National Education Policy 2020 | | | | |
| Skill oriented programme | Employability Skills, The Factories Act, 1948, Statutory Returns, Application of Software in HR, Recent Advances of Cryptography and Network Security | | | | |
| Orientation Programme | Student Induction Programme UG & PG, Computer Basics, Mutual Funds | | | | |
| FDP | Faculty Induction Programme | | | | |
| Celebrations of Important Days | Independence Day, Republic Day, International Human Rights Day, International AIDS Day, Women's Day, International Yoga Day, NSS Day Celebration | | | | |
| 13. Was the AQAR placed before the statutory body? | Yes | | | | |
| <ul style="list-style-type: none"> Name of the statutory body | | | | | |
| <table border="1"> <thead> <tr> <th>Name of the statutory body</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>Governing Board</td> <td>05/09/2021</td> </tr> </tbody> </table> | | Name of the statutory body | Date of meeting(s) | Governing Board | 05/09/2021 |
| Name of the statutory body | Date of meeting(s) | | | | |
| Governing Board | 05/09/2021 | | | | |
| 14. Was the institutional data submitted to AISHE ? | Yes | | | | |
| <ul style="list-style-type: none"> Year | | | | | |

| | |
|--|--------------------|
| Year | Date of Submission |
| 02/01/2018 | 06/02/2018 |
| 15.Multidisciplinary / interdisciplinary | |
| | |
| 16.Academic bank of credits (ABC): | |
| | |
| 17.Skill development: | |
| | |
| 18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course) | |
| | |
| 19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE): | |
| | |
| 20.Distance education/online education: | |
| | |

Extended Profile

1.Programme

1.1 11

Number of programmes offered during the year:

| File Description | Documents |
|---|---------------------------|
| Institutional Data in Prescribed Format | View File |

2.Student

2.1 622

Total number of students during the year:

| File Description | Documents |
|---|---------------------------|
| Institutional data in Prescribed format | View File |

2.2 251

Number of outgoing / final year students during the year:

| File Description | Documents |
|---|---------------------------|
| Institutional Data in Prescribed Format | View File |

2.3 543

Number of students who appeared for the examinations conducted by the institution during the year:

| File Description | Documents |
|---|---------------------------|
| Institutional Data in Prescribed Format | View File |

3.Academic

3.1 390

Number of courses in all programmes during the year:

| File Description | Documents |
|---|---------------------------|
| Institutional Data in Prescribed Format | View File |

3.2 21

Number of full-time teachers during the year:

Extended Profile

1. Programme

1.1 **11**

Number of programmes offered during the year:

| File Description | Documents |
|---|---------------------------|
| Institutional Data in Prescribed Format | View File |

2. Student

2.1 **622**

Total number of students during the year:

| File Description | Documents |
|---|---------------------------|
| Institutional data in Prescribed format | View File |

2.2 **251**

Number of outgoing / final year students during the year:

| File Description | Documents |
|---|---------------------------|
| Institutional Data in Prescribed Format | View File |

2.3 **543**

Number of students who appeared for the examinations conducted by the institution during the year:

| File Description | Documents |
|---|---------------------------|
| Institutional Data in Prescribed Format | View File |

3. Academic

3.1 **390**

Number of courses in all programmes during the year:

| File Description | Documents |
|---|---------------------------|
| Institutional Data in Prescribed Format | View File |

| | |
|--|---------------------------|
| 3.2 | 21 |
| Number of full-time teachers during the year: | |
| File Description | Documents |
| Institutional Data in Prescribed Format | View File |
| 3.3 | 41 |
| Number of sanctioned posts for the year: | |
| 4.Institution | |
| 4.1 | 383 |
| Number of seats earmarked for reserved categories as per GOI/State Government during the year: | |
| 4.2 | 31 |
| Total number of Classrooms and Seminar halls | |
| 4.3 | 158 |
| Total number of computers on campus for academic purposes | |
| 4.4 | 16.8 |
| Total expenditure, excluding salary, during the year (INR in Lakhs): | |
| Part B | |
| CURRICULAR ASPECTS | |
| 1.1 - Curriculum Design and Development | |
| 1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution. | |
| Madurai Region - Scope for Employability & Entrepreneur Development | |
| Madurai is a vital industrial and educational hub in South Tamil Nadu. The city is home for automobile, rubbers, chemical and granite manufacturing industries. It has developed as a second-tier city for information technology, and some software companies | |

have opened offices in Madurai. The main activities are business, banking, government, tourism, textile and other small-scale industries. The Programme is designed in keeping the requirements of the job market in Madurai District. It is reflected in the Programme Outcome, Programme Specific outcomes and Course Outcomes. These PO's, PSO's and CO's of all the programmes are formulated to meet the employability requirements at the local, Regional, National and global level.

Employability Enrichment Curriculum

The curriculum of B.Sc.(CS & IT), BBA, BSW, B.Com, B.Com (CA) and MSW, Programmes includes 3/5 proportion of employability components in each course to meet the local and regional needs. Some of the reputed Organizations in Madurai where the students are placed is listed below

- Hi-Tech Arai, Madurai
- Madura Coats, Madurai
- JK Fenner, Madurai
- Fire Stone, Madurai
- GHCL, Madurai
- Solamalai Enterprises
- TVS Sri Chakra Tyres, Madurai
- TAFE, Madurai
- MS Chellamauthu Trust
- EKTA, Madurai etc.

| File Description | Documents |
|---------------------------------------|---|
| Upload additional information, if any | View File |
| Link for additional information | https://www.misscollege.edu.in/pdf/Educational_Outcomes.pdf |

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

| File Description | Documents |
|--|---------------------------|
| Minutes of relevant Academic Council/BOS meeting | View File |
| Details of syllabus revision during the year | View File |
| Any additional information | View File |

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

390

| File Description | Documents |
|---|---------------------------|
| Curriculum / Syllabus of such courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses | View File |
| MoUs with relevant organizations for these courses, if any | View File |
| Any additional information | No File Uploaded |

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

0

| File Description | Documents |
|---|---------------------------|
| Minutes of relevant Academic Council/BoS meetings | No File Uploaded |
| Any additional information | View File |
| Institutional data in prescribed format (Data Template) | View File |

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

11

| File Description | Documents |
|--|---------------------------|
| Minutes of relevant Academic Council/BoS meetings | View File |
| Any additional information | View File |
| List of Add on /Certificate programs (Data Template) | View File |

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Professional Ethics is fundamental expectation of any profession. The Programmes of the institution incorporate professional ethics and standards in the course to guide the students in positive direction and to follow the code of professional conduct. The syllabus was designed to focus much on enhancing professionalism in their respective fields. The institution has taken enormous efforts through theoretical as well as action oriented activities to bring transformation in the gender role and perspectives. In South India the Master's Degree in Social Work of this institution offers the specialization "Family and Child welfare". It plays an active role in sensitizing the students on Gender issues through various programmes to ensure Gender equality as mentioned in the Motto of the institution. The institution has taken initiatives to render theoretical and practical knowledge on Nature Human interface. It educates the students to understand the impact of human activity on nature and to explore environmental concerns. The institution gives scope to the students for protecting the environment through various activities like planting trees, organising quizzes, competitions etc. Education as a Primary institution has pivotal role in moulding the cognitive, emotional and behavioural aspects of the students. The morality and values system governs the appropriate conduct of the students. The curriculum on value education is mandatory course for all Programmes.

| File Description | Documents |
|---|---------------------------|
| Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum | View File |
| Any additional information | No File Uploaded |

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

12

| File Description | Documents |
|--|---------------------------|
| List of value-added courses | View File |
| Brochure or any other document relating to value-added courses | View File |
| Any additional information | View File |

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

71

| File Description | Documents |
|----------------------------|---------------------------|
| List of students enrolled | View File |
| Any additional information | View File |

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

138

| File Description | Documents |
|---|---------------------------|
| List of programmes and number of students undertaking field projects / internships / student projects | View File |
| Any additional information | View File |

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is

A. All 4 of the above

obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

| File Description | Documents |
|---|---|
| Provide the URL for stakeholders' feedback report | https://www.misscollege.edu.in/pdf/STAKE%20HOLDERS%20FEEDBACK%20REPORT.pdf |
| Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management | No File Uploaded |
| Any additional information | View File |

1.4.2 - The feedback system of the Institution comprises the following

C. Feedback collected and analysed

| File Description | Documents |
|---|---|
| Provide URL for stakeholders' feedback report | https://www.misscollege.edu.in/pdf/STAKE%20HOLDERS%20FEEDBACK%20REPORT.pdf |
| Any additional information | No File Uploaded |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

166

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

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

166

| 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 students' learning levels and organises special programmes for both slow and advanced learners.

Every student is unique in their learning style and intelligence. They differ in the way information is received, processed, memorized and reproduced. The understanding of those uniqueness and learning process along with their academic performance is the key to categorize as slow learners and advanced learners. Keeping this in view, the institution has deliberately planned various suitable teaching pedagogy to facilitate the learning process.

The student has been categorized as slow and advanced learner based on

- a. Internal and External evaluation
- b. Teachers Observation

Strategies for Advanced Learners

- Giving more references for reading
- Motivating them to serve as peer mentors
- Engaging the students in Field Projects
- Motivating students for paper presentation
- Providing analytical assignments to tap their critical thinking
- Encouraged them to participate in workshops

Strategies for Slow learners

Slow learners have the ability to acquire all academic skills at a slow rate when compared with the advanced learners. The below

mentioned activities were carried out for the slow learners

- Teaching through Peer Mentors
- Compensatory teaching (Videos, discussion, PPT's etc)
- Individualized reading material
- Providing Tests and home assignments

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | http://www.misscollege.edu.in/Capability_enhance_scheme.html |

2.2.2 - Student – Teacher (full-time) ratio

| Year | Number of Students | Number of Teachers |
|------------|--------------------|--------------------|
| 25/12/2020 | 622 | 21 |

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

2.3 - Teaching- Learning Process

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

The faculty has taken efforts in bridging gaps in online teaching and learning process.

Experiential Learning:

The objective of experiential learning is to enhance their creative and critical thinking skills and to elicit their involvement and participation in online learning. The activities are.

- Students Uploaded the E-Content prepared on various topics.
- Organised quizzes and competitions through Googleplatform.
- Webinars and online workshopswere conducted.
- Students presented their learning though videos and Posters.
- Practical Demonstration of understanding -Field work Record note, Psychological Assessment Note.

Participative learning:

- Students did various mini and major academic projects during pandemic through Google forms.
- Assignments were given to make them access to E resources like magazines and research articles.
- PG Students conducted a Survey on COVID 19 during pandemic situation. It gave them hands on experience on Psycho Social condition of people in Madurai Region.
- Students organised various webinars and workshops.
- Participated in various National and International level webinars.

Problem-solving methodologies:

The objective of problem solving activities is to provide platform to develop their skills in understanding self, improving rational thinking and confidence.The following activities were assigned to students to enrich their problem solving methodologies.

- Case Study Analysis.
- Brain storming activities.
- Case Presentation.

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |
| Link for additional Information | Nil |

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Technology plays significant role in teaching the Gen Z learners.. Students were able to envisage growth oriented learning through technology like ICT Class room, Mobile phones, Lap tops, Google

plat forms etc. All the academic and Co-curricular activities were systematically organised and executed in online Platform. Online classes were conducted through Google Meet. Seminars and assignments were completed through online. The Industry Institute connect is also done through online mode.

The activities carried out during the 2020-2021

- Created Google classroom separately for each classes. In Google class rooms various activities were carried out which reflect the faculty student participation in teaching learning .The activities include Syllabus with PO,PSO and CO, Course E-Content Materials, Assignments,Field work reports, Quizzes, Competitions, Seminar videos, Presentations, Discussions, subject relevant videos.

- Virtual Observation visits to various organisations were organised for Social Work students.

- National and International level Webinars were organised.

- Research works were carried out by the UG and PG students using Google forms.

The ICT tools used by the Institution for Online classes:

1. Internet , Wifi facility available at the campus
2. Online Classes through Google Meet, Google Classroom.
3. E content for the entire Programmes are available at Library.

| File Description | Documents |
|--|---------------------------|
| Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process | Nil |
| Upload any additional information | View File |

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

21

| File Description | Documents |
|---|---------------------------|
| Upload year-wise number of students enrolled and full-time teachers on roll | View File |
| Circulars with regard to assigning mentors to mentees | View File |

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The institution organises staff meeting at the beginning of each academic year to discuss the forthcoming academic plan tentatively. The faculty members are informed about the semester examination dates, festival holidays, study leave and vacation dates. Based on this all the Department HOD's and faculty were entrusted to prepare Academic Plans like Teaching (PO, PSO's, PCO's), Department Programmes and Centre activities. The department programmes are included in the Academic calendar with necessary changes to ensure the effective delivery of teaching learning process.

Academic Calendar includes the following details:

- Internal, External Examination and Practical Examination dates
- Holiday Details-Festival holidays, Local Holidays, Study holidays.
- Guest Lecture, Workshops, Webinar, Outreach programmes of all the departments and Centres of Excellence.
- NSS, RRC, YRC activities

The Academic calendar is prepared in a way to demonstrate the perfect blend of students and teachers' participation in teaching learning process.

| File Description | Documents |
|---|---------------------------|
| Upload the Academic Calendar and Teaching Plans during the year | View File |

| 2.4 - Teacher Profile and Quality | |
|--|---------------------------|
| 2.4.1 - Number of full-time teachers against sanctioned posts during the year | |
| 21 | |
| File Description | Documents |
| Year-wise full-time teachers and sanctioned posts for the year | View File |
| List of the faculty members authenticated by the Head of HEI | View File |
| Any additional information | View File |
| 2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year | |
| 9 | |
| File Description | Documents |
| List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years | View File |
| Any additional information | View File |
| 2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution) | |
| 112 years | |
| File Description | Documents |
| List of teachers including their PAN, designation, Department and details of their experience | View File |
| Any additional information | View File |
| 2.5 - Evaluation Process and Reforms | |
| 2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year | |
| 16 | |

| File Description | Documents |
|--|---------------------------|
| List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result | View File |
| Any additional information | View File |

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

| File Description | Documents |
|---|---------------------------|
| Upload the number of complaints and total number of students who appeared for exams during the year | View File |
| Upload any additional information | No File Uploaded |

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

FLAIR Software is used for the examination in the college. The students' profiles and other basic details are enrolled at the time of their admission. The allotment of subject and finalization of syllabus is officially take place at the beginning of each semester. The College is using the support of IT for the smooth conduct of the examination. The software is used in the following areas;

1. Student Profile

2. Course Code Creation 3. Internal Mark Entry

4. Hall Ticket Generation 5. Entry of External Mark 6. Generation of Mark Sheet (Statement) 7. The Digital TC also generated through FLAIR

MCQs in question paper

Payment of the fees through online.

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

2.6 - Student Performance and Learning Outcomes

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

Programme Specific Outcome (PSO's)

All the programmes of the institution marching towards accomplishing the Programme Specific Outcomes which defines the knowledge, skill components and designed in such a way to fulfil the requirements of local, national, global needs and strive for the betterment of the society.

Course Outcome (CO's)

The course outcome was designed in a way to align with Programme Outcome and Programme Specific Outcomes. Each course of the programme has been structured to develop knowledge and skill components emphasising the ethical values and professionalism.

- The PO's, PSO's and CO's were communicated to the parents and to the students at the time of orientation.
- The CO's will be modified based on the stakeholders feedback on courses after discussing in BOS meeting and approval from the Academic council.
- The PO's, PSO's and CO's are included in the student's syllabus copy for their reference.
- The PO's, PSO's and CO's are displayed in the college campus and website.

| File Description | Documents |
|--|---|
| Upload COs for all courses (exemplars from the Glossary) | View File |
| Upload any additional information | No File Uploaded |
| Link for additional Information | https://www.misscollege.edu.in/pdf/Educational_Outcomes.pdf |

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The concepts of PO, PSOs and COs were introduced in the 2018-19 academic year onwards, The attainment of the same was not yet evaluated.

The POs, PSOs and COs are included in the teaching plan and given unit wise. Once the unit is covered through the mentioned teaching pedagogy the POs, PSOs and COs will be achieved. The components of the internal assessment of the students, that is the assignments and the seminars are linked with the POs, PSOs and COs. The completion of the same will also be another mechanism for the evaluation of the attainment. The question bank for the internal assessment is also prepared on the basis of linking the POs, PSOs and COs. The POs, PSOs and COs are linked each other for measuring the attainment of the same.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional Information | https://www.misscollege.edu.in/pdf/Educational_Outcomes.pdf |

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

251

| File Description | Documents |
|---|---------------------------|
| Upload list of Programmes and number of students appear for and passed in the final year examinations | View File |
| Upload any additional information | View File |
| Paste link for the annual report | Nil |

2.7 - Student Satisfaction Survey

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

https://www.misscollege.edu.in/pdf/Student_Satisfaction_Survey.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Yes. The Research facilities are frequently updated. In addition to the existing desktop, the Research Centre was provided with a new desktop to carry out the research projects. The research policy of the Institution is uploaded on the Institutional Website and it is being practiced. The tools prepared for the major research projects were placed before the research committee for validation.

| File Description | Documents |
|--|---|
| Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption | No File Uploaded |
| Provide URL of policy document on promotion of research uploaded on the website | https://www.misscollege.edu.in/Research_Policy.html |
| Any additional information | No File Uploaded |

3.1.2 - The institution provides seed money to its teachers for research**3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)**

0

| File Description | Documents |
|---|---------------------------|
| Minutes of the relevant bodies of the institution regarding seed money | No File Uploaded |
| Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized | View File |
| List of teachers receiving grant and details of grant received | No File Uploaded |
| Any additional information | No File Uploaded |

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

| File Description | Documents |
|---|---------------------------|
| e-copies of the award letters of the teachers | No File Uploaded |
| List of teachers and details of their international fellowship(s) | View File |
| Any additional information | No File Uploaded |

3.2 - Resource Mobilization for Research**3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)**

349500

| File Description | Documents |
|--|---------------------------|
| e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations | View File |
| List of projects and grant details | View File |
| Any additional information | No File Uploaded |

3.2.2 - Number of teachers having research projects during the year

2

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional Information | http://www.misscollege.edu.in/ongoing.html |
| List of research projects during the year | View File |

3.2.3 - Number of teachers recognised as research guides

0

| File Description | Documents |
|---|---------------------------|
| Upload copies of the letter of the university recognizing teachers as research guides | No File Uploaded |
| Institutional data in Prescribed format | View File |

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

1

| File Description | Documents |
|---|---|
| Supporting document from Funding Agencies | View File |
| Paste link to funding agencies' website | http://ncw.nic.in/ |
| Any additional information | No File Uploaded |

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

1. The Institution has twenty Centers of Excellence. The centre has created an ecosystem for innovation and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.
2. MISS is an active institution of MKU EDII Hub supported by TN EDII. Innovation and Incubation centre provides a platform for budding entrepreneurs to convert their innovative ideas into commercially viable products.
 - Webinar on Entrepreneurship Development was organised by Department of Computer Science and Information Technology on 12-12-2020.
 - Department of Commerce organised a webinar on Women Entrepreneurs on 21-02-2020.
 - The centre has also organized a webinar on the Role of Women Entrepreneurship in Economic Development of India on 23-10-2020.
 - The Centre for Entrepreneurship Development had organized a webinar on the Challenges of Women Entrepreneurs during COVID-19 on 05-12-2020.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

5

| File Description | Documents |
|--|---------------------------|
| Report of the events | View File |
| List of workshops/seminars conducted during the year | View File |
| Any additional information | View File |

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

D. Any 1 of the above

| File Description | Documents |
|--|---------------------------|
| Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check | View File |
| Any additional information | No File Uploaded |

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

0

| File Description | Documents |
|--|---|
| URL to the research page on HEI website | https://www.misscollege.edu.in/research-consultancy.html |
| List of PhD scholars and details like name of the guide, title of thesis, and year of registration | View File |
| Any additional information | No File Uploaded |

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

2

| File Description | Documents |
|---|---------------------------|
| List of research papers by title, author, department, and year of publication | View File |
| Any additional information | No File Uploaded |

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

7

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed**3.4.5.1 - Total number of Citations in Scopus during the year**

0

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| Bibliometrics of the publications during the year | No File Uploaded |

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University**3.4.6.1 - h-index of Scopus during the year**

0

| File Description | Documents |
|--|------------------|
| Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution | No File Uploaded |
| Any additional information | No File Uploaded |

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

50000

| File Description | Documents |
|--|---------------------------|
| Audited statements of accounts indicating the revenue generated through consultancy and corporate training | View File |
| List of consultants and revenue generated by them | View File |
| Any additional information | View File |

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

| File Description | Documents |
|---|---------------------------|
| Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy | View File |
| List of training programmes, teachers and staff trained for undertaking consultancy | View File |
| List of facilities and staff available for undertaking consultancy | No File Uploaded |
| Any additional information | No File Uploaded |

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

NSS-EXTENSION ACTIVITIES:

S.No

Number of Extension Programmes

Number of Neighbour Community benefitted

No of students Participated

1

39

3 Villages

(Village Name -MealaKallendhiri,KilaKalendhiri,Nayakan Patti)

480

Impact of the Programme

- Sensitized through pamphlets on ill effect of consuming tobacco
- Distributed Kabasurakudineer to the general public for increasing the immunity against COVID-19
- Planted trees in the Nayakanpatti Village to prevent afforestation and protect Nature
- Sensitized on Yoga practices and Pranayama
- Sensitized about Child rights
- aware of POCSO act and role of NSS volunteers in safe, aware of bonded labour and its consequences in the society, Gained knowledge on Indian Constitution, sensitized about first aid techniques and life saving skills, volunteers demonstrated about the ill effects of social media, made aware of the ways to mitigate global warming

2.Unnat Bharat Abhiyan

SLNO

ACTIVITIES

| Date | No of participants |
|---|--------------------|
| 1 | |
| Distributed face mask and Kabasurakudineer at Y.Pudupatti Village | |
| 23.05.2020 | |
| 300 | |
| 2 | |
| Webinar on National Educational Policy 2020 | |
| 23.09.2020 | |
| 121 | |
| 3 | |
| Webinar on Legal Awareness Programme | |
| 26.11.2020 | |
| 100 | |
| 4 | |
| Observance National girl child day - conducted game | |
| 01.02.2021 | |
| 53 | |
| 5 | |
| Awareness Programme on Voters day and pledge | |
| 02.02.2021 | |
| 45 | |

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

30

| File Description | Documents |
|--|---------------------------|
| Number of awards for extension activities in during the year | View File |
| e-copy of the award letters | View File |
| Any additional information | View File |

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

44

| File Description | Documents |
|---------------------------------|---------------------------|
| Reports of the events organized | View File |
| Any additional information | View File |

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

480

| File Description | Documents |
|----------------------------|---------------------------|
| Reports of the events | View File |
| Any additional information | View File |

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

199

| File Description | Documents |
|--|---------------------------|
| Copies of documents highlighting collaboration | View File |
| Any additional information | View File |

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

6

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

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 equipments, etc.

The College is placed on a magnificent 3.15-acre with total built-up area of 7843 square meters. The campus consists of one administrative building and four academic buildings with 31 classrooms, three seminar halls, (one air-conditioned) and equipped with LCD projector and sound system.

- Computer Lab facility for all the students is available for improving their technical skills.
- Wi-Fi with 100 MBPS bandwidth is available in the campus.
- Separate hostel facilities for boys and girls
- CCTV cameras installed for the safety of the pupils
- Ramp facility is available for physically challenged
- AC Guest rooms are available to accommodate resource persons/visiting faculties/examiners.
- An alumni auditorium and an open air auditorium are

available.

- The central library has a carpet size of 2304 square feet and a reading hall that can accommodate 100 students. Separate section in the library for research scholars. The library is fully automated with library management software 'MODERNLIB'. The library has an OPAC system to access the books. To access the e-resources, a section is available in the library. The library is located on the ground floor and the open access system is followed. Reprographic facilities are also provided for the users.

| 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, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

Physical education is essential for unlocking the potential of students. The institution provides opportunity to gain physical fitness in order to live a healthy life.

Sports and Games

Both indoor and outdoor sports facilities are available at the College. Indoor sports cum auditorium with built-up area of 7576 sq. ft is utilized by the students to play badminton, table tennis, carom and chess. Outdoor sports and games are also held on the college grounds. Outdoor events include volleyball, shot-put, handball, kabadi, cricket, ring ball, kho-kho, and others.

Gym Gym facility is available in the campus with separate timings for boys and girls.

Yoga and Meditation

In the college, there is a pyramid-like structure available for Yoga practice. Every year on June 21st, International Yoga Day is observed through the Health Awareness centre.

Cultural Activities

The College has a cultural team that is functioning under the Cultural Committee. Students participate in cultural activities on Foundation Day, Independence Day, Republic Day and during Pongal celebrations. Students participate in cultural activities as part of interdepartmental programmes. Students are encouraged to participate in intercollegiate competitions and events.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Geotagged pictures | View File |
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

10

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

1680730

| File Description | Documents |
|--|---------------------------|
| Upload audited utilization statements | View File |
| Details of Expenditure, excluding salary, during the years | View File |
| Any additional information | No File Uploaded |

4.2 - Library as a Learning Resource

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

The library services have been automated using the 'MODERNLIB' software. It is a fully automated, menu-driven, interactive, user-friendly package that has been meticulously designed to meet the student's information needs, such as book availability, book status, user details, and so on. The MODERNLIB version used at the college is V.1.0.0. The Online Public Access Catalogue (OPAC) is made available to students and faculty to search for book availability, the current status of books, and user information. The College is a member of the Club of the National Digital Library of India (Reg No: INTN00028). The library has 18409 book volumes and subscribes to 20 national and international journals.

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

**4.2.2 - Institution has access to the following:
e-journals e-ShodhSindhu Shodhganga
Membership e-books Databases Remote
access to e-resources**

B. Any 3 of the above

| File Description | Documents |
|---|---------------------------|
| Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership | View File |
| Upload any additional information | View File |

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

77892

| File Description | Documents |
|--|---------------------------|
| Audited statements of accounts | View File |
| Any additional information | 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 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

80

| File Description | Documents |
|--|---------------------------|
| Upload details of library usage by teachers and students | View File |
| Any additional information | View File |

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

IT POLICY

IT policy of the college is to support and facilitate the teaching, learning and evaluation, research and administrative functions of the college through wireless, high-speed network, secured from intruders, with regular data backup and recovery techniques and updates for better performance and flexibility.

- Usage of the facility is encouraged primarily for academic and official purposes even though the user can use it for personal purposes to a limited extent.
- Unique password will be given to the Faculty and students to access College Wi-Fi facility which should not be shared to others.
- Antivirus is implemented in all IT related services to secure the data against theft and to prevent malware from causing damage to the device.
- Usage of Data storage hardware or devices without the consent shall be prevented to fend off information leak or virus attacks into the IT devices or servers.
- Upgrading the IT facilities in the campus on a periodical

basis depending upon the requirements.

- IT support centre shall be established with well qualified technical staff to ensure smooth functioning of IT related services.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | https://www.misscollege.edu.in/pdf/IT%20Policy%20final.pdf |

4.3.2 - Student - Computer ratio

| Number of Students | Number of Computers |
|--------------------|---------------------|
| 622 | 158 |

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 50 Mbps

| File Description | Documents |
|---|---------------------------|
| Details of bandwidth available in the Institution | View File |
| Upload any additional information | View File |

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

C. Any two of the above

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |
| List of facilities for e-content development (Data Template) | View File |

4.4 - Maintenance of Campus Infrastructure

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

1240729

| File Description | Documents |
|-----------------------------------|---------------------------|
| Audited statements of accounts | View File |
| Upload any additional information | No File Uploaded |

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

The operation of the college is governed by a number of policies, procedures, and practices. The policies are intended for the day-to-day operations. They advise their members in a variety of academic areas. The non-teaching staffs efficiently maintain and clean the classrooms and furniture, and in special cases, the college hires experts to do the maintenance.

The college website is updated on a regular basis. UPS, electrical, and plumbing maintenance is performed on a regular basis with the assistance of skilled individuals.

Computer Labs

The College has 4 computer labs which consist of 158 desktop computers.

Library

Library software is maintained under AMC. Disinfecting and keeping the library clean is done frequently by library staff. Annual maintenance of MODERNLIB Software is done by the vendor.

Class Rooms

There are enough fans, tube lights, and furniture in the classroom. All the facilities are well-maintained; in the event of a repair or damage to the goods, carpenters and electricians perform the maintenance. All facilities are cleaned and maintained on regular basis.

Sports

The Sports in charge takes care of the sports facilities. The proper maintenance of sports equipment is done by the sports committee in the college under the chairmanship of the Principal.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | https://www.misscollege.edu.in/pdf/Procedures_and_Policy_for_Maintanence.pdf |

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year**

43

| File Description | Documents |
|---|---------------------------|
| Upload self-attested letters with the list of students receiving scholarships | View File |
| Upload any additional information | View File |

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

12

| File Description | Documents |
|--|---|
| Upload any additional information | View File |
| Institutional data in prescribed format | View File |
| 5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology | A. All of the above |
| File Description | Documents |
| Link to Institutional website | https://www.misscollege.edu.in/Capability_enhance_scheme.html |
| Details of capability development and schemes | View File |
| Any additional information | View File |
| 5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year | |
| 385 | |
| File Description | Documents |
| Any additional information | View File |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template) | View File |
| 5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' | A. All of the above |

grievances Timely redressal of grievances through appropriate committees

| File Description | Documents |
|--|---------------------------|
| Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee | View File |
| Details of student grievances including sexual harassment and ragging cases | View File |
| Upload any additional information | View File |

5.2 - Student Progression
5.2.1 - Number of outgoing students who got placement during the year

49

| File Description | Documents |
|---------------------------------------|---------------------------|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |

5.2.2 - Number of outgoing students progressing to higher education

52

| File Description | Documents |
|---|---------------------------|
| Upload supporting data for students/alumni | View File |
| Details of students who went for higher education | View File |
| Any additional information | View File |

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

0

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for students/alumni | View File |
| Any additional information | No File Uploaded |

5.3 - Student Participation and Activities

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

0

| File Description | Documents |
|--|---------------------------|
| e-copies of award letters and certificates | View File |
| Any additional information | No File Uploaded |

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

- Mr.Vishnu Vardhan. M, of II MSW (HRM) had served as the Chairman of the Students Council.The activities carried out by the Council wereCreating awareness on Ragging and its consequences, awareness programme on COVID 19.Apart from these council members were a part of the Academic Council, Placement Committee, Anti Ragging Committee, ICC and IQAC. The Republic day parade was organised by the students council. The COVID 19 Pandemic impacted the activities of the Council.

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

4

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| List of sports and cultural events / competitions organised per year | View File |
| Upload any additional information | No File Uploaded |

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

MISS Alumni association has its chapters in Madurai, Chennai and Bengaluru. Webinars, Skill development programmes were organised with the support of the alumni association. The alumni association have extended its support for the successful completion of the field work training programmes and the Internship, Project work of the students. The alumni of the institution actively support for the Placement of the students.

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

5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The institution is of its very first in South India established to provide quality education at an affordable cost. When compared to

the other educational institutions, the fee collected is nominal. Students enrolled for admission are mostly from rural areas and belong to the poor economic background. The institution focuses on developing human resources with adequate knowledge and skills to meet the job requirements in the contemporary scenario. Committed faculty members and visionary management always strive to mould the students not only in terms of their professional development and also the realization and the development of self.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional Information | https://www.misscollege.edu.in/Goal.html |

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The Head of the Various departments in consultation with the faculty members of the concerned department prepares an academic plan during the beginning of every academic year. All faculty members actively participate and contribute their views with regard to the activities to be carried out in the context of the existing demands and requirements at the national and international levels. The prepared academic plan will be presented by the HoDs in the presence of their department faculty members, IQAC coordinator, and the Principal. All faculty members are provided with an opportunity in initiating and organising various academic events.

Similarly, the HoDs and faculty members were empowered to conduct BoS at the department level once in a year to upgrade the syllabus. The academic council meeting is organised once a year in which all the stakeholders namely the Principal, HoDs, faculty members and the students' representatives participate to express their views.

Faculty members were provided with different responsibilities to equip their skills and knowledge.

Students' Council is formed once a year in order to develop leadership qualities and to represent the concerns of the students to the faculty members and the principal.

| File Description | Documents |
|---|---|
| Upload strategic plan and deployment documents on the website | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Paste link for additional Information | https://www.misscollege.edu.in/Adminstration_College_Committee.html |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Teaching-learning process

The faculty members were motivated to use LMS in teaching-learning process. Initiatives were taken to understand the effectiveness of online teaching and learning. Feedback from the students was collected to ensure an excellent and conducive academic environment.

Heads of Departments were directed to submit the academic plan of the year during its commencement. A periodical faculty meeting was organised to understand whether the planned activities are implemented.

Research Activities

The research centre of the institute plans its activities during the beginning of the academic year. The planned activities such as organizing conferences, seminars, and workshops were implemented. In addition to this, faculty members were encouraged to publish papers in the journal of international and national repute. Faculty members took the initiative to submit the proposals for funded research projects and sponsored conferences and seminars. A funded research project was undertaken. Research articles were published by the faculty members.

Developing human resources

Many programmes were organised for the professional development of the faculty members. They were also motivated to collaborate with different educational institutions to organize webinars/workshops for improving their knowledge and skills on different issues.

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | https://www.misscollege.edu.in/pdf/Research%20Centre%20Activities.pdf |
| Upload any additional information | View File |

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

The activities of the institution are in line with the policies framed.

The institution has its own structure of administration right from the Principal to the students. Students and faculty members of the departments report to the HoDs. All HoDs, teaching, and non-teaching staff report to the Principal. Principal reports to the management.

The IQAC Coordinator, Controller of Examinations, Dean of Academic Affairs, and the Research Coordinator join hands in various activities of the institute. Apart from this, the institute has various centres of excellence headed by the centre coordinator and the clubs headed by faculty in-charges. All the stakeholders of the institute comprise the organogram. All curricular and co-curricular activities are discussed along with the stakeholders to ensure transparency.

The non-teaching staff of the institute supports the principal and the management in dealing with various matters such as the admission of the students, recruitment, finance and accounts and administration.

The rules and procedures prescribed by the Government of Tamil Nadu are followed.

| File Description | Documents |
|---|---|
| Paste link to Organogram on the institution webpage | https://www.misscollege.edu.in/pdf/Organogram.pdf |
| Upload any additional information | View File |
| Paste link for additional Information | Nil |

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 | No File Uploaded |
| Screen shots of user interfaces | View File |
| Details of implementation of e-governance in areas of operation | View File |
| Any additional information | No File Uploaded |

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The welfare facilities provided to staff are as follows:

Interest-free loan

Flexi-working hours for two days in a month

Advance amount to the needy faculty members

On Duty for attending the conferences, workshops, and seminars with financial support

Fee concession to the children of teaching and non-teaching staff

Fee concession to the teaching and non-teaching staff for enrolling in the part-time programmes

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

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

7

| 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 programmes organized by the Institution for its teaching and non-teaching staff during the year

3

| File Description | Documents |
|--|---------------------------|
| Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres) | View File |
| Upload any additional information | View File |

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

7

| File Description | Documents |
|---|---------------------------|
| Summary of the IQAC report | View File |
| Reports of the Human Resource Development Centres (UGC ASC or other relevant centers) | View File |
| Upload any additional information | View File |

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The institution conducts internal audits and external audits regularly.

'The Internal audit is being conducted by the Governing body of the institution.

The Regional Joint Directorate of Collegiate Education, Government of Tamil Nadu, Madurai conducts the external audit every year.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

50000

| File Description | Documents |
|---|---------------------------|
| Annual statements of accounts | View File |
| Details of funds / grants received from non-government bodies, individuals, philanthropists during the year | View File |
| Any additional information | View File |

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Persons with affinity towards the institution and alumni provide financial support to develop infrastructure facilities, to purchase

books and appreciate the students through monetary and non-monetary rewards. During the academic year, 2020-2021, Benudhar Behera Smarak endowment fund was created for benefitting the talented needy student.

The institution has a strong network with alumni whose positive energy, spirit, and enthusiasm help to function effectively.

The alumni of the institutions share their expertise and knowledge to develop the talents and skills of the students.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The faculty members were motivated to enroll themselves in Online Courses and Faculty Development Programmes.

Many webinars were organized by various departments inviting eminent speakers.

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Faculty meeting was conducted on a periodical basis to check whether the progress is gearing towards the annual plan prepared during the academic year. Google classrooms of the faculty members

were reviewed to ensure whether the lesson plan, reading materials, relevant videos have been uploaded for the reference of the students. During the meeting, HoDs and faculty members were appreciated for the initiatives taken. Further, they have been motivated to work with the same spirit and enthusiasm in the days to come to create a constant learning environment for the students and the teachers. The syllabus completion by the faculty members are monitored and discussed before conducting the Internal Tests and End Semester Examinations. Feedback was collected from the students to understand the effectiveness of online teaching learning process. Faculty members were oriented about the importance of curriculum development, organising webinars and programmes at national and international levels, participating in conferences and workshops, and publishing research papers in the journals of national and international repute at all the meetings. As a result, all faculty members worked tirelessly to ensure the quality of various academic activities.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

B. Any 3 of the above

| File Description | Documents |
|--|---|
| Paste the web link of annual reports of the Institution | https://misscollege.edu.in/pdf/Annual%20Report%202020-21%20AQAR.pdf |
| Upload e-copies of accreditations and certification | View File |
| Upload details of quality assurance initiatives of the institution | View File |
| Upload any additional information | 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 Centre for Women's Studies and various department conducted gender sensitivity programmes to ensure the gender equity in the college premises,

S.No

Date

programme

organized by

1

30.9.2020

Webinar on prevention of Sexual Harashment at Workplace

Centre for Women's Studies

2

06.11.2020

Panel Discussion on Status of Girl Child in India

PG Dept of SocialWork , FCW - Specialization

3

05.11.2020

Guest Lecture on Challenges of Women Entrepreneurs during Covid 19

Centre for Entrepreneurship Development

4

04.02.2021

Observance of State Girl Child Day at Semiyandhal

Unnat Bharat Abiyan

5

06.03.2021

Women's Day Celebrations - Competitions

National Service Scheme

6

08.03.2021

Observance of Women's Day Celebrations on Theme : Women Leadership

Centre for Women Studies

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

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

D. Any 1of the above

| power-efficient equipment | |
|--|------------------------------|
| File Description | Documents |
| Geotagged Photographs | View File |
| Any other relevant information | No File Uploaded |
| 7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words) | |
| <p>The college has concern for environment consciousness and waste management. The conservancy workers collect the waste from each blocks and separating them into degradable and non degradable wastes. Degradable wastes are pooled into the composite pit and non degradable wastes are separated for recycle purpose. Paper waste is sold out for its recycling in paper industry. Non degradable wastes are taken by the corporation. The electronic wastes such as computer components, CPU and ICs are used in practical demonstration for the students. Our college is automated through electronic means such as Whats App groups, email, Google classroom and thus reducing paper-based waste. Online teaching provided the scope for flipped classroom. The college also adheres to plastic free environment.</p> | |
| File Description | Documents |
| Relevant documents like agreements/MoUs with Government and other approved agencies | No File Uploaded |
| Geotagged photographs of the facilities | View File |
| Any other relevant information | No File Uploaded |
| 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 | D. Any 1 of the above |
| File Description | Documents |
| Geotagged photographs / videos of the facilities | View File |
| Any other relevant information | No File Uploaded |

| | |
|---|------------------------------|
| 7.1.5 - Green campus initiatives include | |
| 7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping | B. Any 3 of the above |
| File Description | Documents |
| Geotagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | No File Uploaded |
| Any other relevant documents | View File |
| 7.1.6 - Quality audits on environment and energy undertaken by the institution | |
| 7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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 | View File |
| Certificates of the awards received | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

C. Any 2 of the above

| File Description | Documents |
|--|---------------------------|
| Geotagged photographs / videos of facilities | View File |
| Policy documents and brochures on the support to be provided | View File |
| Details of the software procured for providing assistance | No File Uploaded |
| Any other relevant information | No File Uploaded |

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

The college was started on the birth centenary of Mahatama Gandhi and has been providing value based education since its inception adhering to the motto. During the 2020 -2021 academic year, webinar on Peace talk on World Peace Day, webinar on National Education policy to impart the importance of the education policy and its current needs, and webinar on Family Legislations for

creating awareness on family situations and its issues were organised.

On the occasion of the World Mental day Photography competition on the theme : Kindness objective to think self development was organised.

Centre for Child Development studies organized a webinar on Core Story of Child Development studies to provide knowledge on childhood development and its impact on personality development.

Observed the Vigilance Awareness Week through National Service Scheme to inculcate the values and ethics and to ensure Corruption free nation.

Centre for Poverty Studies was conducted the quiz competition on Poverty in India.

| File Description | Documents |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | View File |

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

The college is interested in inculcating the constitutional obligation, rights and duties. Organized webinar, elocution, essay writing competitions, Quiz and training programmes. The college also celebrated and observed various important days to disseminate knowledge on values, rights, duties and responsibilities on various themes like values of Mahatama Gandhi, Mohamed Nabi and Jesus Christ - The Champion of Communal Harmony.

Elocution competition on Ahimsai Yennum Arumarunthu, My India, My Pride, Blood donations camp were organised.

The days celebrated were vegan day, constitution day, World Aids Day, Human rights day, International youth day.

The above programmes helped to develop positive attitude and values among the students.

| File Description | Documents |
|---|---------------------------|
| Details of activities that inculcate values necessary to transform students into responsible citizens | View File |
| Any other relevant information | No File Uploaded |

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized

C. Any 2 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 programmes, 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

The college celebrates the national festivals to motivate the students on patriotism and importance of the civic consciousness and community participation to enhance their spirit. Celebrating national festivals play an important role in spreading the nationalism. National days were celebrated with great enthusiasm to recognize the contributions of freedom fighters and national leaders. The Faculty, Staff and Students of the college jointly celebrate these occasions to understand the significance of Peace, Unity and Love.

S.no

Programme name

Date

Organized by

Resource person

1

Celebrated Independence day

15.08.2020

NSS

2

Observance of Indian Constitution Day

26.11.2020

National Service Scheme

Mrs.Swathika A Sekar

3

Observance on Human Rights Day 2020

10.12.2020

BSW/NSS

Mrs.G.Priya

Programme officer

People's Watch

4

Observance of International Youth Day-Elocution competitions

25.01.2021

Centre for Vivekanda studies

5

Celebrated Republic Day

26.01.2021

NSS

6

Observance of National Girl Child Day at Semiyanenthal Village

01.02.2021

Unnat Bharat Abhiyan

7

Observance of Voters Day at Kadakinaru Village

02.02.2021

Unnat Bharat Abhiyan

| File Description | Documents |
|--|---------------------------|
| Annual report of the celebrations and commemorative events for during the year | No File Uploaded |
| Geotagged photographs of some of the events | No File Uploaded |
| Any other relevant information | View File |

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the

prescribed format of NAAC

Best Practices one: Meditation Classes

Best Practices Two: Learning Management System

The details of the best practices are given in the web site and the link is uploaded

https://www.misscollege.edu.in/pdf/Best_Practices.pdf

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://www.misscollege.edu.in/pdf/Best_Practices.pdf |
| Any other relevant information | Nil |

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

The college believes in one nation, one home. To adhere to this motto, the students are encouraged in different platforms to enrich their knowledge and skills. Every year the college conducts personality development courses and employability drive for final year students. Objective of the programme is to understand the self and to enhance the professional skills. This programme ensures the participation of all students and enables to get employment opportunity.

The college insists on connecting institution with community. Outreach programmes were organized to sensitize the public on social issues.

Goal of the college is to develop human resources to serve mankind. The college ensures the social responsibility to fulfill the above-mentioned goal of serving the mankind. COVID-19 pandemic has led to an unprecedented challenge to public health and livelihood. Our college has actively involved in community services during the pandemic period in the adopted villages like Pudupatti, Semiyanedhal, Kadakinaru, and Narasingam. College has conducted awareness programmes, distributed free face mask and kabasura kudineer to prevent the spreading of COVID 19. Before organizing the programme the problems and needs of villages were

analyzed based on personal discussion with Panchayat President, ward members and people in the village.

| File Description | Documents |
|---|---|
| Appropriate link in the institutional website | https://misscollege.edu.in/pdf/Institutional%20Distinctiveness.pdf |
| Any other relevant information | No File Uploaded |

7.3.2 - Plan of action for the next academic year

1. To organize Workshops and Seminars on the core thrust areas.
2. To ensure the students' enrolment in MOOC Courses.
3. To organize Placement Training Programmes for the final year UG and PG students.
4. To conduct Faculty Development Programmes on ICT and Digi Tools.
5. To strengthen the research publications.
6. To organize programmes in collaboration with the Unnat Bharat Abhiyan in the adopted villages based on the baseline survey.
7. To organize stress management sessions for the 10th and 12thstd students.