YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	KHADIR MOHIDEEN COLLEGE
• Name of the Head of the institution	Dr. A. MOHAMED NAZAR
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	914373242236
• Mobile no	9842446424
• Registered e-mail	principal@kmcadirai.org
• Alternate e-mail	principal.kmcadirai@gmail.com
• Address	SETHU ROAD (ECR)
• City/Town	ADIRAMPATTINAM
• State/UT	TAMILNADU
• Pin Code	614701
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	**Bharathidasan University, Tiruchirappalli**
• Name of the IQAC Coordinator	**Dr. N.M.I.Alhaji**
• Phone No.	**914373242236**
• Alternate phone No.	**9842430591**
• Mobile	**8825774430**
• IQAC e-mail address	**iqac.kmc2021@gmail.com**
• Alternate Email address	**nmialhaji@live.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://kmcadirai.org/admin_super/ setting/uploads_iqac_aqar/AQAR%20 Submitted%20_%202019-2020_30.12.2 021.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://kmcadirai.org/pdf/AQAR-202 0-2021/Calander.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**80.1**	**2005**	**29/06/2005**	**27/07/2010**
Cycle 2	**B**	**2.69**	**2011**	**30/11/2011**	**29/11/2016**

6.Date of Establishment of IQAC	**23/06/2005**

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

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**0**

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

9.No. of IQAC meetings held during the year	11	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

Instituting a professional approach in internal question setting process by exposing all faculty to the nuances of the same

Preparation of action plan subsisting the academic programmes of all departments

Reorienting the academic planner with greater provision to include all aspects of teaching learning process

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

Plan of Action	Achievements/Outcomes
1.Updation of academic calendar with teaching allotment plan in a substantive manner	1.The academic planner is updated with all details of teaching engagement
2. Preparing a scheme of action to supplement main teaching process with academic centric plans and programmes	2. The institution has organized as many programmes to substantiate the main teaching learning process
3. Propping up the research activities with improvement in quality publications	3. The institution has seen publication of research papers /articles in top notch journals with high impact factor

13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name	Date of meeting(s)
COLLEGE ACADEMIC COUNCIL	**07/03/2022**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
YES	**06/03/2022**

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   **637**

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

File Description	Documents
Data Template	View File

2.Student

2.1 **2519**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **1435**

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

File Description	Documents
Data Template	View File

2.3 **918**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **128**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **0**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	637
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2519
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	1435
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	918
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	128
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	0

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	83
4.2 Total expenditure excluding salary during the year (INR in lakhs)	37
4.3 Total number of computers on campus for academic purposes	206

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Institution being affiliated to Bharathidasan University,is following the curriculum framed by the University in all the programmes. Accordingly,the Institution is carrying on with the programmes affiliated to Bharathidasan University. The University, from time to time, comes up with changes on curriculum framework as advised by its Academic Bodies such as Syndicate and Senate. The changes brought in consideration on any aspect concerning courses run by the institution are immediately acted upon. In effect, our instiutution integrates croocutting issues relevant to Professional ethics, Gender, Human values, Environment and Sustainability into the Curriculum

The Institution constantly gets updated on the changes effected into the courses based on the communication received from the University. Accordingly, the changes in the course code, content of the syllabus, learning objectives and course outcomes are oriented to the students in order to chart out the teaching

learning process with proper pedagogical methodologies. The instructional hours and laboratory hours (if applicable) are tallied in order to find the match between hours earmarked and the actual hours on hand with reference to any particular semester under consideration.

The staff work diary documents day to day academic programmes in an effective manner

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

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

The Academic Calendar lays out the broad plan envisaged for carrying on with the programme of every kind of the institution against the proposed time frame of completion of the same with due regard to University communications on this front. It aids to arrange the resources, where every aspect of academic concern is put into the maximum use by sticking to a broad time table.

The academic calendar marks every day of completion of academic session for the entire semester order wise. It helps to gauge the progress of syllabus completion against proposed. On completion of considerable portion of syllabus, internal assessment tests are conducted with pre-defined schedules. A set of assessment tests and pre-semester model examinations are conducted to gauge the progress of the students in right earnest manner.

The Internal assessment examination process is carried out in a decentralized manner. Each assessment test is modeled on University pattern of questions in an abridged form. It prepares the student for University examinations with good exposure on the process ahead.

The above referred two documents have been used as a sort of permanent records to substantiate the teaching learning process carried out under the broad curriculum of the University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://kmcadirai.org/

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

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

1.2 - Academic Flexibility

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

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

41

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

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

7

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

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

333

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

1.3 - Curriculum Enrichment

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

The Institution integrates various measures in order to promote the professional competence of teachers as well as the students. The Institution offers courses on improving the professional skill which sets for students with specific inputs dealing with learning, speaking, reading and writing (LSRW) practices in order to improve the professional standards which could, in turn, improve the ethical orientation of learners.

Gender equity promotion initiatives are done both as part of curriculum as well as through efforts of our own in order to improve the gender equity amongst both staff and students. A course entitled 'Gender Studies' is offered to the students subsisting all information ranging from ancient to modern, mirroring the evolution of the concept in different perspectives.

Progressive legislations meant for promotion of gender sensitivity which is also taught to the students as part of curriculum.

Environmental education is offered to the students through a course loaded withspecialized knowledge on various environmental and conservation measures. Campus green initiatives are given prime importance with adequate care to preserve the existing flora and fauna. New green initiatives are student driven, to ensure that, the energy of the students is put to good use.

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File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

248

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

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

157

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://kmcadirai.org/pdf/AQAR-2020-2021/Feedback-ATR.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://kmcadirai.org/pdf/AQAR-2020-2021/Feedback-ATR.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

746

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

113

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

2.2 - Catering to Student Diversity

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

Students' academic progress is evaluated continuously through formal and informal means. As the institution's demographic credentials allow personal rapport with the students and parents to a great deal, the tracking of students academic progress is under observation and scrutiny all the times. In order to improve and standardize the same, the institution has adopted the following practices in its academic schedule.

The process of reviewing and initiating remedial measures to bridge the knowledge gaps anddeficiency is compensated through organization of special classes for the slow and quick learners. To expand this proposition, every department undertakes result analysis once the University results are declared. Based on the overall assessment of students' performance, decisions are taken regarding organization of classes for slow learners if the poor marks or number of failures in a particular course or clutch of courses hovers above 10%.

In the same way, creditable performance of students is appreciated and suitable programmes are designed to groom them further.

Booster classes are organized for the potential University rank holders after identifying their sustained academic progress. For such category of students , advanced course materials, intensive sessions meant for grooming them towardshigher pedestal by securing admissions into premier institutions such as IIT,IIM,and IISc etc.,

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

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

Number of Students	Number of Teachers
2519	**128**

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

2.3 - Teaching- Learning Process

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

The Institution adopts numerous methods to enhance teaching, learning processes apart from conventional method of chalk and talk. Towards this end, the following are predominantly used to arouse and keep up the interest of students.

- **Experiential learning method of teaching is offered to the students after exposing them to various concepts and methodologies relevant to their domain. The students have been asked to carry out certain identified tasks by the way of assigning them certain work or project pertaining to their prior learning**
- **Participative learning is yet another method of enlisting the participation of students towards some identified subjects or themes by way of assigning them certain activity towards achieving some pre determined outcome. This method is a delicate one for ensuring the learning outcome to be achieved by the students by their own effort only.**
- **Problem solving is another method being used to expose the**

students towards getting the feel of corporate world through assignment of some common problems pertaining to real work world. The participants are honed to improve their thinking prowess, problem identification, deciphering intricacies of evolving concepts or theme etc., in a structured manner. After repeatedly exposing students to this kind of exercise, it was found that the problem solving skills of students have been improved.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://kmcadirai.org/

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

The Institution recognizes the role of technology in all spheres of human life, more so, in educational institutions. To translate this idea into a workable proposition, the institution has integrated technology into teaching learning process to the extent possible. Information and Communication technological component is integrated into the regular teaching process in the following ways.

- Virtual classrooms

The teaching learning process is effectively complemented by virtual class rooms. The virtual classrooms are equipped with the electronic gadgets which help to disseminate the skills and knowledge in an easier manner. The soft copies of classroom lectures are made available in real time as well as in records for instant use and retrieval for later. Virtual classrooms are double up to stage presentations at the time of viva voce examinations for research scholars too.

Further, virtual class rooms are extensively used to telecast recorded as well as live interactions, debates and shows of academic relevance.

- WhatsApp Groups

The Institution has leveraged educational benefits due to students' financial unsustainable background by harnessing

technology of every kind. Regarding this, the process of teaching and learning is done through dedicated whatsapp group which is created essentially to reach out to large number of people at relatively low cost. It was proved to be useful during Corona induced pandemic period.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

128

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

2.4 - Teacher Profile and Quality

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

128

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

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

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

67

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

769

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The Institution takes due care in making the progress of students meaningful and measurable. The external examination process is effectively complemented by robust internal assessment examinations which are well tuned to aid and suit the University assessment. Accordingly, the internal examination is conducted in such a manner to measure the level of preparedness of students prior to University examinations. The internal examination is being conducted in two stages of Internal Assessment tests and model examination commensurate with the progress of completion of syllabus. As per this scheme, weightages are assigned to areas

noted for domain relevance for the purpose of inclusion in the question paper and the same methodology is used in successive stage of internal assessment examinations until the student is ready for terminal examinations conducted by the University.

The Internal assessment examinations serve many purposes which are incidental to the attainment of main objectives behind the conduct of examinations as such. They are

- It provides the base for awarding of internal marks for integration into the external component of University marks
- Internal assessment examinations serve as tool to gauge the sustained performance of students over the term of the semester
- It helps to figure out the possible lapses or deficiency caused to the teaching learning process which is reflected through marks
- The internal examinations provide clue on designing programmes for high performing students.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The Institution follows a fixed mechanism to deal with grievances related to internal examinations in an effective way. Generally, the internal examination pattern is crafted for effective discharge of its ordained duties in a steadfast manner. Still, owing to changing educational pursuits and course objectives, some grievances do creep up from time to time. The grievances are addressed and students concerned are taken into confidence in the following ways

- Expected questions at University level with technical shade or jargons are getting introduced into internal examination levels for the purpose of better clarity and exposure to the students. There were queries or a feeling of discomfort on account of this. The students felt outlandish were oriented towards the rationale for doing the same keeping the larger picture in mind.
- Standardization of phrases or terms used in previous year

University questions is brought to the notice of teaching faculty for clarification/edification. It helps to iron out the mismatch between what taught in the classroom and in text book.

- The answer books are circulated amongst the students after evaluation. As a proof of having verified and gone through the contents with satisfaction, the students are asked to put their signature on the face of it. This practice enables the teacher and senior faculty to crosscheck and reassure the valued answer scripts.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The Stakeholders of the Institution are apprised of outcomes earmarked for each programme, course and specific programmes. The outcomes concerning each programme are prominently displayed in the department to enable all stakeholders to know where they are heading for. Further, the broad outcomes captured in lucid form are in such a way to convey the intent of the faculty in achieving the same.

Programme specific outcomes are correlated to the specialization of the faculty in offering the programme with a specific focus on certain area for broader edification. The outcomes in this category are largely drawn from main outcomes or domain objectives only. Hence, they are being viewed as adjunct or allied to main outcomes associated with the programme.

Course outcomes are explained to the students by the teachers concerned once they are assigned to carry out their teaching programme as per the syllabus. In fact, the teachers can bring their imagination, expertise and resources to the benefit of the students by going in depth into the content in right earnest.

The course outcomes are collective representation of programme and programme specific outcomes in letter and spirit. Hence, the summation of all outcomes is expected to be achieved by the

students in terms of possession of skill sets under graduate attributes.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The Institution is offering programmes affiliated to the University with the objectives and course outcomes as outlined by it. The major objectives for each programme are domain specific and have been largely based on the core knowledge sought to be imparted. The programme outcomes are designed by the authorities at University level for the purpose of circulation amongst all affiliated colleges. In this regard, the constituent colleges are allowed to exercise their discretion in the form of introduction of allied courses which are normally offered in consonance with the main objective of the programme from the bouquet of courses to be selected.

The Institutions are given further cushion and liberty in academics in the form of introduction of diploma courses at college level. The syllabus, credits, duration of the programme for such diploma courses can be decided by the constituent college authorities based on their requirement. It has been effectively utilized by the institution offering so many value additions and add-on programme to achieve the programme and course outcomes in a better manner.

There are certain programmes meant to disseminate cutting edge knowledge on practical aspects drawn from core concepts. The outcomes so earmarked are slightly different from other common outcomes in the same domain. Hence, the objectives must capture the essence of the programme. Accordingly, the programme specific outcomes are drawn.

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

2.6.3 - Pass percentage of Students during the year

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

882

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	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://kmcadirai.org/pdf/AQAR-2020-2021/Feedback-ATR.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

14.2

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

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

3.1.2.1 - Number of teachers recognized as research guides

23

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

11

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

3.2 - Innovation Ecosystem

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

The teaching learning process is carried on by infusing technology and new initiatives wherever possible. The technology component is

made as part of teaching learning resources as an integral one. Further, an extension of new processes that will enrich the learning process, the learning eco system in the institution is improved with new measures.

The institution is encouraging peer learning. Under that, a concept which is to be propounded for wider reach is explained to a select group of students. In turn, the rest of students in the class are taught by the select group of students. As the concept is taught by fellow students, the process of learning is made more informal but effective. This concept is used on situations where the students find the peer learning far more convenient, personal than the regular mode of teaching.

Participative Learning is yet another method being used in our institution to explain the concepts in various courses. Through this, the likely solution to a problem is given beforehand but the methods of reaching it is given for deliberation. With the guidance of teacher concerned, the sequence of events is pursued by the students which will culminate in arriving at the solution by learning the intricacies of it in the process.

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

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

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

8

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

3.3 - Research Publications and Awards

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

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

3

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

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

48

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

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

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

5

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The Institution has taken up numerous measures to sensitize the public, students and different other stakeholders on a continuous basis as part of academic programme. Depending on the issue which is hogging the limelight and prominence it gains in the society, the students of the service organizations are deployed.

Awareness Rallies

The Students of service organizations representing various units of NSS, NCC and others are known to take rallies representing various issues facing the society in order to take the message to wider audience. Owing to such measures, the students of the institution occupies a central stage in highlighting social issues through carrying of placards in the processions, holding human chains, regulating traffic and many other social initiatives.

Sensitization programmes

Women occupy an important place in our lives in all aspects. The institution also accord much priority in highlighting women centric issues. In this connection, many programmes on improving awareness on breast feeding, women personal hygiene, parental care are taken up..

Blood Donation Camps

The institution has a permanent database of donors which is used public at large based on their specific medical requirement,

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

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

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

34

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

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

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

20

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

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

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

371

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

3.5 - Collaboration

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

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

26

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

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The physical infrastructure is toned up from time to time to keep pace with the academic requirements of the students. Accordingly, the institution has adequate number of classrooms with required dimensions and fully furnished. It helps the students to have a hassle free learning experience once they get into the classes.

Further, the learning process both inside and out of the classrooms are well taken care of by provision of facilities in all places where the students huddle together on academic purpose. The informational needs of the students are always fulfilled by extending the services through a well stocked library with a good number of periodicals and newspapers. The provision of computer facility with internet at the library ensures students' access towards online journals and other resources at zero cost.

The establishment of research scholar's wing inside of the library helps the scholars to enrich their research output by getting access to good quality publications and reference.

The institution's laboratories are modern and constantly replenished with the stocks of all materials for laboratory use.

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

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

There are established systems and procedures for maintaing and utilizing sports, academic and support facilities.The institution not only nurse the intellectual health of students but also physical. In this regard, a vast playground with all necessary amenities are in place to cater to sporting requirements of students with the active supervision of a trained, fully qualified, physical director with a support staff. As part of routine, the students who wish to take up specialized training

under various categories of sport are identified, nurtured with a specific training regimen.

The persistent efforts of the staff affiliated to the physical department helped in seeing many students occupying coveted positions in sports at University level.

The cultural club of the institution is quite vibrant by hosting many programmes and events to tap the latent skills of students and grooming them in their specializations in a focused manner. The cultural competitions organized in many other institutions are represented by our students as competitors and brought home laurels on many occasions.

A gymnasium is functional in the institution with all necessary instruments to build the physical strength of the students.

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

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

8

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

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

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

14.91

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

4.2 - Library as a Learning Resource

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

The Library information system maintained in the institution is integrated. Hence, it provides seamless access to all users of the library both online and offline. The faculty members of the Institution are provided with e-mails and passwords.

The online resources of the Library is replenished /renewed for every year by payment of subscription to enable a huge repository of online resources being availed by the faculty and students alike. The online resources of the library are integrated with off line resources for the benefit of users. The offline resources are stacked in such a manner which can be accessed by any user of the library without any hassle. It is being facilitated by automating the receipts and issue procedures at the distribution counter of the Library in the front office.

Books are issued after checking the barcode details through scanner by the library assistant at the distribution desk, based on submission of written request. Similarly, the transaction details of the concerned user are verified to check whether the user concerned is prompt in making use of offline resources within the permitted level.

Library stock is updated with physical checking year on year basis

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

4.2.2 - The institution has subscription for the A. Any 4 or more of the above

following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

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

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

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

0.72

File Description	Documents
Any additional information	View File
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

18

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The Institution has a wide network of systems with wi-fi facility

to facilitate seamless communication amongst the stakeholders of the institution for the betterment of their academic pursuits with the aid of technology. Further, the computer resources are equipped with internet facility for educational and information purposes. The students of the computer stream and other discipline students are provided with computer facilities by following a fixed schedule in tune with the academic requirements of respective streams.

The Wi-fi facility is put to the academic use of the students by enabling restricted access to students during their hours of stay within the campus. It's use has been regulated by enabling access through furnishing of credentials Viz., user id and pass word.

Wi-fi facility related instructions are clearly communicated to the students through circulars stating that the usage of facility is meant only for academic purposes and any improper usage will lead to withdrawal of facility. The computer facilities are made available to all students with regular updation of software's, hardware devices and other accessories necessary to complement the lab experimental processes in a hassle free manner. Further, lab manual is kept ready for the reference of all users.

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

4.3.2 - Number of Computers

206

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

14.91

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

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

The Institution has a wide range of facilities for use. The usage of such facilities and utilization of resources are regulated by clear guidelines and procedural manual customized for the said purpose.

- **Laboratory manual: Every laboratory has its own set of guidelines and access procedures for making usage of various facilities. The manual will be providing details on positioning of various facilities, the technical specifications underlying them and other power and related back up facility besides the do's and dont's to be adopted while using the facilities**
- **Entry Register: The library and information systems are well tuned to the requirements of the visitors. Accordingly, every visitor is asked to submit their credentials at the time of entry and guided by standing instructions applicable**

to all. Further, inward and outward movement of learning resources is entered in a semi-automated manner.

- **Sports Complex: The Sports complex of the Institution is housing all facilities and sports resources in an organized manner. The area of the playground is 14,910 square meters.The Sports and other physical, mental well being related courses are offered in a complementary manner.**

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

873

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

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

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

28

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	http://kmcadirai.org/pdf/AQAR-2020-2021/5.1.3-Overall.pdf
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

68

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

68

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

5.1.5 - The Institution has a transparent

A. All of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

17

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

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

5.2.2.1 - Number of outgoing student progression to higher education

149

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

0

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

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

The Students of the Institution have been trained to improve and hone their leadership skills in a professional manner. In this regard, the students involvement is ensured through participation in following ways:

- **National Students Scheme**

The students of the institution are enrolled into National Students Scheme to help to get to know the various social oriented projects initiated through Institution by the University and Government. As the institution has been very active and successful in spearheading many University assigned projects through NSS, it has been sanctioned 4 Units for aided stream and 4 in unaided stream, in recognition of its role.

- **National Cadet Corps**

The Institution has made a niche for itself in grooming students towards armed forces consistently. The Institution has made dedicated efforts to systematically groom such talent by enlisting them into NCC and provide necessary training to prepare them accordingly for the real time rigors of the job in Uniform services.

- **Student Councils**

There are student grouping at departmental levels for interaction and empowerment of themselves through mutual sharing of ideas and information. The forum of such nature highlight not only the academic prowess of students but also the latent skills of

students in other areas such as craft making and slogan contests and exhibition of wares through innovative marketing techniques.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

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

0

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

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

The Alumni Association is registered with a set of office bearers and members. It has a set up by which the policy making is done through the executive body duly constituted as per the consensus reached in the Association meetings. Further the alumni association is tasked with the following objectives:

- **Functioning as a bridge between the Institution and Alumni by holding regular meetings as per the academic calendar.**
- **Providing support to students from marginalized sections in deserving cases based on the recommendation made from the Departmental heads and Principal**
- **Holding sessions of academic interest by arranging resource**

- persons from external world for the purpose of enlightenment on various themes.
- Acting as a interface between the Institution and students who graduated over a period of time.

The functioning of the Alumni Association is run on democratic lines. Every activity is done with the approval of the executive body which constitutes of members of the association duly elected through voice vote or consensus. The office bearers are having a fixed tenure of one year and upon completion, they will either be re-elected or new set of office bearers will be sworn in.

The Principal and Secretary of the Institution acting as patrons of the Association and other senior faculty members extend their services as mentors.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The Institution is bound by certain core values and principles which is reflected in the institutional vision and mission obviously. The institution, being run under the auspices of wakf board, Tamilnadu boasts hoary tradition in educating and empowering populace of this region with the power of knowledge laced with religious and moral values.

In accordance with the lofty ideals of the institution got

reflected in the vision statement, students are systematically trained on various core domain and allied skill sets to make them a wholesome personality to shine in all sorts of endeavors in the future.

In consideration of the socio-economic profile of the students, the institution has made the fee structure quite affordable and cost effective besides providing sufficient time beyond the deadlines to pay. This gesture of the institution run by service minded philanthropists from all walks of life is noteworthy.

Sustaining and keeping up with the momentum of progress in academics is yet another focal point of special relevance with reference to the visionary, inspirational leadership of the institution. For achieving time bound progress in standards of teaching and learning, several training and capacity building programmes have been organized.

File Description	Documents
Paste link for additional information	http://www.kmcadirai.org/about/about?details=vm
Upload any additional information	No File Uploaded

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

The leadership of the Institution is well trained on the nuances of leadership and qualities to fulfill the needs of various stakeholders all along. To transmit the institutional values through administration, the institution encourages every staff member to be a task master of their own by aligning their goals and aspirations in tune with the larger goals of the Institution.

The Institution is run by a Management Council constituted by the Wakf Board under the Government of Tamilnadu, in line with the due processes involved for the same. The Management Council is the highest policy making body to govern the administration of the institution with the aid and advice of Secretary of the committee who is elected unanimously by the members with a clear mandate.

In line with the functioning and orientation of the council, the academic matters are left to the discretion of the academic fraternity headed by the Principal of the institution with the

support of staff members to monitor and execute the planned academic initiatives through a chartered path.

File Description	Documents
Paste link for additional information	http://kmcadirai.org/about/about?details=management
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institution has been implementing programmes on continual basis for the benefit of students as well as to leverage the profile of the institution amongst the people of Tamilnadu. The institution's progress in terms of upgradation of infrastructural facilities in a sustained manner over a period of time is considered to be a strategic initiative aimed at conferring wider benefit to all.

Towards this end, the institution's infrastructural augmentation got a fillip with the laying of roads, renovation of mosques, and creation of additional, new restrooms for staff and students are considered to be milestones in terms of improving the academic landscape to a large extent.

As part of initiatives, the physical and mental well being of students are also reckoned with. The sessions covering aspects on nutritious food, leading healthy life styles and separate sports enclaves for women are included.

The initiatives of the institution stem from strategic document which is prepared under the guidance of the Management and Members with Secretary of the Institution in the chair. It is circulated amongst the respective Heads of the departments for their responses and feedback prior to vetting of the same by the council.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File]
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The organizational structure of the Institution is following a well laid out scheme of administration of it with clear-cut definition of authority and responsibility among various organs. The system of administration is structured to be effective and efficient in its routine as well as policy making decisions.

The administrative set up of the Institution is following a two tier system whereby the College Management Council headed by the Secretary is acting as the apex policy making body within the ambit of law while the Academic Council headed by the Principal is acting as the executive body concerning the schemes and programmes devised by the Administrative body which is known by the term 'College Management Council'.

All matters concerning the recruitment and day to day affairs are run in a professional manner. The process of recruitment is done in a transparent manner giving due regard to merit and academic credentials. In this regard, the vacancies to be filled up are given wide publicity in leading English and vernacular dailies. As a first step, the educational qualifications are matched with job description by a team in order to finalize the list of candidates for next level of interview. Selection done accordingly

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	[View File]

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

E. None of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The Institution, as a matter of policy and proactive, follows the principal of 'fair play' in all its efforts and dealings with the staff. In this connection, it has put in place a series of measures for effective implementation of staff welfare measures

Staff Council

The institution is having a staff council whichis taking active care in spearheading any event which is staff centric. The council meets often to discuss about measures which need to be toned up. The following are some of symbolic measures initiated under the aegis of it

- **Staff Council identifies itself with all personal functions, social events organized by any member of the council to express its greetings and hearty bonding.**
- **In any unfortunate situation of any member of the council, the council reaches out to them to be a savior in their moment of distress in every possible way. The staff council is leading the prayers by offering its condolences to the departed souls of any family member of its members.**

Welfare Measures

- **Free transport facility to staff members based on their**

request in this regard
- **Provision of leaves/special leaves and permissions to honor the social and religious sensitivities of staff**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

0

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

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

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

73

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The Institution conducts regular meetings and sessions to assess the feedback of the students in order to tone up the teaching learning process in a continuous manner. In this regard, the feedback of the students, parents, and teachers are processed as a

matter of routine. But, amongst all other stakeholders, students are given utmost importance given the primacy of their role in the overall academic environ.

Performance appraisal for teachers:

The teachers' role in the process of teaching learning is assessed in a time bound manner with structured forms. The forms are devised in such a way that all aspects of curriculum, teaching learning process is touched upon. The students are given options and space to express themselves freely on various aspects of teaching and learning methodologies. It gives them scope for improving the learning environs as well as gauging the efficiency of the faculty as well.

Consequent to this, teachers are evaluated based on the fulfillment of expected standards of teaching and contributions towards the process. The deficiencies observed on the part of the teachers with regard to specific skill sets are taken up for deliberations and counseling by the college authorities. Staff performance review is done periodically

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The financials of the institution are maintained in a transparent manner by following due process of law. Regarding this, the institution has put in place a well laid down auditing and accounting procedures under the supervision and control of a qualified staff member. The accounts department of the institution is keeping records as per double entry system and subjects itself to all types of legal and statutory compliance all along. The dues of institution are accounted properly and paid on time to local municipal authorities and other service providers as a responsible citizen of law.

Every inward receipt and payment of the institution is recorded through customized software after properly vetting the same by the head of the section with necessary supporting evidence.

As a second line of scrutiny, the head of office administration makes a periodic and annual audit of all cash receipts and payments and supply the abstract of the sameto the college management council through the office of principal.

The external audit is conducted periodically as per the auditing norms and standards by a qualified chartered accountant firm. The external audit firm conducts auditing of accounts of the institution.

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

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

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

0

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

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

The source of financials of the institution is fixed and does not have any discretion on it. Hence, the inward receipts of the institution is all about following the government approved means of fund mobilization in the category of fees alone. The tuition fee, allowed to be collected from each student is fixed with regard to the programme pursued by each student as per government

order.

The funds collected from the student are used for the purpose of provision of facilities in the campus. The Institution takes care maintenance of laboratories, footing of expenses towards supplies, electricity charges and etc.

The institution is having many research departments which are known to have eminent faculties on its rolls. The faculty members and research supervisors send proposals to various funding agencies for the purpose of undertaking minor and major projects. Research departments of our institution received funds in the category of major and minor project to carry out research works and coming out notable research contributions. Such initiatives helped all the departments concerned to ramp up their academic infrastructure with gadgets and appliances of students use.

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

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) functions as the quality center of the institution. Hence, it charts the broad quality programme concerning the institution in a broad way . As a result, the yearlong academic programmes to be organized are planned in advance in tune with the academic requirement of every description. Generally, the IQAC is the nucleus of the institution in conceptualizing any idea and implementing the same in right earnest.

The academic programmes are planned in such a way whereby the skill development and quality enhancement measures are given due importance alongside delivery of main curriculum. The academic planner prepared by the IQAC delineates on various faculties specific co-curricular and extracurricular programmes to be organized.

The institution volunteers to commit itself in enhancing professional skills of staff in a sustained manner. Towards this,

the IQAC outlines the quality enhancement initiatives meant for staff on periodical basis.

The IQAC as a center of excellence through sustained practice of quality enhancement measures, is making a half yearly review of all programmes piloted by it as well as others to gain a comprehensive view of progress achieved against benchmarks set earlier.

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

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

The IQAC of the institution has suggested numerous measures towards quality improvement. In this connection, it has set in motion the following reforms as a result of its concern for sustained improvement in quality.

The IQAC views that the teaching learning process is being done quite admirably, on the whole. But, the IQAC of the opinion that some of the quality elements or advanced information on concepts of recent origin are not just good enough to be offered theory alone. Rather, they need to be supplemented by provision of contemporary knowledge by drawing in experts of practice. This suggestion made out to bridge the gap between the theory and practice which is implemented by almost all faculties by organizing guest lectures.

Secondly, the IQAC made a strong case for augmentation of informational resources at the library by purchase of books and other materials catering to the diverse needs of students. As an effort towards meeting this, the library informational resources are augmented in a way fulfilling this aspect. It resulted in better dispensation of knowledge concerning competitive examinations, books of literary interest, general knowledge and etc., Further, the library resources are automated, for a better part.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	<u>View File</u>
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

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

1. Safety and Security

The institution accords top priority to safety and security of all the students in general and special attention is given to the girl students. A course titled 'Gender Studies' has been offered by the affiliating University, the same has been taught intensively to students in true essence of the course.

The Security apparatus of the college is fool proof with the deployment of adequate secuirty guards with CCTV surveilance

A formal dress code is recommended to students to keep the learning spirits of them high during their presence in the campus

Anti-ragging Committee

Anti-ragging cell is functional in the instiution with the constitution of the same as per the Government guidelines

b. Counseling

Student counselling is offered in a need based manner by duly qualified staff with prescribed mandate.

c. Retiring Room

Girl students are provided with retiring roomwith neccessary facilities

d. Any other relevant information

Women's Health and Hygiene

Women centric issues are flagged with the organization of eventsmarking their relevance

e Evils of Child Marriage- Awareness Programme

The NSS Units125, 126,127& 128organized"Illness of Child marriage- An Awareness Programme"on Sunday, 09th January, 2021 at our college to create awareness on the same.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://kmcadirai.org/pdf/AQAR-2020-2021/7.1.1.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-

C. Any 2 of the above

**based energy conservation Use of LED bulbs/
power efficient equipment**

File Description	Documents
Geo tagged 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 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Response:

Solid Waste management is undertaken in accordance with the protocols given by the Government as well as local authorities concerned.

Solid waste management:

The Institution has a system for solid waste collection. As part of it, Separate waste collecting bins are placed for collecting bio-degradable and non bio-degradable wastes. . A Scrap Monitoring Committee involved in the collection of old newspapers and scripts and those were sold to the vendors dealing in recycling.

The students are motivated to follow the practice of reduce, recycle, and reuse. .

Liquid waste management

Liquid waste management is practiced in all seriousness in a way to aid the overall efforts of the Institution in environmental conservation. To instill it, Waste water from the departments, laboratory and canteen is collected, recycled and used for the purpose of irrigation and to maintain garden in the campus.

E-waste management

The E-resources of the Institution are handled properly.Related to it, the scrap committee of the college will receive alerts on generation of e-waste in the form of outdated computers, printers, and other computer accessories for disposal by duly following the standard operating procedures governing the same

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   **B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

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

7.1.6.1 - The institutional environment and   **C. Any 2 of the above**

energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**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 socioeconomic and other diversities (within 200 words).

Being a minority institution of more than half a century, the institution has promoted and contributed to communal harmony in a big way. The values underlying its functioning include dissemination of knowledge laced with patriotism and societal care, observance of all religious and national festivals, organizing and partaking in the community feasts of all faiths etc. The following are the glimpses of important festivals organized on various occasions for all stakeholders to imbue the same.

Arabic Department hosts Milad – Un- Nabi function to mark the solemn occasion with all religious fervor.

Tamil Department (Muthamil Manram) regularly conducts Tamil Quiz competition, guest lectures etc., for popularizing the richness of language amongst all concerned.

Ifthar party (Breaking of day long fasting) is organized at college campus during the holy month of Ramadan with people of all faiths to infuse a sense of brotherhood and oneness among each other.

A Committee is assigned the task of preparing Magazine for every year featuring all information showcasing the latent talents of students and staff by accepting their contributions in Tamil, English and Arabic to make it a compendium of literary prowess

The Contributions are acknowledged in the magazine.

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

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

Students are taught various values, rights, duties and obligations as guaranteed by the constitution of India. In this direction, the Institution is organizing nationally important days such as independence, Republic and Gandhi Jayanthi to name a few.

On the occasion of Gandhi Jayanthi, a national level online special talk was organized by the NSS units of our Institution on the theme of the event for the student volunteers of NSS and others.

Voter awareness pledges are taken up to infuse a sense of duty towards election processes

Advising students to listen to PM's mankibath radio talk

Encouraging student volunteers to take up awareness programme on ' vaccinisation'

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://kmcadirai.org/pdf/AQAR-2020-2021/7.1.9.pdf
Any other relevant information	Nil

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

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

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

The 74th Independence Day is celebrated at the College on 15-08-2020. The National Flag was hoisted by the Principal and the Independence Day special address was delivered by Dr. A. Amsath, Vice Principal of the College. Teaching, Non-teaching Staff members, NCC cadets, NSS volunteers and students were participated.

The 74th Republic Day is celebrated at the College on 26-01-2021. The National Flag was hoisted by Thiru K. Sankar, Administrator, M.K.N. Madarasa Trust. Principal, Teaching, Non-teaching Staff members, NCC cadets, NSS volunteers and students were participated.

Gandhi Jayanthi celebrations are organized by the NSS Units of the College through online mode on 02.10.2020. The resource person has delivered a speech on the Philosophy of Gandhiji. The NSS volunteers and students are participated.

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

7.2 - Best Practices

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

Conduct the Social Awareness on COVID 19

1. Objectives of the Practice

To create awareness and educate the local community regarding preventive intervention techniques that would help in reducing the transmission of the viral disease.

To spread awareness about the COVID-19 to rural community

Rural community people are advised to take the precaution measurements. ,

Evidence of Success

The local community people were sensitized on do's and dont's

1. Title of the Practice:

Plantation Programme

1. Objectives of the Practice:

To enhance the values of plants and eco systems among the students

To create awareness among the student regarding the importance of plantation

1. The context:

The purpose of tree plantation is to save the endangered environment and to beautify our life.

1. The Practice

Participants were highly energetic to make the event a big success. A spirit of teamwork, exchange of ideas and enthusiasm of the participants especially, among the students could be seen.

1. Evidence of Success:

The NSS volunteers and students are involved in the plantation work. As the result of the practice now the College campus has transformed into green campus.

File Description	Documents
Best practices in the Institutional website	http://kmcadirai.org/pdf/AQAR-2020-2021/Best-Practices.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Khadir Mohideen college, Adirampattinam is affiliated to Bharathidasan University founded in the year 1955 with the vision of inculcating religious and moral values among students and impart training to them so as to have an all-round development of their personality.

- Quality Teaching and Learning is prioritised by enabling consistent upgradation of faculty academic qualities
- Focussing on improving the learning capabilities of downtrodden, poor and hailing from vernacular medium
- Innnovation and research amongst the staff, promoted through participation in various funding agencies research assignments
- The spirit of entrepreneurship is inculcated among the students through Entrepreneurship Development Cell
- Various student skill develpment programmes and campus placement initiatives are in place
- To develop mental health, Centre for yoga and human excellence is functional

Evidence of Imparting Leadership quality

Our staff members are eminent in grooming the leadership quality in young minds by involving them in social and civil activities. Germination of leadership quality is well elucidated by our illustrious students who have served as Central Ministers, State ministers and well known politicians. Mr. Palanimanickam, Fromer Union State Finance Minister Mr. O. S Maniam, Honourable Minister for Textiles, Government of Tamil Nadu and Mr. S.Thirunavukarasar former Union Transport Minister are our Alumni.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Institution being affiliated to Bharathidasan University,is following the curriculum framed by the University in all the programmes. Accordingly,the Institution is carrying on with the programmes affiliated to Bharathidasan University. The University, from time to time, comes up with changes on curriculum framework as advised by its Academic Bodies such as Syndicate and Senate. The changes brought in consideration on any aspect concerning courses run by the institution are immediately acted upon. In effect, our instiutution integrates croocutting issues relevant to Professional ethics, Gender, Human values, Environment and Sustainability into the Curriculum

The Institution constantly gets updated on the changes effected into the courses based on the communication received from the University. Accordingly, the changes in the course code, content of the syllabus, learning objectives and course outcomes are oriented to the students in order to chart out the teaching learning process with proper pedagogical methodologies. The instructional hours and laboratory hours (if applicable) are tallied in order to find the match between hours earmarked and the actual hours on hand with reference to any particular semester under consideration.

The staff work diary documents day to day academic programmes in an effective manner

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

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

The Academic Calendar lays out the broad plan envisaged for

carrying on with the programme of every kind of the institution against the proposed time frame of completion of the same with due regard to University communications on this front. It aids to arrange the resources, where every aspect of academic concern is put into the maximum use by sticking to a broad time table.

The academic calendar marks every day of completion of academic session for the entire semester order wise. It helps to gauge the progress of syllabus completion against proposed. On completion of considerable portion of syllabus, internal assessment tests are conducted with pre-defined schedules. A set of assessment tests and pre-semester model examinations are conducted to gauge the progress of the students in right earnest manner.

The Internal assessment examination process is carried out in a decentralized manner. Each assessment test is modeled on University pattern of questions in an abridged form. It prepares the student for University examinations with good exposure on the process ahead.

The above referred two documents have been used as a sort of permanent records to substantiate the teaching learning process carried out under the broad curriculum of the University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://kmcadirai.org/

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

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

1.2 - Academic Flexibility

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

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

41

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

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

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

7

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

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

333

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

1.3 - Curriculum Enrichment

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

The Institution integrates various measures in order to promote the professional competence of teachers as well as the students. The Institution offers courses on improving the professional skill which sets for students with specific inputs dealing with learning, speaking, reading and writing (LSRW) practices in order to improve the professional standards which could, in turn, improve the ethical orientation of learners.

Gender equity promotion initiatives are done both as part of curriculum as well as through efforts of our own in order to improve the gender equity amongst both staff and students. A course entitled 'Gender Studies' is offered to the students subsisting all information ranging from ancient to modern, mirroring the evolution of the concept in different perspectives.

Progressive legislations meant for promotion of gender sensitivity which is also taught to the students as part of curriculum.

Environmental education is offered to the students through a course loaded withspecialized knowledge on various environmental and conservation measures. Campus green initiatives are given prime importance with adequate care to preserve the existing flora and fauna. New green initiatives are student driven, to ensure that, the energy of the students is put to good use.

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File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

248

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

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

157

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the	**B. Any 3 of the above**

institution from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://kmcadirai.org/pdf/AQAR-2020-2021/Feedback-ATR.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://kmcadirai.org/pdf/AQAR-2020-2021/Feedback-ATR.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

746

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

113

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

2.2 - Catering to Student Diversity

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

Students' academic progress is evaluated continuously through formal and informal means. As the institution's demographic credentials allow personal rapport with the students and parents to a great deal, the tracking of students academic progress is under observation and scrutiny all the times. In order to improve and standardize the same, the institution has adopted the following practices in its academic schedule.

The process of reviewing and initiating remedial measures to bridge the knowledge gaps anddeficiency is compensated through organization of special classes for the slow and quick learners. To expand this proposition, every department undertakes result analysis once the University results are declared. Based on the overall assessment of students' performance, decisions are taken regarding organization of classes for slow learners if the poor marks or number of failures in a particular course or clutch of courses hovers above 10%.

In the same way, creditable performance of students is appreciated and suitable programmes are designed to groom them further. Booster classes are organized for the potential University rank holders after identifying their sustained academic progress. For such category of students , advanced course materials, intensive sessions meant for grooming them towardshigher pedestal by securing admissions into premier institutions such as IIT,IIM,and IISc etc.,

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

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

Number of Students	Number of Teachers
2519	**128**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The Institution adopts numerous methods to enhance teaching, learning processes apart from conventional method of chalk and talk. Towards this end, the following are predominantly used to arouse and keep up the interest of students.

- **Experiential learning method of teaching is offered to the students after exposing them to various concepts and methodologies relevant to their domain. The students have been asked to carry out certain identified tasks by the way of assigning them certain work or project pertaining to their prior learning**
- **Participative learning is yet another method of enlisting the participation of students towards some identified subjects or themes by way of assigning them certain activity towards achieving some pre determined outcome. This method is a delicate one for ensuring the learning outcome to be achieved by the students by their own effort only.**
- **Problem solving is another method being used to expose the students towards getting the feel of corporate world through assignment of some common problems pertaining to real work world. The participants are honed to improve their thinking prowess, problem identification, deciphering intricacies of evolving concepts or theme etc., in a structured manner. After repeatedly exposing**

students to this kind of exercise, it was found that the problem solving skills of students have been improved.

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	https://kmcadirai.org/

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

The Institution recognizes the role of technology in all spheres of human life, more so, in educational institutions. To translate this idea into a workable proposition, the institution has integrated technology into teaching learning process to the extent possible. Information and Communication technological component is integrated into the regular teaching process in the following ways.

- **Virtual classrooms**

The teaching learning process is effectively complemented by virtual class rooms. The virtual classrooms are equipped with the electronic gadgets which help to disseminate the skills and knowledge in an easier manner. The soft copies of classroom lectures are made available in real time as well as in records for instant use and retrieval for later. Virtual classrooms are double up to stage presentations at the time of viva voce examinations for research scholars too.

Further, virtual class rooms are extensively used to telecast recorded as well as live interactions, debates and shows of academic relevance.

- **WhatsApp Groups**

The Institution has leveraged educational benefits due to students' financial unsustainable background by harnessing technology of every kind. Regarding this, the process of teaching and learning is done through dedicated whatsapp group which is created essentially to reach out to large number of people at relatively low cost. It was proved to be useful during Corona induced pandemic period.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

128

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

2.4 - Teacher Profile and Quality

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

128

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

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

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

67

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

769

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The Institution takes due care in making the progress of students meaningful and measurable. The external examination process is effectively complemented by robust internal assessment examinations which are well tuned to aid and suit the University assessment. Accordingly, the internal examination is conducted in such a manner to measure the level of preparedness of students prior to University examinations. The internal examination is being conducted in two stages of Internal Assessment tests and model examination commensurate with the progress of completion of syllabus. As per this scheme, weightages are assigned to areas noted for domain relevance for the purpose of inclusion in the question paper and the same methodology is used in successive stage of internal assessment examinations until the student is ready for terminal examinations conducted by the University.

The Internal assessment examinations serve many purposes which are incidental to the attainment of main objectives behind the conduct of examinations as such. They are

- It provides the base for awarding of internal marks for integration into the external component of University marks
- Internal assessment examinations serve as tool to gauge the sustained performance of students over the term of the semester
- It helps to figure out the possible lapses or deficiency caused to the teaching learning process which is reflected through marks
- The internal examinations provide clue on designing programmes for high performing students.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The Institution follows a fixed mechanism to deal with grievances related to internal examinations in an effective way. Generally, the internal examination pattern is crafted for effective discharge of its ordained duties in a steadfast manner. Still, owing to changing educational pursuits and course objectives, some grievances do creep up from time to time. The grievances are addressed and students concerned are taken into confidence in the following ways

- Expected questions at University level with technical shade or jargons are getting introduced into internal examination levels for the purpose of better clarity and exposure to the students. There were queries or a feeling of discomfort on account of this. The students felt outlandish were oriented towards the rationale for doing the same keeping the larger picture in mind.
- Standardization of phrases or terms used in previous year University questions is brought to the notice of teaching faculty for clarification/edification. It helps to iron out the mismatch between what taught in the classroom and in text book.

- **The answer books are circulated amongst the students after evaluation. As a proof of having verified and gone through the contents with satisfaction, the students are asked to put their signature on the face of it. This practice enables the teacher and senior faculty to crosscheck and reassure the valued answer scripts.**

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

2.6 - Student Performance and Learning Outcomes

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

The Stakeholders of the Institution are apprised of outcomes earmarked for each programme, course and specific programmes. The outcomes concerning each programme are prominently displayed in the department to enable all stakeholders to know where they are heading for. Further, the broad outcomes captured in lucid form are in such a way to convey the intent of the faculty in achieving the same.

Programme specific outcomes are correlated to the specialization of the faculty in offering the programme with a specific focus on certain area for broader edification. The outcomes in this category are largely drawn from main outcomes or domain objectives only. Hence, they are being viewed as adjunct or allied to main outcomes associated with the programme.

Course outcomes are explained to the students by the teachers concerned once they are assigned to carry out their teaching programme as per the syllabus. In fact, the teachers can bring their imagination, expertise and resources to the benefit of the students by going in depth into the content in right earnest.

The course outcomes are collective representation of programme and programme specific outcomes in letter and spirit. Hence, the summation of all outcomes is expected to be achieved by the students in terms of possession of skill sets under graduate attributes.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

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

The Institution is offering programmes affiliated to the University with the objectives and course outcomes as outlined by it. The major objectives for each programme are domain specific and have been largely based on the core knowledge sought to be imparted. The programme outcomes are designed by the authorities at University level for the purpose of circulation amongst all affiliated colleges. In this regard, the constituent colleges are allowed to exercise their discretion in the form of introduction of allied courses which are normally offered in consonance with the main objective of the programme from the bouquet of courses to be selected.

The Institutions are given further cushion and liberty in academics in the form of introduction of diploma courses at college level. The syllabus, credits, duration of the programme for such diploma courses can be decided by the constituent college authorities based on their requirement. It has been effectively utilized by the institution offering so many value additions and add-on programme to achieve the programme and course outcomes in a better manner.

There are certain programmes meant to disseminate cutting edge knowledge on practical aspects drawn from core concepts. The outcomes so earmarked are slightly different from other common outcomes in the same domain. Hence, the objectives must capture the essence of the programme. Accordingly, the programme specific outcomes are drawn.

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

2.6.3 - Pass percentage of Students during the year

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

882

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	**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://kmcadirai.org/pdf/AQAR-2020-2021/Feedback-ATR.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

14.2

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

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

3.1.2.1 - Number of teachers recognized as research guides

23

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

11

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

3.2 - Innovation Ecosystem

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

The teaching learning process is carried on by infusing technology and new initiatives wherever possible. The technology component is made as part of teaching learning resources as an integral one. Further, an extension of new processes that will enrich the learning process, the learning eco system in the institution is improved with new measures.

The institution is encouraging peer learning. Under that, a concept which is to be propounded for wider reach is explained to a select group of students. In turn, the rest of students in the class are taught by the select group of students. As the concept is taught by fellow students, the process of learning is made more informal but effective. This concept is used on situations where the students find the peer learning far more convenient, personal than the regular mode of teaching.

Participative Learning is yet another method being used in our institution to explain the concepts in various courses. Through this, the likely solution to a problem is given beforehand but the methods of reaching it is given for deliberation. With the guidance of teacher concerned, the sequence of events is pursued by the students which will culminate in arriving at the solution by learning the intricacies of it in the process.

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

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

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

8

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

3.3 - Research Publications and Awards

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

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

3

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	**No File Uploaded**

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

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

48

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

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

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

5

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

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

The Institution has taken up numerous measures to sensitize the public, students and different other stakeholders on a continuous basis as part of academic programme. Depending on the issue which is hogging the limelight and prominence it gains in the society, the students of the service organizations are deployed.

Awareness Rallies

The Students of service organizations representing various units of NSS, NCC and others are known to take rallies representing various issues facing the society in order to take the message to wider audience. Owing to such measures, the students of the institution occupies a central stage in highlighting social issues through carrying of placards in the processions, holding human chains, regulating traffic and many other social initiatives.

Sensitization programmes

Women occupy an important place in our lives in all aspects. The institution also accord much priority in highlighting women centric issues. In this connection, many programmes on improving awareness on breast feeding, women personal hygiene, parental care are taken up..

Blood Donation Camps

The institution has a permanent database of donors which is used public at large based on their specific medical requirement,

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

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

34

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

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

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

20

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

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

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

371

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

3.5 - Collaboration

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

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

26

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

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The physical infrastructure is toned up from time to time to keep pace with the academic requirements of the students. Accordingly, the institution has adequate number of classrooms with required dimensions and fully furnished. It helps the students to have a hassle free learning experience once they get into the classes.

Further, the learning process both inside and out of the classrooms are well taken care of by provision of facilities in all places where the students huddle together on academic purpose. The informational needs of the students are always fulfilled by extending the services through a well stocked library with a good number of periodicals and newspapers. The provision of computer facility with internet at the library ensures students' access towards online journals and other resources at zero cost.

The establishment of research scholar's wing inside of the library helps the scholars to enrich their research output by getting access to good quality publications and reference.

The institution's laboratories are modern and constantly replenished with the stocks of all materials for laboratory use.

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

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

There are established systems and procedures for maintaing and utilizing sports, academic and support facilities.The institution not only nurse the intellectual health of students but also physical. In this regard, a vast playground with all necessary amenities are in place to cater to sporting requirements of students with the active supervision of a trained, fully qualified, physical director with a support staff. As part of routine, the students who wish to take up specialized training under various categories of sport are identified, nurtured with a specific training regimen.

The persistent efforts of the staff affiliated to the physical department helped in seeing many students occupying coveted positions in sports at University level.

The cultural club of the institution is quite vibrant by hosting many programmes and events to tap the latent skills of students and grooming them in their specializations in a focused manner. The cultural competitions organized in many other institutions are represented by our students as competitors and brought home laurels on many occasions.

A gymnasium is functional in the institution with all necessary instruments to build the physical strength of the students.

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

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

8

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

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

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

14.91

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

4.2 - Library as a Learning Resource

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

The Library information system maintained in the institution is integrated. Hence, it provides seamless access to all users of the library both online and offline. The faculty members of the Institution are provided with e-mails and passwords.

The online resources of the Library is replenished /renewed for every year by payment of subscription to enable a huge repository of online resources being availed by the faculty and students alike. The online resources of the library are integrated with off line resources for the benefit of users. The offline resources are stacked in such a manner which can be accessed by any user of the library without any hassle. It is being facilitated by automating the receipts and issue

procedures at the distribution counter of the Library in the front office.

Books are issued after checking the barcode details through scanner by the library assistant at the distribution desk, based on submission of written request. Similarly, the transaction details of the concerned user are verified to check whether the user concerned is prompt in making use of offline resources within the permitted level.

Library stock is updated with physical checking year on year basis

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

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

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

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

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

0.72

File Description	Documents
Any additional information	View File
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

18

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The Institution has a wide network of systems with wi-fi facility to facilitate seamless communication amongst the stakeholders of the institution for the betterment of their academic pursuits with the aid of technology. Further, the computer resources are equipped with internet facility for educational and information purposes. The students of the computer stream and other discipline students are provided with computer facilities by following a fixed schedule in tune with the academic requirements of respective streams.

The Wi-fi facility is put to the academic use of the students by enabling restricted access to students during their hours of stay within the campus. It's use has been regulated by enabling access through furnishing of credentials Viz., user id and pass word.

Wi-fi facility related instructions are clearly communicated to the students through circulars stating that the usage of facility is meant only for academic purposes and any improper usage will lead to withdrawal of facility. The computer facilities are made available to all students with regular

updation of software's, hardware devices and other accessories necessary to complement the lab experimental processes in a hassle free manner. Further, lab manual is kept ready for the reference of all users.

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

4.3.2 - Number of Computers

206

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

14.91

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

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

The Institution has a wide range of facilities for use. The usage of such facilities and utilization of resources are regulated by clear guidelines and procedural manual customized for the said purpose.

- **Laboratory manual: Every laboratory has its own set of guidelines and access procedures for making usage of various facilities. The manual will be providing details on positioning of various facilities, the technical specifications underlying them and other power and related back up facility besides the do's and dont's to be adopted while using the facilities**
- **Entry Register: The library and information systems are well tuned to the requirements of the visitors. Accordingly, every visitor is asked to submit their credentials at the time of entry and guided by standing instructions applicable to all. Further, inward and outward movement of learning resources is entered in a semi-automated manner.**
- **Sports Complex: The Sports complex of the Institution is housing all facilities and sports resources in an organized manner. The area of the playground is 14,910 square meters.The Sports and other physical, mental well being related courses are offered in a complementary manner.**

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

873

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

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

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

28

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and	**A. All of the above**

hygiene) ICT/computing skills

File Description	Documents
Link to Institutional website	http://kmcadirai.org/pdf/AQAR-2020-2021/5.1.3-Overall.pdf
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

68

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

68

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

17

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

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

5.2.2.1 - Number of outgoing student progression to higher education

149

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

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

government examinations)

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

0

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

5.3 - Student Participation and Activities

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

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

0

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

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

The Students of the Institution have been trained to improve and hone their leadership skills in a professional manner. In

this regard, the students involvement is ensured through participation in following ways:

- **National Students Scheme**

The students of the institution are enrolled into National Students Scheme to help to get to know the various social oriented projects initiated through Institution by the University and Government. As the institution has been very active and successful in spearheading many University assigned projects through NSS, it has been sanctioned 4 Units for aided stream and 4 in unaided stream, in recognition of its role.

- **National Cadet Corps**

The Institution has made a niche for itself in grooming students towards armed forces consistently. The Institution has made dedicated efforts to systematically groom such talent by enlisting them into NCC and provide necessary training to prepare them accordingly for the real time rigors of the job in Uniform services.

- **Student Councils**

There are student grouping at departmental levels for interaction and empowerment of themselves through mutual sharing of ideas and information. The forum of such nature highlight not only the academic prowess of students but also the latent skills of students in other areas such as craft making and slogan contests and exhibition of wares through innovative marketing techniques.

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

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

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

0

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The Alumni Association is registered with a set of office bearers and members. It has a set up by which the policy making is done through the executive body duly constituted as per the consensus reached in the Association meetings. Further the alumni association is tasked with the following objectives:

- **Functioning as a bridge between the Institution and Alumni by holding regular meetings as per the academic calendar.**
- **Providing support to students from marginalized sections in deserving cases based on the recommendation made from the Departmental heads and Principal**
- **Holding sessions of academic interest by arranging resource persons from external world for the purpose of enlightenment on various themes.**
- **Acting as a interface between the Institution and students who graduated over a period of time.**

The functioning of the Alumni Association is run on democratic lines. Every activity is done with the approval of the executive body which constitutes of members of the association duly elected through voice vote or consensus. The office bearers are having a fixed tenure of one year and upon completion, they will either be re-elected or new set of office bearers will be sworn in.

The Principal and Secretary of the Institution acting as patrons of the Association and other senior faculty members

extend their services as mentors.

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

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

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The Institution is bound by certain core values and principles which is reflected in the institutional vision and mission obviously. The institution, being run under the auspices of wakf board, Tamilnadu boasts hoary tradition in educating and empowering populace of this region with the power of knowledge laced with religious and moral values.

In accordance with the lofty ideals of the institution got reflected in the vision statement, students are systematically trained on various core domain and allied skill sets to make them a wholesome personality to shine in all sorts of endeavors in the future.

In consideration of the socio-economic profile of the students, the institution has made the fee structure quite affordable and cost effective besides providing sufficient time beyond the deadlines to pay. This gesture of the institution run by service minded philanthropists from all walks of life is noteworthy.

Sustaining and keeping up with the momentum of progress in academics is yet another focal point of special relevance with

reference to the visionary, inspirational leadership of the institution. For achieving time bound progress in standards of teaching and learning, several training and capacity building programmes have been organized.

File Description	Documents
Paste link for additional information	http://www.kmcadirai.org/about/about?details=vm
Upload any additional information	**No File Uploaded**

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

The leadership of the Institution is well trained on the nuances of leadership and qualities to fulfill the needs of various stakeholders all along. To transmit the institutional values through administration, the institution encourages every staff member to be a task master of their own by aligning their goals and aspirations in tune with the larger goals of the Institution.

The Institution is run by a Management Council constituted by the Wakf Board under the Government of Tamilnadu, in line with the due processes involved for the same. The Management Council is the highest policy making body to govern the administration of the institution with the aid and advice of Secretary of the committee who is elected unanimously by the members with a clear mandate.

In line with the functioning and orientation of the council, the academic matters are left to the discretion of the academic fraternity headed by the Principal of the institution with the support of staff members to monitor and execute the planned academic initiatives through a chartered path.

File Description	Documents
Paste link for additional information	http://kmcadirai.org/about/about?details=management
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institution has been implementing programmes on continual basis for the benefit of students as well as to leverage the profile of the institution amongst the people of Tamilnadu. The institution's progress in terms of upgradation of infrastructural facilities in a sustained manner over a period of time is considered to be a strategic initiative aimed at conferring wider benefit to all.

Towards this end, the institution's infrastructural augmentation got a fillip with the laying of roads, renovation of mosques, and creation of additional, new restrooms for staff and students are considered to be milestones in terms of improving the academic landscape to a large extent.

As part of initiatives, the physical and mental well being of students are also reckoned with. The sessions covering aspects on nutritious food, leading healthy life styles and separate sports enclaves for women are included.

The initiatives of the institution stem from strategic document which is prepared under the guidance of the Management and Members with Secretary of the Institution in the chair. It is circulated amongst the respective Heads of the departments for their responses and feedback prior to vetting of the same by the council.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File]()
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The organizational structure of the Institution is following a well laid out scheme of administration of it with clear-cut definition of authority and responsibility among various organs. The system of administration is structured to be effective and efficient in its routine as well as policy making decisions.

The administrative set up of the Institution is following a two tier system whereby the College Management Council headed by the Secretary is acting as the apex policy making body within the ambit of law while the Academic Council headed by the Principal is acting as the executive body concerning the schemes and programmes devised by the Administrative body which is known by the term 'College Management Council'.

All matters concerning the recruitment and day to day affairs are run in a professional manner. The process of recruitment is done in a transparent manner giving due regard to merit and academic credentials. In this regard, the vacancies to be filled up are given wide publicity in leading English and vernacular dailies. As a first step, the educational qualifications are matched with job description by a team in order to finalize the list of candidates for next level of interview. Selection done accordingly

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	**Nil**
Upload any additional information	[View File](#)

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**E. None of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	[View File](#)
Screen shots of user inter faces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

The Institution, as a matter of policy and proactive, follows the principal of 'fair play' in all its efforts and dealings with the staff. In this connection, it has put in place a series of measures for effective implementation of staff welfare measures

Staff Council

The institution is having a staff council whichis taking active care in spearheading any event which is staff centric. The council meets often to discuss about measures which need to be toned up. The following are some of symbolic measures initiated under the aegis of it

- **Staff Council identifies itself with all personal functions, social events organized by any member of the**

council to express its greetings and hearty bonding.
- In any unfortunate situation of any member of the council, the council reaches out to them to be a savior in their moment of distress in every possible way. The staff council is leading the prayers by offering its condolences to the departed souls of any family member of its members.

Welfare Measures

- Free transport facility to staff members based on their request in this regard
- Provision of leaves/special leaves and permissions to honor the social and religious sensitivities of staff

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

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

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

0

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

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

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

73

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The Institution conducts regular meetings and sessions to assess the feedback of the students in order to tone up the teaching learning process in a continuous manner. In this

regard, the feedback of the students, parents, and teachers are processed as a matter of routine. But, amongst all other stakeholders, students are given utmost importance given the primacy of their role in the overall academic environ.

Performance appraisal for teachers:

The teachers' role in the process of teaching learning is assessed in a time bound manner with structured forms. The forms are devised in such a way that all aspects of curriculum, teaching learning process is touched upon. The students are given options and space to express themselves freely on various aspects of teaching and learning methodologies. It gives them scope for improving the learning environs as well as gauging the efficiency of the faculty as well.

Consequent to this, teachers are evaluated based on the fulfillment of expected standards of teaching and contributions towards the process. The deficiencies observed on the part of the teachers with regard to specific skill sets are taken up for deliberations and counseling by the college authorities. Staff performance review is done periodically

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The financials of the institution are maintained in a transparent manner by following due process of law. Regarding this, the institution has put in place a well laid down auditing and accounting procedures under the supervision and control of a qualified staff member. The accounts department of the institution is keeping records as per double entry system and subjects itself to all types of legal and statutory compliance all along. The dues of institution are accounted properly and paid on time to local municipal authorities and

other service providers as a responsible citizen of law.

Every inward receipt and payment of the institution is recorded through customized software after properly vetting the same by the head of the section with necessary supporting evidence.

As a second line of scrutiny, the head of office administration makes a periodic and annual audit of all cash receipts and payments and supply the abstract of the sameto the college management council through the office of principal.

The external audit is conducted periodically as per the auditing norms and standards by a qualified chartered accountant firm. The external audit firm conducts auditing of accounts of the institution.

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

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

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

0

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

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

The source of financials of the institution is fixed and does not have any discretion on it. Hence, the inward receipts of the institution is all about following the government approved

means of fund mobilization in the category of fees alone. The
tuition fee, allowed to be collected from each student is fixed
with regard to the programme pursued by each student as per
government order.

The funds collected from the student are used for the purpose
of provision of facilities in the campus. The Institution takes
care maintenance of laboratories, footing of expenses towards
supplies, electricity charges and etc.

The institution is having many research departments which are
known to have eminent faculties on its rolls. The faculty
members and research supervisors send proposals to various
funding agencies for the purpose of undertaking minor and major
projects. Research departments of our institution received
funds in the category of major and minor project to carry out
research works and coming out notable research contributions.
Such initiatives helped all the departments concerned to ramp
up their academic infrastructure with gadgets and appliances of
students use.

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

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) functions as the
quality center of the institution. Hence, it charts the broad
quality programme concerning the institution in a broad way .
As a result, the yearlong academic programmes to be organized
are planned in advance in tune with the academic requirement of
every description. Generally, the IQAC is the nucleus of the
institution in conceptualizing any idea and implementing the
same in right earnest.

The academic programmes are planned in such a way whereby the
skill development and quality enhancement measures are given
due importance alongside delivery of main curriculum. The
academic planner prepared by the IQAC delineates on various
faculties specific co-curricular and extracurricular programmes

to be organized.

The institution volunteers to commit itself in enhancing professional skills of staff in a sustained manner. Towards this, the IQAC outlines the quality enhancement initiatives meant for staff on periodical basis.

The IQAC as a center of excellence through sustained practice of quality enhancement measures, is making a half yearly review of all programmes piloted by it as well as others to gain a comprehensive view of progress achieved against benchmarks set earlier.

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

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

The IQAC of the institution has suggested numerous measures towards quality improvement. In this connection, it has set in motion the following reforms as a result of its concern for sustained improvement in quality.

The IQAC views that the teaching learning process is being done quite admirably, on the whole. But, the IQAC of the opinion that some of the quality elements or advanced information on concepts of recent origin are not just good enough to be offered theory alone. Rather, they need to be supplemented by provision of contemporary knowledge by drawing in experts of practice. This suggestion made out to bridge the gap between the theory and practice which is implemented by almost all faculties by organizing guest lectures.

Secondly, the IQAC made a strong case for augmentation of informational resources at the library by purchase of books and other materials catering to the diverse needs of students. As an effort towards meeting this, the library informational resources are augmented in a way fulfilling this aspect. It resulted in better dispensation of knowledge concerning competitive examinations, books of literary interest, general

knowledge and etc., Further, the library resources are automated, for a better part.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	<u>View File</u>
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

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

   1. Safety and Security

The institution accords top priority to safety and security of all the students in general and special attention is given to the girl students. A course titled 'Gender Studies' has been offered by the affiliating University, the same has been taught

intensively to students in true essence of the course.

The Security apparatus of the college is fool proof with the deployment of adequate secuirty guards with CCTV surveilance

A formal dress code is recommended to students to keep the learning spirits of them high during their presence in the campus

Anti-ragging Committee

Anti-ragging cell is functional in the instiution with the constitution of the same as per the Government guidelines

b. Counseling

Student counselling is offered in a need based manner by duly qualified staff with prescribed mandate.

c. Retiring Room

Girl students are provided with retiring roomwith neccessary facilities

d. Any other relevant information

Women's Health and Hygiene

Women centric issues are flagged with the organization of eventsmarking their relevance

e Evils of Child Marriage- Awareness Programme

The NSS Units125, 126,127& 128organized"Illness of Child marriage- An Awareness Programme"on Sunday, 09th January, 2021 at our college to create awareness on the same.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://kmcadirai.org/pdf/AQAR-2020-2021/7.1.1.pdf

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

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**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 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Response:

Solid Waste management is undertaken in accordance with the protocols given by the Government as well as local authorities concerned.

Solid waste management:

The Institution has a system for solid waste collection. As part of it, Separate waste collecting bins are placed for collecting bio-degradable and non bio-degradable wastes. . A Scrap Monitoring Committee involved in the collection of old newspapers and scripts and those were sold to the vendors dealing in recycling.

The students are motivated to follow the practice of reduce, recycle, and reuse. .

Liquid waste management

Liquid waste management is practiced in all seriousness in a way to aid the overall efforts of the Institution in environmental conservation. To instill it, Waste water from the departments, laboratory and canteen is collected, recycled and used for the purpose of irrigation and to maintain garden in the campus.

E-waste management

The E-resources of the Institution are handled properly.Related to it, the scrap committee of the college will receive alerts on generation of e-waste in the form of outdated computers, printers, and other computer accessories for disposal by duly following the standard operating procedures governing the same

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:
 	
    1. **Restricted entry of automobiles**
    2. **Use of bicycles/ Battery-powered**
	A. Any 4 or All of the above

vehicles
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	*View File*
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software,	**A. Any 4 or all of the above**

mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the 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 socioeconomic and other diversities (within 200 words).

Being a minority institution of more than half a century, the institution has promoted and contributed to communal harmony in a big way. The values underlying its functioning include dissemination of knowledge laced with patriotism and societal care, observance of all religious and national festivals, organizing and partaking in the community feasts of all faiths etc. The following are the glimpses of important festivals organized on various occasions for all stakeholders to imbue the same.

Arabic Department hosts Milad – Un- Nabi function to mark the solemn occasion with all religious fervor.

Tamil Department (Muthamil Manram) regularly conducts Tamil Quiz competition, guest lectures etc., for popularizing the richness of language amongst all concerned.

Ifthar party (Breaking of day long fasting) is organized at college campus during the holy month of Ramadan with people of all faiths to infuse a sense of brotherhood and oneness among each other.

A Committee is assigned the task of preparing Magazine for every year featuring all information showcasing the latent talents of students and staff by accepting their contributions

in Tamil, English and Arabic to make it a compendium of literary prowess

The Contributions are acknowledged in the magazine.

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

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

Students are taught various values, rights, duties and obligations as guaranteed by the constitution of India. In this direction, the Institution is organizing nationally important days such as independence, Republic and Gandhi Jayanthi to name a few.

On the occasion of Gandhi Jayanthi, a national level online special talk was organized by the NSS units of our Institution on the theme of the event for the student volunteers of NSS and others.

Voter awareness pledges are taken up to infuse a sense of duty towards election processes

Advising students to listen to PM's mankibath radio talk

Encouraging student volunteers to take up awareness programme on ' vaccinisation'

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://kmcadirai.org/pdf/AQAR-2020-2021/7.1.9.pdf
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,	**A. All of the above**

administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

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

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

The 74th Independence Day is celebrated at the College on 15-08-2020. The National Flag was hoisted by the Principal and the Independence Day special address was delivered by Dr. A. Amsath, Vice Principal of the College. Teaching, Non-teaching Staff members, NCC cadets, NSS volunteers and students were participated.

The 74th Republic Day is celebrated at the College on 26-01-2021. The National Flag was hoisted by Thiru K. Sankar, Administrator, M.K.N. Madarasa Trust. Principal, Teaching, Non-teaching Staff members, NCC cadets, NSS volunteers and students were participated.

Gandhi Jayanthi celebrations are organized by the NSS Units of the College through online mode on 02.10.2020. The resource person has delivered a speech on the Philosophy of Gandhiji. The NSS volunteers and students are participated.

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

7.2 - Best Practices

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

Conduct the Social Awareness on COVID 19

1. Objectives of the Practice

To create awareness and educate the local community regarding preventive intervention techniques that would help in reducing the transmission of the viral disease.

To spread awareness about the COVID-19 to rural community

Rural community people are advised to take the precaution measurements. ,

Evidence of Success

The local community people were sensitized on do's and dont's

   1. Title of the Practice:

Plantation Programme

   1. Objectives of the Practice:

To enhance the values of plants and eco systems among the students

To create awareness among the student regarding the importance of plantation

   1. The context:

The purpose of tree plantation is to save the endangered environment and to beautify our life.

1. The Practice

Participants were highly energetic to make the event a big success. A spirit of teamwork, exchange of ideas and enthusiasm of the participants especially, among the students could be seen.

1. Evidence of Success:

The NSS volunteers and students are involved in the plantation work. As the result of the practice now the College campus has transformed into green campus.

File Description	Documents
Best practices in the Institutional website	http://kmcadirai.org/pdf/AQAR-2020-2021/Best-Practices.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Khadir Mohideen college, Adirampattinam is affiliated to Bharathidasan University founded in the year 1955 with the vision of inculcating religious and moral values among students and impart training to them so as to have an all-round development of their personality.

- Quality Teaching and Learning is prioritised by enabling consistent upgradation of faculty academic qualities
- Focussing on improving the learning capabilities of downtrodden, poor and hailing from vernacular medium
- Innnovation and research amongst the staff, promoted through participation in various funding agencies research assignments
- The spirit of entrepreneurship is inculcated among the students through Entrepreneurship Development Cell

- **Various student skill develpment programmes and campus placement initiatives are in place**
- **To develop mental health, Centre for yoga and human excellence is functional**

Evidence of Imparting Leadership quality

Our staff members are eminent in grooming the leadership quality in young minds by involving them in social and civil activities. Germination of leadership quality is well elucidated by our illustrious students who have served as Central Ministers, State ministers and well known politicians. Mr. Palanimanickam, Fromer Union State Finance Minister Mr. O. S Maniam, Honourable Minister for Textiles, Government of Tamil Nadu and Mr. S.Thirunavukarasar former Union Transport Minister are our Alumni.

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

7.3.2 - Plan of action for the next academic year

- **Conduct of programmes to improve the employable skills of students**
- **Organization of programmes to orient the students on contemporary issues of academic concern**
- **Setting in measures to improve the skill sets of staff through sustained measures**
- **Making the environement more eco-friendly**
- **Harnessing the full potential of academic resources of the institution through efffective engagement of students**
- **Enhancing the interface between the parents and instiution through meetings**
- **Promoting communal amity in a continual manner**