



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	MUQYYATH SHA SIRGURO WAKF BOARD COLLEGE
• Name of the Head of the institution	Dr. A. Mohamed Aslam
• Designation	Principal (Incharge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04522528898
• Mobile no	9442404294
• Registered e-mail	msswbcollege@gmail.com
• Alternate e-mail	adamaslam19@gmail.com
• Address	100 Feet Road, K.K.Nagar, Madurai - 625020
• City/Town	Madurai
• State/UT	Tamil Nadu
• Pin Code	625020
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Madurai Kamaraj University				
• Name of the IQAC Coordinator	Dr. R. Vaheedha Banu				
• Phone No.	04522528898				
• Alternate phone No.	04522524747				
• Mobile	9842473110				
• IQAC e-mail address	iqacwbc@gmail.com				
• Alternate Email address	rajathiaariz@gmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://msswbc.org/workarea/kcfinder/upload/files/AQAR_Report_2019-20.pdf				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.msswbc.org/2020-21/pdf/Academic%20Calendar%202020-2021.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	77.05	2003	16/09/2003	15/09/2008
Cycle 2	B	2.30	2016	25/05/2016	24/05/2021
6. Date of Establishment of IQAC			16/07/2004		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	0	Nil	0	0	
8. Whether composition of IQAC as per latest NAAC guidelines			Yes		

<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	5
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
Students discipline maintained in the campus Encouraged the faculties to register as research guide. Encouraged the students 100% attendance. Discussed with Head of the Departments to conduct programmes such as career counselling, club establishment, Skill development programmes.	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
To monitor our campus as green and plastic free environment	Maintained as green campus, separate workers allotted for gardening and maintained plastic free environment in our campus
To get feedback from students, parents and alumni	Collected & analysed the feedback from students, parents and alumni
To complete and upload AQAR in the month of January 2022 for the academic year 2020-21	Submitted AQAR in the month of March 2022

13. Whether the AQAR was placed before statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>Staff Council</td> <td>23/03/2022</td> </tr> </tbody> </table>		Name	Date of meeting(s)	Staff Council	23/03/2022
Name	Date of meeting(s)				
Staff Council	23/03/2022				
14. Whether institutional data submitted to AISHE					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2019</td> <td>07/02/2019</td> </tr> </tbody> </table>		Year	Date of Submission	2019	07/02/2019
Year	Date of Submission				
2019	07/02/2019				
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

567

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

File Description	Documents
Data Template	View File

2.Student2.1 **2234**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **318**

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 **763**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 **104**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2 **66**

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	567
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	2234
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	318
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	763
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	104
File Description	Documents
Data Template	No File Uploaded

3.2	66
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	31
Total number of Classrooms and Seminar halls	
4.2	1878398
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	90
Total number of computers on campus for academic purposes	

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

Our institution is an affiliated college of Madurai Kamaraj University. We follow the curriculum framed by the University. The University has revised its curriculum in the academic year 2018 - 2019.

- The newly framed curriculum will bring out the following result and which in turn will help the national possesses a very good human capital.

3 • Students will be able to exhibit their knowledge in relation to the fundamental and technical concepts of their core subjects and subject electives.

- Students will apply the basic theories of core subjects in critical thinking and problem solving processes.

- Students will demonstrate an awareness of their role in the

environment.

- Students will be able to develop a sense of social responsibility and a capacity for social

service.

- Students will demonstrate an understanding of their personal interests, abilities, Strengths and weakness as they pertain to professional career fields.

- The course papers are designed in such a way that each course paper contains five units only with equal weightage of marks.

- Aalima Course has been introduced in the academic year 2018-2019. It is offered as a free

course for minority girl students. It is a job oriented courses which equips them to be employed as teachers of Islamic Sciences

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 is well designed by the Madurai kamaraj university. Equal distribution and weightage has been given to each subject. The total mark is 100 for each subject in which the internal assessment marks is 25 and external assessment marks is 75. In internal assessment ,15 marks is separated.5 marks for peer group teaching,5marks for assignment and 5 marks for seminar. Two internal tests has been conducted and evaluated and the drop out students for tests were given a chance to write the exam .in this way the continuous internal assessment has been done as per the guidelineof Madurai kamaraj university.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

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

19

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
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)

0

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

As our Institution is Affiliated to Madurai Kamaraj University, As per the syllabus there are two common papers namely environmental studies and value education. Environmental Studies covers the topics of ecology, forest and environmental quality. Different types of pollution, controlling measures and environmental conservation. Students can learn the consequences such as global warming acid rain and ozone depletion. Also they can understand the ways to protect our environment and their responsibility. The common course namely value education impart the knowledge about values of individuals and religions. Also it inculcates the role of family and society. and their fundamental rights and duties.

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

0

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

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

0

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

C. Any 2 of the above

from the following stakeholders Students
Teachers Employers Alumni

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

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

C. Feedback collected and analyzed

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

695

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

572

File Description	Documents
Any additional information	No File Uploaded
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

In every semester two tests are conducted for U.G. classes. After the first test the students are classified into slow learners and advanced learners. The slow learners are taken care of by the staff-members concerned who engage special coaching classes for them. Their progress is assessed periodically. The advanced students are offered wise-counseling and proper guidance for the pursuit of knowledge. They are also encouraged to attend guest lectures in various institutions and participated in various competitions like Essay writing, Elocution, quiz, drawing and seminar presentations at intercollegiate and at state levels.

Two internal assessment tests are conducted for P.G. students every semester. After the first test, they are grouped into bright and slow learners. Special coaching classes are arranged for the benefit of slow learners. Guest lectures and all round personality development programmes are organized to further sharpen the intellect of bright students. The seminar classes followed by the question and answer session enhance the skill of the student in creative thinking and critical analysis. The assignments help them to update their knowledge in the current subject related to the present scenario. Also they were encouraged for the research studies.

With a view to instilling self - confidence among the students to fearlessly face the University Examination, special coaching classes for weaker students are arranged. Parents are invited and the progress of their wards is periodically informed. All these remedial measures are aiming at improving the academic standards of students.

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
2264	96

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

Our institution practises the teaching methodology which focuses on imparting education through your student centric approach. This is the knowledge and helps to transform students from relegated to the role of passive recipients to active, apart from boosting their confidence and encouraging independence, since students vary in their ability to comprehend and absorb, it is not possible to address the needs and expectations of individual students and expect a uniform learning outcome from them. The teacher facilitates learning by allowing each individual student to comprehend at their personal level.

Courses of the University are defined highlighting course objectives, Programme specific objectives Under programme outcomes. This provides a comprehensive understanding to the student's right at the beginning of the course as to which is the

primary focus. It also helps them in self-evaluation their performance at the conclusion of the course.

Teachers make classes as interactive as possible and encourage innovative thought and novel interpretation. Google classroom, fieldwork and projects are some of the means utilise by the departments (English, History B.Com with Computer Application and B.B.A) to provide experimental and participating the learning process. One of the course in B.Com with Computer Application is On job learning is facilitated.

Internal assessments also planned so as to encourage students to work independently. Written assignments are required to be submitted by students and these need to be done individually by referring different books on the given topic so as to enhance confidence to develop writing skills. Seminars which form the second component of internal assessment, help the students to overcome stage fear and develop oratory skills.

N.S.S. and N.C.C have set up for the students to participate, integrate and learn. Students representation in administration is an important initiative taken by the University. Representatives of students serve as members on committees like internal quality assurance cell, anti-ragging committee and students redressal grievances cell to involve them in the decision making process and maintain transparency apart from inculcating a sense of responsibility in them.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

In addition to chalk and board method, the faculty members are using the ICT enabled learning tools such as PPT, video clippings, and online sources to expose the students for advanced knowledge and practical learning.

The teachers of the Department of economics, Commerce, physics,

chemistry zoology and computer science use ICT enabled tools to render teaching. The Department of English suggested PG students to use Canva tool to design their project work with creativity. YouTube, emails, WhatsApp, zoom, Google meet and Google classrooms are used as platforms to communicate and provide material to Conduct tests, upload assignments, to make presentations, address queries and share other information related to academics. Library also provides books for references journals and magazines prescribed by the advice of faculties.

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

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

96

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

48

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	No File Uploaded

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

38

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

933

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 performance of the students is assessed on a continuous basis by conducting two cycle tests per semester based on University norms. The average of both the cycle tests is taken into consideration. In addition to the tests, assignments seminars are also part of the CIE (Continuous Evaluation System). In 2018-19 a revised syllabus was introduced. Peer teaching is added newly as a part of CIE. For undergraduate and post graduate programmes our Institute conducts 2

Internal tests in addition with Submission of assignment, seminar and Peer teaching. External semester examination is for 75 marks which is conducted by the University. For laboratory evaluation of undergraduate students, the institute conducts One lab internal for 40 marks which is divided into 20 marks for the written exam and 10 marks for the written exam and 10 marks for day to day performance in the laboratory, External lab examination is conducted for 60 marks by the university.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

In our Institution internal examination is crystal clear and transparent

File Description	Documents
Any additional information	No File Uploaded
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.

Our Institution is affiliated to Madurai Kamaraj university. The Programme and Course Outcomes are stated and displayed in the university website.

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

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

Attainment of Programme and Course outcomes are evaluated by the respective departments. These outcomes will communicate to the students in the formal way by discussion. The course outcome is measured through syllabus, completion of syllabus, internal evaluation, external evaluation and result. At the department level heads of the department and the teachers who are engaged in class strive to complete the courses in time and in some cases extra classes are conducted for the students who they identify as relatively average. The attendance is also tied with marks. The end semester examination of every course is based on written examination of three hours, the question paper of which is required to test the knowledge of the students from every unit prescribed for study

File Description	Documents
Upload any additional information	No File Uploaded
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

591

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	No File Uploaded
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)

<http://www.msswbc.org/workarea/kcfinder/upload/files/IOAC%20Student%20Satisfaction%20Survey%202020%20-2021%20-%20responses-%20chart.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)

Nil

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)	No File Uploaded

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

9

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

0

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

3.2 - Innovation Ecosystem

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

Our institution promotes the participation of students in different co-curricular activities such as cultural rally, extension services, NCC, NSS, YRC, RRC, Group discussion, brainstorming, role-playing etc., to equip the students and motivate for all-round development of the students. The institution took the initiative of Organising awareness programme on environmental issues, self defence awareness programmes for girls for their personal safety and security through extension activities.

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

1

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

8

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

26

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

19

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

Due to the Pandemic situation of Covid -19,we were unable to carried out extension activities in the neighborhood community. NCC organized awareness programmes relating to the social issues, topic onTuberculosis Disease Awareness Seminar Program and Corona Disease Awareness Seminar Program.

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

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

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

1

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

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

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

29

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

2519

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

1

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Our Institution has 30 class rooms, 2 seminar halls, 6 laboratories including 3 computer laboratories, 7 class room with ICT facilities. separate room available for womens' Students

Congregation Hall and Library. The available physical infrastructure is optimally utilised during the regular college hours.

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.

Sports is an integral part of the curriculum/ Various sports facility is provided to the students within the campus and off campus. Our institution has vast playground for conducting sports and games for both indoor and outdoor. Various sports competitions such as inter collegiate and inter university help the students to team spirit. Talented students are honored with medals, trophies and certificates/ Due to pandemic, we were unable to organize events for sports and games. At the university level, our college won the first place in Kabbadi for the past 26 years.

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.

7

File Description	Documents
Upload any additional information	No File Uploaded
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)

1878398

File Description	Documents
Upload any additional information	No File Uploaded
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)

Our Library is partially automated.

Name of ILMS software

Customized LMS

Version 2.0.6

Year automation - 20.6.2018

File Description	Documents
Upload any additional information	No File Uploaded
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

File Description	Documents
Upload any additional information	No File Uploaded
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)

18548

File Description	Documents
Any additional information	No File Uploaded
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

30

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

4.3 - IT Infrastructure

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

yes.Onebroadband (BSNL fibre broadband net) connections are avialable in our institution.

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

4.3.2 - Number of Computers

109

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

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

File Description	Documents
Upload any additional Information	View File
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)

1878398

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.

Our college has alab facility for basic sciences like physics, chemistry and zoology. It has separate well spacious labs and the required materials. The experiments are just as important as theoretical study: therefore we make sure that we provide our students with the best infrastructure and state- of - the art laboratories that are well -stocked and well equipped, to offer the most apt environment for learning.

The Library is an integral part of intellectual power of our college. At present our college library houses a collection of over 10000 books, previous question papers, magazines from various reputed journals. The students of our college are very much empowered by our library.

As there is a fuss in the academics and it is hard for each student to excel in studies, so it is an advantage, the sports must be a part of extracurricular activity. Therefore our college provides various sports activities for students like cricket, kabbadi, football etc.,.The students are well trained in all the sports frequently over the time.

Our college has well equipped computer laboratories with all infrastructure facilities. It is well equipped with the requisite and latest version of software's and hardware's .All the computing resources are interconnected with the high speed internet connectivity.

The college has maintained constant and smooth functioning of physical, academic and support service facilities to accomplish the high degree of excellence imbining human values in all endeavors

File Description	Documents
Upload any additional information	No File Uploaded
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

255

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

9

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

C. 2 of the above

File Description	Documents
Link to Institutional website	Nil
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

30

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

30

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

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

B. Any 3 of the above

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

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

23

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
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

70

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)	No File Uploaded

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)	No File Uploaded

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

students actively participate in administrative ,co-curricular and extra curricular activities. Student representation is according to the norms and directives of the government and universities.

One student is selected as class representative. Students were involved in administration and other committees. They assist the teachers in planning, organising and executing in various student oriented activities.

They act as mediators between students and teachers to share, discuss and solve their problems. NSS is one of the active units in our college that enhances the social and interpersonal skills of the students. The students receive a proper exposure to rural life and develop a rapport. with the villagers to understand and resolve some of their social problems such as habit of cleanliness and hygiene, Importance of literacy and providing awareness programme on various diseases like COVID-19 and tuberculosis. Students work as conscious citizen by promoting environmental awareness in environmental related activities.

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

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

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

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)	No File Uploaded

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

In our institution, there is a registered Alumni Association named as Muqyyath Sha SirguroWakf Board College Alumni Association. Alumni association meeting is arranged at the department level. Most of the alumni are engaged as part time workers , full time workers and pursuing higher education. The contribution of alumni during the academic year 2020-21 was Rs. 30,400/-

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

VISION

Our vision is to uplift the economically and socially backward sections of society in general and Islamic community in particular, to offer them the best type of education possible at the affordable cost and make them responsible and reliable citizens of tomorrow.

MISSION

Our mission is to impart sound knowledge to all irrespective of religion, caste, language, creed and sex and inculcate in them the spirit of selfless service, spiritual enlightenment with religious tolerance and create a society, free from ills of illiteracy and communal hatred. In short we aim at making the student physically strong, intellectually alert, morally Courageous, spiritually

fortified and religiously tolerant.

THE GOVERNANCE OF VISION AND MISSION IN TUNE WITH VISION AND MISSION OF THE INSTITUTION

Our college follows a democratic and contributory mode of governance participating keenly in its administration. The different levels of functionaries in the college is shared by the Secretary and principal with the Board of management. The determination of policies regarding academics will be discussed with Heads of Departments, the Conveners of various committees and cells along with the staff representatives.

Vision Uplifting economically and socially underprivileged classes of the society by imparting education at affordable cost is the mission. Though the college enjoys minority status it is secular in outlook. Mission to impart education that inculcates values and ethics which make them conscious of their indebtedness and accountability to the institution and the society. To make the youth physically strong, intellectually alert and morally courageous. Use of ICT in imparting education to inculcate research culture among students and faculty.

File Description	Documents
Paste link for additional information	Nil
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.

Our college practises decentralization in all the activities. in resultant of this practice can be seen in the extensive delegation of authority to the Heads of the various Departments in the college. The Heads of the Department supervise the teaching Plans of their departmental faculties. Heads of the departments empowered to make adjustments in the routine, and to allot teaching assignments and evaluation duties. They convening departmental meetings and the programmes for the entire academic year are decided. They plan academic related activities such as career counselling sessions for students and remedial measures. They organize alumni meeting at the department level.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Development

Our institution follows Curriculum designed by the affiliating university.

Teaching and Learning

Teaching and learning use of traditional methods in combination with the ICT is encouraged. Efforts are made to have class room ambience supportive for teaching and learning. Remedial classes are conducted for slow learners. Students' performance are monitored through internal assessment test, seminars, assignments and peer teaching.

Examinations and evaluation

Two Internal tests are conducted per semester. Improvement test is conducted for students to motivate. Timely assessment of tests is done. The results informed to the students. Semester examination are conducted by the University. Evaluation of answer scripts is conducted by the affiliating university. Faculty members of this institution perform their valuation duties as examiner, chief examiner appointed by the affiliating university. Theory examinations and practical examinations are conducted as per university schedule and norms. The faculty contributes in the examination work like question paper setting, valuation of answer scripts and subject experts for the university examination.

Research and development

Faculty members are encouraged to undertake major and minor research projects. Faculties are also encouraged to conduct seminars, workshops at national level and international level.

Library and ICT facilities

As a post NAAC initiative, the College has encouraged the use of ICT. In our institution, the power backup facility is available in the administrative block. Hide their weird books as per the syllabus purchase every year to update the library and made available to the students. INFLIBnet service has been purchased for browsing off obligations.

Human resource management

Faculty members are encouraged to participate in trainings, workshops and staff development programmes to and their skills. The institution encourages and motivates the teachers to attend refresher courses, orientation courses. Students are encouraged to participate in seminars, special lectures, field trip, etc to increase their skill.

Admission of students

Admission of students commenced after the of declaration of results of +2 examinations by different boards. Wide advertisement through daily newspapers both Tamil and English online-mode of registration.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
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.

Our institution is the only college in India that enjoys the exclusiveness of privilege to be run under the auspices of a state wakf board. The College, secular in outlook, though a minority institution admits to its fold students of all communities. There has been an appreciable improvement in the excellence of coahing and conscientiousness of the staff. It is a matter of pride to note that many a personality from Madurai has contributed his might to the college and they deserve our enduring appreciation and gratitude. Policy: To offer a liberal higher education to islamic community in particular and weaker section of the society in general. To empower muslim women in education by creating

atmospher for academic excellence. Administrative setup The governing body runs the administration of the college and takes major policy decisions like planning of financial matters, requirementof teaching and non-teaching staff, introduction of new programme etc., Appointment : The appointment of faculty under regular stream, the college follows the rules and regulations framed by UGC, Government of Tamil Nadu and Directorate of Collegiate Education. The recruitment is purely based on the merit for self finance courses. Our institution strictly follows the rules framed by the Government of Tamil Nadu regarding service.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user 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 significant achievement of members of faculties are highlighted by the annual report. Computer training is imparted to teaching and non-teaching 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)	No File Uploaded

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)	No File Uploaded

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

37

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
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

Our institution follows the performance appraisal system as per the UGC regulations 2018 for teaching staff. The regulation of Tamil Nadu is followed for the promotion of non-teaching staff on the basis of seniority as well as a staff who cleared departmental

examination conducted by Tamil Nadu Government.

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

6.4 - Financial Management and Resource Mobilization

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

The Institution has established a mechanism for conducting internal and external audit on the financial transactions every year to verify financial compliance. External audit is conducted once in every year by Joint Directorate of Collegiate, Madurai District. The accounts of the college are audited by chartered accountant regularly as per the Government of Tamil Nadu rules. The auditor ensures that all payments are duly authorised after the audit, the report is sent to the management for review. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds of the institution. The audited statement is duly signed by the Principal and chartered accountant.

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

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

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

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)	No File Uploaded

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

Our college collects nominal amenity fee from students during their admission and utilise the same for providing drinking water, electricity charges and toilet facilities.

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

Our college has institutionalised the Online Students Feedback System as the quality initiative of IQAC. IQAC has developed an online proforma of student feedback to collect information from the students about the syllabus, completion of syllabus, infrastructure, teaching methodology and so on. The online feedback system has been implemented from the academic year 2020-2021 onwards.

File Description	Documents
Paste link for additional information	http://www.msswbc.org/workarea/kcfinder/upload/files/IQAC%20Student%20Satisfaction
Upload any additional information	View File

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

The IQAC takes steps to improve the quality of the teaching-learning process. Academic calendar is prepared every year and circulated. The list of various programmes, vacations, and examination schedule are notified in the Academic Calendar. All first year students have to compulsorily attend the Orientation Programme on the very first day of reopening. Students are informed of the Time-Table, Programme structure, syllabi of the courses before the class starts. Feedback from students is collected and analysed by the respective departments through IQAC.

File Description	Documents
Paste link for additional information	http://www.msswbc.org/2020-21/pdf/Academic%20Calendar%202020-2021.pdf
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)

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution has initiated several measures for the promotion of gender equity and sensitization. As our college is a minority institution, it encourages girl students among minority society to enroll in various programmes offered by the college to become educationally empowered. Apart from girl students belonging to minority, the enrollment of other community girls has also been increased. The institution also promotes gender sensitization through seminars, Counseling etc. Awareness programme regarding importance of human rights, Right of women, was conducted by Women Empowerment Cell. The institute has also constituted committees as per norms laid by university and UGC. Students Grievance Redressal cell, Anti Ragging Cell and Anti Sexual Harassment Cell. The functions of these committees are displayed on the website of the institution. The institution ensures safety and security for the staff and students throughout the campus through proper security provision. here are separate washroom facilities and parking facility for both male and female students. Furthermore International Women's Day was observed and various competitions too conducted with the theme of women empowerment.

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	CC TV Cameras, one common room for girls. girl students can get counselling from female faculties concerned

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

D. Any 1 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

Trash bins are kept at various places in the campus. The collected waste is handed over to the corporation workers concerned. Waste newspapers are given for recycling to the local private agencies. Our college takes efforts to maintain a clean campus with the help of hired JCBs. The NSS unit of the college continuously strives for cleanliness by organising cleanliness campaigns. Our college sport students also contribute to maintain our campus clean. All the waste water lines from toilets, bathrooms etc., are connected with the corporation's sewer system.

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 D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: C. Any 2 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 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

D. Any 1 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, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 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).

Though a minority institution and it believes in the equality of all cultures and tradition, students of all communities are admitted irrespective of their caste, creed, religion, region, socio-economic status and other diversities. This is evident from the student profile of the institution. Under the government admission policy reservation of seats apply to SC, ST, OBC and physically challenged category, enabling student diversity. The institution also celebrates various festivals like Pongal to promote communal harmony and equality but this academic year (2020-21) due to the tyranny of Covid-19 pandemic no such celebration has been organised.

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

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

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

The vision and mission of the college facilitates to mould one to become responsible citizens who are committed to their society. Swachatha related activities organized by the NSS unit of the

college inculcate a feeling of responsibility and an inclination towards cleanliness. Taking a pledge of the right to vote on Voters Day makes them responsible voters as well as dutiful citizens. Blood donation camps organized to make them cognizant of their duties towards their fellow citizens who play a vital part in saving a life. The institution also ensures the participation of faculties in duties assigned by the Election Commission. The students are also sensitized to protect our environment by planting saplings with the help of NSS and YRC units of the college

The Constitution club is started by the Department of History during the academic year 2020-21. The Constitution club acts as a platform to educate the importance of constitution and its values amongst students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
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

D. Any 1 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

Republic day and Independence Day are celebrated every year on January 26 and August 15 respectively. Students, Teaching Faculties and Non-teaching Staff and Guests and Invitees participated in the celebration. Flag Hoisting with National Anthem and Oath of National Integrity, parade by NCC, NSS also become the part of the celebration.

NSS link :<https://msswbc.org/iqac/NSS-2020-21-REPORT-AND-PHOTO.pdf>

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.

There are two best practices in our institution.

Topic 1 : Dheeniyath classes or Faith instilling sessions and Aalima Programme

Topic 2 :Financial support to the financially deprived

File Description	Documents
Best practices in the Institutional website	http://msswbc.org/workarea/kcfinder/upload/files/7.2.1%20Best%20Practices.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

Inclusive and integrated education irrespective of caste creed, religion and economic status is one of our institutional distinctiveness. As our institution is a government aided one it has nominal fee structure in addition to government scholarships and private financial assistance which enable socially and economically challenged students to pursue their education in our institution. Ever since the modification of our institution to co-education institution, we have facilitated educational empowerment of women students, especially from socially and economically challenged background. Enrollment of women students in higher education has also been made possible which is evident from the student statistics of female PG students and overall UG&PG female students.

Private financial assistance includes the money received by students from their local Masjith where they live for the payment of tuition fees and examination fees

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

Our institution is an affiliated college of Madurai Kamaraj University. We follow the curriculum framed by the University. The University has revised its curriculum in the academic year 2018 - 2019.

- The newly framed curriculum will bring out the following result and which in turn will help the national possesses a very good human capital.

3 • Students will be able to exhibit their knowledge in relation to the fundamental and technical concepts of their core subjects and subject electives.

- Students will apply the basic theories of core subjects in critical thinking and problem solving processes.

- Students will demonstrate an awareness of their role in the environment.

- Students will be able to develop a sense of social responsibility and a capacity for social service.

- Students will demonstrate an understanding of their personal interests, abilities, Strengths and weakness as they pertain to professional career fields.

- The course papers are designed in such a way that each course paper contains five units only with equal weightage of marks.

- Aalima Course has been introduced in the academic year 2018-2019. It is offered as a free

course for minority girl students. It is a job oriented courses which equips them to be employed as teachers of Islamic Sciences

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 is well designed by the Madurai kamaraj university. Equal distribution and weightage has been given to each subject. The total mark is 100 for each subject in which the internal assessment marks is 25 and external assessment marks is 75. In internal assessment ,15 marks is separated.5 marks for peer group teaching,5marks for assignment and 5 marks for seminar. Two internal tests has been conducted and evaluated and the drop out students for tests were given a chance to write the exam .in this way the continuous internal assessment has been done as per the guidelineof Madurai kamaraj university.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

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

19

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
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)

0

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

As our Institution is Affiliated to Madurai Kamaraj University, As per the syllabus there are two common papers namely environmental studies and value education. Environmental Studies covers the topics of ecology, forest and environmental quality. Different types of pollution, controlling measures and environmental conservation. Students can learn the consequences such as global warming acid rain and ozone depletion. Also they can understand the ways to protect our environment and their responsibility. The common course namely value education impart the knowledge about values of individuals and religions. Also it inculcates the role of family and society. and their fundamental rights and duties.

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

0

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

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

0

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

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**

C. Any 2 of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed
File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
695	
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	
572	
File Description	Documents
Any additional information	No File Uploaded
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	
In every semester two tests are conducted for U.G. classes. After the first test the students are classified into slow learners and advanced learners. The slow learners are taken care of by the staff-members concerned who engage special	

coaching classes for them. Their progress is assessed periodically. The advanced students are offered wise-counseling and proper guidance for the pursuit of knowledge. They are also encouraged to attend guest lectures in various institutions and participated in various competitions like Essay writing, Elocution, quiz, drawing and seminar presentations at intercollegiate and at state levels.

Two internal assessment tests are conducted for P.G. students every semester. After the first test, they are grouped into bright and slow learners. Special coaching classes are arranged for the benefit of slow learners. Guest lectures and all round personality development programmes are organized to further sharpen the intellect of bright students. The seminar classes followed by the question and answer session enhance the skill of the student in creative thinking and critical analysis. The assignments help them to update their knowledge in the current subject related to the present scenario. Also they were encouraged for the research studies.

With a view to instilling self - confidence among the students to fearlessly face the University Examination, special coaching classes for weaker students are arranged. Parents are invited and the progress of their wards is periodically informed. All these remedial measures are aiming at improving the academic standards of students.

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
2264	96

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

Our institution practises the teaching methodology which focuses on imparting education through your student centric approach. This is the knowledge and helps to transform students from relegated to the role of passive recipients to active, apart from boosting their confidence and encouraging independence, since students vary in their ability to comprehend and absorb, it is not possible to address the needs and expectations of individual students and expect a uniform learning outcome from them. The teacher facilitates learning by allowing each individual student to comprehend at their personal level.

Courses of the University are defined highlighting course objectives, Programme specific objectives Under programme outcomes. This provides a comprehensive understanding to the student's right at the beginning of the course as to which is the primary focus. It also helps them in self-evaluation their performance at the conclusion of the course.

Teachers make classes as interactive as possible and encourage innovative thought and novel interpretation. Google classroom, fieldwork and projects are some of the means utilise by the departments (English, History B.Com with Computer Application and B.B.A) to provide experimental and participating the learning process. One of the course in B.Com with Computer Application is On job learning is facilitated.

Internal assessments also planned so as to encourage students to work independently. Written assignments are required to be

submitted by students and these need to be done individually by referring different books on the given topic so as to enhance confidence to develop writing skills. Seminars which form the second component of internal assessment, help the students to overcome stage fear and develop oratory skills.

N.S.S. and N.C.C have set up for the students to participate, integrate and learn. Students representation in administration is an important initiative taken by the University. Representatives of students serve as members on committees like internal quality assurance cell, anti-ragging committee and students redressal grievances cell to involve them in the decision making process and maintain transparency apart from inculcating a sense of responsibility in them.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

In addition to chalk and board method, the faculty members are using the ICT enabled learning tools such as PPT, video clippings, and online sources to expose the students for advanced knowledge and practical learning.

The teachers of the Department of economics, Commerce, physics, chemistry zoology and computer science use ICT enabled tools to render teaching. The Department of English suggested PG students to use Canva tool to design their project work with creativity. YouTube, emails, WhatsApp, zoom, Google meet and Google classrooms are used as platforms to communicate and provide material to Conduct tests, upload assignments, to make presentations, address queries and share other information related to academics. Library also provides books for references journals and magazines prescribed by the advice of faculties.

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

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

96

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

48

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	No File Uploaded

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

38

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

933

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 performance of the students is assessed on a continuous basis by conducting two cycle tests per semester based on University norms. The average of both the cycle tests is taken into consideration. In addition to the tests, assignments seminars are also part of the CIE (Continuous Evaluation System). In 2018-19 a revised syllabus was introduced. Peer teaching is added newly as a part of CIE. For undergraduate and post graduate programmes our Institute conducts 2

Internal tests in addition with Submission of assignment, seminar and Peer teaching. External semester examination is for 75 marks which is conducted by the University. For laboratory evaluation of undergraduate students, the institute conducts One lab internal for 40 marks which is divided into 20 marks for the written exam and 10 marks for the written exam and 10 marks for day to day performance in the laboratory, External

lab examination is conducted for 60 marks by the university.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

In our Institution internal examination is crystal clear and transparent

File Description	Documents
Any additional information	No File Uploaded
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.

Our Institution is affiliated to Madurai Kamaraj university. The Programme and Course Outcomes are stated and displayed in the university website.

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

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

Attainment of Programme and Course outcomes are evaluated by the respective departments. These outcomes will communicate to the students in the formal way by discussion. The course

outcome is measured through syllabus, completion of syllabus, internal evaluation, external evaluation and result. At the department level heads of the department and the teachers who are engaged in class strive to complete the courses in time and in some cases extra classes are conducted for the students who they identify as relatively average. The attendance is also tied with marks. The end semester examination of every course is based on written examination of three hours, the question paper of which is required to test the knowledge of the students from every unit prescribed for study

File Description	Documents
Upload any additional information	No File Uploaded
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

591

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	No File Uploaded
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)

<http://www.msswbc.org/workarea/kcfinder/upload/files/IOAC%20Student%20Satisfaction%20Survey%202020%20-2021%20-%20responses-%20chart.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)**

Nil

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)	No File Uploaded

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**

9

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**

0

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

3.2 - Innovation Ecosystem

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

Our institution promotes the participation of students in different co-curricular activities such as cultural rally, extension services, NCC, NSS, YRC, RRC, Group discussion, brainstorming, role-playing etc., to equip the students and motivate for all-round development of the students. The institution took the initiative of Organising awareness programme on environmental issues, self defence awareness programmes for girls for their personal safety and security through extension activities.

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

1

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

8

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

26

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

19	
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	
Due to the Pandemic situation of Covid -19,we were unable to carried out extension activities in the neighborhood community. NCC organized awareness programmes relating to the social issues, topic onTuberculosis Disease Awareness Seminar Program and Corona Disease Awareness Seminar Program.	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File
3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year	
3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year	
1	
File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded
3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year	

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

29

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

2519

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

1

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Our Institution has 30 class rooms, 2seminar halls, 6 laboratories including 3 computer laboratories, 7 class room with ICT facilities.seperate room available for womens'Students Congregation Hall and Library. The available physical infrastructure is optimally utilised during the regular college hours.

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.

Sports is an integral part of the curriculum/ Various sports facility is provided to the students within the campus and off campus. Our institution has vast playground for conducting sports and games for both indoor and outdoor. Various sports competitions such as inter collegiate and inter university help the students to team spirit. Talented students are honored with medals, trophies and certificates/ Due to pandemic, we were unable to organize events for sports and games. At the university level, our college won the first place in Kabbadi for the past 26 years.

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.

7

File Description	Documents
Upload any additional information	No File Uploaded
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)**1878398**

File Description	Documents
Upload any additional information	No File Uploaded
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)

Our Library is partially automated.**Name of ILMS software****Customized LMS****Version 2.0.6****Year automation - 20.6.2018**

File Description	Documents
Upload any additional information	No File Uploaded
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

D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
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)

18548

File Description	Documents
Any additional information	No File Uploaded
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

30

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

4.3 - IT Infrastructure

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

yes.Onebroadband (BSNL fibre broadband net) connections are avialable in our institution.

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

4.3.2 - Number of Computers

109

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
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)**

1878398

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.

Our college has alab facility for basic sciences like physics, chemistry and zoology. It has separate well spacious labs and the required materials. The experiments are just as important as theoretical study: therefore we make sure that we provide our students with the best infrastructure and state- of - the art laboratories that are well -stocked and well equipped, to offer the most apt environment for learning.

The Library is an integral part of intellectual power of our college. At present our college library houses a collection of over 10000 books, previous question papers, magazines from various reputed journals. The students of our college are very much empowered by our library.

As there is a fuss in the academics and it is hard for each student to excel in studies, so it is an advantage, the sports must be a part of extracurricular activity. Therefore our college provides various sports activities for students like cricket, kabbadi, football etc.,.The students are well trained in all the sports frequently over the time.

Our college has well equipped computer laboratories with all infrastructure facilities. It is well equipped with the requisite and latest version of software's and hardware's .All the computing resources are interconnected with the high speed internet connectivity.

The college has maintained constant and smooth functioning of physical, academic and support service facilities to accomplish the high degree of excellence imbining human values in all endeavors

File Description	Documents
Upload any additional information	No File Uploaded
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	
255	
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	
9	
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	C. 2 of the above

hygiene) ICT/computing skills	
File Description	Documents
Link to Institutional website	Nil
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	
30	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
30	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	B. Any 3 of the above

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

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

23

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
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

70

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)	No File Uploaded

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)	No File Uploaded

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

students actively participate in administrative ,co-curricular and extra curricular activities. Student representation is

according to the norms and directives of the government and universities. One student is selected as class representative. Students were involved in administration and other committees. They assist the teachers in planning, organising and executing in various student oriented activities.

They act as mediators between students and teachers to share, discuss and solve their problems. NSS is one of the active units in our college that enhances the social and interpersonal skills of the students. The students receive a proper exposure to rural life and develop a rapport. with the villagers to understand and resolve some of their social problems such as habit of cleanliness and hygiene, Importance of literacy and providing awareness programme on various diseases like COVID-19 and tuberculosis. Students work as conscious citizen by promoting environmental awareness in environmental related activities.

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

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

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

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)	No File Uploaded

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

In our institution, there is a registered Alumni Association named as Muqyyath Sha SirguroWakf Board College Alumni Association. Alumini association meeting is arranged at the department level. Most of the alumini are engaged as part time workers , full time workers and pursuing higher education. The contribution of alumini during the academic year 2020-21 was Rs. 30,400/-

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

VISION

Our vision is to uplift the economically and socially backward sections of society in general and Islamic community in particular, to offer them the best type of education possible at the affordable cost and make them responsible and reliable citizens of tomorrow.

MISSION

Our mission is to impart sound knowledge to all irrespective of religion, caste, language, creed and sex and inculcate in them the spirit of selfless service, spiritual enlightenment with religious tolerance and create a society, free from ills of illiteracy and communal hatred. In short we aim at making the

student physically strong, intellectually alert, morally Courageous, spiritually fortified and religiously tolerant.

THE GOVERNANCE OF VISION AND MISSION IN TUNE WITH VISION AND MISSION OF THE INSTITUTION

Our college follows a democratic and contributory mode of governance participating keenly in its administration. The different levels of functionaries in the college is shared by the Secretary and principal with the Board of management. The determination of policies regarding academics will be discussed with Heads of Departments, the Conveners of various committees and cells along with the staff representatives.

Vision Uplifting economically and socially underprivileged classes of the society by imparting education at affordable cost is the mission. Though the college enjoys minority status it is secular in outlook. Mission to impart education that inculcates values and ethics which make them conscious of their indebtedness and accountability to the institution and the society. To make the youth physically strong, intellectually alert and morally courageous. Use of ICT in imparting education to inculcate research culture among students and faculty.

File Description	Documents
Paste link for additional information	Nil
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.

Our college practises decentralization in all the activities. in resultant of this practice can be seen in the extensive delegation of authority to the Heads of the various Departments in the college. The Heads of the Department supervise the teaching Plans of their departmental faculties. Heads of the departments empowered to make adjustments in the routine, and to allot teaching assignments and evaluation duties. They convening departmental meetings and the programmes for the entire academic year are decided. They plan academic related activities such as career counselling sessions for students and remedial measures. They organize alumni meeting at the department level.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Development

Our institution follows Curriculum designed by the affiliating university.

Teaching and Learning

Teaching and learning use of traditional methods in combination with the ICT is encouraged. Efforts are made to have class room ambience supportive for teaching and learning. Remedial classes are conducted for slow learners. Students' performance are monitored through internal assessment test, seminars, assignments and peer teaching.

Examinations and evaluation

Two Internal tests are conducted per semester. Improvement test is conducted for students to motivate. Timely assessment of tests is done. The results informed to the students. Semester examination are conducted by the University. Evaluation of answer scripts is conducted by the affiliating university. Faculty members of this institution perform their valuation duties as examiner, chief examiner appointed by the affiliating university. Theory examinations and practical examinations are conducted as per university schedule and norms. The faculty contributes in the examination work like question paper setting, valuation of answer scripts and subject experts for the university examination.

Research and development

Faculty members are encouraged to undertake major and minor research projects. Faculties are also encouraged to conduct seminars, workshops at national level and international level.

Library and ICT facilities

As a post NAAC initiative, the College has encouraged the use of ICT. In our institution, the power backup facility is available in the administrative block. Hide their weird books as per the syllabus purchase every year to update the library and made available to the students. INFLIBnet service has been purchased for browsing off obligations.

Human resource management

Faculty members are encouraged to participate in trainings, workshops and staff development programmes to and their skills. The institution encourages and motivates the teachers to attend refresher courses, orientation courses. Students are encouraged to participate in seminars, special lectures, field trip, etc to increase their skill.

Admission of students

Admission of students commenced after the of declaration of results of +2 examinations by different boards. Wide advertisement through daily newspapers both Tamil and English online-mode of registration.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
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.

Our institution is the only college in India that enjoys the exclusiveness of privilege to be run under the auspices of a state wakf board. The College, secular in outlook, though a minority institution admits to its fold students of all communities. There has been an appreciable improvement in the excellence of coahing and conscientiousness of the staff. It is a matter of pride to note that many a personality from Madurai has contributed his might to the college and they deserve our enduring appreciation and gratitude. Policy: To offer a liberal

higher education to islamic community in particular and weaker section of the society in general. To empower muslim women in education by creating atmospher for academic excellence.

Administrative setup The governing body runs the administration of the college and takes major policy decisions like planning of financial matters, requirementof teaching and non-teaching staff, introduction of new programme etc., Appointment : The appointment of faculty under regular stream, the college follows the rules and regulations framed by UGC, Government of Tamil Nadu and Directorate of Collegiate Education. The recruitment is purely based on the merit for self finance courses. Our institution strictly follows the rules framed by the Government of Tamil Nadu regarding service.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user 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 significant achievement of members of faculties are highlighted by the annual report. Computer training is imparted to teaching and non-teaching 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)	No File Uploaded

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)	No File Uploaded

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

37

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
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

Our institution follows the performance appraisal system as per the UGC regulations 2018 for teaching staff. The regulation of Tamil Nadu is followed for the promotion of non-teaching staff

on the basis of seniority as well as a staff who cleared departmental examination conducted by Tamil Nadu Government.

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

6.4 - Financial Management and Resource Mobilization

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

The Institution has established a mechanism for conducting internal and external audit on the financial transactions every year to verify financial compliance. External audit is conducted once in every year by Joint Directorate of Collegiate, Madurai District. The accounts of the college are audited by chartered accountant regularly as per the Government of Tamil Nadu rules. The auditor ensures that all payments are duly authorised after the audit, the report is sent to the management for review. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds of the institution. The audited statement is duly signed by the Principal and chartered accountant.

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

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

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

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)	No File Uploaded

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

Our college collects nominal amenity fee from students during their admission and utilise the same for providing drinking water, electricity charges and toilet facilities.

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

Our college has institutionalised the Online Students Feedback System as the quality initiative of IQAC. IQAC has developed an online proforma of student feedback to collect information from the students about the syllabus, completion of syllabus, infrastructure, teaching methodology and so on. The online feedback system has been implemented from the academic year 2020-2021 onwards.

File Description	Documents
Paste link for additional information	http://www.msswbc.org/workarea/kcfinder/upload/files/IQAC%20Student%20Satisfaction
Upload any additional information	View File

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

recorded the incremental improvement in various activities

The IQAC takes steps to improve the quality of the teaching-learning process. Academic calendar is prepared every year and circulated. The list of various programmes, vacations, and examination schedule are notified in the Academic Calendar. All first year students have to compulsorily attend the Orientation Programme on the very first day of reopening. Students are informed of the Time-Table, Programme structure, syllabi of the courses before the class starts. Feedback from students is collected and analysed by the respective departments through IQAC.

File Description	Documents
Paste link for additional information	http://www.msswbc.org/2020-21/pdf/Academic%20Calendar%202020-2021.pdf
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)

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities****7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

The institution has initiated several measures for the promotion of gender equity and sensitization. As our college is a minority institution, it encourages girl students among minority society to enroll in various programmes offered by the college to become educationally empowered. Apart from girl students belonging to minority, the enrollment of other community girls has also been increased. The institution also promotes gender sensitization through seminars, Counseling etc. Awareness programme regarding importance of human rights, Right of women, was conducted by Women Empowerment Cell. The institute has also constituted committees as per norms laid by university and UGC. Students Grievance Redressal cell, Anti Ragging Cell and Anti Sexual Harassment Cell. The functions of these committees are displayed on the website of the institution. The institution ensures safety and security for the staff and students throughout the campus through proper security provision. here are separate washroom facilities and parking facility for both male and female students. Furthermore International Women's Day was observed and various competitions too conducted with the theme of women empowerment.

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	CC TV Cameras, one common room for girls. girl students can get counselling from female faculties concerned

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

D. Any 1 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

Trash bins are kept at various places in the campus. The collected waste is handed over to the corporation workers concerned. Waste newspapers are given for recycling to the local private agencies. Our college takes efforts to maintain a clean campus with the help of hired JCBs. The NSS unit of the college continuously strives for cleanliness by organising cleanliness campaigns. Our college sport students also contribute to maintain our campus clean. All the waste water lines from toilets, bathrooms etc., are connected with the corporation's sewer system.

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

<p>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</p> <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	<p>C. Any 2 of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="92 566 531 629">File Description</th> <th data-bbox="531 566 1394 629">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="92 629 531 734">Geo tagged photos / videos of the facilities</td> <td data-bbox="531 629 1394 734" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="92 734 531 875">Various policy documents / decisions circulated for implementation</td> <td data-bbox="531 734 1394 875" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="92 875 531 943">Any other relevant documents</td> <td data-bbox="531 875 1394 943" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	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			
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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										
<p>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</p>											
<p>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</p>	<p>D. Any 1 of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="92 1395 531 1458">File Description</th> <th data-bbox="531 1395 1394 1458">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="92 1458 531 1599">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="531 1458 1394 1599" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="92 1599 531 1704">Certification by the auditing agency</td> <td data-bbox="531 1599 1394 1704" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="92 1704 531 1809">Certificates of the awards received</td> <td data-bbox="531 1704 1394 1809" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="92 1809 531 1877">Any other relevant information</td> <td data-bbox="531 1809 1394 1877" style="text-align: center;">View File</td> </tr> </tbody> </table>	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	
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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										
<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly</p>	<p>C. Any 2 of the above</p>										

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

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).

Though a minority institution and it believes in the equality of all cultures and tradition, students of all communities are admitted irrespective of their caste, creed, religion, region, socio-economic status and other diversities. This is evident from the student profile of the institution. Under the government admission policy reservation of seats apply to SC, ST, OBC and physically challenged category, enabling student diversity. The institution also celebrates various festivals like Pongal to promote communal harmony and equality but this academic year (2020-21) due to the tyranny of Covid-19 pandemic no such celebration has been organised.

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

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

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

The vision and mission of the college facilitates to mould one to become responsible citizens who are committed to their society. Swachatha related activities organized by the NSS unit of the college inculcate a feeling of responsibility and an inclination towards cleanliness. Taking a pledge of the right to vote on Voters Day makes them responsible voters as well as dutiful citizens. Blood donation camps organized to make them cognizant of their duties towards their fellow citizens who play a vital part in saving a life. The institution also ensures the participation of faculties in duties assigned by the Election Commission. The students are also sensitized to protect our environment by planting saplings with the help of NSS and YRC units of the college

The Constitution club is started by the Department of History during the academic year 2020-21. The Constitution club acts as a platform to educate the importance of constitution and its values amongst students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
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

D. Any 1 of the above

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	
<p>Republic day and Independence Day are celebrated every year on January 26 and August 15 respectively. Students, Teaching Faculties and Non-teaching Staff and Guests and Invitees participated in the celebration. Flag Hoisting with National Anthem and Oath of National Integrity, parade by NCC, NSS also become the part of the celebration.</p> <p>NSS link :https://msswbc.org/iqac/NSS-2020-21-REPORT-AND-PHOTO.pdf</p>	
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.	
There are two best practices in our institution.	

Topic 1 : Dheeniyath classes or Faith instilling sessions and Aalima Programme

Topic 2 :Financial support to the financially deprived

File Description	Documents
Best practices in the Institutional website	http://msswbc.org/workarea/kcfinder/upload/files/7.2.1%20Best%20Practices.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

Inclusive and integrated education irrespective of caste creed, religion and economic status is one of our institutional distinctiveness. As our institution is a government aided one it has nominal fee structure in addition to government scholarships and private financial assistance which enable socially and economically challenged students to pursue their education in our institution. Ever since the modification of our institution to co-education institution, we have facilitated educational empowerment of women students, especially from socially and economically challenged background. Enrollment of women students in higher education has also been made possible which is evident from the student statistics of female PG students and overall UG&PG female students.

Private financial assistance includes the money received by students from their local Masjith where they live for the payment of tuition fees and examination fees

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

7.3.2 - Plan of action for the next academic year

- Implementation of formal academic audit of every department by the Internal Quality Assurance Cell (IQAC) to improve the quality development of the students, teachers and institution
- Conducting programmes to enhance the expertise of the students in research methodology for PG and entrepreneurship for both UG & PG.
- Conducting training programmes for students, teachers and non teaching staff to train and enhance their skills in using ICT tools
- Encourage the faculty members to publish research papers in nationally and internationally reputed journals and undertake research projects funded by government and non governmental agencies
- Equipping classrooms with ICT facilities
- Refurbish the infrastructure of the institution
- Construction of more classrooms and individual libraries for the Research Departments
- Automation of the college central library.