



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	ADM College For Women (Autonomous)
• Name of the Head of the institution	Dr .R.Anbuselvi
• Designation	Principal -in-charge
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	04365248118
• Alternate phone No.	9487570108
• Mobile No. (Principal)	9443601993
• Registered e-mail ID (Principal)	admcnagai@yahoo.co.in
• Address	No1 College Road, Velippalayam
• City/Town	Nagapattinam
• State/UT	Tamil Nadu
• Pin Code	611001
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	07/10/2004
• Type of Institution	Women
• Location	Rural

• Financial Status	Grants-in aid				
• Name of the IQAC Co-ordinator/Director	Dr.R.Manimozhi				
• Phone No.	04365248118				
• Mobile No:	9865511223				
• IQAC e-mail ID	admiqac2019@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://adjadm.ac.in/iqac/AQAR2019-2020.pdf				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://adjadm.ac.in/AcademicCalendar20-21.pdf , https://adjadm.ac.in/SpecialAcademicCalendar20-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	86.15	2004	16/09/2004	15/09/2009
Cycle 2	A	3.11	2011	16/09/2011	15/09/2016
Cycle 3	A	3.28	2017	12/09/2017	11/09/2022
6.Date of Establishment of IQAC			27/09/2004		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
A.D.M. College as Mentor Institution to 5 Mentee Institution: 1. Thiru. Vi.Ka. Govt. Arts College, Thiruvarur. 2. T.B.M.L. College, Porayar. 3. Dharmapuram Adhinam Arts College, Mayiladuthurai. 4. SKSS College, Thiruppanandal. 5. Vivekananda College for Women, Sirkazhi.	PARAMARSH	UGC	15/03/2019	3000000

8. Provide details regarding the composition of the IQAC:

<ul style="list-style-type: none"> Upload the latest notification regarding the composition of the IQAC by the HEI 	View File	
9.No. of IQAC meetings held during the year	11	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	

10. Did IQAC receive funding from any funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
<ul style="list-style-type: none"> Research and Development Cell was reconstituted on 7th September 2020 to initiate research activities and achieve the quality oriented research ambience following the guidelines of UGC. 10 proposals were sent to TNSCHE in seeking Partial Financial Assistance to conduct Seminar/ Workshop on 19.12.2020. Two proposals were sent to SERB -MATRICS scheme. 12 student project proposals were sent to TNSCST by the department of Mathematics, Physics, Chemistry, Zoology and Computer Science. STAR college proposal was sent to Department of Biotechnology (DBT), the college was selected for final presentation and the same was presented on 30th April 2021. Four Staff members have applied for PhD guide ship during November 2020. 15 faculty members have registered for PhD Programme. Three staff members from Self Financing section submitted their thesis and waiting for Viva Voce Examination. Faculty members of various departments registered in MOOCs / SWAYAM platform and three have passed out with 'A' grade. 	
<ul style="list-style-type: none"> IQAC initiated the steps to constitute Institute Innovation Cell (IIC) and registration was done on 23.11.2020 with Ministry of Education. Institute Innovation Cell received the approval on 04.01.2021. Zonal-in-charge approval was received on 12.01.2021 and also steps taken by IQAC to constitute Intellectual Property Rights Cell (IPR) with its regular functioning from the academic year 2020-21. 	
<ul style="list-style-type: none"> The Internal Academic Audit was conducted for three days from 14th to 16th October 2020 and External Academic Audit was done on 20.03.2021. 	
<ul style="list-style-type: none"> Seven faculty development programmes were conducted and reports were uploaded in college website http://www.adjadm.ac.in/iqac.php. Teaching and Administrative staff members attended the National workshop on "Public Financial Management System and Emphasis on EAT module" at Annamalai University from 23.04.2020 to 24.04.2020. 	
<ul style="list-style-type: none"> Academic Standing Committee was constituted on 27th July 2020 to approve the quality of the e-contents and e-modules for uploading in You-tube and in college website. Faculty members posted 74 self recorded video lectures and 138 study materials. 96 video lectures 	

are recorded through visual capturing centre. Academic Standing Committee was constituted on 27th July 2020 to approve the quality of the e-contents and e-modules for uploading in You-tube and in college website. Faculty members posted 74 self recorded video lectures and 138 study materials. 96 video lectures are recorded through visual capturing centre.

12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

NAAC

Plan of Action	Achievements/Outcomes
To convene periodical meetings	11 meetings were convened to ensure the proper functioning of Academic activities.
To organize Faculty Development Programmes for Teaching and non Teaching Staff	Seven Faculty Development Programmes were conducted and reports were uploaded in college website http://www.adjadmcollege.ac.in/iqac.php Teaching and Administrative staff members attended the national workshop on "Public Financial Management System and Emphasis on EAT module" at Annamalai University from 23.04.2020 to 24.04.2020.
To constitute Academic Standing Committee for e-content development	Academic Standing Committee consists of Principal, Vice Principal, IQAC Co-ordinator, Advisor, two senior staff from Arts, Science and Commerce was constituted on 27th July 2020. • The e-contents and e-modules are approved for uploading in YouTube and in college website. • Faculty members posted 74 self recorded video lectures and 138 study materials. • Through visual capturing centre 96 video lectures are recorded and uploaded after getting approval from the Academic Standing Committee.
To establish Search Committee: a) Research Funding b) Scholarship	Search Committee was constituted on 24th August 2020 to identify Research Funding Agencies/ Scholarships of Central/ State Government and Non Governmental other than UGC (a) Research Funding • 10 proposals were sent in seeking Partial Financial Assistance to conduct Seminar/ Workshop were sent to TNSCHE on 19.12.2020. • Two proposals were

	<p>sent To SERB -MATRICS scheme • 12 student project proposals were sent to TNSCST by the department of Mathematics, Physics, Chemistry, Zoology and Computer Science. • DBT - STAR college proposal was sent and college was selected for final presentation. (30th April 2021)</p> <p>(b) Scholarship • 6 students from PG departments have applied for Indira Gandhi PG Scholarship for Single Girl Child. • 70 BC Minority students applied for Central Governments Ministry of minority Affairs BC Minority Scholarships and 55 students have received the scholarship. A sum of Rs. 2,70,085 was received. • 40 PG students were identified and applied for E.V.R Nagammai scholarships for PG Women Students.</p>
To Encourage Faculty members to register in MOOCs / SWAYAM platform	60 staff members have registered in SWAYAM / MOOC/NPTEL courses. Three faculty members completed SWAYAM course successfully and obtained the certificate.
To get the feedback from the students through Student Satisfactory Survey (SSS).	SSS questionnaire consisting of 20 questions was uploaded in the college website to evaluate teaching learning and evaluation process. 1277 students responded to the Student Satisfactory Survey.
To conduct External Academic Audit.	External Academic Audit was done on 20.03.2021. The report is uploaded in college website http://www.adjadm.ac.in/iqac/external_audit_20-21.pdf
13. Was the AQAR placed before the statutory body?	Yes

<ul style="list-style-type: none"> Name of the statutory body 	
Name of the statutory body	Date of meeting(s)
College Committee	29/09/2021
14. Was the institutional data submitted to AISHE ?	Yes
<ul style="list-style-type: none"> Year 	
Year	Date of Submission
01/01/2020	12/03/2020
Extended Profile	
1. Programme	
1.1 Number of programmes offered during the year:	26
2. Student	
2.1 Total number of students during the year:	1841
2.2 Number of outgoing / final year students during the year:	643
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	1744
3. Academic	
3.1 Number of courses in all programmes during the year:	840
3.2	116

Number of full-time teachers during the year:	
3.3	121
Number of sanctioned posts for the year:	
4.Institution	
4.1	1841/100%
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	61
Total number of Classrooms and Seminar halls	
4.3	305
Total number of computers on campus for academic purposes	
4.4	2807772
Total expenditure, excluding salary, during the year (INR in Lakhs):	
Part B	
CURRICULAR ASPECTS	
1.1 - Curriculum Design and Development	
1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.	
CURRICULAR ASPECTS	
<p>The college takes utmost care in designing the curriculum and ensure that the students have the needed domain knowledge and skills. Major curriculum revision is carried out every three years for all the programmes and minor changes were effected every year as per the current requirements. The curriculum designed is also in tune with the model curriculum prescribed by UGC and the parent university.</p> <p>The College uses its autonomous status judiciously in designing curriculum with well- defined learning outcomes. Courses are framed in alignment with the programme outcomes.</p>	

The respective department formulate, finalize and communicates the time table prior to the commencement of every academic year. This enables the departments to plan their teaching plan with flexibility. Departmental activities are featured in the academic calendar enabling the students to get advanced information about the various curricular, co-curricular and extracurricular activities of the college. The teaching plan (Unit wise) contains a through analysis of the prescribed syllabus. It contains a comprehensive outline of the syllabus along with the competencies and learning outcomes which students would be expected to achieve upon the completion of the course. The college has also developed and adopted digital formats (e-academic diary) for the teaching plan.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://adjadm.ac.in/igac_portal/Criteria/?dir=1.%20Curricular%20Aspects%2F1.1%20Curriculum%20Design%2F1.1.1%20Revision%20of%20curricula

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

Year - 2020-2021 Number of Programmes - 07

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

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

Year - 2020-2021 Number of courses - 158

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility

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

Nil

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

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

Year - 2020-2021 Number of Programmes - 26

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

1.3 - Curriculum Enrichment

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

Skill development of the taught is of paramount importance for capacity building. A.D.M College is fully aware of its

responsibility to prepare graduates with skills, a broad knowledge base and a wide range of competencies and core human values through curriculum development.

Each department offers a Nine Value Added Certificate Courses (30 Contact Hours) beyond the curriculum.

Courses like Value Education, Personality Development and Gandhian Thought t help the students to become responsible citizens.

Gender studies, Women and Health broaden the students understanding of gender issues. Environmental Education sensitises students to various environmental issues threatening the world and the role of students in protecting the environment.

The Non-Major Elective Courses provide the basic understanding of the subjects by helping employability and entrepreneurial skills.

Gender Sensitivity

BA Courses deal with gender related issues like Women in society, Feminism and Gender studies and invite resource persons to speak about the issues.

Environment and Sustainability

Institution has initiated on campus activities to ensure environment friendliness and accorded "Environmental Studies" course for all I UG Students.

Human Values and Professional Ethics

College conducts value education course compulsorily for first year students. Themes based on ethics and human values are often chosen to organise events.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

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

Year - 2020-2021 Number of Value added courses - 10

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

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

Year - 2020-2021 Number of Students Enrolled - 496

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

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

Year 2020-2021 Number of students undertaking Fieldwork/Projects/internships - 127

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

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

B. Any 3 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	Nil
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

B. Feedback collected, analysed and action taken

File Description	Documents
Provide URL for stakeholders' feedback report	Nil
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

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

Year 2020-2021 Number of students admitted - 667

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

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

Year - 2020-2021 Number of seats filled against reserved categories - 648

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

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Response:

Students enrolled in various disciplines are identified as slow and advanced learners based on their regular weekly/ monthly test by the class teachers and tutors. This helps to design special coaching sessions or tutorial sessions to bridge the gap between the slow learners and the advanced learners.

Strategies adopted for slow learners

- Remedial Coaching Classes are conducted with an aim to improve the academic performance of the slow learners. This practice helps the struggling learners to improve subject knowledge and helps them to catch up into their peers.
- Academic and personal counselling are given to the slow learners by the tutor, mentor and the counselling cell.
- Bilingual explanation and discussions are imparted after the class hours for better understanding. Simple/standard lecture notes and study materials are provided to the slow learners.

Strategies of the advanced learners

- Special Coaching classes are given for the first five class toppers of every class to secure University Ranks.
- Provision of additional learning and reference material.
- Advanced Learners are provided coaching classes for competitive exams.

The academic achievements of the students are extremely motivated, highly praised and honoured with Medals by the college by celebrating Graduation day every year.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://adjadmcol.ac.in/igac_portal/Criteria/?dir=2.%20Teaching-learning%20and%20Evaluation%2F2.2%20Catering%20to%20Student%20Diversity%2F2.2.1%20Asses%20learning%20Level

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
15/06/2020	1841	116

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

Response

Institution has made provision for experimental and participative learning experience. Students can join any industry and advanced laboratory etc., for internship. Project work, assignment, quiz, seminar etc. are integral part of CIA in all programmes. Teaching learning methods adopted by the faculty members include Lecture Method, ICT Method, Interactive Method, Project-based Learning, Computer – assisted Learning and Experiential Learning.

Experiential Learning

- Conducting Laboratory practical classes in all the science departments.
- Organizing Science Expo-2021(Physics).
- Conducting Exhibition (All departments).
- Engaging students in field work during elections (NSS students, YRC.,)

Participative Learning

- Inter-departmental Quiz Competition.
- Internship Programme. (Commerce, Computer science, B.Voc software, B.Voc marine)
- Participation of students in seminars and conference (All Departments)

- Writing articles of college Magazine.
- Training by Corporate entities and prospective recruiters.
- Need based Industrial Visits (Due to covid19 no student attended).
- Conducting Webinars.
- MOOCS - participation.

Problem solving methods:

- Projects based learning and research works.
- Making students responsible for organizing academic and cultural programs.
- Simple problems given to learners for clarifying concepts.
- Providing Soft Skill Programme and Leadership training.
- The Language Lab is accessed by the students other than class hours to hone their communication skills.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://adjadmc.ac.in/igac_portal/Criteria/?dir=2.%20Teaching-learning%20and%20Evaluation%2F2.3%20Teaching-Learning%20Process%2F2.3.1%20Student%20Centric%20Methods

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

Response:

Number of teachers using ICT:116

All the faculty members use the latest ICT tools and electronic gadgets to enhance the conventional teaching learning process and to make learning more interesting and students friendly.

They are using

- Online platform - Google meet, Google classroom, Google groups.
- LCD Projector
- E- Learning technology.
- Swayam learning technology
- E-lab experiment
- E-content modules are prepared and uploaded in college

websites

- Multimedia lab, seminar Halls and Audio Visual Room.
- The College library has access to DELNET, Inflibnet N-List.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://adjadmc.ac.in/igac_portal/Criteria/?dir=2.%20Teaching-learning%20and%20Evaluation%2F2.3%20Teaching-Learning%20Process%2F2.3.2%20Teachers%20using%20ICT
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues**2.3.3.1 - Number of mentors**

Year - 2020-2021 Number of Mentors - 60

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

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

Consists the following details

- Prescribed minimum of 180 instruction days.
- College follows Six day order pattern.
- Scheme of Examinations with title of the paper- (Choice Based Credit System).
- Last day for fee remittance for II & III UG & PG.
- Commemoration of Founders Day.
- Schedule of the continuous formative assessment tests.
- The dates for the Orientation and Bridge courses for the I year students.
- Highlighting the new Courses introduced and other important events.

Department Calendar

Department also prepares its individual department academic calendar related to

- The teaching of theory, practical and other departmental activities.
- The dates for speaker forum, Journal club, Association, Field trip, Workshop, Seminar and internship.
- The dates of commencement of model practicals.
- The internal evaluation test papers are assessed within the given period and the performance is discussed with the students as a formative measure.

Teaching Plan

Teaching plan prepared by the faculty members consists of the following components

- Course objectives
- Course outcome
- Teaching methodology
- Plan of the work
 - Unit/modules
 - Topic to be covered
 - Proposed date
 - Lecture hours /Practical hours
- Activities

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

2.4 - Teacher Profile and Quality

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

Year 2020 - 2021 Number of Full time Teachers - 116

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

Year 2020 - 2021 Number of Full time teachers with PhD - 52

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

116

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

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

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

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

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

Response:**Examination Procedures:**

Evaluation of Students performance in examinations is done in two phases, namely Continuous Internal Assessment and Semester Examinations. Choice Based Credit System is followed. End Semester Examination is conducted both online and offline and Practical examinations also forms an integral component of the evaluation. For all UG, PG and MPhil degree courses, Central Valuation is followed. Question Paper Scrutiny Board is instituted to scrutinize the question papers for quality.

Transparency, Revaluation and Retotalling of answer scripts are permitted to make the system more transparent. Arrear examinations for the alternative semesters are conducted well before the commencement of regular semester examinations. Supplementary Examination is conducted for students who have failed in only one subject. After the publication of results academic analysis is made based on the feedback report and students' performance. The Mark Statements are issued within ten days after the publication of results.

The COE Office is fully computerized with the Examination Processing Software. Report about Autonomous ranks, Moderation Report, Percentage of Results, Result Analysis, CIA-SE report and comparison graph are taken from Examination Automation Software.

Continuous Internal Assessment tests are conducted twice a semester

and the components are test, Assignments, seminar, Quiz/Group Discussion and Attendance.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://adjadmcol.ac.in/igac_portal/Criteria/?dir=2.%20Teaching-learning%20and%20Evaluation%2F2.5%20Evaluation%20Process%20and%20Reforms%2F2.5.3%20Marks%20Changes%20after%20Revaluation

2.6 - Student Performance and Learning Outcomes

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

Response

Teachers and students are aware of the stated programme and course outcomes of the programme offered by the institution.

- BOS and the Academic Council of our college always emphasis on the quality enhancement of the students implementing by subjects related to add on courses.
- College focuses on the outcome of the student through feedback mechanisms.
- The mission and objectives of all departments of the college are exhibited. The goals and objectives of the institution are communicated to the Stakeholders through Digital Flex, College Hard Book , Prospectus and College Magazine in Addition to ADMC Website.
- At Institutional level, teachers' induction programmes are conducted to map the outcomes. Besides FDP related to curricular reform as modifications are conducted.
- For students through orientation programs, classroom discussion, expert lectures and seminars. All these outcomes are informed to stakeholders especially parents to persuade maximum students towards the skill oriented and value based courses. Awareness regarding skill oriented and value based courses are imparted through the conduct of orientation programmes to the students and parents are also informed through PTA Meetings.
- The College organises career counselling lectures and capability enhancement programme for the students.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://adjadmc.ac.in/iqac_portal/Criteria/?dir=.%2F2.%20Teaching-learning%20and%20Evaluation%2F2.6%20Student%20Performance%20and%20Learning%20Outcomes%2F2.6.1%20PO%2C%20PSO%20%2CCO%20of%20all%20Programmes

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

Response

College Council and College Committee always emphasis on the output of the students and directs IQAC to execute it properly. The mission statement of the college clearly states the approach of the college towards the holistic approach of the students. There are fourteen programmes in the college viz. Science, Arts and Commerce.

In order to focus on the outcomes, students are categorized as slow, average and advanced learners on the basis of their entry level marks, online and paper feedback of alumni.

Close awareness of cross cutting issues, basic conceptual clarity, life skills, practical exposures and their behavioral changes are few of the parameters to recognize/ evaluate the attainment of their course outcomes. Home assignments, Unit Test and Autonomous assessment are substantially helping to evaluate learning outcomes.

Programme Specific Outcomes are measured through the performance of students in the internal and external examinations, assignment, participation in class activities, departmental activities. Students are asked to take part in competitions, seminars, conferences, workshops, research competitions etc. The performance within and outside the college in various academic events provides another index of their learning levels. CIA practice is followed to access continuously the student attendance, and their receptiveness participation in their classroom activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://adjadmc.ac.in/igac_portal/Criteria/?dir=2.%20Teaching-learning%20and%20Evaluation%2F2.6%20Student%20Performance%20and%20Learning%20Outcomes%2F2.6.2%20Attainment%20of%20POs%2CPSOs%20and%20COs

2.6.3 - Pass Percentage of students

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

Year 2020 - 2021 Number of students passed for UG - 558 PG - 74

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://adjadmc.ac.in/igac_portal/Criteria/2.%20Teaching-learning%20and%20Evaluation/2.6%20Student%20Performance%20and%20Learning%20Outcomes/2.6.3%20Average%20Pass%20Percentage%20of%20Students.pdf

2.7 - Student Satisfaction Survey

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

<https://adjadmc.ac.in/feedback.php>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

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

College provides research facilities to the faculty

members, PG students, M. Phil and Ph.D scholars. Research and Development cell of the college facilitates and monitors the academic research activities of the faculty members, research scholars, paper presentation, publications, synopsis presentation and public viva voce of Ph.D. Faculty members are encouraged to submit the proposals to UGC, TANSICHE and other agencies. Search Committee of the IQAC identified various funding agencies and R&D cell members advised the eligible faculty members to submit proposals as per the guidelines of SERB MATRICS. Two staff members, Dr. R. Sophia Porchelvi, Associate Professor of Mathematics/ Controller of Examinations and Dr. N. Lavanya, Assistant Professor of Physics have submitted their proposal for research funding on 22.03.2021

To strengthen the research activities of all the departments, IQAC organizes various meetings and insisted the research departments to take socially relevant research projects by the research scholars and faculty members and also insists the staff to apply for guideship.

In the meeting of the Academic Council, resolutions are made to promote research activities in the Department of Zoology by reframing the syllabus to add coastal aquaculture which promote and develop more research activities in the area.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://adjadm.ac.in/iqac_portal/Criteria/?dir=3.%20Research%2C%20Innovations%20and%20Extension%2F3.1%20Promotion%20of%20Research%20and%20Facilities%2F3.1.1%20Policies%20for%20Research%2C%20Consultancy%20and%20Extension
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

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

Year 2020-21 : Rs. 56,450 /-

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

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

Nil

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

3.2 - Resource Mobilization for Research

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

Nil

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

3.2.2 - Number of teachers having research projects during the year

Nil

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

14

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

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

Nil

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

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

- College has signed MOU with M.S. Swaminathan Research Foundation, Poompuhar, Sri Amman Bio Care, Thanjavur, CPCL, Panangudi, Tamil University, Thanjavur, Arileo Technologies, Chennai.
- To motivate and encourage the faculty members to do Ph.D, management of the college provides the necessary facilities and seed money for 14 faculty members.

- College has digital library with an unlimited internet facilities, free access to Books and Journals, e-books and Journals. Library provides the facility of open access of Books and Journals.
- Internship programmes are undertaken by the Department of Chemistry and Commerce.
- Science Exhibitions are conducted to prove and showcase the innovative skills of the research scholars and students.
- Department of Zoology and Chemistry carried out a project on "Screening the effect of antibiotics on bacteria isolated burn wound infection" and a project on "Investigation on suitable flow improves for crude oil produced at north Kovilkalapal field at Thiruvavarur District"
- PG and Research Department of Economics carried out a project on "A Study on Income and Expenditure Pattern of Nagapattinam Town in the Pandemic Period".

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://assessmentonline.naac.gov.in/storage/app/public/agar/14571/14571_236_540.pdf?1643339120

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

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

3.4 - Research Publications and Awards

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

D. Any 1 of the above

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

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

3.4.2.1 - Number of PhD students registered during the year

Year : 2020-21 Number : 5

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

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

09

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

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

Nil

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

6

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

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

3.4.6.1 - h-index of Scopus during the year

6

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

3.5 - Consultancy

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

Nil

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

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

Rs.4500/-

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

3.6 - Extension Activities

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

Every year, all the departments visit adopted village and render social service to the community under "Village Adoption Programme" and one credit is given to each student for their extension activities

All the students are engaged in the extension and Part V activities like NCC, NSS, RRC, YRC, Rotaract and Exnora to serve the society through workshop/seminar, special camp and awareness programmes in the neighbourhood community. Students organize and participate in cleanliness drives at the campus and in the adopted villages. They annually clean the freshwater springs in the

neighbouring village of Andanappettai. NCC and NSS unit take part in various initiatives like Swachh Bharat, and Swachh Campus initiatives. AIDS awareness programme is undertaken by RRC. Disaster management and First Aid Training programmes are given by YRC.

An awareness webinar on topic "Gender Sensitization and Role of Women in Covid 19" was organised on 13.08.2020. Department of Economics provides exhibition on Arts and Crafts as an Extension activity. Students are motivated and encouraged to produce craft things with the help of easily available raw materials and develop their skills and self confidence to start business. District Collector Office and college jointly organises the college bazaar every year and the students market their products.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://adjadm.ac.in/igac_portal/Criteria/?dir=3.%20Research%2C%20Innovations%20and%20E%20xtension/3.6%20Extension%20Activities/

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

22

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

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

21

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

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

625

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

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

08

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

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

07

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The college ensures adequate availability of classrooms (61), laboratories (12), computing equipment (305) and optimal utilization

of physical infrastructure .At the beginning of the academic year need assessment for replacement /up-gradation /addition of the existing infrastructure is carried out, based on the request from the faculties.

- Effective utilization of infrastructure ensured through System Administrator
- The optimal utilization is ensured through encouraging innovative teaching - learning practices
- The available physical infrastructure is utilized beyond regular college hours, to conduct certificate courses, co-curricular activities/ extracurricular activities, Parent Teacher meetings, Campus recruitments, meetings, seminars and conferences.
- It is used as an Examination centre for Government Examinations.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://adjadmcollege.ac.in/igac_portal/Criteria/?dir=.%2F4.%20Infrastructure%20and%20Learning%20Resources%2F4.1%20Physical%20Facilities%2F4.1.1%20Facilities%20for%20Teaching%20-%20Learning

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

In addition to the Core courses and continuous evaluation scheme, the college integrates sports, cultural and extracurricular activities as essential components. This is practiced not only for participation but also for assessment of students. It has adequate facilities for sports, games and cultural activities. Facilities for indoor and outdoor games and sports include shuttle, table tennis, carrom, chess, relay, volley ball, ball badminton, khabadi, net ball, handball court and kho-kho court .

INDOOR STADIUM -FROM UGC GRANT

1. Shuttle Ground - 13.40 x 6.15mts
- 2nos.

2. Table Tennis Board - 274 cm x 52.5cm
- 1no.

3. Carrom - 8

4. Chess - 10

OUTDOOR STADIUM -FROM UGC GRANT

1. Relay 4x400 mts. Track from UGC

2. Volleyball court 18x9mts

3. Ball Badminton court 24x12mts.

4. Kabhadi court 12x08mts.

5. Netball Court 30.5mts. x 15.25
mts.

6. Handball court 40x20mts.

7. Kho-Kho Court 23x14mts.

YOGA

Yoga -Area in Indoor Stadium - 10x 20mts (Classes from 4.00 pm to 6.00 pm for all the I year students-250(Based on willingness)

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://adjadmca.ac.in/igac_portal/Criteria/5.%20Student%20Support%20and%20Progression/5.3%20Student%20Participation%20and%20Activities/5.3.3%20Sports%20&%20Cultural%20Activities/5.3.3.2%20Reports%20of%20Sports%20and%20Yoga%20Activities.pdf

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

13

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

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

Year 2020-21 Rs.19,13,633

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

Central Library of ADMC has very good collections of Books, Journals, Magazines, Newspapers, CD & DVDs, Project Reports, Question Papers, E-Resources. Library has nearly 6348.24 Sq.ft area and it has three floors. Library provides quality of Library and Information Services to the user's community. Functioning, Collection Development, Administration, Services and other key areas of the library are structured by standard operating procedures. Standard Operating Procedures are given the directions to take policy decision, procedures, rules and regulations, instructions to be followed for the smooth conduction of the library and information services. The main objectives are administer the library services, collect ideas from the stakeholders (students and faculty) and provide the library and information services in structured way.

Library is fully automated with KOHA software and OPAC (Online Public Access Catalogue). It is having a stock of 40546 books including book bank books, CD/DVDs, online resources, e-journals, e-books, online database and audio-video cassettes for reference.

It has institutional membership with DELNET, UGC INFLIBNET, N-List, British Council Library, American Resource Centre to access their electronic contents and other resources. Resources like computers with internet connectivity, printers, photocopies and surveillance system for security are available. Library remains open on all working days from 8.30 a.m. to 5.30 p.m.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://adjadmc.ac.in/iqac_portal/Criteria/?dir=4.%20Infrastructure%20and%20Learning%20Resources%2F4.2%20Library%20as%20a%20Learning%20Resource%2F4.2.1%20Library%20automation

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

A. Any 4 or more of the above

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

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

Year 2020-2021 - Rs.51,696.00

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

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

Year - 2020-2021 Number of teachers and students using library 33.5

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

4.3 - IT Infrastructure

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

Institution frequently updates its IT facilities including Wi-Fi

Response:

The College has upgraded its IT facilities including Wi-Fi frequently as per the needs and requirements in the last five years. The college has recently upgraded the internet connection bandwidth from 10Mbps to 100 Mbps with a campus Wi-Fi facility. The college has updated its IT facilities by increasing the number of computers, printers, scanners, smart boards, interactive LCD projectors, Xerox machines, online admission process, dynamic website, and various software. The teaching and learning process is enhanced through incorporating ICT tools and e-resources. KOHA, INFLIBNET, NPTEL online courses, CD's, Swayam, LMS, Video lectures, are exclusively made available to the learners to enhance learning capabilities. The students, teachers and non-teaching staff are also encouraged to use various academic and administrative software.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://assessmentonline.naac.gov.in/storage/app/public/aqar/14571/14571_260_594.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
1841	305

File Description	Documents
Upload any additional information	View File
4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	A. 750 Mbps
File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File
4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	B. Any three of the above
File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.adjadmcollege.ac.in/igac_portal/Criteria/?dir=4.%20Infrastructure%20and%20Learning%20Resources%2F4.3%20IT%20infrastructure%2F4.3.4%20E-Content%20Facilities
List of facilities for e-content development (Data Template)	View File
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)	
Year 2020-2021 Rs.48,42,189	
File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

The physical facilities including laboratories, classrooms and computers are made available for the students those who are admitted in the college.

Standard Operating Procedure(SOP) is followed by constituting various Committees like Purchase Committee, Finance Committee, Library Committee, Building Committee, Maintenance Committee, Clean and Green Committee, Software Maintenance Committee, Hostel Committee, Canteen Committee, Laboratory Maintenance Committee, Sports Development Committee, Fine arts Committee, Furniture Maintenance Committee etc.,

- The maintenance and the cleaning of classrooms and laboratories are done by the non-teaching staff. The campus maintenance is monitored through surveillance cameras. With the help of full time sweepers (2) and part time sweepers (6) cleanliness of Classrooms are maintained.
- The Security guard of this institution play a vital role in protecting the students in the college as well as in the hostel. Fire Extinguisher (25) is installed in the institution as a precautionary measure to avoid unexpected happening. Since water is an important factor to the staff and students community, necessary ground and RO Water is provided. Parking facility is well organised and efficiently maintained by infrastructure Committee.
- Periodic reporting on requirements of furniture, repairs and maintenance are submitted by the HODs to the Principal. The requirements are collectively processed in every semester break, so as to keep things ready for the upcoming semesters.
- The college has adequate number of computers with internet connections. The departments and the staff can make use of the computer system with internet at their seating places.
- The college website has been maintained regularly by AMC. Optimum working condition of all properties/equipment in the campus is ensured through Annual Maintenance Contracts (AMC)
- The civil, electrical work and plumbing is adequately monitored and maintained by Infrastructure Committee. Record of maintenance account (log books) are maintained by lab attenders and supervised by the HODs of the concerned departments. Proper inspection is done and verification of stock takes place at the end of every year.
- The requirement list of books for library is taken from the concerned departments and HODs are involved in the process.

The finalized list of required books is duly approved and signed by the Principal. The library has special facility for the physically challenged students by setting up ramp. Pest Control for Library books and records is done every year by the maintenance Committee. To ensure return of books, 'no dues' from the library is mandatory for students before appearing in examination.

- The proper account of visitor - students and staff on daily basis is maintained. Other issues such as weeding out of old titles, schedule of issue/return of books are resolved by the library Committee. Indoor and outdoor games are available within the college premises for development of sportsmanship. Annual sports are conducted every year and prizes are distributed to the winners. Students are performing cultural programs during Annual Day celebration and talents day.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.adjadmcollege.ac.in/igac_portal/Criteria/4.%20Infrastructure%20and%20Learning%20Resources/4.4%20Maintenance%20of%20campus%20Infrastructure/4.4.2%20%20AMC%20Details.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

1371

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

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

Number of students benefitted - 40

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File
5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	A. All of the above
File Description	Documents
Link to Institutional website	https://adjadmca.ac.in/iqac_portal/Criteria/?dir=5.%20Student%20Support%20and%20Progression%2F5.1%20Student%20Support%2F5.1.3%20Capability%20Enhancement%20Schemes
Details of capability development and schemes	View File
Any additional information	View File
5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year	
214	
File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of	A. All of the above

online/offline students' grievances Timely redressal of grievances through appropriate committees

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

5.2 - Student Progression

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

201

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

5.2.2 - Number of outgoing students progressing to higher education

153

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

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

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

examinations) during the year

3

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

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

14

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

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

Students are the essential part of all the activities of the college. The students' Council has to play a more pro-active role in promoting students' talents, inspires all activities which include workshops, seminars, group discussions, cultural expressions. The various activities organized successfully over the years by the respective department are standing proof of their functional excellence, leadership and mastery of life skills. Every year, student representatives are elected from the students' Council, through election and the elected representatives form a Union which is formally inaugurated by eminent personalities.

Students council motivates the students to involve in various all around activities like the talents day, Fresher's day, Farewell day function, Quiz club, Founders Day, College Day , Independence Day, Republic Day, Tamil Literary Association/Bharathi Tamil Sangam Arunthathirai English Association. These Activities help them to develop their leadership qualities and sharpen their talents. Students council members maintain discipline during prayer everyday according to the guidelines provided by the institution.

The College union chairman, Vice- Chairman, Secretary, Join-Secretary, Treasurer and join

Treasurer fully help the college development and administrative activities.

The Secretary, Join-Secretary students of Tamil and English Association actively participates in Cultural activities like Classical Dances, Oriental/ Folk Dances, Mime Show, Western Dances and won prizes in oratorical and Essay competition and poem writing both in Tamil and English.

Students participates in various Quiz competition conducted by our college and in other College.

They also participate in State level and National level Quiz Competitions. Every year department of Tamil release Tamil Osai Journal. Students are motivated to develop their creative skill by contributing articles to the Journal.

The institution has a Fine Arts Club to cater the students creative urge and self expression. The Institution publishes the college magazine every year to cater to students creative urge and kindle the creative, innovative, interest of the in the Curricular, Co-curricular and Extensions Activities. Students an encourages to participate in the Sports and Games activities at State level and National level.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://adjadmc.ac.in/igac_portal/Criteria/?dir=5.%20Student%20Support%20and%20Progression%2F5.3%20Student%20Participation%20and%20Activities%2F5.3.2%20Presence%20of%20Student%20Council

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

08

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

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

The college Alumni Association meeting was organized during the year 2020-2021. There are 563 alumni members in the Association. All outgoing students are members of the association. . General Alumni meeting was arranged Department -wise. Every year meeting is conducted to promote and foster useful interaction between the Alumni and the College.

- Offers job oriented training courses in fashion designing and tailoring.
- Organizes Alumni reunion every year and achievers and social activists are honoured during alumni reunion.
- Distribution of college magazine to the outgoing students every year.
- Alumni Sponsors for endowment.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://adjadmca.ac.in/igac_portal/Criteria/5.%20Student%20Support%20and%20Progression/5.4%20Alumni%20Engagement/5.4.1%20Alumini%20meeting.pdf

5.4.2 - Alumni's financial contribution during the year

E. <2 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 an effective leadership in tune with the vision and mission of the Institution

Vision and mission

Vision

- Empowering women through higher education.
- Providing quality higher education blended with technical skills to endow the nation with resourceful human resources.
- Moulding the students into disciplined, dutiful and devoted citizens of the nation.

Mission

- Imparting higher and quality education especially to under privileged students from rural areas and economically backward classes.
- Providing value based education that foster creativity, innovation, leadership and prepare them to serve humanity.
- Continuing to enhance its purposeful extension activities and outreach programmes to achieve excellence.

Perspective plan:

It is derived from the mission and vision of the college.

- Sustaining quality and diversity through greater use of ICT tools in teaching.
- Introducing e-governance in administration, examinations and admission from May 2020.
- Providing remedial coaching to the slow learners.
- Ensuring concern and care through mentors
- Promoting employment and entrepreneurship competencies through Entrepreneur Development Cell, Women Cell and Placement Cell.
- Applying to TamilNadu State Council for Higher Education for funding to conduct Seminars and Workshop.

Participation of Teachers in Decision making bodies:

Teachers have their representation in all the administrative, academic bodies and various committees to mould the student community to develop their personality.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://adjadmc.ac.in/igac_portal/Criteria/?dir=.%2F6.%20Governance%2C%20Leadership%20and%20Management%2F6.1.%20Institutional%20Vision%20and%20Leadership%2F6.1.1%20Governance%20of%20Institution

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

Title of the Practice:

E-Content Development:

E- Learning becomes an integral part of education throughout the world. Therefore it is imperative in an institution of higher education to go for preparing e-content by an effective use of ICT tools by the faculty members.

Objectives:

- To promote ICT enabled learning culture and implementation.

Practice:

- An Academic Standing Committee is constituted with guidelines approved by the Principal and Management.
- It gets the action plan from the Departments and monitors the performance.
- Each staff should prepare and upload e-content modules unit wise in the website.
- Principal provides a proper platform conducive to teachers and students to execute

E-learning.

- Various means of portals like google meet and you tube lectures are used by the College. Existing Facility:
- Visual capturing Centre
- Animated Multimedia Lab for Editing.

Evidence of success

- WiFi connection is given to all Departments.
- Heads of Department are collecting feedback to assess the effectiveness of the programme.
- The log book is maintained by the Department.
- Faculty members posted 74 self recorded video lectures and 138 study materials.
- Through visual capturing centre, 16 video lectures are recorded and uploaded.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://adjadm.ac.in/igac_portal/Criteria/2.%20Teaching-learning%20and%20Evaluation/2.3%20Teaching-Learning%20Process/2.3.2%20Teachers%20using%20ICT/2.3.2.2%20ICT%20Usage%20by%20Faculty.pdf

6.2 - Strategy Development and Deployment

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

Career Guidance and Placement Cell

Specific objectives and goals of Perspective Plan:

- Arranging placement drives to improve placement services.
- Establishing functional MOUs with different industries and institute for student training.
- Institution signed memorandum of understanding with T- Machine Software Solutions Private Limited on 25.03.2021.

Objectives:

- Creating a database of the profile of the students.
- Facilitating the non -IT cians to participate in IT sectors.
- Arranging Campus interviews.
- Getting feedback from both the employers and employees.

Practice:

- Conducting a six month internship program at the institution level.
- Trains and deploys the interns on the live and upcoming T-MACHINE projects under the New Graduate Program of T-MACHINE.
- 6 Training programmes and 4 campus drives are conducted.
- In collaboration with District Employment Office, Nagapattinam, Institution conducted an Employment Awareness Exhibition and Seminar on 09.02.2021.
- Co-ordinator of the Placement and Training Cell of affiliating university gave placement training to the students on 12.03.2021 and 104 students were benefited by this training.

Result:

After the successful completion of internship, Interns will be hired as Associate Software Engineer under the new graduate programme T Machine.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://adjadmca.ac.in/igac_portal/Criteria/?dir=.%2F5.%20Student%20Support%20and%20Progression%2F5.2%20Student%20Progression%2F5.2.1%20Placements
Upload any additional information	View File

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

The Organ gram is an administrative diagram of the college describes the structure of an administration. The college committee is governed by the President, the Vice President, and the Secretary. The apex body of the college is 'College Committee'. As per the constitution of the college the governing body has 12 members. Among in it, 5 of them are from college committee, and 7 of them are selected from an eminent educational background.

The administrative set up consists of the Principal followed by the Vice-Principal, Deans/ Directors, faculty in charges, Superintendent, Junior Assistants, Assistants, and Lab Attendees. An

organization of the Department includes Head of Departments, Associate Professors, Assistant Professors, Librarian, Library Assistants and a Physical Director.

In Academic level there are Curricular and Co-curricular activities for the Students are followed by the Board of Studies, Academic Council, COE, NAAC & IQAC. The institution has Students Council, Antiragging, Grievance -Redressal cell, Placement cell, PTA, Alumnae association and also various clubs and cells to motivate the Staff and Students to do service to the Society. For the service conditions and rules, the college follows the rules and regulations laid down by the affiliated University, UGC, and Government of TamilNadu.

File Description	Documents
Paste link to Organogram on the institution webpage	https://adjadmc.ac.in/iqac_portal/Criteria/6.%20Governance,%20Leadership%20and%20Management/6.2%20Strategy%20Development%20and%20Deployment/6.2.2%20Organizational%20Structure/6.2.2.1%20Organogram.pdf
Upload any additional information	View File
Paste link for additional Information	https://adjadmc.ac.in/iqac_portal/Criteria/?dir=6.%20Governance%2C%20Leadership%20and%20Management%2F6.2%20Strategy%20Development%20and%20Deployment%2F6.2.2%20Organizational%20Structure

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

- Welfare measures for Teaching Staff

1. Group insurance Scheme

2. Festival Advance

3. Prompt facilitation of Provident Fund

4. Help with facilitation of bank loans

5. PF Contribution by management for faculty working in Self finance Section.

6. Fee concession to the needy and deserving children of Self finance teaching

Staff in the School run by the Management.

7. Staff club facilitates interaction among the faculties of various departments

of the college. The staff club secretary coordinates and conducts various Programmes and records the minutes. It honors the services of retiring Staff members by convening retirement function at the end of the academic year.

8. Staff benefit fund was started with an initial contribution of Rs 200/- as

Subscription by the staff members in the year 2004. Staff members can avail

Loans from it.

9. Financial support for attending seminar/workshop/conferences.

- Welfare measures for Non-teaching Staff

1. Group insurance Scheme.
2. Festival Advance.
3. Prompt facilitation of Provident Fund.
4. Help with facilitation of bank loans.
5. Appointment as non teaching staff on compassionate ground for the wards.
6. Crash course in computer basics for supporting staff.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://adjadmc.ac.in/igac_portal/Criteria/?dir=6.%20Governance%2C%20Leadership%20and%20Management%2F6.3%20Faculty%20Empowerment%20Strategies%2F6.3.1%20Welfare%20measures%20-%20Teaching%20%26%20Non-Teaching

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

04

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

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

07

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

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

19

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Institution is conducting internal and external financial audits regularly. It has a well planned budgeting, accounting and auditing system evolved over the years of experience. Internal audit is done every year where the auditing team checks the income received from the students which is recorded in the software and reconciled with the fees that is to be received from the respective classes. Cashbook is checked with the help of bank statement and vouchers maintained by the institution along with physical cash verification. Reports of income and expenditure statement and other reports are submitted to the chartered Accountant.

The external audits are done by the Joint Directorate of Collegiate Education and Office of the Accounts General as per the government norms and rules. All the accounts of the college are maintained by using Tally software.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://adjadmc.ac.in/igac_portal/Criteria/?dir=6.%20Governance%2C%20Leadership%20and%20Management%2F6.4%20Financial%20Management%20and%20Resource%20Mobilization

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

Rs.69,096/-

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

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

Strategies employed for resource mobilization.

The college has a well functioning mechanism for mobilization of funds and optimum utilization of resources. The college committee, in consultation with building committee, purchase committee, campus maintenance committee and library committee has formulated strategies for fund mobilization and its optimal utilization. The major sources of funds are from UGC and State Government. In addition, Funds are allocated for NSS and NCC units of the college. Besides Grants - in aid for salary is distributed by State Government.

The Institution seeks to mobilize government and non government grants for the improvement of institutional infrastructure and knowledge resources, prepares and submits proposals to the relevant authorities such as UGC, Government of TamilNadu State Council for Higher Education, TamilNadu State Council for Science and Technology.

It also encourages donations, memorial prizes and endowments from

staff members, alumnae and service organizations. All government and non government financial grants are fully utilized for the best interest of the stakeholders. The college caters the needs of the rural, financially weaker sections of the students. Affordable fee is collected from the students in both aided and self financing section without violating the standard norms.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://adjadmc.ac.in/iqac_portal/Criteria/?dir=6.%20Governance%2C%20Leadership%20and%20Management%2F6.4%20Financial%20Management%20and%20Resource%20Mobilization

6.5 - Internal Quality Assurance System

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

1. Title of the Practice: Student Mentor System:

Objectives:

Faculty mentors serve as guides in both personal and professional growth of the mentees.

Practice:

- Mentor's responsibility commences from first year and extends to final year.
- Operating authorities of SMS are Principal, Vice Principal, HOD's, Co-ordinators, Class teachers, Nominated teachers (mentors).
- Mentor should help their mentee to overcome any academic / social problem and maintains record.
- Mentor Mentee meetings are conducted twice per month.

Result:

- Each mentor submitted the report every month to the IQAC through Principal to solve their problems.

2. Title of the Practice: Research and Development Cell

- It aims to nurture research culture in the college by promoting research in newly emerging and challenging areas.

Objectives:

- To promote research activities in the institution.
- To apply research proposals to research funding agencies and obtain patents and publish Research Papers.

Practice:

- Meetings held twice in a semester.
- Publications in reputed and peer reviewed journals are encouraged.
- Motivating the departments to apply for research grants.
- Result: Applying for guide ship is insisted.
- Encouraging staff to register in SWAYAM platform.
- Constituting Intellectual Property Rights Cell and Institute Innovation Cell.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://adjadmc.ac.in/iqac_portal/Criteria/?dir=6.%20Governance%2C%20Leadership%20and%20Management%2F6.5%20Internal%20Quality%20Assurance%20System%20-IQAS%2F6.5.1%20Institutionalized%20Quality%20Assurance%20Strategies%20and%20Processes

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

ACADEMIC CALENDAR:

IQAC periodically reviews the teaching learning process, structures & methodologies of operations and learning outcomes.

The Institution prepares academic calendar three months prior to the reopening of the college. The Academic calendar specifies the

teaching learning schedule of every academic year and Continuous internal evaluation. Teaching plan is framed in accordance to the availability of number of working days in each semester based on proposed academic calendar.

It is mandatory for the students and the faculty to adhere to the academic calendar for the completion of academic activities.

ACADEMIC AUDIT:

All Faculty members submit teaching plan and laboratory plan for conduction of theory and laboratory sections to the respective Head of the Departments

All faculty members maintain academic diary and the Head of the Department reviews the various academic activities during the department meetings.

The IQAC has framed the procedures to conduct Inter departmental audit once in a semester and external audit once in a year to evaluate the effectiveness of teaching and learning. Inter-departmental committees visits each department and verifies all the documents and files thoroughly and submit the audit report. Effective outcome of teaching plan is assessed by External Academic audit committee once in a year.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://adjadmc.ac.in/AcademicCalendar20-21.pdf , https://adjadmc.ac.in/SpecialAcademicCalendar20-21.pdf

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

B. Any 3 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://adjadmc.ac.in/igac_portal/Criteria/6.%20Governance,%20Leadership%20and%20Management/6.5%20Internal%20Quality%20Assurance%20System%20-IQAS/6.5.3%20Quality%20Initiatives%20by%20IQAC/6.5.3.1%20Regular%20meeting%20of%20IQAC/6.5.3.2%20Annual%20Report%20of%20IQAC.pdf
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The College offers admission to economically weaker students to empower them through education. The college has a discipline committee for continuous monitoring of the safety and security on the campus.

Women Cell, Internal Complaints Committee and Legal Aid Cell organize programs to educate students on gender equality and to review the existing provisions of the constitution and laws affecting women with recommend amendments.

Legal aid cell creates awareness among the students about their rights. The college focuses on improving student profile through inclusive practices by organizing meetings, seminars, workshops and social events to provide a platform of equal opportunity and co-existence.

The college infrastructure is reflective of gender-specific needs and private spaces are created for faculty and students to meet their needs. The curriculum is enriched by incorporating fieldwork, research projects, community settings and industry interfaces and sensitizes students to be aware and proactive in human values, health care and professional ethics.

COUNSELLING

- The institution has mentor-mentee system (9 to 10 students are allotted per teacher). Faculty members are the mentors and they have been assigned duty to motivate the students to improve their overall personality by participating in various activities organized by the college.
- Bridge courses are organized in the beginning of the academic year for first year students to bridge the knowledge gap and remedial coaching programmes conducted for slow learners.
- They guide the students in academic, co-curricular and extracurricular activities to develop socio, emotional competencies and provide support and guidance to enhance their self-esteem and self confidence
- Yoga classes are conducted to ensure holistic care

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://adjadm.ac.in/iqac_portal/Criteria/7.%20Institutional%20Values%20and%20Best%20Practices/7.1%20Institutional%20Values%20and%20Social%20Responsibilities/7.1.1%20Gender%20Equity%20Programmes.pdf

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

D. Any 1of the above

File Description	Documents
Geotagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

As part of the plastic-free campus initiative, the college ensures the adoption of the green protocol for all the events conducted in

the campus. The initiative for paperless offices through office automation and consistent efforts to reduce plastic carry bags helps in minimizing solid waste. The bio-degradable wastes are processed using a vermin compost unit in the campus with the help of Nagapattinam Municipality. Various departments and clubs conduct awareness programs to educate students on sustainable living practices. The college is following good laboratory practices to ensure the safety.

SOLID WASTE MANAGEMENT

- The unused broken wooden furniture and steel furniture are being reused in new furniture making.

LIQUID WASTE MANAGEMENT

Used water from laboratories, wash basins water are carried out through underground drainage and let to the rain water harvest system. Concentrated acids, chemicals are diluted before their disposal. The Department of chemistry has one fume hoods for the safe handling of harmful gaseous particles.

E-WASTE MANAGEMENT

The disposable and non disposable e wastes such as batteries, electrical and electronic equipment are disposed under buy back system.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	No File Uploaded

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

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

A. Any 4 or All of the above

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

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions/awards**
- 5. Beyond the campus environmental promotional activities**

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	No File Uploaded

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

C. Any 2 of the above

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

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

The college regularly organizes different activities for inculcating the values such as tolerance and harmony towards cultural diversities. Various sports and cultural activities are organized in the college to promote harmony towards each other. Commemorative days like Women's day, Yoga day, Ramanujars Day, Science Day, Founders Day, etc., along with many regional festivals like Pongal are celebrated in the college. NCC Cadets initiated cleanliness as

Swatch Bharat program in Nagapattinam Beach, Covid 19 corona awareness programme. NSS students create awareness programme on "Road Safety "to the society. National Webinar on cancer is organized by the department of chemistry. Biometric attendance is taken for the staff members to inculcate better time management. Due to covid 19it is not in practice.

The college has adopted Anthanapettai village under village adoption scheme to work for underprivileged population and help them to alleviate the problems of water shortage, sanitation, livelihood generation, education, and health.

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

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

The college is very keen on the safety and security of the students and faculty. It has a discipline committee for continuous monitoring of the security on the campus. Institute has formed Internal Complaints Committee which arranges seminars and special awareness programs on Women Laws and Amendments. Eminent lawyers, Police personnel, and Social workers are invited for conducting awareness programs.

Legal Aid cell creates awareness among the students about their rights and offers advice to the students as to how to safeguard them against domestic and other forms of violence in their day-to-day life.

The institution conducts various activities for student's welfare such as a, Sports meet, Farewell for outgoing students, Alumni meet, etc. which builds support and integrity among all the students.

Courses such as Value education, Environmental studies, and Soft Skills are made mandatory for UG students to address issues such as women's safety and challenges faced by women in the present society.

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

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

C. Any 2 of the above

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

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

Our College expresses priority towards the commemoration of special occasions on national level, traditional and cultural festivals with socio cultural perspectives related to the relevant events as follows.

Pongal

Pongal is being celebrated as the traditional festival of Tamilnadu. Folklore song, Poem, Oratorical Competitions and seminars were conducted by Department of Tamil.

Centurion of UvamaiKavingnarSuratha

Centurion of UvamaiKavingnarSuratha was celebrated by Tamil Department. Tamil professors read the poems related to UvamaiKavingnarSuratha. The program was conducted and coordinated along with Ulaga Tamil KavingnarPeravai by Tamil Department H.O.D.

Women's Day

Women day is celebrated overall by the college through women's cell as well as the departments individually. Various competition and exhibitions were held throughout the week at the schools. Special Speaker Dr. ParveenSulthana delivered the inspirational speech on the final day.

Ramanujars Day

Ramanujar's day birthday is celebrated as the Mathematical Day by the Math's Department. Mathematical quiz and Sudoku Competitions' were held.

Science Day

Science Day is being celebrated every year by the Department of Physics.Science Expo 2021 was conducted at our college.

Founders Day

Founders Day is celebrated as a very important day in the college calendar in the remembrance our college founder VidhyaSevaRatna' Thiru.A.D. Jeyaveera PandianAnnachi's Birthday..

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

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Development of Infrastructure to match Academic Growth

Objectives:

- To develop infrastructure through phased introduction of need based vocational courses.
- To align curricular transaction with technology assisted methods.

The Contexts:

- Conventional academic programmes require a change in order to make them relevant to modern times and enhance employment opportunities. Hence, the need for introducing need-based courses.
- Fast development of technology has provided both hard and software which have opened the way of updating the teaching learning technology. Faculty members are engaged in developing e-content materials which makes a salient impact on learners.

The Practice:

The practice of introducing selected need based courses to make employment opportunities available to students has the necessary corollary of creating corresponding infrastructure. Introduction of B. Vocational courses in Software Development in Multimedia and Animation B. Voc., Marine Food Processing and Preservation Technology and skill initiative programmes makes the institution to provide adequate provision of state of the art infrastructure such as Media Centre, high tech computer lab and uploading provisions in the website providing student support services and building corresponding administrative structures.

Besides to update the teaching methodology and develop e-contents of study materials, orientation and FDPs are conducted to all faculty members and necessary facilities are provided to them in the college premises.

Evidence of Success:

Several need based courses have been introduced accompanied by growth in infrastructure. Hard and soft copies made of the computer assisted instruction (in PDF) are widely used by faculty members. Uploaded course materials are used by the students.

Problems encountered and Resources required:

Resources:

Multi media lab with studio facility, faculty experts, technical assistants and existing computer labs with additional facilities.

Problem encountered:

Some faculty members need to be motivated to update their teaching methodology apart from the mere chalk and talk methods, though institution provides them with adequate infrasture facilities.

File Description	Documents
Best practices in the Institutional website	https://adjadmc.ac.in/best_practices.php
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Institutional Distinctiveness on the Institutional website

The Institution introduce socially relevant courses, skill based courses and Add- on -course to turn out skilled and efficient human resources. It provides opportunities to explore their leadership capabilities.

The college has always believed that the classroom teaching-learning environment is strengthened by co-curricular activities like debates and poetry writing .Due to pandemic situation, yoga programmes were conducted through online mode to create among the public. Students are working as yoga trainer in various yoga centers.

State and National level Awards are testimony to the expertise developed by the students in various fields.

Students' participation in speaker's forum and Journal club enhanced their creative research skills. Many students also pursue entrepreneurial activities after their course, taking the opportunities and creativity harnessed during their student days one step further.

Participation in Yoga competitions, Women's day celebration such as Union Budget 2021, Go Green Remain Clean, Current Business World, Environmental Protection, Art and Craft, Historical Exhibition and other Oratorical and Exhibitions are conducted to various school students in and around Nagapattinam and distributed the prizes to the winners at Women's Day and the awareness programme for mentor and mentees are created. Competitive Coaching Centre was inaugurated in the College to initiate Women's Empowerment.

File Description	Documents
Appropriate link in the institutional website	https://adjadmc.ac.in/distinctiveness.php
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- Planned to make Curriculum Reforms by introducing inter disciplinary extra credit courses and value added new courses along with the existing courses.
- Planned to introduce Self-paced learning to the advanced learners after the college working hours with 2 credits on option basis.
- To register the institution for Skill Hub Initiative (SHI) under Pradhan Mantri Kaushal Vikas Yojana (PMKVY).
- To promote the Research and Development Cell (R&D) activities and encourage the researchers to apply for Patent Rights in the department of Science.
- To encourage science departments to apply for FIST, DST and DBT star College Proposals.
- To prepare SOP for the entire administrative and academic activities of the college.
- To improve the facilities in the Media Capturing Centre for optimum utilization.