YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Indo-American College
• Name of the Head of the institution	Dr.J.Ezhilarasi
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04182222006
• Mobile no	9360682134
• Registered e-mail	iaccyr@gmail.com
• Alternate e-mail	iacprincipal@gmail.com
• Address	Perungalathur, Cheyyar
• City/Town	Tiruvannamalai District
• State/UT	Tamilnadu
• Pin Code	604407
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Self-financing

• Name of the Affiliating University	**Thiruvalluvar University**	
• Name of the IQAC Coordinator	**R.Sivarajan**	
• Phone No.	**04182220670**	
• Alternate phone No.	**04182222006**	
• Mobile	**8903881901**	
• IQAC e-mail address	**iaciqac@gmail.com**	
• Alternate Email address	**iaccyr@gmail.com**	

3.Website address (Web link of the AQAR (Previous Academic Year)	https://iac-cheyyar.com/wp-content/uploads/2022/01/aqar1920.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://iac-cheyyar.com/wp-content/uploads/2022/12/academic_calendar2021.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.25**	**2008**	**28/03/2008**	**27/03/2013**
Cycle 2	**B**	**2.67**	**2015**	**14/09/2015**	**13/09/2020**

6.Date of Establishment of IQAC	**22/06/2009**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
0	**0**	**0**	**0**	**0**

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

9.No. of IQAC meetings held during the year	2	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

Students for the Academic Year 2020-2021 were admitted online.

Orientation towards online teaching, learning and evaluation using Google Class Room, Zoom, Google Meet.

E-content developed by staff to facilitate students learning

Conducted Webinar on Covid-Pandemic.

Orientation to Staff pertaining to AQAR Revised Format

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

Plan of Action	Achievements/Outcomes
Planned for Webinars on Covid Pandemic	Webinars on Covid Pandemic conducted
Planned to conduct Admissions online	Students were admitted online
Orientation to Staff on online Teaching, Learning Assessment	Workshop on online Teaching, Learning Assessment conducted to orient staff
E-content for students	Staff developed E-content for students
Staff and Students Vaccination	Mandated staff to vaccinate to resume

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

- Name of the statutory body

Name	Date of meeting(s)
College Governing Council	18/07/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	17/01/2022

15.Multidisciplinary / interdisciplinary

According to the NEP 2020, our Institution envisions to provide quality education with diversity for all courses with technological innovation in teaching – learning process. In order to cater to the needs of the students, the college offers multidisciplinary courses, in Computer Science and Applications, Physical Sciences, Life Sciences, Business Administration, Commerce and Corporate Secretaryship. The college prepares itself to have a few more multidisciplinary courses to impart specific knowledge, skills, aptitudes and values. The college follows a flexible curriculum that includes Choice Based Credit System (CBCS) and Projects in the areas of community engagement and service, environmental studies, and value added courses to attain holistic and multidisciplinary development.

16.Academic bank of credits (ABC):

As per the guidelines of NEP 2020, the College has initiated measures for Academic Bank of Credits and, it is being the initial stage, discussions are on to make all students register in ABC. Teachers are prepared and oriented towards ABC. Regular reminders and motivation are given to the teachers. Students are encouraged to take at least one course per Semester via Swayam-NPTEL, Spoken Tutorial Project.

17.Skill development:

The College aims quality education focusing on Knowledge, Skills and Behaviour. Teaching is embedded with all significant features aided with technology and modern learning tools. The College imparts various Value Added Courses, Placement Training, and Industrial

Collaborations to enhance their skills and knowledge. Students are encouraged to take at least one course per Semester via Swayam-NPTEL, Spoken Tutorial Project.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Though the medium of instruction is English for most of the courses offered, a bilingual mode of teaching is imparted to make the subject matter clear. Students are asked to opt for any regional language including Tamil. Workshops on Vedic Mathematics and Awareness Programmes on Ayurveda and Siddha medicines are conducted for the students and staff.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The College is practicing OBE. Based on the Curriculum, the Institution practices blended learning through experiential, participative and problem solving learning. Industry run value added courses are some of the practices adopted by the Institution.

20.Distance education/online education:

The recent pandemics necessitated the alternative modes of teaching to traditional and in-person modes. Teachers are oriented towards online teaching-learning and assessment, sharing of resources etc. Teaching-Learning Process is enabled through: Google Classroom. Google Classroom, Google Meet are used for instant communication and interaction among teachers and students. Assignments are given to students and mandated timely submissions. Quizzes are regularly conducted through online platform. Teachers share essential e-resources to the students.

Extended Profile

1.Programme

1.1   **19**

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

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **1189**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **1162**

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

File Description	Documents
Data Template	View File

2.3 **492**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **65**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **65**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**19**

File Description	Documents
Data Template	<u>View File</u>

2.Student

2.1 Number of students during the year	**1189**

File Description	Documents
Institutional Data in Prescribed Format	<u>View File</u>

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1162**

File Description	Documents
Data Template	<u>View File</u>

2.3 Number of outgoing/ final year students during the year	**492**

File Description	Documents
Data Template	<u>View File</u>

3.Academic

3.1 Number of full time teachers during the year	**65**

File Description	Documents
Data Template	<u>View File</u>

3.2 Number of sanctioned posts during the year	65

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	47
4.2 Total expenditure excluding salary during the year (INR in lakhs)	17 Lakhs
4.3 Total number of computers on campus for academic purposes	96

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Thiruvalluvar University establishes the curriculum with revised regulation and syllabusfor its affiliated colleges. As the college is permanently affiliated to this university, its curriculum is followed. The institution prepares the academic calendar based on the university schedule for 180 days at the beginning of every academic year. To ensure effective delivery and transaction of thesyllabus, the college implements a specific timetable for online/offline classes for every department. The Heads of Departments design a curriculum plan for all subjects and communicate it to concerned staff members after getting approval from the Principal. Then, the department-level meetings are conducted to formulate academic plans and to allocate the teaching workload. For newly admitted students and staff, a college-level online orientation programme is conducted. The students receive the soft/hardcopy of the college academic calendar, which lists the college's daily activities. Before giving a lecture, whether online or in person, every staff will have a prepared semester

wise teaching plan, and a record of teaching is maintained in the teacher's diary for assigned subjects, which will include the required number of periods (per unit/practical), student evaluation time, unit test schedule, etc., Faculties use modern teaching aids like PPTs (online videos), demonstration of the experiments, and arranges for visits to industry.Teachers recommend and distributestudy materials, question banks, and give links to online resources.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://iac-cheyyar.com/lessonplans/

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

The institution prepares its academic calendar for 180 days (90 days/semester) before the start of each academic year, based on the University's calendar, which contains the teaching-learning schedule, various curricular, extra and co-curricular activities, working/holidays, and date of CIA test/tentative university examinations, and so on. The calendar is provided to students via the college's website, notice board, and e-mail/Whatsapp group. It is updated and changed in response to any modifications suggested by the University. The institutional CIE includes three Continuous Internal Assessments (CIA) tests, three assignments for each semester (both theory and practical), as well as project submission and viva-voice at the end of the academic year. Apart from that, all departments conduct unit-wise tests and give assignments and require students to present seminars (for PG students). Guidelines for conducting the CIA are provided by the institutional exam cell. As per the academic calendar, the institutional exam cell conduct CIA tests (CIA I, CIA II, and CIA III) on the same date and time. Question papers are prepared by concerned subject teachersand are verified by department heads to ensure if they are in the prescribed format, and adhere to the syllabus. Subject teachers verify ifall students have submitted three assignments within the stipulated time. In the case of projects, internal viva and internal practical exams are conducted by respective departments before/after the University examinations. After completion of the internal examination, the faculty evaluate the answer scripts and display marks to the students.

File Description	Documents
Upload relevant supporting document	[View File]
Link for Additional information	https://iac-cheyyar.com/wp-content/uploads/2022/12/academic_calendar2021.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

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

1.2 - Academic Flexibility

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

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

26

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

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

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

19

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

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

899

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

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

The academic curriculum effectively integrates cross-cutting issues relevant to professional ethics, gender, human values, environment andsustainability. All UG programmes has a compulsory paper onValue Education, in the second semester. Even teachers teach these papers with a commitment to drive home the purpose of incorporating a paper which will enable students to understand the significance of ethics and human values in their personal, social, and professional lives. The main purpose of this paper is to make students learn ethical and human values to lead a happy and healthy life. All UG programmes incorporates a course on Environmental Studiesa paper in the first semester. This course is designed to raise environmental awareness and to enhance the idea of the importance of the environment comprising humans, animals, and plants live in or on the air, water, and earth) among

students. This awareness is essential for the protection of the environment and the sustenance of human life.

The Field Studypaper is related to social impact, which is compulsory in the first semester of all PG courses. This study should be related to a topic that deals with social issues. Students in the first semester of their course must do their field projects.The report, which includes social problem identification and recommended solution, should be submitted in a standard format at the end of the second semester.

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

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

14

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

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

265

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://iac-cheyyar.com/feedback/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://iac-cheyyar.com/feedback/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

379

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

379

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

2.2 - Catering to Student Diversity

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

The Institution follows a mechanism to assess the learning levels of students of each class. Students are assessed based on their performance in the Continuous Internal Assessments, their participations in academic activities, and their responses during class interactions. They are also assessed through their level of comprehension, retention, reproduction and integration of ideas taught and discussed. Students who can engage in learning activities faster than other students, achieve best scores, participate in curricular activities eagerly would be asked to pursue online courses, attend quiz competitions, conferences and workshops, and other intercollegiate events. They are also asked to assist slow learners.

Students who find difficult to understand the lessons, who have difficulties in retention of ideas, perform poorly in the CIAs, do not interact well in the class and are supposed to be having lack of motivation are identified and remedial classes are conducted and are provided with study materials. They are counseled and motivated. The process of giving extra inputs to advanced learners and slow learners is to make every student a better achiever. The mentoring and facilitating efforts of the teachers are great investments in achieving better results and performance of the

students.

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

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

Number of Students	Number of Teachers
1189	**65**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

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

The main objective of the institution is to provide higher education to the rural students in and around Cheyyar, to offer the necessary skills to empower them with the required resources so that they can compete on par with city students. Its goal is to cherish the quality of its products and to raise their standard of living. Keeping this in mind, our teachers are trained to adopt student-centric approach. Effective student engagement is enhanced through experiential learning methodologies. The institution arranges for field trips, educational tours, industrial visits, visits to research institutes and centre to complement classroom learning with real-time experience. Students are made to participate in conferences, seminars, workshops and interactive lectures to enhance their participatory learning. Classroom learning is supplemented by guest talks.

Courses of the University are designed highlighting course objectives, programme specific objectives and programme outcomes. This provides a comprehensive understanding of the course as to what should be the primary focus. Teachers make classes as interactive as possible and encourage new ideas. Internal assessments are well planned to encourage students to work independently. Assignments are mandated to enhance confidence, develop writing skills and hone style. Seminars, which form part

of internal assessment, help students to overcome stage fright and develop their knowledge.

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

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

Teachers use ICT enabled tools for effective teaching. Teachers teach online using PPTs via Google Meet, post materials, share e-books and assign writing tasks and assignments on Google Classroom. Tests are conducted online. Students have easy access to online resources Enlist-Inflibnet. Seminar and Viva Halls are installed with LCD projectors for teaching the important concepts. Apart from this, students pursue NPTEL online courses via MOOCs platform. Students were also trained using Spoken Tutorial Projects. Online quizzes are conducted and feedbacks are obtained.

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

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

2.3.3.1 - Number of mentors

62

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

2.4 - Teacher Profile and Quality

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

65

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

10

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

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

2.4.3.1 - Total experience of full-time teachers

63

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

2.5 - Evaluation Process and Reforms

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

Affiliated to Thiruvalluvar University, IAC adheres to its regulations with respect to evaluation process as well. Three Continuous Internal Assessments are conducted per Semester. The schedules for the CIAs are communicated to student and faculty in the beginning of the semesters through institute's academic calendar prepared in concordance with university's academic calendar. The institute's exam cell frames the guidelines for conducting the CIAs. As per the guidelines, the following activities have been carried out effectively for the conduct of Continuous Internal Assessments. 1. Notification and Timetable for CIA are circulated, placed on the notice board and sent to the student's What'sApp group. 2. Seating arrangement, invigilator list for room supervision for all scheduled days of examination are circulated. 3. Subject teachers for each paper prepare and submit question papers to Exam Committee. 4. The tests are held and attendance of students are recorded. 5. The faculty evaluate answer scripts and distribute them to the students for clarification. 6. Then, the faculty submit the mark statement to the Principal for records. 7. The marks secured by the students are uploaded on the TU Exam Portal and subsequently communicated to their parents.

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

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

The college has a well organized mechanism for redressal of examination related grievances. The student can make an appeal to the teachers or Examination Committee headed by Principal to redress the examination related grievance. A transparent, time-bound and efficient method is being followed in various internal examinations done throughout the semester. Some of them are unit-wise tests, CIAs, assignments, laboratory practicals, project evaluations, etc. The faculty evaluate the scripts and distribute them to students for clarification. Faculty evaluates assignments and record marks based on timely submission, clarity, neatness, etc. The evaluated assignments are returned to the students

maintaining the transparency of the marks assigned and to resolve grievances if any. The experiments performed in laboratory by the student is immediately evaluated by the faculty and the marks for their performance are recorded. The laboratory protocol is given in the laboratory manual which is shared to the students well in advance before the experiment is conducted. The laboratory submissions are done manually and the marks given by the faculty are available to the students immediately, thus providing a transparency for students to reflect on their strengths and areas of improvements.

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

2.6 - Student Performance and Learning Outcomes

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

The POs, PSOs and Cos are displayed on the website and communicated to faculty members and students. COs are communicated to the students during the introduction of each course. During the discussion of the course, the outcomes of the course are also focused. During the commencement of each unit and after the completion of the unit, the course outcomes are reviewed.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://iac-cheyyar.com/wp-content/uploads/2022/12/programme-programme-specific-and-learning-outcomes-2021.pdf.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The attainment of Programme Outcomes and Course Outcomes are systematically evaluated by the institution by measuring the performance of the students through formative and summative assessments. Due weightage is given for graduate performance in terms of knowledge acquired, skills learnt, and attitude

developed.

Every course has two components of assessment -formative assessment through Continuous Internal Assessment (CIA) and summative assessment through an end semester examination. CIA is an assessment where the subject teachers assess and evaluate the progress made by the students in attaining the Course Outcome (CO) pertaining to activity-based learning, assignments, seminars, group discussions, minor projects and field visits. CO attainment is measured by assessing skill development and academic performance across all courses. The attainment is measured at both course and programme levels.

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

2.6.3 - Pass percentage of Students during the year

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

489

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	https://iac-cheyyar.com/

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://iac-cheyyar.com/feedback/reports

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

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

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

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

0

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

3.2 - Innovation Ecosystem

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

1. Performing Arts and Fine Arts Department: Providing platforms for students to showcase their talents through cultural programs, which can foster creativity and innovation in the arts.

2. Human Resources: Recruiting qualified faculty and supporting their Ph.D. pursuits to ensure a dynamic and knowledgeable mentorship. Encouraging faculty to participate in skill enhancement programs further promotes a culture of continuous learning and knowledge transfer.

3. Student and Teacher Capacity Building: Creating a conducive atmosphere, infrastructure, and resources for research and innovative activities, with a focus on student-centered approaches to problem-solving.

4. N.S.S., Sports, Skill, and Entrepreneurship Development Center: Encouraging students and faculty to engage in innovative activities, which can help in the creation and transfer of knowledge. Activities conducted by these centers help develop leadership qualities, planning, marketing, and organizational skills.

5. Language Association: Organizing activities to enhance language skills and creative thinking, which contribute to a more innovative and expressive student body.

6. N.S.S. Initiatives: Undertaking various activities in innovative ways, such as tree plantation, awareness programs, and construction projects, all of which involve collaboration with the society and contribute to societal development.

27-04-2024 12:40:18

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

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

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

7

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

3.3 - Research Publications and Awards

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

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

0

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

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

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

3

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

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

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

0

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

3.4 - Extension Activities

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

The college organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme. The college undertakes various extension activities in the neighborhood community.

NSS organizes a residential seven day camp in nearby adopted village and several activities were carried out by NSS volunteers addressing social issues which include cleanliness, tree plantation, Environmental awareness, Women empowerment, National Integrity, Aids awareness, Blood donation camp, Tobacco, Health check up camp etc.

It aims at developing qualities of leadership, patriotism, maintaining discipline, character building, spirit of adventure and the ideal of self service.

The NSS unit of the college organizes various extension activities as tree plantation, Road safety awareness, Swachhta Abhiyan, National equality awareness.

Other than NSS units, the various departments of the college is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmers like Environmental Awareness, Personal Health and Hygiene, Diet awareness, Road Safety, Tree Plantation, Plastic eradication, Voters awareness(Rally), Blood group detection , Health check -up camps, Blood donation camps etc.

All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self confidence of students. It also helped in cultivating hidden personality of students and created awareness among students.

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

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

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

0

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

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

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

35

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

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

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

895

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

3.5 - Collaboration

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

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

01

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

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

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

01

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution ensures adequate facilities for teaching-learning, augments its infrastructural facilities according to the growing needs of the institution and endeavors to create a conducive learning environment. Adequate infrastructural facilities are available as per UGC and University norms. The floor space, furniture, equipment, laboratories and ICT facilities meet the statutory requirements.

There are 47 spacious and ventilated classrooms with adequate furniture to conduct all the courses and to accommodate all the students. Accessibility to floors is provided through broad staircases. There is an Automated General Library with Closed

Access System. The Library is installed with ten Computers with internet facility for the use of staff and students.

There are domain Specific Laboratories for all applicable UG courses – UG Biochemistry, UG Microbiology, UG Chemistry, UG Physics, UG Computer Science, UG Computer Applications, PG Biochemistry, PG Microbiology, PG Bioinformatics, PG Computer Science and PG Information Technology.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://iac-cheyyar.com/labs/

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

The Institution attributes importance to students' general development and hosts a variety of Sports and Cultural Activities on campus regularly. Students are encouraged to participate in both Sports and cultural events, and are acknowledged with due rewards. Adequate ground facilities are available to organize games, track and field events, and Seminar Hall and Closed Space to organize literary and cultural events.

Facilities for Sports and Games

1. Courts for Volley Ball, Handball, Kabbadi, Badminton, and Kho-Kho.
2. Space for Table Tennis, Carrom and Chess.
3. Ground Space for Football, Hockey, and Cricket.

Facilities for Cultural Activities and Yoga

A Seminar Hall with a capacity to accommodate 250 students and aroofed Space to accommodate 2000 persons for academic and cultural events, aViva-Hall to accommodate 75 members to oragnise academic programmes.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://iac-cheyyar.com/sports/

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

12

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

15

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

4.2 - Library as a Learning Resource

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

The General Library is housed in the Shankar Building with Wi-Fi facility. The collection in the library includes 8521 books, 27

journals, 10 magazines, 224 CDs, 200 back volumes of the periodicals. The collection of books include documents covering a wide range of subjects like English language and literature, Physical and Life sciences, Computer Science and applications , Commerce and Management, etc. The library is automated using Auto-Lib Integrated Library Management Software (ILMS) and has a spacious reading hall that could accommodate not less than 75 students.

Staff, students and other visitors register their entry and exit using their Bar-coded Library ID. The entry of Data, issue, return and renewal of books, member logins etc are done through the software. The books are bar-coded. The institution has subscribed to N-List. So access to e-resources is made possible to everyone in addition to the access to physical copies of Texts and Reference Books. First year students are oriented towards the facilities, services and resources available in the library. Every new entrant will be issued a User ID and Barcode to access and avail the services. Ten Computer Systems are installed in the Library with internet facility for the use of staff and students.

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

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

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

2.04

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

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

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

72

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

4.3 - IT Infrastructure

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

Institution has adequate and latest IT infrastructure. The IT infrastructure and resources are updated and upgraded continuously as per the requirements and changing technology. The entire Institute is Wi-Fi enabled and computer labs are connected through LAN with internet facilities with a BSNL leased Line of 8 Mbps speed. There are 86 upgraded Systems in the Computer Labs with advanced configuration and ten systems in the Library for the use of staff and students. In addition, the Administrative Office, the IQAC, the office of the Principal, Vice-Principal and the departments are installed with computers with internet connectivity for administrative purposes.

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

4.3.2 - Number of Computers

96

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	**D. 10 - 5MBPS**

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

13

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

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

The college holds regular meetings of committees constituted for the purpose of allocating and utilizing the available financial resources for the maintenance of different facilities. The infrastructure policy of the college is planned, developed and

revised considering the statutory necessities.

The administrative office purchases the equipment, electrical and electronic and other infrastructural requirements. A register is maintained in the office to record repair and maintenance requests. The issues are referred to the Manager for immediate action. The Campus Manager is meant for maintaining infrastructure looks of the entire college campus. He inspects, updates, and repairs various facilities in the campus.

Maintenance of laboratories, equipment and other facilities are taken care of by the lab technicians and support staff. Inventory registers are maintained in the labs for the periodic stock verification.

The librarian is responsible for the effective functioning and maintenance of the library.

Non-regular works such as carpentry, painting, masonry etc. are outsourced. Gardeners are appointed permanently. In-house staff will look after electrical and electronic repairs as per issues registered with the office. The entire campus is cleaned through by the conservation workers appointed permanently.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

472

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

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

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

0

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

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

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

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

0

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

0

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

31

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

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

5.2.2.1 - Number of outgoing student progression to higher education

100

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

0

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

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

At our institution, while we may not have an elected Student Council, we ensure meaningful students' representation through dedicated Student Representatives for each class. These representatives act as the bridge between their fellow classmates and the college administration, providing a platform for students' voices to be heard and concerns to be addressed.

The students' representatives actively engage in various administrative, co-curricular, and extracurricular activities, playing a crucial role in facilitating communication and cooperation between students, faculty, and the college management. They are involved in decision-making processes and are part of class-level discussions, bringing forward the needs and feedback of their peers.

Additionally, students' representatives participate in college-wide meetings and forums, where they contribute their insights and ideas on matters that impact the student community. They collaborate with faculty and staff to organize events and activities that cater to the interests of their classmates.

Our institution encourages an inclusive and participatory approach, where students' representation is valued in all aspects of college life. By fostering a strong relationship between students and the college administration, we ensure that students' perspectives are considered and integrated into the decision-making processes.

The feedback mechanism remains robust, with students' representatives actively seeking input from their classmates and forwarding the valuable feedback to the concerned authorities. This process enables continuous improvements and enhancements in various academic and extracurricular offerings.

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

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

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

04

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

5.4 - Alumni Engagement

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

The Alumni Association of Indo-American College is a registered one. The meetings of the Alumni Association are conducted

separately by each department, not exceeding two meetings per academic year. The illustrious alumni are invited for invited talks and guest lectures. A minimum of Rupees Hundred is collected as Membership Fee for a year.

A considerable number of financial assistance to the deserving few is given as Alumni Scholarship. The alumnus help the college in admissions and placements.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Our institution's governance exemplifies effective leadership in perfect alignment with our vision and mission. The governance body is wholeheartedly dedicated to realizing the institute's goals, making them the central focus of our endeavors.

VISION:Our vision is to impart knowledge, shape character, and promote critical thinking from school to collegiate levels and beyond. We aspire to foster individual, community, and universal betterment, bringing harmony, growth, and happiness akin to "Heaven on Earth." Inspired by Mr. Abboy Naidu, an esteemed agriculturalist, who recognized education as the paramount tool for societal progress, our mission is to educate individuals and society to achieve this noble purpose.

MISSION:"Education is an endless journey through Knowledge &

Enlightenment."

Our mission is to provide quality education, facilitating holistic development for rural students. Emphasizing discipline, creativity, and leadership, we aim to translate intellectual potential into concrete achievements that enrich our community and nation. We enhance employability through frequent campus interviews and support economically weaker sections through trust scholarships, aided by our alumni network's financial assistance.

Our well-equipped library with inflib-net and e-journals promotes global-standard education, fostering a missionary mindset and strong values. We encourage proactive engagement and instill a spirit of determination, transforming students into inspirational leaders.

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

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

The college follows decentralization and participative management. by the College Governing council. All the academic and non-academic decisions based on policy proposed by the College Governing council headed by the Secretary and Principal. The Committee formulates common working procedures and assigns the accomplishment through various departments. The department Heads manages the day to day activities of the department and keeps a track of co-curricular and extra-curricular activities in the College/Department. Other units of the college like sports, arts, library etc. under the guidance of the various committees/clubs/associations and students are involved from various departments.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Perspective/Strategic plan and deployment are available in the institution. The college management gives liberal freedom and tractability to the Principal together with the department Heads to lead all the academic activities of the College. They regularly meet and take necessary steps to formulate and implement strategic plans for the improvement of the college. Mentorship is introduced in all the departments and it is commendably supervised by the Principal and the Vice-Principal. They invite suggestions from senior staff and to study the impulses of the institute.

The following strategies are adopted by the institution to monitor and evaluate policies:

*The Regular feedback system from Alumni Members, Staff and students was implemented and functioned successfully.

* Regular meetings of the College Governing Council and IQAC cell for the growth and establishment in various field like Education, sports, cultures, infra structure development, etc..

* Regular visits of the Principal and the Vice principal to all the departments and interaction made with the faculty and students.

Department Annual verification was made with other department faculty to verify the stock.

* Heads of the departments monitor the students discipline and attendance regularly.

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

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

The organizational structure of the college includes the Governing

Council, Head of the Institution, and Department Heads, along with administrative staff and employee regulations. Decision-making procedures are followed at different levels in the hierarchy, and statutory bodies like IQAC, grievance redressal cell, NSS, YRC, RRC, and Anti-ragging Cell are integrated into the institution's structure as per university and government guidelines.

A committee comprising faculty and administrative members is responsible for planning, implementation, academic audit, and evaluation. Decentralization is achieved through the departmental system and participative decision-making processes.

The institution adheres to University/UGC norms for service rules and benefits, such as PF, Casual Leaves, Festival Bonus, and Maternity Leaves. Recruitment follows University norms, with a committee evaluating candidates based on interview performance and predefined parameters.

Promotional guidelines prioritize high-quality academic standards, transportation facilities, and merit scholarships for economically disadvantaged students.

A Grievance Redressal Cell (GRC) is in place for students and staff (teaching/non-teaching) to address their concerns. The Principal assesses grievances, involving the committee when necessary for resolution.

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

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The college prioritizes the welfare of both teaching and non-teaching staff by providing various benefits and support. They avail government schemes such as Gratuity, Pension Commutation, Maternity Leave, and Medical Facilities. The college considers staff on duty for attending conferences, seminars, workshops, and FDPs, fostering their career development.

Financial support is offered for national and international workshop and conference attendance. Festival bonuses and annual uniforms are given to non-teaching staff, while Wi-Fi access and staff grievance redressal cells enhance their work environment.

The college ensures staff well-being with full-time professional counselors and indoor games facilities. Lunch and tea are provided for drivers and tea for all staff. Compassionate grounds are considered for employing non-teaching staff's spouse or family members.

Annual orientation and training programs are organized for teaching and newly recruited staff. Additionally, incentives, like salary hikes, are offered to staff completing PhD or SET/NET eligibility tests. Regular training sessions are conducted for non-teaching staff in various areas like MS-Office, waste management, and fire extinguisher operation. Overall, the college strives to create a supportive and enriching environment for its staff's personal and professional growth.

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

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

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

65

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

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

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

7

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

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

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

49

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Performance appraisal system promotes the staff to make outstanding presentation in research as well as teaching-learning. It also facilitates to support the outstanding presentation of staff with the mission and vision of the college. Appointment of

teaching faculty in college to maintain the of Standards in Higher Education as per UGC Regulations on Minimum Qualifications.

The college has the following Performance Appraisal System –

1. The Head of the Department are asked to submit workload, curriculum plan and master time table of their respective departments to the Principal as per the University norms.

2. Student Feedback – at the end of every year in Year Wise Scheme and every semester in CBCS the students' feedback is taken to assess the teaching performance of the tutor.

3. Annual Stock verification – every year, ASV conducts with other staff department supervise the performance of each and every department and their facilities. An exit meeting is held in which the lecturers are intimated about their shortcomings if any, and are encouraged to improvise and innovates their performance.

4. Action Taken Report –Meetings are conducted by the principal in which results of individual percentage-wise, department-wise and overall result of the college is discussed.

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

6.4 - Financial Management and Resource Mobilization

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

The institution conducts annual external audits to ensure financial compliance. Auditors verify income, expenditures, and compliance, submitting a report to the management through the principal. The audit monitors effective and efficient financial resource use.

Before each financial year, the principal proposes the budget allocation based on departmental recommendations. The budget covers recurring expenses like salaries, utilities, and non-recurring expenses like equipment and furniture purchases.

The head of the institution oversees expenses according to the allocated budget, including past purchase cost reductions. Bills and vouchers are thoroughly verified, and discrepancies are reported to the management.

The accounts are regularly audited by a chartered accountant following government rules. The audited report is reviewed, and queries addressed promptly with supporting documents. This transparent and disciplined approach ensures funds are used appropriately. The audited statement is signed by the head of the institution and the chartered accountant, cementing financial accountability.

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

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

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

Nil

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

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

Institutional strategies for mobilization of funds and the optimal utilization of resources The Principal of the institution monitors the use of resources received from the tuition fees from the students and the trust amount if any. The allocated funds are utilized for salary and to purchase equipments, chemicals, reformation, research, organize seminars, workshops, conferences, etc. Administration and Finance Committee, review the use of

resources including audit, budget and account. They make recommendation for better handling of resources and effective mobilization of available funds. Finance committee then looks into these requirements, adding the future aspects of planning and submit the proposal to the management. Requirement need from any department are asked to submit the details of the requirement of the equipments & chemical, maintenance infrastructures etc are prepared and proper procedure for purchase is adopted. To make teaching-learning effective it is very important that the environment and campus of the institution should be clean.

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

6.5 - Internal Quality Assurance System

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

The IQAC plays a significant role in institutionalizing quality assurance strategies by continuously reviewing the teaching-learning process, methodologies, and outcomes. Department heads/IQAC members evaluate processes from a quality perspective, considering feedback from students, faculty, alumni, parents, and industry experts. Regular interactions with industry and academic experts help in curriculum enrichment.

The institution has an internal quality assurance cell (IQAC) established as per NAAC guidelines, conducting periodic meetings to discuss quality assurance strategies. Various initiatives have been undertaken, such as forming an alumni association, organizing FDP programs, constituting a placement committee, and improving library facilities. Performance reviews of staff, feedback collection, and participation in NIRF are carried out to enhance quality. The IQAC's efforts have contributed to improving the institution's overall quality and preparing for NAAC accreditation.

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

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

The Internal Quality Assurance Cell (IQAC) of the institution conducts periodic external audits to ensure financial compliance and monitors growth in various activities. The perspective plan for each academic year includes academic and administrative aspects, emphasizing collaborative academic programs, stakeholder feedback implementation, and internal audits. The institution focuses on curricular aspects, introducing innovative courses and conducting student and faculty exchange programs. Learning resources are enhanced through infrastructure upgrades, ICT facilities, and research laboratories. Student support initiatives include counseling, career guidance, and alumni engagement. Faculty is encouraged to pursue research projects and academic presentations. Extension activities encompass welfare programs, vaccination camps, and awareness campaigns. Governance involves in-house bodies for academic and administrative tasks, finance policies to support faculty development, and performance assessment schemes. Internal quality audits and qualitative assessments are conducted to strive for rankings and certifications. E-governance is promoted for academic and administrative purposes.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit	B. Any 3 of the above

recognized by state, national or international agencies (ISO Certification, NBA)

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender Equity and Sensitization Indo-American College provides a safe and secure environment for both the genders. The college has 'gender equality policy' to ensure parity between men and women. An action plan is prepared every year with the aim of establishing an amicable ambience. Suggestion boxes, helpline numbers are shared with the students to contact the mentor / tutor / Head of the Department / Principal over phone. There is a Women's Cell in to help students to record their grievances without any delay.Students are made aware of the warnings against sexual harassment.Girl students are encouraged by the mentors / Women's Cell Coordinators to take part in various activities and competitions. Every year, Women's Cell organizes a number of awareness programmes, workshops and competitions which help the girl students realize their potential.

Facilities Safety and Security Safety and Security is assured in the campus 24/7. Surveillance is maintained through CCTV. Separate hostel facility is provided for girls and boys. Common Room for girls is available.

Counseling Faculty membershelp the students to manage interpersonal and intrapersonal relationships, improve communication, gain positive attitude towards life, set goals, show progress and acquire resilience. Entry counseling, given on the open day.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

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

The Institution has taken up various initiatives to maintain an environment friendly campus. The campus is full of greenery and is kept clean and tidy. The gardens, lawns and plantations inside the campus is maintained by a dedicated group of caretakers, sweepers and housekeeping staff.

The Institution implements solid waste management by enforcing the waste segregation rules. Dustbins are placed in every classroom, laboratory, rest room, and canteen and at different locations in the campus. Sweepers are allotted to each floor who manages all the waste generated in the campus.

The Institution follows the systematic procedure for proper management and disposal of liquid waste. The wet waste from the college, hostels and canteen is given away to bio fertilizer plants for making eco-friendly fertilizers. Asewage treatment plant for the college is being conceived. This treated water is then used for the gardening and other purpose.

Rain Water Harvesting.

Replacing lights with LED bulbs.

Pledge on maintaining the campus as plastic free/smoke free/tobacco free zone.

Mission Clean Campus to maintain the campus plastic free and clean.

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

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**B. Any 3 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 disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**B. Any 3 of the above**

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

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

An inclusive environment is fostered through a range of initiatives and policies that prioritize diversity, equity, and inclusion. Some of these efforts include: The institution implements positive affirmation policies that aim to create a diverse student body by giving preference to minorities, girls, and differently-abled students during the admission process. This ensures equal opportunities for underrepresented groups and promotes inclusivity. Student Induction Program is in place to support students from diverse backgrounds in their transition to the institution. The program helps them settle down, navigate cultural differences, and build new friendships, fostering a sense of belonging and inclusion. Mentoring and Personal Counselling: The institution offers mentoring programs and personal counselling services to provide students with sociopsychological guidance in addition to academic support. These initiatives address students' holistic development, fostering personal growth, and well-being. A prompt and fair grievance redressal mechanism is established to ensure equality of opportunities, human dignity, and justice for all students and staff. This mechanism addresses any concerns or complaints related to discrimination or bias, ensuring a safe and inclusive environment for all. The institution has a scholarship committee that guides and supports students in applying for government scholarships and explores opportunities in NGO, private, and individual sponsorships. Merit-based fee concessions and waivers are provided to support students with financial constraints. Cultural programs, such as Fresher's Day and Annual Day, provide a platform for students to showcase their talents. Through various dance forms and performances, students represent and appreciate the rich tapestry of traditions and languages.

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

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

Sensitizing students and employees to constitutional obligations, values, rights, duties, and responsibilities is crucial for fostering a strong democratic society. So it is integrated into the institution's curriculum, policies, and organizational culture.The institution creates awareness among students and staff about fundamental rights, and their importance in promoting a pluralistic society; educates students and employees about their civic duties, including voting, obeying the law, and participating in community service; promotes a culture of respect, tolerance, and empathy towards individuals from diverse backgrounds, irrespective of race, religion, gender, or socioeconomic status; and emphasizes ethical decision-making and responsible behavior in personal and professional settings, encouraging mindfulness of actions and their impact on others and society at large. Papers like 'Human Rights' at the Postgraduate level and Value Education, and Soft Skills at the undergraduate level are offered. In addition, Guest talks on important occasions emphasizing the aforesaid values are arranged periodically.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**Nil**
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to	**B. Any 3 of the above**

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the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The institution fervently promotes cultural harmony and national integration by organizing a series of enriching workshops, seminars, and expert lectures. These events focus on highlighting the remarkable contributions of great Indian leaders and significant national events. The aim is to instill a deep sense of pride in our country's heritage and foster a strong national identity among our students.

To promote unity and brotherhood, the institution commemorates various festivals, transcending religious, linguistic, and regional diversities. These celebrations emphasize the dignity of women and address the concerns of marginalized and underprivileged communities.

Understanding the paramount importance of environmental conservation,programs are organized during specific festivals to raise awareness about environmental protection.

To infuse a sense of integrity, patriotism, and nationalism, our students showcase their talent through skits and street plays depicting significant historical events and the contributions of eminent personalities.

To create a deeper sense of social responsibility, the institution

hosts a range of engaging competitions such as quizzes, essay writing, painting, poster making, and role-play contests during festivals. These activities aim to create awareness, spread human values, and encourage empathy towards society's needs. We ensure that all students actively participate and benefit from these enriching programs.

To ensure maximum impact, commemorative days, events, and festivals are organized in the quadrangles, ensuring that the entire student body can witness and participate in these meaningful celebrations.

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

7.2 - Best Practices

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

https://iac-cheyyar.com/wp-content/uploads/2022/12/bestpractices2021.pdf

File Description	Documents
Best practices in the Institutional website	https://iac-cheyyar.com/wp-content/uploads/2022/12/bestpractices2021.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The main objective of the institution is to provide higher education to the poor rural students in and around Cheyyar, to offer the necessary skills to empower them with the required resources so that they can compete on par with city students. Its

goal is to cherish the quality of its products and to raise their standard of iving. The motto of the institution is "enter to learn and leave to serve". Keeping these ideas as objectives, new courses that fetch job opportunities have been introduced. Government scholarships have been arranged for the poor students.The Management offers scholarship to the poor-cum-meritorious students to the tune of Rupees One Lakh Fifty Thousand every year from the endowment of Abboy Trust. Concession in tuition fees is given to the students who are financially weak. Best performers in academic activities are promptly rewarded. The institution maintains a learner-centric environment. Add-on courses while pursuing regular degree courses. Free English and Tamil typewriting classes have been conducted for students. Programmes to impart and enhance students' communication skills are organized every year. Yoga and Meditation programs are organized to improve the well being of students. Placement training is offered both to the graduates and graduands.

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

7.3.2 - Plan of action for the next academic year

• To conduct more number of Seminars, Workshops, and Conferences. • To sign MOUs with industries, institutions to enhance students' learning • To orient students on the use of N-List. • To enrol more numbers of students to NPTEL Courses to enhance self learning. • To organise more number of Value-Added Courses. • To orient staff towards the revised format of the AQARs. • To organise more number of extension activities involving students and staff. • To arrange for Online Learning Management System, Information Management System. • To strengthen the use of ICT tools. • Conducting activities to hone the creative skills of students and provide a platform to display their creativity • To upgrade Library Resources