



YEARLY STATUS REPORT - 2023-2024

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 **iaciqac@gmail.com**

• Address **PERUNGALATHUR**

• City/Town **CHEYYAR**

• 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. **04182222006**
- Alternate phone No. **04182220670**
- Mobile **8903881901**
- IQAC e-mail address **iaciqac@gmail.com**
- Alternate Email address **iacprincipal@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year)) <https://iac-cheyyar.com/agar/>

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/academic-calendar/>

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 **5**

- 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)

Improved the mentor-mentee ratio to provide personalized guidance and support to students.

Upgraded classrooms with ICT facilities and high-speed internet.

Expanded green campus initiatives by installing renewable energy systems, such as solar panels, and implementing rainwater harvesting.

Strengthened the Placement and Career Counseling Cell by organizing mock interviews, resume-building workshops, and career guidance sessions.

Fostered active alumni engagement to provide mentorship and internship opportunities for students.

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
Improve teaching-learning practices by integrating ICT-enabled pedagogy and smart classrooms.	Upgraded classrooms to smart classrooms and conducted faculty training on ICT-based teaching methods.
Strengthen student support services through career counseling, internships, and alumni mentorship programs.	Conducted career guidance sessions, facilitated --- internships, and launched an alumni mentorship initiative.
Promote environmental sustainability and green campus initiatives.	Installed solar panels, rainwater harvesting systems, and organized tree plantation drives, reducing carbon footprint.
Increase collaboration with industries, NGOs, and government bodies for resource mobilization and knowledge sharing.	Signed MoUs with 6 new agencies/organizations, leading to enhanced academic and co-curricular activities.
Implement a structured Student Satisfaction Survey (SSS) and mentoring system for holistic development.	Conducted SSS with over 90% participation; implemented a robust mentoring system with a low mentor-to-mentee ratio.
Prepare for NAAC accreditation through systematic data capture and documentation of best practices.	Completed systematic data capture for all departments and documented institutional best practices for NAAC.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Council	05/01/2024

14. Whether institutional data submitted to AISHE

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<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Governing Council	05/01/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2023-2024	20/01/2025

15. Multidisciplinary / interdisciplinary

In our institution, we embrace a multidisciplinary approach across various programs, aligning ourselves with the vision and objectives of the National Education Policy (NEP). Our programs encompass a wide range of fields, including Computer Science and Applications, Physical Sciences, Life Sciences, Business Administration, Commerce, Corporate Secretaryship, and Literature. This diverse array of disciplines grants the institution a truly multidisciplinary status, reflecting our commitment to providing a holistic education. We have adopted the Choice-Based Credit System (CBCS), where each course is categorized as Core, Allied, Elective, Open Elective, Skill Based, Value-Based, or Professional English Courses, each with a specific number of credits. This system is designed to offer flexibility and a broad spectrum of learning opportunities to students. The courses are named as Core, Elective, Open Elective, Skill Based, and Value Based, with specific credits assigned to each course. This structure ensures that students receive a well-rounded education that prepares them for various career paths and life challenges. Both undergraduate (UG) and postgraduate (PG) programs incorporate experiential learning through projects, field trips, study tours, and internships, enhancing students' practical knowledge and skills. Almost all PG programs and several UG programs include these hands-on learning experiences, allowing students to apply theoretical knowledge in real-world settings. This experiential learning is crucial for developing critical thinking, problem-solving, and professional skills. To sensitize students to environmental issues and foster eco-consciousness, a course on Environmental Studies is included in the curriculum for all UG students. This course is mandatory and aims to instil a sense of responsibility towards the environment, ensuring that students are aware of and committed to sustainable practices. Additionally, we provide opportunities for students to explore other domains through non-major elective courses. Each program includes a non-major elective course, allowing students to choose courses outside their primary field of study. This approach ensures a multidisciplinary or interdisciplinary educational experience. As an affiliated institution, we adhere to the procedures framed by Thiruvalluvar University regarding entry-level qualifications, the duration of programs, and the approval of each program offered. While this affiliation imposes

certain limitations on enabling multiple entry and exit points, it also ensures that our programs meet rigorous academic standards. The college's infrastructure and resources are continually strengthened to support multidisciplinary education and research. Earning fixed credits for NPTEL-MOOCs courses offer a dynamic educational environment that meets the diverse needs of our students. Our institution is committed to converting single-stream programs into multidisciplinary ones, thereby evolving into a large university with autonomous degree-awarding capabilities. This transformation is aimed at offering a more comprehensive and integrated educational experience, preparing students to excel in a rapidly changing world. In conclusion, Indo-American College is dedicated to fostering a multidisciplinary approach in higher education. Through our diverse programs, experiential learning opportunities, and commitment to environmental and multidisciplinary education, we aim to provide a holistic and enriching educational experience for all our students.

16.Academic bank of credits (ABC):

Our institution has taken proactive steps to integrate the Academic Bank of Credits (ABC) system, showcasing our dedication to enhancing the educational experience for students. Recognizing the value of faculty input, we actively involve them in shaping the ABC framework, ensuring that their insights contribute to the system's alignment with institutional goals. By fostering an environment that emphasizes innovative, learner-centered teaching methodologies, our faculty are encouraged to adopt dynamic approaches that make learning engaging and participatory. This commitment to pedagogy aligns seamlessly with the objectives of the ABC system, empowering students to take charge of their academic journeys. Effective communication is a cornerstone of our approach. We prioritize providing comprehensive information to students and faculty about the ABC system's functionality and benefits, ensuring that all stakeholders are well-equipped to navigate it. Faculty orientation programs have been instituted to facilitate a smooth transition, equipping educators with the skills to design courses aligned with the ABC framework. While affiliated colleges like ours currently cannot register independently under the system, we are ready to adopt it as soon as it becomes viable. In the meantime, senior faculty members actively contribute to curriculum enrichment through their roles on the university's Board of Studies (BoS), ensuring our courses remain robust and relevant. The ABC system introduces a flexible and modern approach to education by allowing students to exit and

re-enter their courses within a stipulated period and earn credits from multiple Higher Education Institutions (HEIs). With a unique Academic Bank Account in digital form, students can tailor their learning experiences to their interests and career aspirations. We support blended learning by encouraging participation in online platforms like SWAYAM, NPTEL, and other accredited programs, expanding educational opportunities beyond the traditional classroom. These efforts position our institution at the forefront of academic innovation, offering students the resources and flexibility they need to thrive in a rapidly evolving educational landscape.

17.Skill development:

Our institution is deeply committed to comprehensive skill development, recognizing the importance of both hard and soft skills in preparing our students for successful careers. To achieve this, we have integrated skill development modules into our regular curriculum, ensuring that students have practical opportunities to apply what they learn. Our emphasis on experiential learning includes internships, educational tours, industrial visits, field trips, programs, and service learning projects that enable students to develop practical skills in real-world settings. We also offer standalone courses and workshops covering essential skills such as communication, problem-solving, data analysis, and digital literacy, accessible to all students. Additionally, we have implemented skill assessment and certification programs, enabling students to earn recognition for their competence in specific areas. Our commitment extends to nurturing soft skills, including communication, teamwork, leadership, and adaptability, and in integrating skill development into career services for resume building, interview preparation, and networking. We foster a collaborative environment for peer-to-peer learning and encourage research and innovation projects that require skill application. The College has entered into various MoUs with industry and training partners.

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

In response to the evolving landscape of higher education, Indo-American College (IAC) has embarked on a transformative initiative aimed at seamlessly integrating Indian knowledge systems into its academic programs. This comprehensive endeavour reflects IAC's unwavering commitment to fostering cultural diversity, preserving indigenous knowledge, and significantly

enriching the educational experience for its students. The foundation of this initiative rests upon the belief that Indian languages, culture, and traditional wisdom are invaluable reservoirs of knowledge that possess the potential to enhance the academic journey of our students. IAC actively promotes the use of Indian languages in both teaching and learning, fostering inclusivity and accessibility throughout the educational process. To offer students an authentic experience of Indian culture, IAC has organized several cultural events. These initiatives not only nurture a profound sense of appreciation among students but also cultivate a strong sense of belonging within our diverse student body. Recognizing that effective pedagogy is essential for knowledge dissemination, faculty members at IAC undergo continuous professional development. This equips them with the skills and insights needed to seamlessly incorporate Indian knowledge systems into their teaching methodologies, thereby enhancing the overall academic experience. Beyond the confines of the campus, IAC extends its educational outreach through various community-based programs designed to promote Indian knowledge systems. These initiatives not only foster community development but also raise awareness of the rich tapestry of indigenous wisdom that IAC is dedicated to preserving.

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

Our institution emphasizes Outcome-Based Education (OBE) through the effective implementation of the affiliating university's curriculum and guidelines. While the university is responsible for framing the syllabus and defining learning objectives, our focus is on aligning our programs and teaching practices to achieve these outcomes. We carefully design our courses to meet the university's core objectives and deliver the curriculum using student-centered teaching methods that prioritize active engagement and practical learning. To support this approach, we equip our faculty with the knowledge and strategies needed to effectively teach the prescribed curriculum. Faculty development programs are regularly conducted to enhance teaching methods, and assessments are designed to align closely with the university's learning outcomes. Students are provided with ample resources and guidance to help them engage with the curriculum effectively, ensuring they meet the desired academic and professional benchmarks. We maintain robust quality assurance processes to ensure consistent delivery of the curriculum, including regular updates and seamless adaptation to syllabus revisions. Open communication with the university keeps us informed about curriculum changes, enabling smooth implementation. Additionally,

we maintain comprehensive records of curriculum mapping, faculty training, assessments, and student performance to uphold academic standards and continuously improve the learning experience.

20.Distance education/online education:

As an affiliate institution, IAC currently offers only traditional in-person programs, without options for remote or online learning. While our teaching initially relied on the conventional chalk-and-talk method, advancements in education and technology have highlighted the need to integrate Information and Communication Technology (ICT) into our teaching practices. To meet these evolving demands, we have worked to enhance our infrastructure and ICT capabilities. Our institution has embraced a blended learning approach, combining traditional classroom instruction with digital tools such as online tests, quizzes, webinars, and assignments. This mix of in-person and online methods has enriched the learning experience, catering to students' varied preferences and better equipping them for the digital era. By integrating these elements, we ensure that our students gain a well-rounded and modern education. Additionally, we actively promote Massive Open Online Courses (MOOCs) as a valuable addition to our students' learning journey. MOOCs enable students to explore diverse subjects, expand their knowledge, and acquire new skills beyond the classroom. We guide and encourage students to select MOOCs that align with their academic goals and career aspirations, further broadening their educational opportunities.

Extended Profile

1.Programme

1.1 534

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

File Description	Documents
Data Template	View File

2.Student

2.1 824

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

1967

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

265

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

54

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

54

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	534
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	824
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	1967
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	265
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	54
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	54
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	55
Total number of Classrooms and Seminar halls	
4.2	124
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	100
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Indo-American College in Cheyyar maintains a steadfast commitment to delivering an effective curriculum through a meticulously planned and documented process. The institution's affiliation with Thiruvalluvar University in Vellore ensures that it adheres to the university's regulations, curriculum, and syllabus. At the onset of each academic year, Thiruvalluvar University provides an academic calendar, spanning both odd and even semesters, comprising 180 working days (90 days per semester). Indo-American College aligns its academic calendar with this schedule. To facilitate smooth curriculum delivery, the college implements a precise timetable for all classes and Continuous Internal Assessment (CIA) tests, including CIA-I, II, and III, across all departments. Each department prepares a comprehensive curriculum plan for the entire academic year, gaining approval from the Principal. The IQAC encourages faculty members to employ innovative teaching methods, leveraging ICT-enabled classrooms. Orientation programs are conducted to

bolster teaching methods. A meticulously prepared academic calendar, distributed to all students and staff, outlines daily institutional activities. Faculty members are required to create lesson plans weekly, approved by department heads and the Principal, Internships and industrial visits are integrated into the curriculum to expose students to real-world applications. Furthermore, the institution meticulously follows the academic calendar, ensuring timely conduct of Continuous Internal Evaluation (CIE) assessments. Nan mudhalvan scheme is implemented to all the students in each semester and the credit is fixed.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The institution meticulously follows the academic calendar, a practice that extends to the conduct of Continuous Internal Evaluation (CIE). This commitment is exemplified through a comprehensive approach that aligns with Thiruvalluvar University's guidelines. Before the commencement of each academic year, the institution formulates its academic calendar, spanning 180 days with 90 days dedicated to each semester. This calendar encompasses working days, as well as national and local holidays, ensuring clarity for students. Notably, it includes essential dates such as CIA test schedules, model practical and theory tests, deadlines for university examination fees, and the initiation of university practical and theory examinations. This detailed calendar aids students in preparing for their examinations effectively. To ensure access to this information, the institution employs a multifaceted communication strategy. The academic calendar is disseminated via college's website, notice boards, and hard copies distributed to students. The institution's Exam Cell plays a pivotal role in the successful conduct of CIA tests held concurrently. Internal marks for each paper are meticulously recorded, based on students' performance in these assessments and their assignment submissions. Attendance records are diligently maintained for each CIA test. The institution's strict adherence to the academic calendar, encompassing the smooth execution of CIE, Based on CIA mark the

slowlearners and advanced learners are identified and assessment given to them.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

18

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

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

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

10

File Description	Documents
Any additional information	View File
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

485

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

1.3 - Curriculum Enrichment

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

Institutional commitment to the integration of cross-cutting issues into the curriculum plays a pivotal role in shaping holistic education. Our institution prides itself on a robust approach to this integration, aligning with the broader educational objectives set by the university while supplementing them with institution-specific initiatives. The institution has adopted a proactive approach by closely following the prescribed syllabus provided by the university, ensuring that it comprehensively addresses cross-cutting issues. Our institution maintains an active Women's Cell, committed to addressing gender-related concerns. Frequent gender-issue-related awareness programs, conferences, and seminars are conducted. Our curriculum takes a holistic approach to environmental issues. Students are encouraged to actively participate in environmental

conservation efforts, such as tree planting in their respective villages. We promote sustainable practices like wastewater recycling, rainwater harvesting, and emphasize the importance of responsible toilet usage. An essential component of our curriculum is the Field Study paper, compulsory for all postgraduate courses in their first semester. This initiative empowers students to delve into realworld social issues, identify problems, and propose solutions. Our institution's holistic approach to integrating cross-cutting issues into the curriculum not only aligns with university directives but also underscores our commitment to nurturing wellinformed, socially conscious, and ethically responsible individuals. Completion of MOOC course in the 3rd semester is made compulsory to get their PG degree.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

18

File Description	Documents
Any additional information	View File
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

423

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

1.4 - Feedback System

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

259

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

250

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

University courses are designed with clear objectives, including course outcomes and program-specific goals, ensuring students understand the focus of their studies from the beginning. This framework also aids students in evaluating their performance at the course's end. Feedback from students about the courses and faculty at the semester's conclusion helps identify and address gaps for improvement. Teaching methods emphasize interaction, innovation, and practical learning through tools like audio-visual aids, language labs, Google Classroom, industrial visits, fieldwork, and projects. Internal assessments are structured to foster independent work, with written assignments requiring individual research to boost confidence, writing skills, and analytical abilities. Seminars, another component of assessments, help students present assignments, enhancing public speaking skills and knowledge. Each department operates its own student association, guided by a faculty member. These associations organize activities like guest lectures, workshops, quizzes, and inter-collegiate events, promoting leadership, teamwork, and collaboration.

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

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

Number of Students	Number of Teachers
824	54

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

University courses are structured with clear objectives, including course goals, program-specific objectives, and outcomes. This ensures students understand the course's focus from the outset and can evaluate their performance at its conclusion. Student feedback on courses and faculty, collected at the semester's end, helps address gaps and improve quality.

Teaching methods emphasize interaction, innovation, and experiential learning. Departments utilize audio-visual tools, Google Classroom, industrial visits, fieldwork, and projects to enhance participative learning. Internal assessments are designed to promote independent work. Students submit written assignments individually, confidence, and writing proficiency. Seminars, another key component, enable students to present their work, improving public speaking and knowledge.

Each department has a student-run association guided by a faculty advisor. These associations organize subject-specific activities like guest lectures, workshops, quizzes, and inter-collegiate competitions. Such initiatives develop leadership, teamwork, and social skills among students.

This blend of structured objectives, innovative teaching methods, and participative activities ensures a holistic and enriching learning experience for all students.

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

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

At our institution, teachers effectively utilize ICT tools to enhance the teaching-learning process. Lessons were delivered using platforms like Google Meet. Teachers shared videos and e-materials through Google Classroom, which students also used for submitting assignments. Online tests were conducted for continuous internal assessment.

For each one-hour online session, 50 minutes were allocated for lectures and 10, minutes for doubt clarification and interaction, ensuring effective engagement. All students were able to access these online teaching methods seamlessly.

In addition to online tools, ICT integration continued during regular college hours. LCD projectors were used in seminar halls to teach key concepts through PPT presentations. Each class regularly had one session in this mode. Students also utilized PPT presentations for their seminars.

Social media platforms like WhatsApp were employed by tutors and heads for sharing information, collecting data, and sending SMS notifications. Mail IDs and WhatsApp groups were created for all first-year students to streamline communication.

This ICT-enabled system has significantly improved the teaching-learning experience, making it convenient and effective for both students and faculty.

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

54

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

54

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

11

File Description	Documents
Any additional information	View File
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

499

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.

As an affiliate of Thiruvalluvar University, IAC adheres to the university's regulations concerning the evaluation process. Each semester, three(CIAs) are conducted. The institute ensures transparency and effective management of these assessments through the following processes: At the beginning of each semester, the schedules for CIAs are communicated to both students and faculty. These schedules are made available through the institute's academic calendar, which aligns with the university's calendar. The exam cell plays a pivotal role in framing comprehensive guidelines for the conduct of CIAs. Notifications and timetables for CIAs are circulated, prominently displayed on notice boards, and shared with students via WhatsApp. Seating arrangements and the list of invigilators responsible for supervision during examination days are shared. Subject teachers for each paper are responsible for the preparation/submission of question papers to the Exam Committee. The CIA tests are conducted efficiently, with attendance records maintained to ensure the integrity of the assessment process.

Following the assessments, faculty members evaluate answer scripts and provide students with an opportunity to seek clarification on their performance. Subsequently, the faculty submits the mark statements to the Principal for record-keeping. The marks obtained by students are promptly uploaded onto the Thiruvalluvar University Exam Portal and communicated to their parents, ensuring transparency and accessibility.

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

As an affiliate of Thiruvalluvar University, IAC adheres to the university's regulations concerning the evaluation process. Each semester, three (CIAs) are conducted. The institute ensures transparency and effective management of these assessments through the following processes: At the beginning of each semester, the schedules for CIAs are communicated to both students and faculty. These schedules are made available through the institute's academic calendar, which aligns with the university's calendar. The exam cell plays a pivotal role in framing comprehensive guidelines for the conduct of CIAs. Notifications and timetables for CIAs are circulated, prominently displayed on notice boards, and shared with students via WhatsApp. Seating arrangements and the list of invigilators responsible for supervision during examination days are shared. Subject teachers for each paper are responsible for the preparation/submission of question papers to the Exam Committee. The CIA tests are conducted efficiently, with attendance records maintained to ensure the integrity of the assessment process. Following the assessments, faculty members evaluate answer scripts and provide students with an opportunity to seek clarification on their performance. Subsequently, the faculty submits the mark statements to the Principal for recordkeeping. The marks obtained by students are promptly uploaded onto the Thiruvalluvar University Exam Portal and communicated to their parents, ensuring transparency and accessibility.

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 institution ensures that Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) for all programs are clearly stated, displayed on the website, and effectively communicated to students and faculty. COs are introduced to students at the start of each course and emphasized during course discussions and unit transitions to reinforce understanding.

To promote alignment with educational objectives, POs and COs are shared with faculty and students through various channels, ensuring transparency and accountability. This public accessibility on the website underscores the institution's commitment to quality education and informed engagement.

Faculty members are trained in Outcome-Based Education (OBE) principles during department meetings and through orientation programs for newly recruited staff. This approach ensures all faculty are equipped to effectively implement and uphold the OBE framework.

By integrating these practices, the institution fosters a clear understanding of program goals and learning outcomes, promoting a transparent and goal-oriented academic environment.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

institution.

At Indo-American College (IAC), the attainment of Programme Outcomes (POs) and Course Outcomes (COs) is systematically evaluated to ensure high-quality education. The evaluation process integrates both direct and indirect assessment methods.

Direct assessments include exams, assignments, practical evaluations, and projects, all carefully aligned with COs to measure students' academic performance against specific learning objectives. Indirect assessments, such as surveys, feedback mechanisms, and alumni input, provide insights into students' perceptions and long-term outcome attainment.

The attainment of COs is calculated by mapping individual question scores from internal assessments and final exams to the corresponding COs. A weighted average of these scores determines CO achievement. POs are evaluated by mapping the attainment levels of COs to POs using predefined rubrics, followed by calculating the cumulative attainment levels for each program.

Assessment data is analyzed to identify areas where students face challenges, enabling targeted improvements in teaching methods, curriculum, and support mechanisms. Regular faculty discussions and department reviews ensure alignment with Outcome-Based Education (OBE) principles.

Feedback from alumni and students informs continuous improvement efforts, ensuring that IAC students not only meet but exceed their educational outcomes. This systematic approach underscores the institution's commitment to academic excellence and holistic development.

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

2.6.3 - Pass percentage of Students during the year

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

172

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://iac-cheyyar.com/wp-content/uploads/2024/12/Annual-Report-for-the-AY-2023-2024.pdf

2.7 - Student Satisfaction Survey

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

<https://iac-cheyyar.com/wp-content/uploads/2024/12/SSS-23-24.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

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	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	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

The institution has developed a robust ecosystem designed to foster innovation, providing an environment where new ideas can flourish and be transformed into impactful solutions. This ecosystem is built on collaboration, with various stakeholders, including faculty, students, researchers, and industry partners, working together to address complex challenges.

The institution actively supports initiatives aimed at the creation and transfer of knowledge. These initiatives include research programs and knowledge-sharing platforms that facilitate the exchange of insights and expertise both within the academic community and with external partners. By promoting a culture of creativity and continuous learning, the institution ensures that innovations not only stay at the cutting edge but also reach wider audiences, leading to real-world applications and societal impact.

Through its strong emphasis on knowledge creation and transfer, the institution serves as a catalyst for technological advancement and entrepreneurship, driving progress across various sectors. These efforts are instrumental in bridging the gap between research and practical application, ensuring that new knowledge is effectively disseminated and utilized for the benefit of society.

File Description	Documents
Upload any additional information	View File
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

5

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

1

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

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

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

20

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

3.4 - Extension Activities

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

Numerous extension activities are planned by the college to aid in their general development. The college manages NSS

efficiently. The college engages in a number of community outreach initiatives. In a nearby adopted village, NSS hosts a residential seven-day camp. NSS volunteers conduct a variety of activities that address social issues, such as cleanliness, planting trees, environmental awareness, women's empowerment, national integrity, aids awareness, blood donation camp, tobacco, health check-up camp, etc. It seeks to foster the ideal of self-service, discipline, leadership, patriotism, and character development. Activities like road safety awareness, Swachhta Abhiyan, national equality awareness, and tree planting are organized by the college's NSS unit. In addition to NSS units, the college's various departments are aware of their responsibility to help students become responsible citizens of the nation by educating them about social issues through programs like Environmental Awareness, Personal Health and Hygiene, Diet Awareness, Road Safety, Tree Plantation, Plastic Eradication, Voters' Awareness (Rally), Health Check-Up Camps, Blood Donation Camps, etc. All of the aforementioned activities have a positive effect on the students; they foster relationships within the student body, help students develop their leadership abilities and self-confidence, help them uncover their hidden personalities, and raise awareness among the 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

14

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

12

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	View File
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

939

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
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

4

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

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

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

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
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 endeavours 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 43 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 Page 27/58 27-09-2023 10:23:45 Annual Quality Assurance Report of INDO-

AMERICAN COLLEGE Access System. The Library is installed with 10 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. The Campus is spread across 13 acres, and has a multitude of facilities. Infrastructure amenities include 13ICT-enabled smart-classrooms, e-Content Lab, 8 halls/auditoria, 13 LCD projectors, 100 Mbps Wi-Fi, 10 Laboratories and Learning Centres, with labs for research and skill-development etc., Campus Computing facilities with 100 computers. Administrative and Academic Support is offered by the Placement Cell, Innovation and Entrepreneurship and development cell (IED). Support is offered for other facilities include fire-extinguishers, 15KVA power generator, 8 CCTV-cameras, RO drinking- water.

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

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

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 Cricket, Volley Ball, Handball, Kabbadi, Badminton, and Kho-Kho.

2. Space for Table Tennis, Carrom and Chess.

3. Ground Space for Football and Cricket.

Facilities for Cultural Activities and Yoga

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

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

13

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)

2.73

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

4.2 - Library as a Learning Resource

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

The General Library, housed in Shankar Building, exemplifies modern library automation through the use of an Integrated Library Management System (ILMS). This system enhances the efficiency, accessibility, and organization of library resources and operations. The library's extensive collection includes 8,300 books, three journals, nine magazines, 224 CDs, and 220 back volumes of periodicals, covering a broad range of subjects such as English language and literature, physical and life sciences, computer science and applications, commerce, statistics and management. This collection is managed and accessed seamlessly through the ILMS.

Library is Operating from 9:15 am to 3:45 pm, the library is equipped with Wi-Fi to facilitate digital access. The ILMS, specifically the Auto-Lib software, automates the registration, cataloguing, and circulation processes, ensuring a smooth and efficient library experience. The library features a spacious reading hall accommodating over 50 students, providing a conducive environment for learning and research. All library users, including staff, students, and visitors, register their entry and exit using bar-coded Library IDs. This system ensures accurate tracking of library usage and activities.

The library subscribes to N-List, giving users access to extensive e-resources alongside physical texts and reference books. First-year students undergo an orientation to familiarize them with the library's facilities and services, and they receive User IDs and barcodes for accessing the library resources.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

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

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

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

0.59

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

4.2.4 - 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

9

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 100 Mbps speed. There are 120 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.

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

4.3.2 - Number of Computers

100

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

34.98

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
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 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	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

180

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

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

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

410

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	www.iac-cheyyar.com
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

324

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

324

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

20

File Description	Documents
Self-attested list of students placed	View File
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

60

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)

Students' representation and engagement in various administrative, co-curricular, and extracurricular activities

are important aspects of a student's educational experience. These activities provide opportunities for students to develop leadership skills, socialize with their peers and gain knowledge about the curricular and extracurricular activities. To promote students' representation and engagement in these activities, the institution provides an array of opportunities for students' participation. The following activities show the representation of the student's active participation and engagement in various administrative, co-curricula, and extracurricular activities:

Internal Quality Assurance Cell (IQAC) Anti-Ragging Committee
 Students' Grievance Redressal Committee Sports Committee
 Cultural Committee NSS Unit The Committees hold regular meetings and chalk out the plan of action under their domain.

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

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

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

22

File Description	Documents
Report of the event	View File
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

Alumni play a crucial role in the Indo-American College, Cheyyar, and the institute has maintained a positive relationship with the industry and alumni since its inception. The primary goal is to enroll all graduates as members of the association and to facilitate alumni active participation in the institute's activities, events, and projects. The alumni meet will be hosted annually by the alumni association and supported by the management. The following actions were carried out with the assistance of Alumni.

Curriculum Enrichment: Alumni are engaged in the identification of curricular gaps and the development of value-added course modules. **Mentorship:** Alumni can play an active role in volunteer activities such as mentoring students in their respective fields of expertise. To exploit the rich experiences of former college students for the benefit of the institution. To aid students in finding suitable employment.

Placements/References: A college's alumni network is one of the most significant sources of placement opportunities for students. Alumni can assist students with company referrals and placement within their respective enterprises. **Administration:** Alumni are members of the IQAC and contribute feedback to impart a quality system that is adaptable to current industry trends and needs

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Our institution's governance exemplifies effective leadership in perfect alignment with our vision and mission.

OUR VISION:

Education, be at the school level, at the Collegiate level and beyond should, among other things, infuse knowledge, shape character and promote critical and independent thinking, for the betterment of the individual, of the community and of the Universe at large. It should bring harmony, growth , happiness and serve as a tool to bring " Heaven on Earth ". Hence our vision is to educate the individual and the society to achieve the goal.

OUR MISSION:

"Education is an endless journey through Knowledge and Enlightenment".To impart quality education and to play an effective role for all round development of the students.Toemphasize discipline, creative talent and leadership. we aim to tranaslate intellectual potential into performance that enrich our community and nation. We provide missionary mindset with value system. To inculcate as a proactive human being to transform a student into a leader of inspiration. In the pursuit of the vision and mission, Indo -American College is determined to discharge its duties and obligations with dedication.

The Principal is the Head of the institution, holding the necessary powers for academic and administrative work. She ensures the organization's management system, implementation and continuous improvement with the help of Department heads, committees and councils.

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

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

Major Decisions relating to academic and administration is taken by Governing body and it is executed by Principal through HODs. In turn faculty members in the department take charge of day to day activities. In the beginning of the academic year, Principal and IQAC coordinator conduct a meeting and discuss the complete process of the semester. At the beginning of the year various committees are constituted and responsibility are assigned to administer the college activities.

The concentration on regular lectures of the staff, timely completion of syllabus, guidance for better performances in exam. This is attained by regular meetings of department heads, staff members, conducted by principle from time to time. The staff receives motivation and support for all the activities from management. The participation of students in Sports, NSS, NCC, extracurricular activities is encouraged overall development of students. The college plans for all such implementations through academic calendar and the regular feedback from the students and staff members also. In the administration, non-teaching staff play vital role in managing the regular work.

Thus the role of management is very positive and forward looking. The principle is one the teachers of the concern body were all the subjects relating into decentralization of the college is discussed in the policy matter of the managements.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Governing body of the College formulates strategic plans in liaison with the vision and mission statements for educational excellence, ensuring holistic development of the students. Quality assurance and enhancement initiatives for the successful run of the institution are framed by the IQAC with inputs and guidance and establishment in various field like Education, sports, cultures, infra structure development from the Academic Vice President , Principal and Vice Principal. In the beginning

of every academic year, annual planning is carried out by the governing body and the Management presents the perspective and strategic plans to the faculty.

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. The certificate courses will be conducted in par with the conditions framed by NAAC/UGC Motivate faculty to teach with video lectures which can also be made available for students after college hours. Each staff member should participate/Present papers in National//International Conferences. To motivate the sports and cultural students to climb up the ladder to receive awards at the National and International levels. In addition to formal degree course, departments undertake to provide certificate course in their respective domain in order to make their students better job prospects.

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

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 Principal is the academic head of the institution. The HODs are in charge of the respective departments. The institution has clear recruitment policy and service rules and procedures from entry to exit. The new recruits undergo an induction program to orient them about the organ gram and policies. The composition of the Admission Committee is as per the government norms and the Principal is the Chairperson. The committee formulates the admission policies following the guidelines of the University affiliated Self financing Institutions. The Principal and HOD anchor the admission process. The members include, Academic Vice Presidents and Secretary, Principal and Vice Principal. The committee meets every week to review the academic and administrative activities planned. The meetings are chaired by the Director and Secretary. Committees for Academic Affairs,

Student Affairs, Training and Development, Sports and Library are headed by Physical Director and Librarian respectively. The General and Finance administration is headed by administrative superintendent and accountant supported with a team of technical and support staff.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://iac-cheyyar.com/organogram/
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 C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

The Institution follows several measures to make the faculty members comfortable, PF, casual leave, seed money for research work, permission to attend the programmes with registration fee, maternity leave, medical facility, raining programme for research, faculty development programme, Free Wi-Fi & transportation etc. are provided. FDP and Orientation Programme as per Institution norms. The Institution also encourages the faculty for publishing books by providing the publication cost of the book. Financial Assistance to attend Seminar / Conference / Workshops and FDP to update the quality of teachers, the

Institution provides the registration cost for participating in seminars, conferences, workshops and Faculty Development Programs. Interest Free Salary Advance: the institution provides interest free advance salary to the faculty. On-duty for Professional Development, the Institution constantly encourages the faculty to participate in programs for their professional development Programs. The faculty who is willing to participate in the programs have to intimate in advance and they can avail on-duty.

Women employees may be granted maternity leave for a period of 3 months. The College ensures staff well-being with full time professional counselors and indoor games facilities. Two set of uniforms are provided non-teaching staffs, Breakfast, lunch tea for drivers, and daily refreshment for all staffs.

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

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

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

0

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

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

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

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	View File
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

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

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. As part of quality initiative the IQAC introduced a new methodology to get direct performance appraisal feedback from students at the end of year. The representatives from the Management, Principal, Vice Principal, and IQAC Team have a face-to-face interaction with the students.

1.The head 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. ASV - every year, conducts with other department supervise the performance of 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.

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

Our institution has appointed a qualified chartered accountant to conduct periodic statutory audit of the accounts maintain by the college. The audit monitors effective and efficient financial resource use. External auditor statement shows the mean value of expenditure as fee of the students. Auditors verify income, expenditure, bills and vouchers are thoroughly verified, the prepared balance sheet submitting a report to the management through the Principal. The internal audit helps the management to understand the financial requirements and the suggestions are given/taken to utilize the fund mobilized through various sources. Our-college is non commercial organization. The audited statements are filed with the office of the management through

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

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

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

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

25000

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
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 principal is authorized it form a committee to supervise and approve the fund rising communications, activities. The allocated funds are utilized for salary and to purchase equipment, chemicals, software's, magazines, journals, reformation, research, organize seminars, training programs, workshops, conferences. Cash prizes are awarded to the students for their achievements. The Alumina of the students are given fee concession when they join Post graduate in our institution.

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 submits the proposal to the management. Requirement of the equipment and 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 college takes academic audit of each department and various committees every year through IQAC to increase and maintain the quality of education. As part of quality initiative the IQAC introduced a new methodology to get direct performance strategies by continuously reviewing feedback from students at the end of year. The representatives from the Management, Principal, Vice-Principal, Academic Affairs Coordinator, Student Affairs Advisor and IQAC Team have a face-to-face interaction with the students. Department heads/IQAC members evaluate processes from a quality perspective, considering feedback from faculty, alumni, parents, and industry experts. Regular interactions with industry and academic experts help in curriculum enrichment. The use of ICT tools has become an integral part in teaching -learning process. IQAC always encouraged teachers to utilize these tools in classroom teaching and laboratories. IQAC prepares the plan to include the use and enrichment of ICT infrastructure expecting from each departments. Various initiatives have been undertaken, such as forming an alumni association, organizing FDP, 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

In Accordance with the pandemic situations covid-19, apart from the regular online classes conduction through google meet - the institution created an online communication system through group mail - id for sharing the college activities. Faculty is encouraged to pursue research projects and academic presentations. Extension activities encompass welfare programs, vaccination camps, and awareness campaigns. 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. Governance involves inhouse 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 recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Our Institution is a Self financing college. The Students who are studying here coming from different socia economic backgrounds. Moreover, our founder Mr. Abboy Naidu an agriculture from vallam near Cheyyar, ardently believed that education is the best tool and perhaps the only tool for the advancement of an individual and the society. The college has 'Gender Equality Policy' to ensure parity between men and women. 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. Our college anti ragging cell and women's grievance cell always monitor the behavior of the student's especially first year students. Every year, Women's Cell organizes a number of awareness programmes, workshops and competitions which help the girl students realize their potential. Facilities such as Safety and Security are assured in the campus 24/7. Surveillance in maintained through

CCTV. Separate hostel facility is provided for girls and boys. Common Room for girl is available. Counseling the students to manage interpersonal relationship, improve communication, gain positive attitude towards life, set goals, show progress and acquire resilience.

File Description	Documents
Annual gender sensitization action plan	https://iac-cheyyar.com/womens-cell/
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 **C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

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 are maintained by 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, canteen and at different locations in the campus. Sweepers are allotted to each building who manage 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. A sewage treatment plant for the college is being conceived. This treated water is then used for the gardening and other purpose. E- Waste is collected from all the departments and sent out of the college for further recycling.

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

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

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

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

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

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

7.1.7 - The Institution has 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	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The college has academic excellence for the past 25 years. The institution implements positive affirmation policies that aim to create a diverse student body by giving preference to minorities girls and differently-able students during the admission process. The existence of a vibrant students counsel students mentor and mentee system helps the students to discuss and have to pave a cordial relations with each others. Student Induction program is in place to support students from drivers backgrounds in their transition to the institution. The program helps them settle down negative cultural differences and build new friendships. A prompt and fair grievance redressel 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 provides various scholarship such as government scholarships, NGO, Private and Individual sponsorship. Merit-based fee concessions and waivers are provided to support students with financial constraints. Cultural programs, such as Ayutha pooja, Vinayagar Chathurthi Tamil New Year and fresher's day and annual day provide a platform for students to showcase their talents.

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

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

The sensitization of students and employees of institution to the constitutional obligations, values, rights duties and responsibilities of the citizens are highlighted through the conduct of various Awareness Programmes like Celebration of Constitution day and Voters Awareness day in collaboration with District Management and local taluk authorities, Mock polling, Signature camping to follow ethics in the election, participation in Election as volunteers to help the election authorities. The several noteworthy programs like Consumer day, Science day, National Social Service Day, National Youth day, International yoga day, International Women's day, Gandhi jayanthi, Dr.B.R.Ambedkar jayanthi, Dr.A.P.J. Abdul Kalaam Jayanthi etc., to sensitize its values by providing opportunities to participate and celebrate commemorative and national days of importance. 'Thought for the day' is given by each staff member to educate the students about life dharma and values to convert good students in to a good citizen.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	www.iac-cheyyar.com/students-welfare/
Any other relevant information	Nil

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

A. All of the above

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

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

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

The institution is follows good ethics. To promote unity and brotherhood, the institution commemorates various festivals, transcending religious, linguistic, and regional diversities. These celebrations emphasize the dignity 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 environment 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 benefits from these enriching programs.

In commemoration of various national and international events

and festivals, our institution celebrates various functions like International Yoga day, Independence Day, Teachers day, Gandhi Jayanthi Celebration, National Science day, Indian republic day, International Women's day and World water day. This the conclusive proof that our college has concern not only about our students but also about the society.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
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.

Best Practice -I (2023 -2024)

Adequate Infrastructure and Green Environment

Since establishment, our College is having good and constant maintenance of clean environment to attract the minds of the students towards improving academic credentials. One of important pride is the premises of the college is a noise-free atmosphere and having sound non-pollution because of large number of trees has been maintained by our management is a welcoming one for the best results in the reduction of the spreading of communicable health issues. The laboratory facilities are upgrading time to time according to the need of the syllabus of our Thiruvalluvar University. Our institution has the strong vision in the implementation of both mental and physical wellness of the students through proper sporting and various extension activities.

Our institute provides the excellent classrooms and good infrastructure with clean and pleasing environment. All the physical constructions of the campus are being refurbished by time to time and the same being maintained by painting periodically to avoid the de-coloring and dust formation. In the

labs, the laboratory and the equipments items are being purchased and have been serviced from time to time, according to the mandatory requirements of our University regulations, laboratory facilities are installed with the following procedures to be undertaken.

File Description	Documents
Best practices in the Institutional website	www.iac-cheyyar.com/best-practices/
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

Mentorship is the influence, guidance, or direction given by a mentor. Mentoring is a process for the informal transmission of knowledge and the psychosocial support perceived by the recipient as relevant to work, career or professional development mentoring entails informal communication, usually face-to-face and during a sustained period of time, between a person who is perceived to have greater relevant knowledge, wisdom, or experience and a person who is perceived to have less. The mentee is the student who needs to absorb the mentor's knowledge and have the ambition and desire to know what to do with this knowledge. This means that the mentee determines the capacity of the mentoring connection. The mentee decides upon the amount of help and guidance. The mentor-mentee relationship is a professional and interpersonal relationship. It exists between a mentor and a mentee. Mentors are different from coaches and act as facilitators to their mentees. They do this by offering advice and support, as well as helping them to develop new skills. In this context to manage the challenges created by the COVID-19 situation, our college management has introduced a new concept called Student Mentor-Mentee system in the institution.

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

Indo-American College in Cheyyar maintains a steadfast commitment to delivering an effective curriculum through a meticulously planned and documented process. The institution's affiliation with Thiruvalluvar University in Vellore ensures that it adheres to the university's regulations, curriculum, and syllabus. At the onset of each academic year, Thiruvalluvar University provides an academic calendar, spanning both odd and even semesters, comprising 180 working days (90 days per semester). Indo-American College aligns its academic calendar with this schedule. To facilitate smooth curriculum delivery, the college implements a precise timetable for all classes and Continuous Internal Assessment (CIA) tests, including CIA-I, II, and III, across all departments. Each department prepares a comprehensive curriculum plan for the entire academic year, gaining approval from the Principal. The IQAC encourages faculty members to employ innovative teaching methods, leveraging ICT-enabled classrooms. Orientation programs are conducted to bolster teaching methods. A meticulously prepared academic calendar, distributed to all students and staff, outlines daily institutional activities. Faculty members are required to create lesson plans weekly, approved by department heads and the Principal, Internships and industrial visits are integrated into the curriculum to expose students to real-world applications. Furthermore, the institution meticulously follows the academic calendar, ensuring timely conduct of Continuous Internal Evaluation (CIE) assessments. Nan mudhalvan scheme is implemented to all the students in each semester and the credit is fixed.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of

Continuous Internal Evaluation (CIE)

The institution meticulously follows the academic calendar, a practice that extends to the conduct of Continuous Internal Evaluation (CIE). This commitment is exemplified through a comprehensive approach that aligns with Thiruvalluvar University's guidelines. Before the commencement of each academic year, the institution formulates its academic calendar, spanning 180 days with 90 days dedicated to each semester. This calendar encompasses working days, as well as national and local holidays, ensuring clarity for students. Notably, it includes essential dates such as CIA test schedules, model practical and theory tests, deadlines for university examination fees, and the initiation of university practical and theory examinations. This detailed calendar aids students in preparing for their examinations effectively. To ensure access to this information, the institution employs a multifaceted communication strategy. The academic calendar is disseminated via college's website, notice boards, and hard copies distributed to students. The institution's Exam Cell plays a pivotal role in the successful conduct of CIA tests held concurrently. Internal marks for each paper are meticulously recorded, based on students' performance in these assessments and their assignment submissions. Attendance records are diligently maintained for each CIA test. The institution's strict adherence to the academic calendar, encompassing the smooth execution of CIE, Based on CIA mark the slowlearners and advanced learners are identified and assessment given to them.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for

A. All of the above

UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

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

18

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

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

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

10

File Description	Documents
Any additional information	View File
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

485

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

1.3 - Curriculum Enrichment

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

Institutional commitment to the integration of cross-cutting issues into the curriculum plays a pivotal role in shaping holistic education. Our institution prides itself on a robust approach to this integration, aligning with the broader educational objectives set by the university while supplementing them with institution-specific initiatives. The institution has adopted a proactive approach by closely following the prescribed syllabus provided by the university, ensuring that it comprehensively addresses cross-cutting issues. Our institution maintains an active Women's Cell, committed to addressing gender-related concerns. Frequent gender-issue-related awareness programs, conferences, and seminars are conducted. Our curriculum takes a holistic approach to environmental issues. Students are encouraged to actively participate in environmental conservation efforts, such as tree planting in their respective villages. We promote sustainable practices like wastewater recycling, rainwater harvesting, and emphasize the importance of responsible toilet usage. An essential component of our curriculum is the Field Study paper, compulsory for all postgraduate courses in their first semester. This initiative empowers students to delve into realworld social issues, identify problems, and propose solutions. Our institution's holistic approach to integrating cross-cutting issues into the curriculum not only aligns with university directives but also underscores our commitment to nurturing wellinformed, socially conscious, and ethically responsible individuals. Completion of MOOC course in the 3rd semester is made compulsory to get their PG degree.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

18

File Description	Documents
Any additional information	View File
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

423

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

1.4 - Feedback System

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

259

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

250

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

University courses are designed with clear objectives, including course outcomes and program-specific goals, ensuring students understand the focus of their studies from the beginning. This framework also aids students in evaluating their performance at the course's end. Feedback from students about the courses and faculty at the semester's conclusion helps identify and address gaps for improvement. Teaching methods emphasize interaction, innovation, and practical learning through tools like audio-visual aids, language labs, Google Classroom, industrial visits, fieldwork, and projects. Internal assessments are structured to foster independent work, with written assignments requiring individual research to boost confidence, writing skills, and analytical abilities. Seminars, another component of assessments, help students present assignments, enhancing public speaking skills and knowledge. Each department operates its own student association, guided by a faculty member. These associations organize activities like guest lectures, workshops, quizzes, and inter-collegiate events, promoting leadership, teamwork, and collaboration.

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

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

Number of Students	Number of Teachers
824	54

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

University courses are structured with clear objectives, including course goals, program-specific objectives, and outcomes. This ensures students understand the course's focus from the outset and can evaluate their performance at its conclusion. Student feedback on courses and faculty, collected at the semester's end, helps address gaps and improve quality.

Teaching methods emphasize interaction, innovation, and experiential learning. Departments utilize audio-visual tools, Google Classroom, industrial visits, fieldwork, and projects to enhance participative learning. Internal assessments are designed to promote independent work. Students submit written assignments individually, confidence, and writing proficiency. Seminars, another key component, enable students to present their work, improving public speaking and knowledge.

Each department has a student-run association guided by a faculty advisor. These associations organize subject-specific activities like guest lectures, workshops, quizzes, and inter-collegiate competitions. Such initiatives develop leadership, teamwork, and social skills among students.

This blend of structured objectives, innovative teaching methods, and participative activities ensures a holistic and enriching learning experience for all students.

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

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

At our institution, teachers effectively utilize ICT tools to enhance the teaching-learning process. Lessons were delivered using platforms like Google Meet. Teachers shared videos and e-materials through Google Classroom, which students also used for submitting assignments. Online tests were conducted for continuous internal assessment.

For each one-hour online session, 50 minutes were allocated for lectures and 10, minutes for doubt clarification and interaction, ensuring effective engagement. All students were able to access these online teaching methods seamlessly.

In addition to online tools, ICT integration continued during regular college hours. LCD projectors were used in seminar halls to teach key concepts through PPT presentations. Each class regularly had one session in this mode. Students also utilized PPT presentations for their seminars.

Social media platforms like WhatsApp were employed by tutors and heads for sharing information, collecting data, and sending SMS notifications. Mail IDs and WhatsApp groups were created for all first-year students to streamline communication.

This ICT-enabled system has significantly improved the teaching-learning experience, making it convenient and effective for both students and faculty.

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**

54

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**

54

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**

11

File Description	Documents
Any additional information	View File
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

499

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.

As an affiliate of Thiruvalluvar University, IAC adheres to the university's regulations concerning the evaluation process. Each semester, three(CIAs) are conducted. The institute ensures transparency and effective management of these assessments through the following processes: At the beginning of each semester, the schedules for CIAs are communicated to both students and faculty. These schedules are made available through the institute's academic calendar, which aligns with the university's calendar. The exam cell plays a pivotal role in framing comprehensive guidelines for the conduct of CIAs. Notifications and timetables for CIAs are circulated, prominently displayed on notice boards, and shared with students via WhatsApp. Seating arrangements and the list of invigilators responsible for supervision during examination days are shared. Subject teachers for each paper are responsible for the preparation/submission of question papers to the Exam Committee. The CIA tests are conducted efficiently, with attendance records maintained to ensure the

integrity of the assessment process. Following the assessments, faculty members evaluate answer scripts and provide students with an opportunity to seek clarification on their performance. Subsequently, the faculty submits the mark statements to the Principal for record-keeping. The marks obtained by students are promptly uploaded onto the Thiruvalluvar University Exam Portal and communicated to their parents, ensuring transparency and accessibility.

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

As an affiliate of Thiruvalluvar University, IAC adheres to the university's regulations concerning the evaluation process. Each semester, three (CIAs) are conducted. The institute ensures transparency and effective management of these assessments through the following processes: At the beginning of each semester, the schedules for CIAs are communicated to both students and faculty. These schedules are made available through the institute's academic calendar, which aligns with the university's calendar. The exam cell plays a pivotal role in framing comprehensive guidelines for the conduct of CIAs. Notifications and timetables for CIAs are circulated, prominently displayed on notice boards, and shared with students via WhatsApp. Seating arrangements and the list of invigilators responsible for supervision during examination days are shared. Subject teachers for each paper are responsible for the preparation/submission of question papers to the Exam Committee. The CIA tests are conducted efficiently, with attendance records maintained to ensure the integrity of the assessment process. Following the assessments, faculty members evaluate answer scripts and provide students with an opportunity to seek clarification on their performance. Subsequently, the faculty submits the mark statements to the Principal for record-keeping. The marks obtained by students are promptly uploaded onto the Thiruvalluvar University Exam Portal and communicated to their parents, ensuring transparency and accessibility.

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 institution ensures that Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) for all programs are clearly stated, displayed on the website, and effectively communicated to students and faculty. COs are introduced to students at the start of each course and emphasized during course discussions and unit transitions to reinforce understanding.

To promote alignment with educational objectives, POs and COs are shared with faculty and students through various channels, ensuring transparency and accountability. This public accessibility on the website underscores the institution's commitment to quality education and informed engagement.

Faculty members are trained in Outcome-Based Education (OBE) principles during department meetings and through orientation programs for newly recruited staff. This approach ensures all faculty are equipped to effectively implement and uphold the OBE framework.

By integrating these practices, the institution fosters a clear understanding of program goals and learning outcomes, promoting a transparent and goal-oriented academic environment.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

At Indo-American College (IAC), the attainment of Programme Outcomes (POs) and Course Outcomes (COs) is systematically evaluated to ensure high-quality education. The evaluation process integrates both direct and indirect assessment methods.

Direct assessments include exams, assignments, practical evaluations, and projects, all carefully aligned with COs to measure students' academic performance against specific learning objectives. Indirect assessments, such as surveys, feedback mechanisms, and alumni input, provide insights into students' perceptions and long-term outcome attainment.

The attainment of COs is calculated by mapping individual question scores from internal assessments and final exams to the corresponding COs. A weighted average of these scores determines CO achievement. POs are evaluated by mapping the attainment levels of COs to POs using predefined rubrics, followed by calculating the cumulative attainment levels for each program.

Assessment data is analyzed to identify areas where students face challenges, enabling targeted improvements in teaching methods, curriculum, and support mechanisms. Regular faculty discussions and department reviews ensure alignment with Outcome-Based Education (OBE) principles.

Feedback from alumni and students informs continuous improvement efforts, ensuring that IAC students not only meet but exceed their educational outcomes. This systematic approach underscores the institution's commitment to academic excellence and holistic development.

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

2.6.3 - Pass percentage of Students during the year

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

during the year

172

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://iac-cheyyar.com/wp-content/uploads/2024/12/Annual-Report-for-the-AY-2023-2024.pdf

2.7 - Student Satisfaction Survey

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

<https://iac-cheyyar.com/wp-content/uploads/2024/12/SSS-23-24.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

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	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	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

The institution has developed a robust ecosystem designed to foster innovation, providing an environment where new ideas can flourish and be transformed into impactful solutions. This ecosystem is built on collaboration, with various stakeholders, including faculty, students, researchers, and industry partners, working together to address complex challenges.

The institution actively supports initiatives aimed at the creation and transfer of knowledge. These initiatives include

research programs and knowledge-sharing platforms that facilitate the exchange of insights and expertise both within the academic community and with external partners. By promoting a culture of creativity and continuous learning, the institution ensures that innovations not only stay at the cutting edge but also reach wider audiences, leading to real-world applications and societal impact.

Through its strong emphasis on knowledge creation and transfer, the institution serves as a catalyst for technological advancement and entrepreneurship, driving progress across various sectors. These efforts are instrumental in bridging the gap between research and practical application, ensuring that new knowledge is effectively disseminated and utilized for the benefit of society.

File Description	Documents
Upload any additional information	View File
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

5

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

1

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

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

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

20

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

3.4 - Extension Activities

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

Numerous extension activities are planned by the college to aid in their general development. The college manages NSS efficiently. The college engages in a number of community outreach initiatives. In a nearby adopted village, NSS hosts a residential seven-day camp. NSS volunteers conduct a variety of activities that address social issues, such as cleanliness, planting trees, environmental awareness, women's empowerment, national integrity, aids awareness, blood donation camp, tobacco, health check-up camp, etc. It seeks to foster the ideal of self-service, discipline, leadership, patriotism, and character development. Activities like road safety awareness, Swachhta Abhiyan, national equality awareness, and tree planting are organized by the college's NSS unit. In addition to NSS units, the college's various departments are aware of their responsibility to help students become responsible citizens of the nation by educating them about social issues through programs like Environmental Awareness, Personal Health and Hygiene, Diet Awareness, Road Safety, Tree Plantation, Plastic Eradication, Voters' Awareness (Rally), Health Check-Up Camps, Blood Donation Camps, etc. All of the aforementioned activities have a positive effect on the students; they foster relationships within the student body, help students develop their leadership abilities and self-confidence, help them uncover their hidden personalities, and raise awareness among the 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

14

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

12

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	View File
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

939

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
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

4

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

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

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

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
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 endeavours 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 43 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 Page 27/58 27-09-2023 10:23:45 Annual Quality Assurance Report of INDO-AMERICAN COLLEGE Access System. The Library is installed with 10 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. The Campus is spread across 13 acres, and has a multitude of facilities. Infrastructure amenities include 13ICT-enabled smart-classrooms, e-Content Lab, 8 halls/auditoria, 13 LCD projectors, 100 Mbps Wi-Fi, 10 Laboratories and Learning Centres, with labs for research and skill-development etc., Campus Computing facilities with 100 computers. Administrative and Academic Support is offered by the Placement Cell, Innovation and Entrepreneurship and

development cell (IED). Support is offered for other facilities include fire-extinguishers, 15KVA power generator, 8 CCTV-cameras, RO drinking- water.

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

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

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 Cricket, Volley Ball, Handball, Kabbadi, Badminton, and Kho-Kho.

2. Space for Table Tennis, Carrom and Chess.

3. Ground Space for Football and Cricket.

Facilities for Cultural Activities and Yoga

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

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

13

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)

2.73

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

4.2 - Library as a Learning Resource

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

The General Library, housed in Shankar Building, exemplifies modern library automation through the use of an Integrated Library Management System (ILMS). This system enhances the efficiency, accessibility, and organization of library resources and operations. The library's extensive collection includes 8,300 books, three journals, nine magazines, 224 CDs, and 220 back volumes of periodicals, covering a broad range of subjects such as English language and literature, physical and life sciences, computer science and applications, commerce, statistics and management. This collection is managed and accessed seamlessly through the ILMS.

Library is Operating from 9:15 am to 3:45 pm, the library is equipped with Wi-Fi to facilitate digital access. The ILMS, specifically the Auto-Lib software, automates the registration, cataloguing, and circulation processes, ensuring a smooth and efficient library experience. The library features a spacious reading hall accommodating over 50 students, providing a conducive environment for learning and research. All library users, including staff, students, and visitors, register their entry and exit using bar-coded Library IDs. This system ensures accurate tracking of library usage and activities.

The library subscribes to N-List, giving users access to extensive e-resources alongside physical texts and reference books. First-year students undergo an orientation to familiarize them with the library's facilities and services, and they receive User IDs and barcodes for accessing the library resources.

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

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

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

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

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

0.59

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

4.2.4 - 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

9

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 100 Mbps speed. There are 120 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.

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

4.3.2 - Number of Computers

100

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

34.98

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
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 out sourced. Gardeners are appointed permanently. In-house staff 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	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

180

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

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

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

410

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

and hygiene) ICT/computing skills

File Description	Documents
Link to Institutional website	www.iac-cheyyar.com
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

324

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

324

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

20

File Description	Documents
Self-attested list of students placed	View File
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

60

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)

Students' representation and engagement in various

administrative, co-curricular, and extracurricular activities are important aspects of a student's educational experience. These activities provide opportunities for students to develop leadership skills, socialize with their peers and gain knowledge about the curricular and extracurricular activities. To promote students' representation and engagement in these activities, the institution provides an array of opportunities for students' participation. The following activities show the representation of the student's active participation and engagement in various administrative, co-curricula, and extracurricular activities:

Internal Quality Assurance Cell (IQAC) Anti-Ragging Committee
 Students' Grievance Redressal Committee Sports Committee
 Cultural Committee NSS Unit The Committees hold regular meetings and chalk out the plan of action under their domain.

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

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

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

22

File Description	Documents
Report of the event	View File
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

Alumni play a crucial role in the Indo-American College, Cheyyar, and the institute has maintained a positive relationship with the industry and alumni since its inception. The primary goal is to enroll all graduates as members of the association and to facilitate alumni active participation in the institute's activities, events, and projects. The alumni meet will be hosted annually by the alumni association and supported by the management. The following actions were carried out with the assistance of Alumni.

Curriculum Enrichment: Alumni are engaged in the identification of curricular gaps and the development of value-added course modules. **Mentorship:** Alumni can play an active role in volunteer activities such as mentoring students in their respective fields of expertise. To exploit the rich experiences of former college students for the benefit of the institution. To aid students in finding suitable employment.

Placements/References: A college's alumni network is one of the most significant sources of placement opportunities for students. Alumni can assist students with company referrals and placement within their respective enterprises.

Administration: Alumni are members of the IQAC and contribute feedback to impart a quality system that is adaptable to current industry trends and needs

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Our institution's governance exemplifies effective leadership in perfect alignment with our vision and mission.

OUR VISION:

Education, be at the school level, at the Collegiate level and beyond should, among other things, infuse knowledge, shape character and promote critical and independent thinking, for the betterment of the individual, of the community and of the Universe at large. It should bring harmony, growth, happiness and serve as a tool to bring "Heaven on Earth". Hence our vision is to educate the individual and the society to achieve the goal.

OUR MISSION:

"Education is an endless journey through Knowledge and Enlightenment". To impart quality education and to play an effective role for all round development of the students. To emphasize discipline, creative talent and leadership. We aim to translate intellectual potential into performance that enrich our community and nation. We provide missionary mindset with value system. To inculcate as a proactive human being to transform a student into a leader of inspiration. In the pursuit of the vision and mission, Indo-American College is determined to discharge its duties and obligations with dedication.

The Principal is the Head of the institution, holding the necessary powers for academic and administrative work. She ensures the organization's management system, implementation and continuous improvement with the help of Department heads, committees and councils.

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

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

Major Decisions relating to academic and administration is taken by Governing body and it is executed by Principal through HODs. In turn faculty members in the department take charge of day to day activities. In the beginning of the academic year, Principal and IQAC coordinator conduct a meeting and discuss the complete process of the semester. At the beginning of the year various committees are constituted and responsibility are assigned to administer the college activities.

The concentration on regular lectures of the staff, timely completion of syllabus, guidance for better performances in exam. This is attained by regular meetings of department heads, staff members, conducted by principle from time to time. The staff receives motivation and support for all the activities from management. The participation of students in Sports, NSS, NCC, extracurricular activities is encouraged overall development of students. The college plans for all such implementations through academic calendar and the regular feedback from the students and staff members also. In the administration, non-teaching staff play vital role in managing the regular work.

Thus the role of management is very positive and forward looking. The principle is one the teachers of the concern body were all the subjects relating into decentralization of the college is discussed in the policy matter of the managements.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Governing body of the College formulates strategic plans in liaison with the vision and mission statements for educational excellence, ensuring holistic development of the students. Quality assurance and enhancement initiatives for the successful run of the institution are framed by the IQAC with inputs and guidance and establishment in various field like Education, sports, cultures, infra structure development from the Academic Vice President , Principal and Vice Principal. In the beginning of every academic year, annual planning is carried out by the governing body and the Management presents the perspective and strategic plans to the faculty.

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. The certificate courses will be conducted in par with the conditions framed by NAAC/UGC Motivate faculty to teach with video lectures which can also be made available for students after college hours. Each staff member should participate/Present papers in National//International Conferences. To motivate the sports and cultural students to climb up the ladder to receive awards at the National and International levels. In addition to formal degree course, departments undertake to provide certificate course in their respective domain in order to make their students better job prospects.

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

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 Principal is the academic head of the institution. The HODs are in charge of the respective departments. The institution has clear recruitment policy and service rules and procedures from entry to exit. The new recruits undergo an induction program to orient them about the organ gram and policies. The composition of the Admission Committee is as per the government norms and the Principal is the Chairperson. The committee formulates the admission policies following the guidelines of the University affiliated Self financing Institutions. The Principal and HOD anchor the admission process. The members include, Academic Vice Presidents and Secretary, Principal and Vice Principal. The committee meets every week to review the academic and administrative activities planned. The meetings are chaired by the Director and Secretary. Committees for Academic Affairs, Student Affairs, Training and Development, Sports and Library are headed by Physical Director and Librarian respectively. The General and Finance administration is headed by administrative superintendent and accountant supported with a team of technical and support staff.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://iac-cheyyar.com/organogram/
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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

The Institution follows several measures to make the faculty members comfortable, PF, casual leave, seed money for research work, permission to attend the programmes with registration fee, maternity leave, medical facility, raining programme for research, faculty development programme, Free Wi-Fi & transportation etc. are provided. FDP and Orientation Programme as per Institution norms. The Institution also encourages the faculty for publishing books by providing the publication cost of the book. Financial Assistance to attend Seminar / Conference / Workshops and FDP to update the quality of teachers, the Institution provides the registration cost for participating in seminars, conferences, workshops and Faculty Development Programs. Interest Free Salary Advance: the institution provides interest free advance salary to the faculty. On-duty for Professional Development, the Institution constantly encourages the faculty to participate in programs for their professional development Programs. The faculty who is willing to participate in the programs have to intimate in advance and they can avail on-duty.

Women employees may be granted maternity leave for a period of 3 months. The College ensures staff well-being with full time professional counselors and indoor games facilities. Two set of uniforms are provided non-teaching staffs, Breakfast, lunch tea for drivers, and daily refreshment for all staffs.

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

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

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

0

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

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

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

3

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	View File
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

20

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

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. As part of quality initiative the IQAC introduced a new methodology to get direct performance appraisal feedback from students at the end of year. The representatives from the Management, Principal, Vice Principal, and IQAC Team have a face-to-face interaction with the students.

1.The head 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. ASV - every year, conducts with other department supervise the performance of 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.

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

Our institution has appointed a qualified chartered accountant to conduct periodic statutory audit of the accounts maintain by the college. The audit monitors effective and efficient financial resource use. External auditor statement shows the mean value of expenditure as fee of the students. Auditors verify income, expenditure, bills and vouchers are thoroughly verified, the prepared balance sheet submitting a report to the management through the Principal. The internal audit helps the management to understand the financial requirements and the suggestions are given/taken to utilize the fund mobilized through various sources. Our-college is non commercial organization. The audited statements are filed

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

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

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

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

25000

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
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 principal is authorized it form a committee to supervise and approve the fund rising communications, activities. The allocated funds are utilized for salary and to purchase equipment, chemicals, software's, magazines, journals, reformation, research, organize seminars, training programs, workshops, conferences. Cash prizes are awarded to the

students for their achievements. The Alumina of the students are given fee concession when they join Post graduate in our institution.

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 submits the proposal to the management. Requirement of the equipment and 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 college takes academic audit of each department and various committees every year through IQAC to increase and maintain the quality of education. As part of quality initiative the IQAC introduced a new methodology to get direct performance strategies by continuously reviewing feedback from students at the end of year. The representatives from the Management, Principal, Vice-Principal, Academic Affairs Coordinator, Student Affairs Advisor and IQAC Team have a face-to-face interaction with the students. Department heads/IQAC members evaluate processes from a quality perspective, considering feedback from faculty, alumni, parents, and industry experts. Regular interactions with industry and academic experts help in curriculum enrichment. The use of ICT tools has become an integral part in teaching -learning process. IQAC always encouraged teachers to utilize these tools in classroom teaching and laboratories. IQAC prepares the plan to include

the use and enrichment of ICT infrastructure expecting from each departments. Various initiatives have been undertaken, such as forming an alumni association, organizing FDP, 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

In Accordance with the pandemic situations covid-19, apart from the regular online classes conduction through google meet - the institution created an online communication system through group mail - id for sharing the college activities. Faculty is encouraged to pursue research projects and academic presentations. Extension activities encompass welfare programs, vaccination camps, and awareness campaigns. 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. Governance involves inhouse 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

<p>6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</p>	<p>A. All of the above</p>
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File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Our Institution is a Self financing college. The Students who are studying here coming from different socia economic backgrounds. Moreover, our founder Mr. Abboy Naidu an agriculture from vallam near Cheyyar, ardently believed that education is the best tool and perhaps the only tool for the advancement of an individual and the society. The college has 'Gender Equality Policy' to ensure parity between men and women. 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. Our college anti ragging cell and women's grievance cell always monitor the behavior of the student's especially first year students. Every year, Women's Cell organizes a number of awareness programmes, workshops and competitions which help the girl students realize their potential. Facilities such as Safety and Security are assured in the campus 24/7. Surveillance is maintained through CCTV. Separate hostel facility is provided for girls and boys. Common Room for girl is available. Counseling the students to manage interpersonal relationship, improve communication, gain positive attitude towards life, set goals, show progress and acquire resilience.

File Description	Documents
Annual gender sensitization action plan	https://iac-cheyyar.com/womens-cell/
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	C. Any 2 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

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 are maintained by 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, canteen and at different locations in the campus. Sweepers are allotted to each building who manage 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. A sewage treatment plant for the college is being conceived. This treated water is then used for the gardening and other purpose. E- Waste is collected from all the departments and sent out of the college for further recycling.

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

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1. Restricted entry of automobiles

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

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

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

7.1.6.1 - The institutional environment and 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	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has 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

B. Any 3 of the above

Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

The college has academic excellence for the past 25 years. The institution implements positive affirmation policies that aim to create a diverse student body by giving preference to minorities girls and differently-able students during the admission process. The existence of a vibrant students counsel students mentor and mentee system helps the students to discuss and have to pave a cordial relations with each others. Student Induction program is in place to support students from drivers backgrounds in their transition to the institution. The program helps them settle down negative cultural differences and build new friendships. A prompt and fair grievance redressel 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 provides various scholarship such as government scholarships, NGO, Private and Individual sponsorship. Merit-based fee concessions and waivers are provided to support students with financial constraints. Cultural programs, such as Ayutha

pooja, Vinayagar Chathurthi Tamil New Year and fresher's day and annual day provide a platform for students to showcase their talents.

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

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

The sensitization of students and employees of institution to the constitutional obligations, values, rights duties and responsibilities of the citizens are highlighted through the conduct of various Awareness Programmes like Celebration of Constitution day and Voters Awareness day in collaboration with District Management and local taluk authorities, Mock polling, Signature camping to follow ethics in the election, participation in Election as volunteers to help the election authorities. The several noteworthy programs like Consumer day, Science day, National Social Service Day, National Youth day, International yoga day, International Women's day, Gandhi jayanthi, Dr.B.R.Ambedkar jayanthi, Dr.A.P.J. Abdul Kalaam Jayanthi etc., to sensitize its values by providing opportunities to participate and celebrate commemorative and national days of importance. 'Thought for the day' is given by each staff member to educate the students about life dharma and values to convert good students in to a good citizen.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	www.iac-cheyyar.com/students-welfare/
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,

A. All of the above

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

4. Annual awareness programmes on Code of Conduct are organized

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

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

The institution is follows good ethics. To promote unity and brotherhood, the institution commemorates various festivals, transcending religious, linguistic, and regional diversities. These celebrations emphasize the dignity 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 environment 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 benefits from these enriching programs.

In commemoration of various national and international events and festivals, our institution celebrates various functions like International Yoga day, Independence Day, Teachers day, Gandhi Jayanthi Celebration, National Science day, Indian republic day, International Women's day and World water day. This the conclusive proof that our college has concern not only about our students but also about the society.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
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.

Best Practice -I (2023 -2024)

Adequate Infrastructure and Green Environment

Since establishment, our College is having good and constant maintenance of clean environment to attract the minds of the students towards improving academic credentials. One of important pride is the premises of the college is a noise-free atmosphere and having sound non-pollution because of large number of trees has been maintained by our management is a welcoming one for the best results in the reduction of the spreading of communicable health issues. The laboratory facilities are upgrading time to time according to the need of the syllabus of our Thiruvalluvar University. Our institution has the strong vision in the implementation of both mental and physical wellness of the students through proper sporting and various extension activities.

Our institute provides the excellent classrooms and good infrastructure with clean and pleasing environment. All the physical constructions of the campus are being refurbished by time to time and the same being maintained by painting periodically to avoid the de-coloring and dust formation. In the labs, the laboratory and the equipments items are being purchased and have been serviced from time to time, according to the mandatory requirements of our University regulations, laboratory facilities are installed with the following procedures to be undertaken.

File Description	Documents
Best practices in the Institutional website	www.iac-cheyyar.com/best-practices/
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

Mentorship is the influence, guidance, or direction given by a mentor. Mentoring is a process for the informal transmission of knowledge and the psychosocial support perceived by the recipient as relevant to work, career or professional development mentoring entails informal communication, usually face-to-face and during a sustained period of time, between a person who is perceived to have greater relevant knowledge, wisdom, or experience and a person who is perceived to have less. The mentee is the student who needs to absorb the mentor's knowledge and have the ambition and desire to know what to do with this knowledge. This means that the mentee determines the capacity of the mentoring connection. The mentee decides upon the amount of help and guidance. The mentor-mentee relationship is a professional and interpersonal relationship. It exists between a mentor and a mentee. Mentors are different from coaches and act as facilitators to their mentees. They do this by offering advice and support, as well as helping them to develop new skills. In this context to manage the challenges created by the COVID-19 situation, our college management has introduced a new concept called Student Mentor-Mentee system in the institution.

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 monitor quality assurance & quality enhancement activities of the institution.
- To implement suggestions made in the academic audit report by the audit team and to prepare & apply for 3rd cycle of NAAC reaccreditation.
- To digitalize the research papers published by staff members in peer-reviewed journals.
- To improve & increase the available recourses for research purposes.
- To enter into MOUs with corporate and industry associations to promote academia-industry linkage.
- To foster and strengthen the relationship of alumni with the institution.
- To encourage faculty to undertake consultancy assignments.
- To devise new techniques to improve the existing teaching, learning & evaluation process.
- To encourage students to use open-source tools & software and to contribute to the open-source community.
- To encourage students to go for sports and cultural activities.
- To give additional thrust to campus placement initiatives.
- To holistic value-based education and inculcate entrepreneurial abilities of students.
- To obtain top rank in the NIRF ranking.
- To further strengthen the ICT.
- To create an incubation centre in the campus.
- To focus more on research and development activities.