



## **YEARLY STATUS REPORT - 2022-2023**

### **Part A**

#### **Data of the Institution**

##### **1.Name of the Institution**

**NESAMONY MEMORIAL CHRISTIAN COLLEGE**

- Name of the Head of the institution **DR. K. PAULRAJ**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **04651-270257**
- Mobile no **9443370257**
- Registered e-mail **principalnmcc2014@gmail.com**
- Alternate e-mail **iqacnmccm@gmail.com**
- Address **MAIN ROAD, MARTHANDAM,  
KANNIYAKUMARI DISTRICT, PIN  
629165**
- City/Town **MARTHANDAM**
- State/UT **TAMILNADU**
- Pin Code **629165**

##### **2.Institutional status**

- Affiliated /Constituent **AFFILIATED**
- Type of Institution **Co-education**
- Location **Semi-Urban**

- Financial Status UGC 2f and 12(B)
  
- Name of the Affiliating University MANONMANIAM SUNDARANAR UNIVERSITY
- Name of the IQAC Coordinator DR. TIBI THOMAS R.S
- Phone No. 04651270257
- Alternate phone No. 04651272059
- Mobile 9442556824
- IQAC e-mail address iqacnmccm@gmail.com
- Alternate Email address iqac@nmcc.ac.in

**3. Website address (Web link of the AQAR (Previous Academic Year))** [https://nmcc.ac.in/iqac/nmcc\\_agar\\_2021\\_22.pdf](https://nmcc.ac.in/iqac/nmcc_agar_2021_22.pdf)

**4. Whether Academic Calendar prepared during the year?** Yes

- if yes, whether it is uploaded in the Institutional website Web link: [www.nmcc.ac.in](http://www.nmcc.ac.in)

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	76.50	2003	29/04/2003	28/04/2008
Cycle 2	A	3.01	2014	06/05/2014	05/05/2019

**6. Date of Establishment of IQAC** 16/06/2004

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. G.M. Sunder Singh	Workshop grant on Sustainability and Challenges of Working Women in Tamil Nadu	Indian Council of Historical Research	2022-2023	30000
Dr. N. Arun Fred	Research Project	Indian Council of Social Science Research	2022-2023	20000
Dr. G.M. Sunder Singh	Workshop	Indian Council of Social Science Research	2022-2023	72000
V M Bebincy	UGC Fellowship	UGC	2022-2023	437543
T P Nisha	UGC Fellowship	UGC	2022-2023	467400

**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** **4**

- 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)**

Introduction of an additional batch of MA English Programme to satisfy the increased demand of the students.

Conduction of Orientation Programmes for Staff and Students

Construction of a Seminar Hall near the Bishop Selvamony Block

Installation of an Incinerator in the Girls' Retiring Hall

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

Plan of Action	Achievements/Outcomes
To complete the construction of the new Language Lab	80 new systems were added to the well furnished air conditioned lab
Installation of an Incinerator in the Girls' Retiring Hall	disposal of Sanitary napkins and other wastes
Construction of a new Seminar Hall	to satisfy the needs of the departments to conduct more programmes for students

**13. Whether the AQAR was placed before statutory body?** **No**

- Name of the statutory body

Name	Date of meeting(s)
Staff Council and Governing Body	Nil

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

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<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://nmcc.ac.in/iqac/nmcc_agar_2021_22.pdf">https://nmcc.ac.in/iqac/nmcc_agar_2021_22.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.nmcc.ac.in">www.nmcc.ac.in</a>				
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<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
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Construction of a new Seminar Hall	to satisfy the needs of the departments to conduct more programmes for students
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Staff Council and Governing Body	Nil
<b>14. Whether institutional data submitted to AISHE</b>	



Year	Date of Submission
2022-2023	04/04/2024

### 15. Multidisciplinary / interdisciplinary

The institution is active in promoting a multidisciplinary approach, encouraging collaboration among staff through interdisciplinary research initiatives. Numerous conferences and seminars are regularly organized, covering a diverse range of topics. Innovative interdisciplinary courses have become part of the curriculum for undergraduate programs, enabling students to explore diverse subjects. The college maintains a strict master schedule, which ensures that hours are allocated in a systematic manner for various activities. Non-major elective courses provide students with opportunities to explore different disciplines. English literature students have the option to choose history as their non-major elective, while history students focus on English language. Malayalam students choose Arimuga Tamil, and Environmental Studies (EVS) is a common choice for all. Students can also pursue Certificate Programmes that align with their interests and career goals through Career Oriented Programmes and Add-on Courses, which are available in addition to the regular programmes. Through this comprehensive approach, the educational experience is improved and an understanding of various subjects is encouraged.

### 16. Academic bank of credits (ABC):

The Choice-Based Credit System allows students to choose courses from the comprehensive syllabus, and each course is given a specific credit value. The system encourages academic flexibility and allows students to tailor their educational journey according to their interests and career goals. The institution is committed to staying up-to-date with educational advancements by actively incorporating recommendations from the New Education Policy 2020 into the curriculum. Students are exposed to contemporary and relevant knowledge through this dynamic approach, which aligns with the evolving landscape of education. Every student is successfully enrolled in the credit system thereby promoting a sense of inclusivity and accessibility. The ABC credit system not only serves as a record of academic accomplishments but also functions as a strategic tool for students to plan their academic progression. It encourages a thoughtful and purposeful selection of courses, promoting a holistic learning experience that goes beyond mere credit accumulation. In essence, the institution's commitment to the ABC credit system reflects a proactive approach

to education, emphasizing both individualized learning and complying with contemporary educational frameworks. This multifaceted system not only nurtures academic growth but also prepares students for the dynamic challenges of the modern educational landscape.

### **17.Skill development:**

The curriculum framed by the university focuses on developing essential skills that are crucial for success in various professional fields. Through targeted coursework and extracurricular activities, students are encouraged to develop and refine their leadership abilities, which will prepare them for future roles where effective leadership is key. To meet the changing demands of the job market, the university's capacity-building programs are meticulously designed to improve students' employability and proficiency in 21st-century competencies. The Career and Placement cell's proactive efforts reinforce the emphasis on skill development. Students are equipped with the skills and experiences needed for career advancement through a diverse array of programs that span both virtual and physical realms. Professional success is based on the importance of effective communication skills, particularly fluency and pronunciation in English. The language lab conducts specialized training sessions to hone students' language abilities and equip them with the communication skills needed to excel in diverse professional settings. In addition to the regular programmes, the college offers a variety of Career-Oriented Certificate Programs that offer practical experience and specialized knowledge in new areas. The inclusion of a handicraft course in the curriculum encourages holistic skill development, enabling students to display their creativity and acquire practical experience in product development and presentation. Furthermore, the college's Entrepreneurship Cell serves as a catalyst for innovation and enterprise, guiding students through the process of business creation and development.

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

The college is dedicated to integrating Indian knowledge systems and incorporates Yoga into its curriculum for second-year undergraduate students. Regular yoga classes and exams are conducted by a specialized yoga instructor to ensure a comprehensive understanding of this holistic practice. Language diversity is the primary focus, which enables students to select between Tamil and Malayalam as their preferred language in the

early stages of their studies. The institution demonstrates its linguistic richness through passionate Tamil and Malayalam classes, with its extensive faculty of 20 Tamil teachers, 2 Malayalam teachers, and a Hindi teacher. Language competitions and special events are promoted by the Youth Welfare Committee. Additionally, language education encompasses programs such as B.A. Tamil Literature, M.A. Tamil Literature, MPhil Tamil, and PhD in Tamil, which emphasize the importance of Tamil language and literature. Both Tamil and English mediums are taught in the B.A. History program, which emphasizes the commitment to linguistic diversity. The college successfully transitioned to online classes using platforms such as Google Meet and Zoom in response to the pandemic. Courses were conducted in regional languages and learning materials were translated accordingly to ensure inclusiveness. Google Classroom and YouTube were used to record and share video lessons, promoting a multi-platform approach to virtual education. To summarize, the institution's commitment to integrating Indian knowledge systems, promoting linguistic diversity, and adopting online education in regional languages leads to a culturally enriched and comprehensive education in urban design.

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

The curriculum is meticulously designed to prioritize outcome-based education. Extensive research and discussions take place at various levels during Academic Council and Board of Studies meetings to ensure its effectiveness. The university takes a proactive approach in defining Program Objectives and Course Objectives, aligning them with the desired outcomes for each course. These objectives serve as guiding principles, outlining the skills and knowledge students are expected to develop by the conclusion of the course. Evaluation of student progress is a crucial aspect of the curriculum. The skills developed and outcomes achieved are assessed at the end of every course. The university uses Bloom's Taxonomy to measure the achievement level of students in each course, giving a comprehensive understanding of their proficiency and growth.

#### **20.Distance education/online education:**

The programmes of Manonmaniam Sundaranar University Tirunelveli are offered through the distance mode. The University offers comprehensive distance education programs through its dedicated study centre on campus. The enrolled students under distance education have the option to attend classes on Saturdays, Sundays, and government holidays. These sessions are conducted by

teachers on an hourly basis to ensure adaptability to students' needs. To streamline administrative functions and support student inquiries, an office room within the college premises has been allotted for the distance education program. Essential learning materials like books and notes are provided to students to enrich their coursework and create a conducive learning environment. To ensure academic progress, attendance is closely monitored to foster students' active engagement with the curriculum. During the pandemic, the college rapidly moved from traditional classroom sessions to online platforms. Instructional sessions were conducted using Google Meet and Zoom, and Google Classroom to enhance material dissemination. Additional communication channels such as WhatsApp and Gmail were utilized for efficient interaction and resource sharing with students. To make course materials more accessible and flexible, recorded video lessons were uploaded to both Google Classroom and YouTube, which allowed students to engage with them at their convenience. This multi-faceted approach reflects the college's commitment to provide quality distance education.

### Extended Profile

#### 1.Programme

1.1	1330
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

#### 2.Student

2.1	3836
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	1194
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
2.3	<b>1480</b>
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	<b>185</b>
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	<b>185</b>
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	<b>124</b>
Total number of Classrooms and Seminar halls	
4.2	<b>468.81</b>
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	<b>547</b>
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

The institution follows the curriculum prepared by the affiliated university. Following the academic calendar prepared by the university the college also prepares an academic calendar in the beginning of the academic year. At the department level, an action plan is prepared for each academic year by the Head of the Department. The elective papers are selected well in advance and time table, subject allotment, class teachers, mentors, project guides are allotted as per the decisions taken in the Staff meetings. Course plan is prepared by all the teachers and is recorded in their course diary. Different methods like lecture method, demonstrations, discussions, seminar presentations and audio-visuals are used in teaching. Video lessons prepared by the teachers and YouTube videos are also used for teaching. The students are also taken for field visits and study tours, based on their curriculum needs.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

Three internal exams are planned and conducted during each semester and the average of the best two exam results are taken for grading. Periodic evaluation is also done through assignments, seminar presentations, quizzes and weekly tests. The results of students are analysed by staff and discussed in the department meetings. Feedback is also collected from students, teachers, alumni and employers.

A grievance redressal committee functions in the college to address the grievances of the students. A complaint box is also fixed near the principal's office for the students to drop their complaints. The mechanism of internal assessment is robust and maintains objectivity and transparency during the conduct of internal examinations and consolidation of the marks. The answer scripts are distributed to the students, the marks are entered in the course file of the teacher and displayed in the department notice board and then uploaded in the online portal of the college

and website and finally to the university.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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**

47

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

14

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**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	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

The curriculum followed by the institution addresses various issues related to Professional Ethics, Environment and Sustainability, Gender and Human Values. Value Education is stressed by including a course on Value and Moral Education for the first-year Undergraduate students. The Curriculum also include courses like Environmental Studies, Value Based Education, Personality Development, Women's Studies, Public Health and Hygiene, Entrepreneurship Development, etc. to integrate these cross-cutting issues. In addition to these, Seminars, Workshops and Capacity Building programmes are organised by the institution to address these issues. Several Environmental issues are addressed in the special camps organised by the NSS, NCC and Youth Red Cross. Waste Management System, Energy Conservation through Solar Plant and Biogas Plant are initiated by the institution. The Eco Club is involved in the plantation of trees inside and outside the campus. The Youth welfare and Fine Arts Club conducts various



programmes in Art and Literature with focus on various issues pertaining to Gender, Environment, Ethics and Values. The institution along with the staff and students also offer help to orphanages and old age homes, and supplies food and clothing to the needy people thereby creating awareness to the students on many social issues.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

37

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

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

1316

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 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	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
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	<a href="#">View File</a>
URL for feedback report	Nil

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

**1381**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

1333

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Advanced and slow learners are identified based on their classroom responses as well as their performance in unit tests and internal examinations. The teachers create a separate list of slow and advanced learners and conducts remedial classes for the weaker students. The teachers check whether the students are able to comprehend the topic well. If they don't understand the topic or teaching, it will be explained to them again in simple ways.

Advanced learners are encouraged to speak frequently with their teachers about their concerns in a formal setting. For their advanced studies, students are encouraged to consult advanced textbooks, journals, and other e-resources. Students prepare assignments and projects at home. They are encouraged to participate in seminars, poster presentations, quizzes, debates etc. Peer teaching is also conducted. This gives more confidence to the advanced learners and thereby helps the slow learners to learn from their peers.

Special programmes for advanced learners

- Extended Library Use
- Engagement in Peer Teaching

- Writing Assignments on more Challenging Topics
- Paper Presentation in Seminars/Workshops/Conferences

#### Special programmes for slow learners

- Conducting Extra Classes
- Providing lectures uploaded on web and YouTube to improve basic understanding of the subject
- Assistance from classmates

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
3797	185

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

Internal assessments are designed in such a way that they encourage students to work independently. Students are required to submit written assignments, by conducting research on the assigned topic in order to boost their confidence, and to instil interest in research activities. Seminars help students in presenting their assignments, assisting them in overcoming stage fright and also developing oratory skills.

#### Experiential learning

Industrial / field visits, Internship, Certification Courses (Value Added Courses) to develop their expertise, Proficiency in soft and communication skills through lab sessions, lectures on topics relevant to employment skills.

### Participative learning

Management Fest and Club Activities organized by the students in which they participate and learn from each other.

Quizzes are organised for students at intra or inter college level.

### Problem Solving Methodologies

Giving assignments and discussion topics in the class.

### Case Study Analysis and Discussion

### Class presentations

Project methods, Interactive methods: student participation in group discussion, role-play, subject quiz, news analysis, educational games, discussion and questions and answers on current affairs, etc.

Teachers make their classes more interactive, encouraging creative and critical thinking. Audio-visual tools, language labs, Google Classroom, industrial visits, field work, and projects provide experiential and participatory learning.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

Teachers use online educational resources and blended learning platforms to effectively deliver content and provide students with an enhanced learning experience. Platforms such as YouTube, WhatsApp groups, Google Meet etc. are used to communicate, provide study materials, make announcements, conduct tests, upload assignments, create presentations, answer questions, and share information.

Free Internet and Wi-Fi are made available to all the Staff and students. The PPTs are enabled with animations and simulations to

improve the effectiveness of the teaching- learning process. To teach mathematical subjects online, teachers use various online tools like whiteboard, Jamboard etc. The use of multimedia teaching aids like, LCD projectors, internet enabled computer/laptops is usually in use in the classrooms.

All the departments conduct seminars, workshops and arrange guest lectures on the new developments in the core subjects for effective teaching and learning. Seminar halls are equipped with multimedia facilities. E-journals and e-books are available in the library for the staff and students.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 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

185

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

## 2.4 - Teacher Profile and Quality

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

185

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

167

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

2115

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The institutional level continuous internal evaluation system (CIE) adheres to the guidelines established by the affiliating university. Teachers complete the portions allotted to them based on the syllabus as outlined in the lesson plan and course diary. For each course, three internal examinations are conducted and the average of the best two performances are taken for grading. This is calculated for 20 marks for UG and 15 marks for PG. In addition to this for UG, assignments are awarded 5 marks, while for PG, assignments and seminar presentations are together considered for 10 marks. The external examination is conducted for 75 marks. In addition to internal exams, weekly tests and quizzes are conducted.

The marks earned by students in a class are posted on the department notice board and are uploaded in the college website, and individual marks are sent to students and parents via SMS. During the Department's class-by-class parent meetings, the performance of the wards is also discussed with the parents. Students' achievements in co-curricular and extracurricular activities are also documented, and they are encouraged by giving special awards and prizes.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

An examination committee, comprised of a senior teacher as convener and several other teaching and non-teaching staff as members is formed at the institutional level to handle internal examination related grievances. The teacher distributes the evaluated answer scripts to the students and discusses the answers in the class. If the students notice any discrepancy, such as mistakes in the question paper, mark allocation, or correction, the concerned teacher will resolve the discrepancy and make the necessary corrections. If a student is dissatisfied with the marks awarded by the teacher, he/she may appeal to the HOD. All such representations are taken positively and, if necessary, reassessed by another teacher.

SMS notifies parents about their ward's performance. The faculty mentor counsels students, and remedial classes are held for



students who have failed in the examinations. Internal assessment retests are given to students who are absent from internal exams for legitimate reasons. Internal Assessment marks are entered into the University web portal within a specific time frame and they are also displayed in the college website.

File Description	Documents
Any additional information	<a href="#">View File</a>
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 learning outcomes of the programmes and courses offered by the college are clearly stated, and the following mechanism is used to communicate the learning outcomes to teachers and students. Hard copies of the syllabi and Learning Outcomes are available in the college/departments for teachers and students for reference. The learning outcomes of the programmes and courses are highlighted and made known to students at the beginning of the session during the induction ceremony-cum-orientation programme. It is also uploaded in the college website. The significance of learning outcomes are discussed by teachers during staff meetings and IQAC meetings.

The learning outcomes are also defined by the university and clearly stated in the syllabus framed by the University. The Programme Specific Outcomes are closely related to the syllabus content. The outcomes are discussed with students in the classroom. Every department plans and executes all activities in accordance with the programme and course outcomes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://nmcc.ac.in/IQACCourseobjectivesandoutcome.aspx">https://nmcc.ac.in/IQACCourseobjectivesandoutcome.aspx</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The course outcomes are reviewed at the start of each unit and at the end of each unit. Every class hour, an environment is created in which the teacher interacts closely with the students and the students freely express their difficulties. Assignments are given and their performance indicates whether the student has assimilated knowledge of the subjects taught.

The direct assessment reflects the students' performance in formative and summative examinations, seminars, and assignments. The achievement of COs is quantified using these tools. Formative assessment entails teachers using continuous assessment throughout the course of the study to measure and improve student learning. They allow teachers to track the extent to which course objectives are met. Its primary goal is to identify deficiencies so that appropriate learning interventions can take place, allowing students to master the necessary skills and knowledge.

**Internal Assessment:** This is a formative assessment used to evaluate the student's academic performance on a regular basis

**Seminars:** The seminar evaluates students' interactions with peers and teachers on assigned topics. Content, preparation, presentation, and communication abilities are all evaluated.

**Assignment:** The assignment is intended to assess students' understanding of the assigned topic, ability to gather information, comprehension, innovation/ideas, and creativity.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

1099

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

## 2.7 - Student Satisfaction Survey

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

[www.nmcc.ac.in](http://www.nmcc.ac.in)

## 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)**

0.2

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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**

83

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

### 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

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
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

With the purpose of systematically fostering the culture of Innovation and entrepreneurship in all the departments of the institution, IIC and EDC have been functioning since 2018. Since the inception of the Institutional Innovation Council the college has been a member institute participating in programmes like Innovation Ranking, Hackathons, and Innovation Ambassador. The institution conducts activities to boost the innovation culture among the student community. The institution has identified honey bee cultivation as a significant trust area and provides regular training to the students from production to marketing of honey. A pre-incubation unit is being established with the honey business in the initial phase. The institution is conducting a feasibility study to identify a trusted area for finalizing the incubation unit.

As the institution is from a rural background and the entrepreneurship ecosystem in the district is not up to the levels

creating awareness is important to kick start. Therefore, the institution is concentrating on doing more awareness campaigns with district entrepreneurship units like EDII, DIC, and TIC. The students are provided with knowledge about business plan preparation, schemes for starting new businesses, and provided with field trips to local markets and industries.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

10

File Description	Documents
Report of the event	No File Uploaded
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

23

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)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

99

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

102

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

Extension activities are carried out in the neighbourhood community, sensitizing students to social issues, for their holistic development. The NSS, NCC, YRC volunteers are involved in this work. The main objective of these clubs is to create a bridge between the community and the Institution through outreach and extension program. The extension activities help the students to understand the needs of the people, to analyse their needs and work for their welfare with the support of the stakeholders. Gender sensitization programs are conducted to spread the message of 'Gender Equity' for creating a better world. Several awareness programmes are conducted addressing issues of health and hygiene, environmental pollution, plantation of trees, say no to plastic, blood donation camps, serving of food packets to the poor, helmet

awareness rally, Voting awareness rally, and so on. The Communication Club of the college conducts several programmes in government schools and orphanages to develop their communication skills.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 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

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

### 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

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

17

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>



### 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

17

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

## 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 college ensures the quality of teaching-learning & research. Adequate infrastructure and physical facilities of the college strengthen the quality of education. It comprises a well-maintained green campus spread over 13 acres, on which buildings are constructed as ten separate blocks for accommodating classrooms, laboratories, seminar halls, library etc. The building includes an administrative office, central library, language lab, indoor stadium, retiring hall for girls, canteen, etc. Besides the buildings, the college has a spacious playground for sports and games activities.

The college has a sufficient number of well-furnished, ventilated, spacious & lighted classrooms, laboratories and seminar halls to accommodate the teaching-learning process effectively. All classrooms & laboratories are clean and tidy. Moreover, the seminar halls are air-conditioned and equipped with ICT facilities. The college campus is enabled with Wi-Fi facility, which enables the staff and students to access the internet during working hours. All the students have health coverage under a group insurance scheme. The college maintains two solar plants and four generators are used for uninterrupted power supply. Moreover,

rainwater harvesting, vermicompost plant and a bio-gas plant are the other highlights.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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 has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc. The Youth Welfare and Fine Arts Club has a separate room for training the students in various cultural activities. The students are trained in dance, singing, acting, mime etc. They participate in various cultural competitions conducted by colleges and universities. The college has a big playground which is used for training students in Athletics, Sports and games. The students are trained in Cricket, Football, Kabbadi, Hockey, Throwball, Coco etc. There is an indoor stadium in the college for promoting the indoor games. In addition to these there is a gymnasium and Yoga centre in the college for Fitness and care.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.

28

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

8.83

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The central library of the college, known as Rev. James Emlyn Memorial Library, functions in the Emlyn block, spreading in an area of 777 sq.m. The library has a collection of 62,300 books, periodicals, journals & magazines, book bank, previous year question papers and CD-ROMs. The reading hall can accommodate nearly 100 readers at a time. In addition to the central library, most of the departments have departmental libraries.

The library is automated with LMS, a software developed by the college in 2008 and upgraded periodically. Various housekeeping activities of the library such as book entry, customer entry, issue & return of books are done through the software. The important modules used in LMS software are as follows

- Book entry
- Customer entry
- Circulation
- Reports
- Barcode technology
- OPAC

A computer is installed in the library for OPAC, which enables the users to know the status of the book.

The college is the member of N-LIST programme. Under N-LIST, the college has access to 6000+ e-journals, 164,300+ e-books through N-LIST and 60,000 through NDLI. All the staff and students have access to e-resources within the campus. Moreover, remote access to e-resources is in practice. The library is connected with Wi-Fi facility.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

2.15

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

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

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

72

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The Institution frequently updates its IT facilities including Wi-Fi. The computers are maintained in good condition and new additions are made each year in the departments, office, laboratories and language lab. A leased line of 150 MBPS speed is available in the campus. The entire campus is WIFI enabled and it is used by students, teachers and research scholars.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

##### 4.3.2 - Number of Computers

515

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

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

File Description	Documents
Upload any additional Information	<b>No File Uploaded</b>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

**294.70**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

**Library-** Every student studying in the college is eligible to become a member of the library. Users are not permitted to take personal belongings inside the library. At the beginning of every academic year, first-year graduate students are given an orientation on library resources.

**Laboratory-** The college offers separate spacious laboratories for

the UG, PG Research centres of Science Departments. All the laboratories have sophisticated equipment to conduct the practical and to perform experiments in connection with their research work. The students have to make entry in the log book during their entry and exit to the lab. The specimen needed for doing the practical are provided by the department with the support of the lab technicians. The practical demonstration will be given by the teacher in charge of the respective practical. The lab assistant should place order for the specimen. The research laboratories of our college contain delicate and advanced instruments and equipment. It is accessible for the scholars of our college for internal purposes within the campus. The students from other institutions will also be allowed to use the laboratory facilities upon request by respective student and principal.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

1535

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 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**

1535

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

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

1120

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

1120



File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## **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**

135

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

## 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

486

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

## 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

6

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

## 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.**

99

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 )

Based on the regulations of Manonmaniam Sundaranar University, members are elected for the students' council from each class and they elect the chairperson, vice chairperson, secretary and executive committee members to the students' council. Apart from this each class have two student representatives, one boy and a girl. The students' council works for the welfare of the students and guides them in various academic, co-curricular and extension activities

The teacher advisors guide the students' council for organizing various activities and competitions. The students are motivated and feel comfortable to take part in various activities under the council. The union organizes various activities such as Inauguration Day, food festivals, sports programmes, celebrations of days, Fine arts programmes, and various other programmes. The clubs and associations have their own student secretary and joint secretary to guide them. The Executive committees of IQAC, NSS, NCC, Eco club, women's cell etc have their student representatives added to execute all the activities effectively. Through all these student committees and clubs, the unity and cooperation of the students is confirmed.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

133

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

## 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

There is an Alumni Association that is functioning in the college. The outgoing students of the college becomes members of the Alumni association every year. They pay the membership fee and join as members. A Committee is formed with the Correspondent as the Patron and Principal as the Chairperson. It also has a President, Vice-President, Secretary, Joint Secretary, Treasurer and Executive members. The members are elected in the general body meeting. The executive committee meets once in 4 months and discusses various developmental activities of the college. In addition to the College Alumni Association the departments also have separate Department Alumni Association. They too conduct annual general body meetings and executive committee meetings. They conduct seminars, workshops, endowment lectures etc in the department. Every year the meritorious students and university

rank holders are honoured during the college day celebrations with mementos and cash awards.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The governance structure at NMCC stands as a strong indication of its dedication to actualize the institution's vision and mission. It perfectly aligns with the broader objective of establishing the college as a centre of excellence. The carefully crafted governance system features a unified strategy that propels the institution towards achieving its outlined objectives and goals in the vision. The structure reflects the institution's mission to provide excellent education and uplift the underprivileged with steadfast commitment.

The governance system's structure is made up of the Governing Body, Staff Council, IQAC, Heads of Departments, along with various committees and the Student Council. This structure has been meticulously created to enhance the quality and speed of decision-making and execution, while aligning perfectly with the institution's vision and mission. Different committees and teams work together, each with specific tasks that are assigned to them and defined roles and responsibilities. Decision-makers give priority to ethical, moral, and social responsibility, making sure that every decision contributes to the development of a sustainable community.

The staff council plays a crucial role in our governance

system. This collaborative approach results in decisions being made together, displaying a shared commitment to the institution's vision and mission.

File Description	Documents
Paste link for additional information	<a href="https://nmcc.ac.in/igac/General/Long%20term%20plan%20of%20the%20institution.pdf">https://nmcc.ac.in/igac/General/Long%20term%20plan%20of%20the%20institution.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

In keeping with its belief in sharing responsibilities and leadership and following the democratic traditions, the institution practises decentralisation and participatory management. The substantial delegation of authority to the Heads of the Departments in the college is a good example of this approach. The Head of the Department is responsible for overseeing the teaching plans of his or her department's members. He/she has the authority to make changes to the routine, as well as give teaching tasks and evaluation responsibilities. He/she often leads the planning of seminars, workshops, career counselling sessions, remedial measures, interdepartmental or/and inter-college exercises, departmental excursions, and study trips. He/she is free to implement inventive and new approaches to aid his/ her students. Department heads collaborate with their colleagues to plan, prepare, and publish the departmental magazine or newsletter. He/she plans and leads Parent-Teacher meetings, during which the wards' academic achievement is shared to the guardians. Through their effective management of their departments, Heads discharge their function as nodal agents of the academic and administrative processes in the college, joining hands with the principal and management by assigning various duties and responsibilities to the staff members of the departments.

File Description	Documents
Paste link for additional information	<a href="https://nmcc.ac.in/igac/CriteriaData/6.2.1.pdf">https://nmcc.ac.in/igac/CriteriaData/6.2.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**Admission to students:** Orientation programme is conducted followed by a bridge course to bridge the gap between school and college. Tests are conducted by various departments to assess the students. Knowledge gaps are identified and academic counselling is given to them. Every student is monitored by a mentor and the class teacher and interacts with them during any point of time.

**Teaching and learning:** Introducing ICT enabled teaching methods in the classroom. Steps are taken to include more computers, smart boards, LCD's for the students and teachers. Recorded videos were uploaded in YouTube for the students.

**Professional training for students and faculty:** Training sessions were arranged for both students and teachers. Several soft skill training programs, seminars and workshops were organised for the welfare of the students.

**Examination and Evaluation:** Internal examinations are conducted by the institution following the Academic calendar prepared by the institution and following the guidelines given by the affiliating university.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://nmcc.ac.in/igac/General/Institutional%20perspective%20plan.pdf">https://nmcc.ac.in/igac/General/Institutional%20perspective%20plan.pdf</a>
Upload any additional information	No File Uploaded

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

The college is owned and managed by the Kannyakumari Diocese of the Church of South India. The Executive Committee of the diocese appoints the Principal of the college. The college governing board, constituted by the diocese makes all other appointments subject to the approval of the executive committee. The major financial and administrative policies of the college are formulated by the governing board. The general Administration of the college is vested in the Principal. He is assisted by the vice principals in the day today administration of the college. The Principal shall be responsible for supervising the maintenance of the accounts and properties of the college in accordance with the rules stipulated by the university, the government and the management. The heads of departments join hands with the Principal in the organisation, coordination and smooth functioning of their departments.

The admission committee prepares the admission list of students and monitors the admission process. The IQAC fulfils the vision, mission, objective and benchmark set by the college. It focusses on enhancing quality in curricular aspects, teaching-learning process and research activities, to promote infrastructure, learning resources and extension activities.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://nmcc.ac.in/Organogram.aspx">https://nmcc.ac.in/Organogram.aspx</a>
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**



File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures for teaching and non- teaching staff. The Co-operative society provides welfare schemes for staff loans outside college. Hostel facility is provided for the lady faculty and girl students. The Canteen provides nutritious and hygienic food for staff and students at a nominal rate. The Canteen functions from 8 am to 5 pm. Library is open to teachers and students from 8:30 a.m. to 4:30 p.m. on all days except public holidays. Teachers can avail e-content from the library using the given username and password for their access. The sports facilities, gymnasium, indoor stadium, playground etc. could be used by the staff members also during evenings. The children of the non-teaching staff members were given admission to UG/PG programmes and were given scholarships for their studies and fee concessions by the college.

The college provides financial assistance and welfare measures for the support staff as gifts during festive seasons. Retiring rooms are allotted for the support staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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**

8

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 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

8

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 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

64

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

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

The performance of the teaching and non-teaching staff is assessed periodically. Every year a format is given to them to furnish the relevant data with supporting documents. The details are also submitted by staff members in google docs to the IQAC. It is further highlighted in the college newsletter and the college magazine. The meritorious accomplishments of the staff are acknowledged by the college management and they are honoured during various functions. They are also presented mementos and their accomplishments are reported in the newspapers. Feedback is collected from students and other stakeholders and it is also analysed by the IQAC. Various corrective measures are undertaken by the management based on the feedback.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

Institution conducts internal and external audits regularly. The internal audit is done at different stages by the account clerk, Bursar, Superintendent and Principal. The directions from the Higher Education Department and the Chartered Accountant are

followed. At the end of each financial year the annual financial statements, receipts and expenditure details are sent for external audit.

Audits of the grants sanctioned by the government/UGC are audited separately. Their certificates and statements of accounts are sent to the authorities for the settlement of accounts. Audit of the management account is also done promptly. The bursar maintains the account on behalf of the management. It is audited internally and externally. Towards the end of the financial year, annual financial statement and auditor report is presented.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

0.20

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

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

PTA provides financial assistance to the management for infrastructure augmentation and maintenance of the existing infrastructure. The PTA joins hand in hand with the management and Principal during the times of any crisis in the day today affairs of the college. PTA gives annual feedback which helps to plan ahead in an efficient manner.

The Alumni association also contributes funds for the development

of the college. They also organise programmes for the students. The staff members also contribute to the college in the form of endowments. The interest generated from the deposit money is used for giving awards and scholarships for the meritorious students every year.

File Description	Documents
Paste link for additional information	<a href="https://nmcc.ac.in/iqac/CriteriaData/5.4.1%20Alumni%20association%20fees.pdf">https://nmcc.ac.in/iqac/CriteriaData/5.4.1%20Alumni%20association%20fees.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

The IQAC organises various programmes for the welfare of the staff and students. Various workshops and seminars were organised for students. The library facilities are updated every year. New addition of books and journals are added every year as per the need. An additional batch for M.A English was started in the year because of the increased need for study of the subject. The construction work of new class rooms and a new Language Lab were completed during this year. Orientation Programmes for teaching and non-teaching staff were conducted. An Incinerator was purchased during this year. The preparation of data for NAAC and NIRF were done by conducting Criteria wise meetings for staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC. For this feedback is collected from students, parents, alumni, staff and other stake holders. Programme outcomes and course outcomes are analysed. The results

of the outgoing students, progression to higher education and placement of students are compared and analysed. Corrective measures are recommended to the Board of Studies through the Chairpersons and members of the Board of Studies representing our institution to the university.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

**B. Any 3 of the above**

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

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

The college has a strong ethical culture based on the inclusivity of students. It observes highest ethical standards in all its activities. Equal opportunities are provided to all individuals irrespective of gender, race, caste, colour, creed, language, religion, political or other opinion, national or social origin,

property, birth or other status. Its unique work culture, led to the enrolment of more girl students and women staff in the college.

Safety, security and well-being, along with gender equity and a friendly working atmosphere are established. Annual gender sensitization action plans were prepared following International Women's Day Celebrations and other gender equity promotion programs to ignite the responsibility of men students.

Various important days are celebrated by the college. Women's Day Celebrations, College union activities, Annual sports meet, PTA general meetings, Alumni meets, Fine Arts festival, Thiramai Thiruvizha, Association meetings etc. are conducted.

Safety and Security of the students are being regularly monitored by the Discipline committee, Women cell, anti-eve-teasing committee and the students are monitoring through CCTV cameras. Counselling cell gives counselling to the students and staff. The Departments also provide counselling classes & programmes to students. A separate common waiting room was allotted to women students and research scholars.

File Description	Documents
Annual gender sensitization action plan	<a href="https://nmcc.ac.in/igac/CriteriaData/7.1.1.pdf">https://nmcc.ac.in/igac/CriteriaData/7.1.1.pdf</a>
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**

**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Waste Management by converting degradable waste into vermicompost

Ban on use of plastic inside the campus

Water management

Collecting e-waste and sending them for recycling

Restricted entry of motor vehicles

Eco-friendly gardens in different blocks, trees and medicinal garden and herbal garden

Eco-friendly pond with fishes

Use of solar panels as green energy source

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for** A. Any 4 or All of the above



greening the campus are as follows:

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**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**

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**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**

**A. Any 4 or all of the above**

**(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	<a href="#">View File</a>
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 students are trained to respect the nation and have patriotic feeling towards the country. The celebration of National Days like Independence Day and Republic Day instils those feelings in them. Various competitions are conducted on different themes to make it reach the students. They are taught to respect other religions, respect the dignity of labour, tolerance and understanding, endurance and have a democratic spirit. The teachers are also inspired to instil values and pass it to the younger generation. The teachers are motivated to appreciate the students, help them to keep the campus clean, be punctual and learn the importance of time.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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

A good teacher should definitely devote time in the classroom to

instil moral values in his students. Courses on Value Education and Moral Education are conducted by the college. "Since the students of today are the leaders of tomorrow, they are the building blocks of good society. We cannot create a good society if we fail to produce good human beings".

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://nmcc.ac.in/igac/CommitteeReports/Consumer%20Club.pdf">https://nmcc.ac.in/igac/CommitteeReports/Consumer%20Club.pdf</a>
Any other relevant information	Nil

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

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Institution organizes national and international commemorative days, events and festivals. National festivals play an important role in planting the seed of Nationalism and Patriotism among the

students. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great national leaders. The faculty, staff and students of the institution together celebrate these occasions and spread the message of unity, peace, love and happiness. Republic Day and Independence Day are celebrated in a grand manner with a parade involving the NCC, NSS and YRC volunteers. Yoga Day, Gandhi Jayanthi, Environmental Day, Teachers Day, etc are also celebrated. State festivals like Onam and Pongal are also celebrated in a grand manner.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

**Empowering Student-Centred Learning: NMCC's Focus on Community Engagement Inside and Outside the Campus.**

### Objectives:

The college inspires and instils a sense of social responsibility in its students. NMCC's holistic approach to education cultivates better citizens and fosters a culture of mutual assistance and collaboration.

### Context:

Since NMCC is located in a rural landscape, it tries to break the cycle of poverty and empower individuals through skill-oriented higher education. Our goal is to motivate students to be catalysts for positive change by emphasizing empathy, compassion, and

collective support for the progress and prosperity of all.

**The Practice:**

Students are not just passive recipients of knowledge; they are also active agents of change in society.

**Recognition and Encouragement:**

Education should extend beyond the confines of the classroom and this belief is central to NMCC's ethos. These initiatives equip students with the skills and values necessary for active citizenship. Students are actively involved in outreach activities, including visits to orphanages, AIDS centres, blind schools, and distributing food to the homeless.

**Evidence of Success:**

Through annual practices like these, NMCC has earned a reputation for actively contributing to societal welfare, earning the respect and trust of the community.

File Description	Documents
Best practices in the Institutional website	<a href="https://nmcc.ac.in/igac/General/Best%20practices.pdf">https://nmcc.ac.in/igac/General/Best%20practices.pdf</a>
Any other relevant information	<a href="https://nmcc.ac.in/igac/CriteriaData/7.2.1%20Best%20practices.pdf">https://nmcc.ac.in/igac/CriteriaData/7.2.1%20Best%20practices.pdf</a>

**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

Our college is situated in a semi-urban area. Most of the students come from villages and many of them are first graduates. Infrastructure facilities like spacious classrooms, well equipped laboratories, seminar halls, language lab, gymnasium, indoor stadium, waiting area, retiring hall for girl students and playground in the lush green area sprawling 14 acres of land make it an ideal place for learning. Our college offers Value education course to the students which help to develop good. The Counselling

Cell, the Placement Cell and a host of club activities with a healthy Mentor-Mentee ratio, Study Circles, Certificate Programmes, Cultural Events and International Day Celebrations, all together make our institution an ideal place to pursue their undergraduate, post graduate, M.Phil and Ph.D programmes.

The students and staff of our college are highly motivated to help the poor and downtrodden. They help the people of mentally retarded homes, blind school, orphanages and cancer centres. Food packets are served to the beggars and street vendors. During the time of natural calamities our students join hands with the relief workers. They donate blood to the needy people. Free Mid-day meals is provided to students who come from economically poor background.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The institution follows the curriculum prepared by the affiliated university. Following the academic calendar prepared by the university the college also prepares an academic calendar in the beginning of the academic year. At the department level, an action plan is prepared for each academic year by the Head of the Department. The elective papers are selected well in advance and time table, subject allotment, class teachers, mentors, project guides are allotted as per the decisions taken in the Staff meetings. Course plan is prepared by all the teachers and is recorded in their course diary. Different methods like lecture method, demonstrations, discussions, seminar presentations and audio-visuals are used in teaching. Video lessons prepared by the teachers and YouTube videos are also used for teaching. The students are also taken for field visits and study tours, based on their curriculum needs.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

Three internal exams are planned and conducted during each semester and the average of the best two exam results are taken for grading. Periodic evaluation is also done through assignments, seminar presentations, quizzes and weekly tests. The results of students are analysed by staff and discussed in the department meetings. Feedback is also collected from students, teachers, alumni and employers.

A grievance redressal committee functions in the college to address the grievances of the students. A complaint box is also fixed near the principal's office for the students to drop

their complaints. The mechanism of internal assessment is robust and maintains objectivity and transparency during the conduct of internal examinations and consolidation of the marks. The answer scripts are distributed to the students, the marks are entered in the course file of the teacher and displayed in the department notice board and then uploaded in the online portal of the college and website and finally to the university.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## **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**

47



File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

## 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)

14

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

## 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	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

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

The curriculum followed by the institution addresses various issues related to Professional Ethics, Environment and Sustainability, Gender and Human Values. Value Education is stressed by including a course on Value and Moral Education for the first-year Undergraduate students. The Curriculum also include courses like Environmental Studies, Value Based

Education, Personality Development, Women’s Studies, Public Health and Hygiene, Entrepreneurship Development, etc. to integrate these cross-cutting issues. In addition to these, Seminars, Workshops and Capacity Building programmes are organised by the institution to address these issues. Several Environmental issues are addressed in the special camps organised by the NSS, NCC and Youth Red Cross. Waste Management System, Energy Conservation through Solar Plant and Biogas Plant are initiated by the institution. The Eco Club is involved in the plantation of trees inside and outside the campus. The Youth welfare and Fine Arts Club conducts various programmes in Art and Literature with focus on various issues pertaining to Gender, Environment, Ethics and Values. The institution along with the staff and students also offer help to orphanages and old age homes, and supplies food and clothing to the needy people thereby creating awareness to the students on many social issues.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

37

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

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

1316

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 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	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
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File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

1381

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

1333

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 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

Advanced and slow learners are identified based on their classroom responses as well as their performance in unit tests and internal examinations. The teachers create a separate list

of slow and advanced learners and conducts remedial classes for the weaker students. The teachers check whether the students are able to comprehend the topic well. If they don't understand the topic or teaching, it will be explained to them again in simple ways.

Advanced learners are encouraged to speak frequently with their teachers about their concerns in a formal setting. For their advanced studies, students are encouraged to consult advanced textbooks, journals, and other e-resources. Students prepare assignments and projects at home. They are encouraged to participate in seminars, poster presentations, quizzes, debates etc. Peer teaching is also conducted. This gives more confidence to the advanced learners and thereby helps the slow learners to learn from their peers.

#### Special programmes for advanced learners

- Extended Library Use
- Engagement in Peer Teaching
- Writing Assignments on more Challenging Topics
- Paper Presentation in Seminars/Workshops/Conferences

#### Special programmes for slow learners

- Conducting Extra Classes
- Providing lectures uploaded on web and YouTube to improve basic understanding of the subject
- Assistance from classmates

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
3797	185

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

Internal assessments are designed in such a way that they encourage students to work independently. Students are required to submit written assignments, by conducting research on the assigned topic in order to boost their confidence, and to instil interest in research activities. Seminars help students in presenting their assignments, assisting them in overcoming stage fright and also developing oratory skills.

### Experiential learning

Industrial / field visits, Internship, Certification Courses (Value Added Courses) to develop their expertise, Proficiency in soft and communication skills through lab sessions, lectures on topics relevant to employment skills.

### Participative learning

Management Fest and Club Activities organized by the students in which they participate and learn from each other.

Quizzes are organised for students at intra or inter college level.

### Problem Solving Methodologies

Giving assignments and discussion topics in the class.

### Case Study Analysis and Discussion

### Class presentations

Project methods, Interactive methods: student participation in group discussion, role-play, subject quiz, news analysis, educational games, discussion and questions and answers on current affairs, etc.

Teachers make their classes more interactive, encouraging creative and critical thinking. Audio-visual tools, language labs, Google Classroom, industrial visits, field work, and projects provide experiential and participatory learning.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

Teachers use online educational resources and blended learning platforms to effectively deliver content and provide students with an enhanced learning experience. Platforms such as YouTube, WhatsApp groups, Google Meet etc. are used to communicate, provide study materials, make announcements, conduct tests, upload assignments, create presentations, answer questions, and share information.

Free Internet and Wi-Fi are made available to all the Staff and students. The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching- learning process. To teach mathematical subjects online, teachers use various online tools like whiteboard, Jamboard etc. The use of multimedia teaching aids like, LCD projectors, internet enabled computer/laptops is usually in use in the classrooms.

All the departments conduct seminars, workshops and arrange guest lectures on the new developments in the core subjects for effective teaching and learning. Seminar halls are equipped with multimedia facilities. E-journals and e-books are available in the library for the staff and students.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

**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**

185

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

## 2.4 - Teacher Profile and Quality

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

185

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

167

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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



2115

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The institutional level continuous internal evaluation system (CIE) adheres to the guidelines established by the affiliating university. Teachers complete the portions allotted to them based on the syllabus as outlined in the lesson plan and course diary. For each course, three internal examinations are conducted and the average of the best two performances are taken for grading. This is calculated for 20 marks for UG and 15 marks for PG. In addition to this for UG, assignments are awarded 5 marks, while for PG, assignments and seminar presentations are together considered for 10 marks. The external examination is conducted for 75 marks. In addition to internal exams, weekly tests and quizzes are conducted.

The marks earned by students in a class are posted on the department notice board and are uploaded in the college website, and individual marks are sent to students and parents via SMS. During the Department's class-by-class parent meetings, the performance of the wards is also discussed with the parents. Students' achievements in co-curricular and extracurricular activities are also documented, and they are encouraged by giving special awards and prizes.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

An examination committee, comprised of a senior teacher as

convener and several other teaching and non-teaching staff as members is formed at the institutional level to handle internal examination related grievances. The teacher distributes the evaluated answer scripts to the students and discusses the answers in the class. If the students notice any discrepancy, such as mistakes in the question paper, mark allocation, or correction, the concerned teacher will resolve the discrepancy and make the necessary corrections. If a student is dissatisfied with the marks awarded by the teacher, he/she may appeal to the HOD. All such representations are taken positively and, if necessary, reassessed by another teacher.

SMS notifies parents about their ward's performance. The faculty mentor counsels students, and remedial classes are held for students who have failed in the examinations. Internal assessment retests are given to students who are absent from internal exams for legitimate reasons. Internal Assessment marks are entered into the University web portal within a specific time frame and they are also displayed in the college website.

File Description	Documents
Any additional information	<a href="#">View File</a>
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 learning outcomes of the programmes and courses offered by the college are clearly stated, and the following mechanism is used to communicate the learning outcomes to teachers and students. Hard copies of the syllabi and Learning Outcomes are available in the college/departments for teachers and students for reference. The learning outcomes of the programmes and courses are highlighted and made known to students at the beginning of the session during the induction ceremony-cum-orientation programme. It is also uploaded in the college website. The significance of learning outcomes are discussed by teachers during staff meetings and IQAC meetings.

The learning outcomes are also defined by the university and clearly stated in the syllabus framed by the University. The

Programme Specific Outcomes are closely related to the syllabus content. The outcomes are discussed with students in the classroom. Every department plans and executes all activities in accordance with the programme and course outcomes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://nmcc.ac.in/IOACCcourseobjectivesandoutcome.aspx">https://nmcc.ac.in/IOACCcourseobjectivesandoutcome.aspx</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The course outcomes are reviewed at the start of each unit and at the end of each unit. Every class hour, an environment is created in which the teacher interacts closely with the students and the students freely express their difficulties. Assignments are given and their performance indicates whether the student has assimilated knowledge of the subjects taught.

The direct assessment reflects the students' performance in formative and summative examinations, seminars, and assignments. The achievement of COs is quantified using these tools. Formative assessment entails teachers using continuous assessment throughout the course of the study to measure and improve student learning. They allow teachers to track the extent to which course objectives are met. Its primary goal is to identify deficiencies so that appropriate learning interventions can take place, allowing students to master the necessary skills and knowledge.

**Internal Assessment:** This is a formative assessment used to evaluate the student's academic performance on a regular basis

**Seminars:** The seminar evaluates students' interactions with peers and teachers on assigned topics. Content, preparation, presentation, and communication abilities are all evaluated.

**Assignment:** The assignment is intended to assess students' understanding of the assigned topic, ability to gather

information, comprehension, innovation/ideas, and creativity.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

1099

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

[www.nmcc.ac.in](http://www.nmcc.ac.in)

## 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)

0.2

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 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

83

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

### 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

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
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

With the purpose of systematically fostering the culture of Innovation and entrepreneurship in all the departments of the institution, IIC and EDC have been functioning since 2018. Since the inception of the Institutional Innovation Council the college has been a member institute participating in programmes like Innovation Ranking, Hackathons, and Innovation Ambassador. The institution conducts activities to boost the innovation culture among the student community. The institution has identified honey bee cultivation as a significant trust area and provides regular training to the students from production to marketing of honey. A pre-incubation unit is being established with the honey business in the initial phase. The institution is conducting a feasibility study to identify a trusted area for finalizing the incubation unit.

As the institution is from a rural background and the entrepreneurship ecosystem in the district is not up to the levels creating awareness is important to kick start. Therefore, the institution is concentrating on doing more awareness campaigns with district entrepreneurship units like EDII, DIC, and TIC. The students are provided with knowledge about business plan preparation, schemes for starting new businesses, and provided with field trips to local markets and industries.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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**

10

File Description	Documents
Report of the event	No File Uploaded
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

23

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)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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

99

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

102	
File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>
<b>3.4 - Extension Activities</b>	
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	
<p>Extension activities are carried out in the neighbourhood community, sensitizing students to social issues, for their holistic development. The NSS, NCC, YRC volunteers are involved in this work. The main objective of these clubs is to create a bridge between the community and the Institution through outreach and extension program. The extension activities help the students to understand the needs of the people, to analyse their needs and work for their welfare with the support of the stakeholders. Gender sensitization programs are conducted to spread the message of 'Gender Equity' for creating a better world. Several awareness programmes are conducted addressing issues of health and hygiene, environmental pollution, plantation of trees, say no to plastic, blood donation camps, serving of food packets to the poor, helmet awareness rally, Voting awareness rally, and so on. The Communication Club of the college conducts several programmes in government schools and orphanages to develop their communication skills.</p>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>
<b>3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year</b>	
<b>3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year</b>	
0	



File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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**

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

**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**

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**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**

17

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**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**

17

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

**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 college ensures the quality of teaching-learning & research. Adequate infrastructure and physical facilities of the college strengthen the quality of education. It comprises a

well-maintained green campus spread over 13 acres, on which buildings are constructed as ten separate blocks for accommodating classrooms, laboratories, seminar halls, library etc. The building includes an administrative office, central library, language lab, indoor stadium, retiring hall for girls, canteen, etc. Besides the buildings, the college has a spacious playground for sports and games activities.

The college has a sufficient number of well-furnished, ventilated, spacious & lighted classrooms, laboratories and seminar halls to accommodate the teaching-learning process effectively. All classrooms & laboratories are clean and tidy. Moreover, the seminar halls are air-conditioned and equipped with ICT facilities. The college campus is enabled with Wi-Fi facility, which enables the staff and students to access the internet during working hours. All the students have health coverage under a group insurance scheme. The college maintains two solar plants and four generators are used for uninterrupted power supply. Moreover, rainwater harvesting, vermicompost plant and a bio-gas plant are the other highlights.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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 has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc. The Youth Welfare and Fine Arts Club has a separate room for training the students in various cultural activities. The students are trained in dance, singing, acting, mime etc. They participate in various cultural competitions conducted by colleges and universities. The college has a big playground which is used for training students in Athletics, Sports and games. The students are trained in Cricket, Football, Kabbadi, Hockey, Throwball, Coco etc. There is an indoor stadium in the college for promoting the indoor games. In addition to these there is a gymnasium and Yoga centre in the college for Fitness and care.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.

28

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

8.83

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The central library of the college, known as Rev. James Emlyn Memorial Library, functions in the Emlyn block, spreading in an

area of 777 sq.m. The library has a collection of 62,300 books, periodicals, journals & magazines, book bank, previous year question papers and CD-ROMs. The reading hall can accommodate nearly 100 readers at a time. In addition to the central library, most of the departments have departmental libraries.

The library is automated with LMS, a software developed by the college in 2008 and upgraded periodically. Various housekeeping activities of the library such as book entry, customer entry, issue & return of books are done through the software. The important modules used in LMS software are as follows

- Book entry
- Customer entry
- Circulation
- Reports
- Barcode technology
- OPAC

A computer is installed in the library for OPAC, which enables the users to know the status of the book.

The college is the member of N-LIST programme. Under N-LIST, the college has access to 6000+ e-journals, 164,300+ e-books through N-LIST and 60,000 through NDLI. All the staff and students have access to e-resources within the campus. Moreover, remote access to e-resources is in practice. The library is connected with Wi-Fi facility.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

2.15

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

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

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

72

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The Institution frequently updates its IT facilities including Wi-Fi. The computers are maintained in good condition and new additions are made each year in the departments, office, laboratories and language lab. A leased line of 150 MBPS speed is available in the campus. The entire campus is WIFI enabled

and it is used by students, teachers and research scholars.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

515

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

#### 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	<a href="#">View File</a>

#### 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)

294.70

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

**Library-** Every student studying in the college is eligible to become a member of the library. Users are not permitted to take personal belongings inside the library. At the beginning of every academic year, first-year graduate students are given an orientation on library resources.

**Laboratory-** The college offers separate spacious laboratories for the UG, PG Research centres of Science Departments. All the laboratories have sophisticated equipment to conduct the practical and to perform experiments in connection with their research work. The students have to make entry in the log book during their entry and exit to the lab. The specimen needed for doing the practical are provided by the department with the support of the lab technicians. The practical demonstration will be given by the teacher in charge of the respective practical. The lab assistant should place order for the specimen. The research laboratories of our college contain delicate and advanced instruments and equipment. It is accessible for the scholars of our college for internal purposes within the campus. The students from other institutions will also be allowed to use the laboratory facilities upon request by respective student and principal.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION



<b>5.1 - Student Support</b>	
<b>5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
<b>5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
1535	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>
<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
1535	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>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</b>	<b>A. All of the above</b>

File Description	Documents
Link to Institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

1120

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

1120

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

135

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

486

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### 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**

6

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

**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.**

99

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 )

**Based on the regulations of Manonmaniam Sundaranar University, members are elected for the students' council from each class**

and they elect the chairperson, vice chairperson, secretary and executive committee members to the students' council. Apart from this each class have two student representatives, one boy and a girl. The students' council works for the welfare of the students and guides them in various academic, co-curricular and extension activities

The teacher advisors guide the students' council for organizing various activities and competitions. The students are motivated and feel comfortable to take part in various activities under the council. The union organizes various activities such as Inauguration Day, food festivals, sports programmes, celebrations of days, Fine arts programmes, and various other programmes. The clubs and associations have their own student secretary and joint secretary to guide them. The Executive committees of IQAC, NSS, NCC, Eco club, women's cell etc have their student representatives added to execute all the activities effectively. Through all these student committees and clubs, the unity and cooperation of the students is confirmed.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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**

133

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

There is an Alumni Association that is functioning in the college. The outgoing students of the college becomes members of the Alumni association every year. They pay the membership fee and join as members. A Committee is formed with the Correspondent as the Patron and Principal as the Chairperson. It also has a President, Vice-President, Secretary, Joint Secretary, Treasurer and Executive members. The members are elected in the general body meeting. The executive committee meets once in 4 months and discusses various developmental activities of the college. In addition to the College Alumni Association the departments also have separate Department Alumni Association. They too conduct annual general body meetings and executive committee meetings. They conduct seminars, workshops, endowment lectures etc in the department. Every year the meritorious students and university rank holders are honoured during the college day celebrations with mementos and cash awards.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

5.4.2 - Alumni contribution during the year (INR in Lakhs) D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The governance structure at NMCC stands as a strong indication of its dedication to actualize the institution's vision and mission. It perfectly aligns with the broader objective of establishing the college as a centre of excellence. The carefully crafted governance system features a unified strategy that propels the institution towards achieving its outlined objectives and goals in the vision. The structure reflects the institution's mission to provide excellent education and uplift the underprivileged with steadfast commitment.

The governance system's structure is made up of the Governing Body, Staff Council, IQAC, Heads of Departments, along with various committees and the Student Council. This structure has been meticulously created to enhance the quality and speed of decision-making and execution, while aligning perfectly with the institution's vision and mission. Different committees and teams work together, each with specific tasks that are assigned to them and defined roles and responsibilities. Decision-makers give priority to ethical, moral, and social responsibility, making sure that every decision contributes to the development of a sustainable community.

The staff council plays a crucial role in our governance system. This collaborative approach results in decisions being made together, displaying a shared commitment to the institution's vision and mission.

File Description	Documents
Paste link for additional information	<a href="https://nmcc.ac.in/igac/General/Long%20term%20plan%20of%20the%20institution.pdf">https://nmcc.ac.in/igac/General/Long%20term%20plan%20of%20the%20institution.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

In keeping with its belief in sharing responsibilities and leadership and following the democratic traditions, the institution practises decentralisation and participatory management. The substantial delegation of authority to the Heads of the Departments in the college is a good example of this approach. The Head of the Department is responsible for overseeing the teaching plans of his or her department's members. He/she has the authority to make changes to the routine, as well as give teaching tasks and evaluation responsibilities. He/she often leads the planning of seminars, workshops, career counselling sessions, remedial measures, interdepartmental or/and inter-college exercises, departmental excursions, and study trips. He/she is free to implement inventive and new approaches to aid his/ her students. Department heads collaborate with their colleagues to plan, prepare, and publish the departmental magazine or newsletter. He/she plans and leads Parent-Teacher meetings, during which the wards' academic achievement is shared to the guardians. Through their effective management of their departments, Heads discharge their function as nodal agents of the academic and administrative processes in the college, joining hands with the principal and management by assigning various duties and responsibilities to the staff members of the departments.

File Description	Documents
Paste link for additional information	<a href="https://nmcc.ac.in/igac/CriteriaData/6.2.1.pdf">https://nmcc.ac.in/igac/CriteriaData/6.2.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment



## 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**Admission to students:** Orientation programme is conducted followed by a bridge course to bridge the gap between school and college. Tests are conducted by various departments to assess the students. Knowledge gaps are identified and academic counselling is given to them. Every student is monitored by a mentor and the class teacher and interacts with them during any point of time.

**Teaching and learning:** Introducing ICT enabled teaching methods in the classroom. Steps are taken to include more computers, smart boards, LCD's for the students and teachers. Recorded videos were uploaded in YouTube for the students.

**Professional training for students and faculty:** Training sessions were arranged for both students and teachers. Several soft skill training programs, seminars and workshops were organised for the welfare of the students.

**Examination and Evaluation:** Internal examinations are conducted by the institution following the Academic calendar prepared by the institution and following the guidelines given by the affiliating university.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://nmcc.ac.in/iqac/General/Institutional%20perspective%20plan.pdf">https://nmcc.ac.in/iqac/General/Institutional%20perspective%20plan.pdf</a>
Upload any additional information	No File Uploaded

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

The college is owned and managed by the Kannyakumari Diocese of the Church of South India. The Executive Committee of the diocese appoints the Principal of the college. The college governing board, constituted by the diocese makes all other appointments subject to the approval of the executive committee. The major financial and administrative policies of the college are formulated by the governing board. The general Administration of the college is vested in the Principal. He is

assisted by the vice principals in the day today administration of the college. The Principal shall be responsible for supervising the maintenance of the accounts and properties of the college in accordance with the rules stipulated by the university, the government and the management. The heads of departments join hands with the Principal in the organisation, coordination and smooth functioning of their departments.

The admission committee prepares the admission list of students and monitors the admission process. The IQAC fulfils the vision, mission, objective and benchmark set by the college. It focusses on enhancing quality in curricular aspects, teaching-learning process and research activities, to promote infrastructure, learning resources and extension activities.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://nmcc.ac.in/Organogram.aspx">https://nmcc.ac.in/Organogram.aspx</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures for teaching and

non- teaching staff. The Co-operative society provides welfare schemes for staff loans outside college. Hostel facility is provided for the lady faculty and girl students. The Canteen provides nutritious and hygienic food for staff and students at a nominal rate. The Canteen functions from 8 am to 5 pm. Library is open to teachers and students from 8:30 a.m. to 4:30 p.m. on all days except public holidays. Teachers can avail e-content from the library using the given username and password for their access. The sports facilities, gymnasium, indoor stadium, playground etc. could be used by the staff members also during evenings. The children of the non-teaching staff members were given admission to UG/PG programmes and were given scholarships for their studies and fee concessions by the college.

The college provides financial assistance and welfare measures for the support staff as gifts during festive seasons. Retiring rooms are allotted for the support staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### **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**

8

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### **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**

8

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**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**

64

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

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

The performance of the teaching and non-teaching staff is assessed periodically. Every year a format is given to them to furnish the relevant data with supporting documents. The details are also submitted by staff members in google docs to the IQAC. It is further highlighted in the college newsletter and the college magazine. The meritorious accomplishments of the staff are acknowledged by the college management and they are honoured during various functions. They are also presented mementos and their accomplishments are reported in the newspapers. Feedback is collected from students and other stakeholders and it is also analysed by the IQAC. Various corrective measures are undertaken by the management based on the feedback.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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

Institution conducts internal and external audits regularly. The internal audit is done at different stages by the account clerk, Bursar, Superintendent and Principal. The directions from the Higher Education Department and the Chartered Accountant are followed. At the end of each financial year the annual financial statements, receipts and expenditure details are sent for external audit.

Audits of the grants sanctioned by the government/UGC are audited separately. Their certificates and statements of accounts are sent to the authorities for the settlement of accounts. Audit of the management account is also done promptly. The bursar maintains the account on behalf of the management. It is audited internally and externally. Towards the end of the financial year, annual financial statement and auditor report is presented.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

0.20

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

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

PTA provides financial assistance to the management for infrastructure augmentation and maintenance of the existing infrastructure. The PTA joins hand in hand with the management and Principal during the times of any crisis in the day today affairs of the college. PTA gives annual feedback which helps to plan ahead in an efficient manner.

The Alumni association also contributes funds for the development of the college. They also organise programmes for the students. The staff members also contribute to the college in the form of endowments. The interest generated from the deposit money is used for giving awards and scholarships for the meritorious students every year.

File Description	Documents
Paste link for additional information	<a href="https://nmcc.ac.in/igac/CriteriaData/5.4.1%20Alumni%20association%20fees.pdf">https://nmcc.ac.in/igac/CriteriaData/5.4.1%20Alumni%20association%20fees.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

The IQAC organises various programmes for the welfare of the staff and students. Various workshops and seminars were organised for students. The library facilities are updated every year. New addition of books and journals are added every year as per the need. An additional batch for M.A English was started in the year because of the increased need for study of the subject. The construction work of new class rooms and a new Language Lab were completed during this year. Orientation Programmes for teaching and non-teaching staff were conducted. An Incinerator was purchased during this year. The preparation of data for NAAC and NIRF were done by conducting Criteria wise meetings for staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC. For this feedback is collected from students, parents, alumni, staff and other stake holders. Programme outcomes and course outcomes are analysed. The results of the outgoing students, progression to higher education and placement of students are compared and analysed. Corrective measures are recommended to the Board of Studies through the Chairpersons and members of the Board of Studies representing our institution to the university.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

**B. Any 3 of the above**

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

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

The college has a strong ethical culture based on the inclusivity of students. It observes highest ethical standards in all its activities. Equal opportunities are provided to all individuals irrespective of gender, race, caste, colour, creed, language, religion, political or other opinion, national or social origin, property, birth or other status. Its unique work culture, led to the enrolment of more girl students and women staff in the college.



Safety, security and well-being, along with gender equity and a friendly working atmosphere are established. Annual gender sensitization action plans were prepared following International Women’s Day Celebrations and other gender equity promotion programs to ignite the responsibility of men students.

Various important days are celebrated by the college. Women’s Day Celebrations, College union activities, Annual sports meet, PTA general meetings, Alumni meets, Fine Arts festival, Thiramai Thiruvizha, Association meetings etc. are conducted.

Safety and Security of the students are being regularly monitored by the Discipline committee, Women cell, anti-eve-teasing committee and the students are monitoring through CCTV cameras. Counselling cell gives counselling to the students and staff. The Departments also provide counselling classes & programmes to students. A separate common waiting room was allotted to women students and research scholars.

File Description	Documents
Annual gender sensitization action plan	<a href="https://nmcc.ac.in/igac/CriteriaData/7.1.1.pdf">https://nmcc.ac.in/igac/CriteriaData/7.1.1.pdf</a>
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

<b>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</b>	<b>A. 4 or All of the above</b>
--	---------------------------------

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Waste Management by converting degradable waste into vermicompost

Ban on use of plastic inside the campus

Water management

Collecting e-waste and sending them for recycling

Restricted entry of motor vehicles

Eco-friendly gardens in different blocks, trees and medicinal garden and herbal garden

Eco-friendly pond with fishes

Use of solar panels as green energy source

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

<p><b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b></p> <ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3. Pedestrian-friendly pathways</b></li> <li><b>4. Ban on use of plastic</b></li> <li><b>5. Landscaping</b></li> </ol>	<p><b>A. Any 4 or All of the above</b></p>										
<table border="1"> <thead> <tr> <th data-bbox="92 566 531 629">File Description</th> <th data-bbox="539 566 1394 629">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="92 640 531 734">Geo tagged photos / videos of the facilities</td> <td data-bbox="539 640 1394 734" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="92 745 531 875">Various policy documents / decisions circulated for implementation</td> <td data-bbox="539 745 1394 875" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="92 887 531 943">Any other relevant documents</td> <td data-bbox="539 887 1394 943" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photos / videos of the facilities	<a href="#">View File</a>	Various policy documents / decisions circulated for implementation	<a href="#">View File</a>	Any other relevant documents	<a href="#">View File</a>			
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Various policy documents / decisions circulated for implementation	<a href="#">View File</a>										
Any other relevant documents	<a href="#">View File</a>										
<p><b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b></p>											
<p><b>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></p>	<p><b>A. Any 4 or all of the above</b></p>										
<table border="1"> <thead> <tr> <th data-bbox="92 1395 531 1458">File Description</th> <th data-bbox="539 1395 1394 1458">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="92 1469 531 1599">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="539 1469 1394 1599" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="92 1610 531 1704">Certification by the auditing agency</td> <td data-bbox="539 1610 1394 1704" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="92 1715 531 1809">Certificates of the awards received</td> <td data-bbox="539 1715 1394 1809" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="92 1821 531 1877">Any other relevant information</td> <td data-bbox="539 1821 1394 1877" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>	Certification by the auditing agency	<a href="#">View File</a>	Certificates of the awards received	<a href="#">View File</a>	Any other relevant information	<b>No File Uploaded</b>	
File Description	Documents										
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>										
Certification by the auditing agency	<a href="#">View File</a>										
Certificates of the awards received	<a href="#">View File</a>										
Any other relevant information	<b>No File Uploaded</b>										
<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly</b></p>	<p><b>A. Any 4 or all of the above</b></p>										

**washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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 students are trained to respect the nation and have patriotic feeling towards the country. The celebration of National Days like Independence Day and Republic Day instils those feelings in them. Various competitions are conducted on different themes to make it reach the students. They are taught to respect other religions, respect the dignity of labour, tolerance and understanding, endurance and have a democratic spirit. The teachers are also inspired to instil values and pass it to the younger generation. The teachers are motivated to appreciate the students, help them to keep the campus clean, be punctual and learn the importance of time.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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

A good teacher should definitely devote time in the classroom to instil moral values in his students. Courses on Value Education and Moral Education are conducted by the college. "Since the students of today are the leaders of tomorrow, they are the building blocks of good society. We cannot create a good society if we fail to produce good human beings".

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://nmcc.ac.in/igac/CommitteeReports/Consumer%20Club.pdf">https://nmcc.ac.in/igac/CommitteeReports/Consumer%20Club.pdf</a>
Any other relevant information	Nil

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

A. All of the above

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

events and festivals

Institution organizes national and international commemorative days, events and festivals. National festivals play an important role in planting the seed of Nationalism and Patriotism among the students. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great national leaders. The faculty, staff and students of the institution together celebrate these occasions and spread the message of unity, peace, love and happiness. Republic Day and Independence Day are celebrated in a grand manner with a parade involving the NCC, NSS and YRC volunteers. Yoga Day, Gandhi Jayanthi, Environmental Day, Teachers Day, etc are also celebrated. State festivals like Onam and Pongal are also celebrated in a grand manner.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

**Empowering Student-Centred Learning: NMCC's Focus on Community Engagement Inside and Outside the Campus.**

### Objectives:

The college inspires and instils a sense of social responsibility in its students. NMCC's holistic approach to education cultivates better citizens and fosters a culture of mutual assistance and collaboration.

### Context:

Since NMCC is located in a rural landscape, it tries to break the cycle of poverty and empower individuals through skill-oriented higher education. Our goal is to motivate students to be catalysts for positive change by emphasizing empathy, compassion, and collective support for the progress and prosperity of all.

**The Practice:**

Students are not just passive recipients of knowledge; they are also active agents of change in society.

**Recognition and Encouragement:**

Education should extend beyond the confines of the classroom and this belief is central to NMCC's ethos. These initiatives equip students with the skills and values necessary for active citizenship. Students are actively involved in outreach activities, including visits to orphanages, AIDS centres, blind schools, and distributing food to the homeless.

**Evidence of Success:**

Through annual practices like these, NMCC has earned a reputation for actively contributing to societal welfare, earning the respect and trust of the community.

File Description	Documents
Best practices in the Institutional website	<a href="https://nmcc.ac.in/igac/General/Best%20practices.pdf">https://nmcc.ac.in/igac/General/Best%20practices.pdf</a>
Any other relevant information	<a href="https://nmcc.ac.in/igac/CriteriaData/7.2.1%20Best%20practices.pdf">https://nmcc.ac.in/igac/CriteriaData/7.2.1%20Best%20practices.pdf</a>

**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

Our college is situated in a semi-urban area. Most of the students come from villages and many of them are first graduates. Infrastructure facilities like spacious classrooms,

well equipped laboratories, seminar halls, language lab, gymnasium, indoor stadium, waiting area, retiring hall for girl students and playground in the lush green area sprawling 14 acres of land make it an ideal place for learning. Our college offers Value education course to the students which help to develop good. The Counselling Cell, the Placement Cell and a host of club activities with a healthy Mentor-Mentee ratio, Study Circles, Certificate Programmes, Cultural Events and International Day Celebrations, all together make our institution an ideal place to pursue their undergraduate, post graduate, M.Phil and Ph.D programmes.

The students and staff of our college are highly motivated to help the poor and downtrodden. They help the people of mentally retarded homes, blind school, orphanages and cancer centres. Food packets are served to the beggars and street vendors. During the time of natural calamities our students join hands with the relief workers. They donate blood to the needy people. Free Mid-day meals is provided to students who come from economically poor background.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

- . To conduct more Skill Development Programmes for the Students and the Community.
- . To increase the student enrolment in MOOCs.
- . To increase the students' e-learning facilities.
- . To focus more on developing the Communication Skills of the students
- . To strengthen the activities of the clubs and forums
- . To increase the on-campus placement drives by bringing more companies to the campus.



- To strengthen the Alumni Association by adding new chapters to it.
- To enhance the facilities in the digital library.
- To conduct more extension activities to help the students of the nearby government schools.